

Henderson County Board of Health

Minutes

Regular Meeting – May 9, 2023

Classroom of the Henderson County Department of Public Health
1200 Spartanburg Highway Hendersonville, NC 28792

I. Call to Order

The Henderson County Board of Health meeting was called to order by Dr. Maggie Hayes, Chairperson, at 6:02 p.m.

Members Present	Kathleen Baluha, Registered Nurse John Bryant, General Public Member Maggie Hayes, Physician – Chairperson Jennifer Hensley, General Public Member Bill Lapsley, County Commissioner Craig Poole, Optometrist Scott Prechter, General Public Member Kenesha Smith, Pharmacist – Vice Chairperson Jeffrey Young, Professional Engineer
Members Not Present	Leslie Leidecker, Veterinarian Alison Reid, Dentist
Staff Leadership Present	Steve Smith, Health Director Diana Curran, Medical Director Camden Stewart, Administrative Officer Amy McCall, WIC/Nutrition Director Seth Swift, Environmental Health Director

Quorum Present

II. Approval of the Meeting Agenda

Dr. Maggie Hayes asked the board to add one item for the agenda under New Business which was a review of a recently received agreement addendum from the NC Department of Health and Human Services for local workforce development. **Motion:** Dr. John Bryant made a motion for the agenda to be approved with the revision and Ms. Kathy Baluha seconded the motion. **Vote:** The motion passed by unanimous vote.

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III. Approval of the April 11, 2023 Minutes

Dr. Hayes inquired if the board was prepared to proceed with approval of the minutes for the April 11, 2023 meeting. **Motion:** Dr. Craig Poole made a motion for the minutes to be approved as presented and Dr. Kenesha Smith seconded the motion. **Vote:** The motion passed by unanimous vote.

IV. Public Comments

Dr. Hayes asked if there were any public comments for the board. There were none.

V. Presentations

None.

VI. Reports

2022 Child Fatality Prevention Team Report

Dr. Diana Curran, Medical Director for the Henderson County Department of Public Health, began by referencing the summary of 2022 cases reviewed. Those cases represented children younger than 18 years old that died in 2021 for reasons other than abuse and/or neglect. Of those 10 cases, only one system problem was identified by the team which was the lack of any state requirement that younger children riding on a tricycle have an appropriate bike helmet for protection. That recommendation was being forwarded to the State Child Fatality Prevention Team since a local child had been killed while involved in an accident with a motor vehicle. Dr. Curran added that gun safety in homes remained an ongoing priority for the team and that community messaging continued on that front.

Health Director's Monthly Report

Mr. Steve Smith shared that May was Mental Health Awareness Month and continued to be promoted by the National Alliance on Mental Illness (NAMI). As a related item, Mr. Smith also mentioned that a recent meeting and training had been held with specific attention to child and youth mental health challenges. Additionally, the County Manager's proposed FY 24 budget had been published with most of the public health requests included. The remaining updates included current activities to support implementation of Opioid Litigation Settlement Funds strategies and the importance of recognizing public health nurses during Nurses Week (May 6-12).

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VII. Old Business

Board of Health – Review of Member Terms

Mr. Smith confirmed that Mr. Jeff Young and Ms. Kathy Baluha had terms that were expiring in June 2023. Dr. Hayes confirmed that both had expressed a willingness to serve another term. Mr. Smith stated that Dr. Craig Poole also had a term ending and was not eligible to serve again. Mr. Smith indicated that he was following up with other optometrist candidates for the board opening.

Health Director Job Description Review

Dr. Hayes reminded board members about the job description which had been shared at the April meeting and the obligation to annually review and approve the description. Dr. Bryant noted that the core obligations in the description seemed consistent and appropriate for the position. **Motion:** Dr. Bryant made a motion to approve the health director job description as presented. Ms. Baluha seconded the motion. **Vote:** The motion passed by unanimous vote.

VIII. New Business

Public Health Infrastructure: Local Workforce Development AA

Mr. Smith shared that the agreement addendum had just been received and that it was an atypical funding stream targeted toward enhanced workforce development for public health staff. Given that circumstance, Mr. Smith indicated that it might need to go before the Henderson County Board of Commissioners for approval and if so, it would be appropriate to first garner the approval of the board of health regarding acceptance. Dr. Hensley inquired about the intended use of the funds. Mr. Smith replied that there were defined categories for the use of funds, but specific strategies to strengthen workplace well-being and resilience programming along with other efforts to retain staff would be a high priority. Mr. Smith noted that some of those same needs were evident in the staff satisfaction survey that was being shared later in the meeting. Dr. Poole agreed with the value of the funding to support and sustain public health capacity. **Motion:** Dr. Poole made a motion to approve acceptance of the funds and for the matter to be forwarded to the Henderson County Board of Commissioners if needed for their consideration and final approval. Dr. Hensley seconded the motion. **Vote:** The motion passed by unanimous vote.

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Strengths, Weaknesses, Opportunities and Threats Summary

Mr. Smith outlined some of the work that had been accomplished with the Leadership Team and an external consultant since a preliminary review of the original data at the board's April meeting. Through a facilitated exercise, each Leadership Team member had selected the 3 most important items from the input for the next strategic plan and then those issues were organized into logical categories including service expansion, communication/information technology improvements, internal communication and workforce investment.

Board Input – Proposed Strategic Plan Goals

Mr. Smith stated the work above had been merged with major anticipated objectives over the next 4 years which led to the draft strategic plan goals. Some of those major objectives included the community health assessment, comprehensive quality assurance/quality improvement efforts, implementation of a new phone system and engagement with multiple strategies associated with the Opioid Litigation Settlement Funds. Dr. Hayes solicited feedback from board members and indicated that a final draft would be brought back to the board in June to approve.

Staff Satisfaction Survey

Mrs. Camden Stewart shared the findings of the recent survey and contrasted the responses with a prior one in 2019. 80% of the staff had participated in the survey. One highlight was that 97.8% of staff strongly agreed or agreed that the work of the organization positively impacted people's lives. One response percentage that had dropped over time was whether or not staff believed they were involved with decisions that affected their work. Only 58.7% of staff strongly agreed or agreed with that statement now compared to 73% in 2019. Mrs. Stewart mentioned that one variable possibly affecting that response was a 45% turnover in staff since 2019. Mrs. Stewart also stated that the feedback had been incredibly helpful and mirrored some of the prior input from staff about the strategic plan.

Closed Session – Health Director Performance Review

Dr. Hayes indicated that the board needed to go into closed session pursuant to North Carolina General Statute 143-318.11 (a)(6) to "...consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee...". **Motion:** Dr. Smith made a motion to go into closed session for the stated purpose and Dr. Scott Prechter seconded the motion. **Vote:** The motion passed by unanimous vote. Dr. Hayes further stated to all those in attendance that the board would take no further action once it came back into open session and would immediately adjourn. Dr. Hayes excused all present except for board members and Mrs. Stewart.

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The board concluded the closed session at approximately 7:15 p.m. **Motion:** Dr. Smith made a motion to exit the closed session and Dr. Poole seconded the motion. **Vote:** The motion passed by unanimous vote. Dr. Hayes invited Mr. Smith back into the board room and indicated that she would follow up with him about the results of the performance review.

IX. Discussion

None.

X. Adjournment

Motion: Dr. Bryant made a motion to adjourn, and it was seconded by Ms. Baluha.

Vote: The motion passed by unanimous vote.

Respectfully submitted:



Secretary to the Board/Health Director

6/13/2023

Date

Approved by the Henderson County Board of Health at the June 13, 2023, meeting.