

# Henderson County Board of Health

## Minutes

### Budget Review Committee Meeting – January 31, 2023

**Board Room of the Henderson County Department of Public Health  
1200 Spartanburg Highway Hendersonville, NC 28792**

#### I. Call to Order

The Henderson County Board of Health Budget Review Committee meeting was called to order by Dr. Craig Poole, Chairperson, at 6:04 p.m.

<b>Members Present</b>	Craig Poole, Optometrist - Chairperson Scott Prechter, General Public Member Jeffrey Young, Professional Engineer
<b>Members Not Present</b>	None
<b>Staff Leadership Present</b>	Steve Smith, Secretary to the Board/Health Director

#### Quorum Present

#### II. Approval of the Meeting Agenda

Dr. Craig Poole inquired if there were any additions or changes needed for the proposed meeting agenda. **Motion:** Mr. Jeffrey Young made a motion to approve the agenda as presented and Dr. Scott Prechter seconded the motion. **Vote:** The motion was approved by unanimous vote.

#### III. Budget Review and Development

Mr. Steve Smith reviewed some of the primary documents including the 4 year budget plans previously developed by the board which included proposed personnel, operational and capital expenses to meet expectations for mandated services and community need. Mr. Smith stated those elements had been incorporated within the FY 24 budget drafts and then mentioned several other needs that had arisen for medical and clinical equipment.

It was noted that personnel expenses within the Health and Environmental Health budget proposals represented the majority of expense. For Health, personnel costs represent 85% of the budget and for Environmental Health, 93%. Operational costs had continued to increase due to inflation but were still a relatively minor portion of both budgets.

Mr. Smith then emphasized that the budget proposal would enable the department to provide mandated services; abide by maintenance of effort expectations; sustain workforce development strategies for recruitment and retention; achieve the community health assessment, accomplish strategic plan objectives and meet community needs.

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Mr. Young reiterated the importance of sufficient funding to support training and professional development. Dr. Prechter commented that it would be important to continue to advocate for any needed salary adjustments to maintain critical staffing capacity and that all healthcare institutions were struggling with those impacts. Mr. Smith replied that the Henderson County Board of Commissioners had actively been considering potential adjustments for the next budget.


Dr. Poole stated the budgetary amounts seemed consistent with prior board discussions and guidance. **Motion:** Dr. Poole made a motion to endorse the budget proposals as presented and to recommend them for approval at the February Board of Health meeting. Mr. Young seconded the motion. **Vote:** The motion passed by unanimous vote.

#### IV. Adjournment

**Motion:** Dr. Prechter made a motion to adjourn and it was seconded by Mr. Young.

**Vote:** The motion passed by unanimous vote. .

Respectfully submitted:



Secretary to the Board/Health Director

8/8/2023  
Date

*Approved by the Henderson County Board of Health/Budget Review Committee members at the August 8, 2023 meeting.*