

**WESTERN HIGHLANDS AREA AUTHORITY
FEBRUARY 1, 2008, REGULAR MEETING**

BOARD MEMBERS PRESENT: Nancy Carey (via conference call); John W. Condrey (via conference call); William J. Cook, Jr.; Patricia Franklin; Steve Garrison ; Susan Hendrick (via conference call); Minnie Jones; Abigail Karroubi; Steve Smith (via conference call); Mandy Stone; and Arthur C. Wilson, Jr.(via conference call).

BOARD MEMBERS ABSENT: Michele Lawhern; Robert Ratcliffe; Ryan Whitson; and Steve Wyatt.

MEMBERS OF THE PUBLIC PRESENT: Jerry Rice.

ALSO PRESENT: Arthur D. Carder, Jr., Chief Executive Officer; Sharon Lentz, Chief Financial Officer; Rhonda McKee, HR Director and Acting Clerk to the Board; Lynn Trotter, Provider & Consumer Relations; Charlie Schoenheit, Chief Operations Officer; and Victor W. Buchanan, Legal Counsel.

CALL TO ORDER: The area board ("Board") of the Western Highlands Area Authority met on Friday, February 1, 2008, at 9:35 a.m. in the second-floor Conference Room (Room 312/315) of 356 Biltmore Avenue, Asheville, North Carolina. The Chair called the meeting to order.

PUBLIC COMMENTS: Mr. Jerry Rice made comments relative his attendance at the Mercer Group meeting.

APPROVAL OF AGENDA: *Ms. Jones made a motion to approve the agenda as presented. Mr. Cook seconded the motion, and it carried by a unanimous vote.* (A copy of the agenda is included in the minute book with these minutes.)

APPROVAL OF MINUTES: *Mr. Garrison made a motion to approve the minutes for the January 4, 2008, Regular Meeting. Ms. Hendrick seconded the motion, and it carried by a unanimous vote.* (A copy of the January 4, 2008, Regular Meeting minutes is included in the minute book with these minutes).

Ms. Carey pointed out that she felt the intent of the term "State plan" in the wording, "...how to incorporate the goals of the State plan into the Board meeting agenda." in the Board Comment section of the January 4, 2008, minutes, was actually referring to the Local Business Plan.

BOARD CHAIR REPORT: Ms. Stone reported that the Executive Committee had met and is working on the CEO Evaluation document and form. She also reported on the meeting she attended with the Mercer Consultants.

CFAC REPORT: Due to the absence of a CFAC representative, Ms. Stone gave the CFAC Report. (A copy of the CFAC Report to the Western Highlands Network Board, dated February 1, 2008, is included in the minute book with these minutes.) Ms. Stone also requested that the Board review a Relational Agreement between CFAC and the Board for discussion at the March Board meeting.

CHIEF EXECUTIVE OFFICER REPORT: Mr. Carder made a report with respect to the following:

- ⇒ Reported on the Mercer Group visit. WHN Staff felt that the process went well. For clarification, the Executive Committee was not part of the Mercer Group meeting. They had met prior to the Mercer meeting. Some members of the Executive Committee had been invited to participate in the process. This was not a public meeting and therefore there was not a public announcement.
- ⇒ Received notification that the ShelterPlus grant will continue to funded.
- ⇒ McDowell County has decided to remain with the three counties (Alexander, Caldwell and McDowell) and go with the Smoky LME.
- ⇒ Regarding the Monthly Management report, there was a slight reduction in the number of calls for November and December which is not uncommon for this time of year. One trend that continues to go

down is the critical incident trend yet the complaints continue to rise. Human Rights Committee will be reviewing these issues at their February meeting.

- ⇒ In the next few months, Arthur plans to bring recommendations relative to changes that need to be made in program areas, expansions to fill service gaps, promoting some new programs and activities.
- ⇒ Outlined issues relative to the reimbursement of unpaid claims associated with the New Vistas/Mountain Laurel closure. Arthur was asked to create a bulleted list of issues related to this issue for Board members.

Mr. Wilson made a motion for the Chairperson of the Board to write a letter to the Secretary, copied to Mr. Mosely, the local legislative delegation and the LOC regarding the reimbursement of unpaid claims. The motion was seconded by Ms. Hendrick and passed with a unanimous vote.

Mr. Charlie Schoenheit, the Chief Operating Officer of Western Highlands Network gave an update on special projects.

CHIEF FINANCIAL OFFICER REPORT: Ms. Lentz presented the December, 2007, financial statements and proposed Budget Amendment #2. (A copy of these reports are included in the minute book with these minutes.)

Mr. Wilson made a motion to accept the two reports. The motion was seconded by Mr. Garrison and carried with Ms. Carey voting no.

Ms. Lentz shared a document entitled Combining Statement of Changes in Fiduciary Net Assets – Agency Funds, for the period ending January 30, 2008, which is a reconciliation of funds from the three area programs. She stated she would be sending the counties a letter outlining this.

COMMITTEE REPORTS: Ms. Stone reported that the Executive Committee had met to complete the CEO Evaluation document for presentation to the Board.

After discussion of process, Mr. Wilson made a motion to approve the CEO evaluation form. Mr. Cook seconded the motion which passed with a unanimous vote.

Ms. Carey reported that the Human Rights Committee will meet February 5th and all are invited. Ms. Hendrick reported that QIAC will meet following the Board meeting.

BOARD MEETING COMMENTS: Ms. Carey invited Mr. Carder to the Yancey County Task Force meeting 11:00 a.m., Wednesday, February 6th at the County Managers Office.

ADJOURNMENT: Mr. Cook made a motion to adjourn the meeting. Ms. Franklin seconded the motion, which carried by a unanimous vote; and the meeting adjourned at 11:20 a.m.

Respectfully submitted,

Rhonda R. McKee
Acting Clerk to the Board