

Henderson County Board of Health

Minutes

Special Meeting – January 23, 2024

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 6:01 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 Haley Perry, Optometrist Scott Prechter, General Public Member Jeffrey Young, Professional Engineer
Members Not Present	Leslie Leidecker, Veterinarian Alison Reid, Dentist Kenesha Smith, Pharmacist – Vice Chairperson
Staff Leadership Present	Steve Smith, Health Director Camden Stewart, Administrative Officer

Quorum Present

Newly Appointed Board of Health Member – Dr. Haley Perry

Dr. Hayes welcomed Dr. Haley Perry to the board meeting and thanked her for her willingness to serve. Dr. Perry replied that she was looking forward to supporting public health efforts in the community. Mr. Steve Smith added that the required Oaths of Office had been achieved by Dr. Perry.

II. Approval of the Meeting Agenda

Dr. Hayes requested a review of the meeting agenda and approval if there were no requests for changes. **Motion:** Dr. John Bryant made a motion for the agenda to be approved and it was seconded by Ms. Kathy Baluha. **Vote:** The motion passed by unanimous vote.

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III. Approval of the November 14, 2023 Minutes

Dr. Hayes referenced the November 14, 2023 meeting minutes and asked the board if they were prepared to proceed. **Motion:** Dr. Bryant made a motion for the minutes to be approved and it was seconded by Dr. Scott Prechter. **Vote:** The motion passed by unanimous vote.

IV. Public Comments

None.

V. Presentations

None.

VI. Reports

Health Director's Monthly Report

Mr. Smith informed the board that he had shared the resolution for Protecting Kids from Vaping and Nicotine Addiction with the Henderson County Board of Public Education as directed. He added that the Board of Public Education had approved the resolution at their December 11, 2023 meeting given their shared interests for advancing policy to address this public health concern.

VII. Old Business

Advocacy Opportunities for Tobacco/Vaping Policy

Dr. Hayes expressed her appreciation for the adoption of the resolution by the Henderson County Board of Public Education. Mr. Smith added that he had utilized the resolution template and had listed the Henderson County Board of Health as the adopting organization in the draft before them. Dr. Hayes inquired if the board would like to proceed and reminded members that tobacco and specifically vaping among youth had been a longstanding concern for the board. Mr. Lapsley agreed with that history and said that he believed it was the right action for the board to take given this pressing public health issue. **Motion:** Dr. Bryant made a motion to approve the resolution as presented and Dr. Jennifer Hensley seconded the motion. **Vote:** The motion passed by unanimous vote.

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Preliminary FY 2024-2025 Budget Considerations

Mr. Smith provided background material related to the board's role with budget development including the statutory responsibility as the policy-making body for the health department. Mr. Smith emphasized that the budget is likely the board's most important policy decision on an annual basis because it reflected operational priorities and the allocation of resources necessary to carry out its mission.

A priority noted for the Health budget is sustaining 5 school nurses that were currently supported by Elementary and Secondary School Emergency Relief (ESSER) funds provided by Henderson County Public Schools. Mr. Smith confirmed that ESSER funding would be ending as of June 2024 and that the board had included this need within their 4-year budget plan. One additional communicable disease position has been supported by American Rescue Plan Act (ARPA) funding from the NC General Assembly to expand local capacity and that resource is also reflected in the budget proposal. Beyond those requests, next year's expenditures were projected to be level and revenues are expected to be approximately \$200,000 more than last year. No major capital or vehicle replacements are proposed.

For the Environmental Health budget, no additional personnel are being requested and no major capital or vehicle replacements are needed. Prior investments in the workforce including salary adjustments have stabilized staffing capacity and allowed the division to meet traditional performance benchmarks. Expenditures and revenues are expected to be similar to the current year's budget.

Mr. Bill Lapsley indicated there was no certainty about sustaining the school nurse positions given other demands for the county budget, but he agreed with the importance of the additional capacity for local schools. Mr. Jeff Young inquired about lapsed salaries that occur within a given budget year and if they could be used to cover any additional costs in a subsequent year. Mr. Smith replied that unused local appropriations are returned to the General Fund each year and that the Board of Commissioners would determine their future use.

VIII. New Business

Budget Review Committee

Dr. Hayes indicated additional meetings that seemed likely in the coming weeks for the health director search process generated some practical concerns for the demands being placed upon board members. Mr. Smith stated that this year's priority requests were well

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defined and had previously been identified in the 4-year plan. Mr. Smith added that he had sufficient guidance to finalize the budget proposal without the interim step of the budget review committee if the board opted to forego that process this year. Dr. Hayes agreed that the budget review committee didn't seem necessary given the other business before the board in the next month. Hearing no other questions or concerns from board members, Dr. Hayes requested that the major pieces discussed that evening be incorporated within the budget proposal and for that summary information to be brought back at a future meeting for final review and approval.

Closed Session – Personnel

Motion: Mr. Lapsley made a motion to enter into closed session for personnel matters pursuant to NCGS 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...". Dr. Hensley seconded the motion. **Vote:** The motion passed by unanimous vote.

Dr. Hayes stated for the record that upon exiting the closed session, there would be no further discussion or action by the board other than adjournment. All those present were then excused from the meeting room with the exception of board members and Mrs. Karen Ensley, Henderson County Human Resources Director.

Motion: Dr. Hensley made a motion to exit the closed session and it was seconded by Mr. Lapsley. **Vote:** The motion passed by unanimous vote.

IX. Adjournment

Motion: Mr. Lapsley made a motion to adjourn, and it was seconded by Dr. Hensley. **Vote:** The motion passed by unanimous vote.

Respectfully submitted: 
Secretary to the Board/Health Director

3/12/2024
Date

Approved by the Henderson County Board of Health at the March 12, 2024 meeting.