

Madison County Board of Health Meeting Minutes
Thursday January 22, 2026, 6:00 pm

Members

Dr. Cheryl Conway, PhD, RN, Vice Chair, Public
Dr. Adam Bennett, DVM, Veterinarian
Cynthia Niles, Pharmacist
Robin Smith, Public
Larry Peek, Engineer
Dr. Melissa Robinson MD. Ex Officio

Dyatt Smathers, Public
Jeremy Hensley, County Commissioner
Melissa Sluder, RN, Nurse
Jessica West, Public
Dr. Shannon Dowler, MD, Physician
Vacant -DDS

x Regular Meeting

o Special Meeting

Members Present

Dr. Cheryl Conway, PhD, RN, Vice Chair, Public
Dr. Adam Bennett, DVM, Veterinarian
Cynthia Niles, Pharmacist
Robin Smith, Public
Larry Peek, Engineer
Dr. Melissa Robinson MD. Ex Officio

Dyatt Smathers, Public
Jeremy Hensley, County Commissioner
Melissa Sluder, RN, Nurse
Jessica West, Public
Dr. Shannon Dowler, MD, Physician

Staff in Attendance:

Tammy Cody, MHS Health Director
Bradley Hodges, HR Director/Preparedness and Accreditation Coordinator

AGENDA

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|-------------|---|--------------------------------|--------|
| I. | Welcome, Introductions and Call to Order | Vice Chair, Conway | 5 min |
| | Vice Chair Cheryl Conway called the meeting to order with a quorum at 6pm. | | |
| II. | Consent Agenda - Approval of | Vice Chair, Conway | 5 min |
| | a. Agenda
The agenda was amended to remove item "VI a Board of Health Training" to be added to March 2026 meeting's agenda and to add item "VI g Rural Health Transformation Program". Dr. Dowler moved to approve the agenda as amended. The motion was seconded by Mr. Smathers with no further discussion. BOH voted unanimously to approve the agenda as modified. | | |
| | b. Board of Health Minutes, November 2025
Dr. Dowler made a motion to approve November 2025 minutes. The motion was seconded by Mr. Smathers with no further discussion. BOH voted unanimously to approve the November 2025 BOH Minutes. | | |
| III. | Officers | Vice Chair, Conway | 10 min |
| | a. Chair
Mr. Hensley nominated Dyatt Smathers as Chair. Dr. Dowler nominated Dr. Cheryl Conway as chair. The BOH voted unanimously to elect Dyatt Smathers as Chair. | | |
| | b. Vice Chair
Mr. Hensley nominated Dr. Cheryl Conway as Vice Chair. There were no other nominations. The BOH voted unanimously to elect Dr. Cheryl Conway as Vice Chair. | | |
| IV. | Public Input Session | Community | |
| | There was no Public Comment. | | |
| V. | Announcements | All | |
| | Advent Health has invited the BOH to attend a February 16 th 2:30pm Weaverville Town Hall for exciting updates. | | |
| VI. | New Business | | |
| | a. Board of Health Training | NC Institute for Public Health | |
| | b. Meeting Schedule for 2026 | Chair | 10 min |
| | Dr. Dowler moved to approve the schedule. Nurse Sluder seconded the motion. There was no further discussion. BOH voted unanimously to approve the 2026 BOH Meeting Schedule. | | |
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| c. | Confidentiality | Chair | 10 min |
| | Mr. Smathers instructed the BOH to review, complete, sign, and submit the document to Tammy/Bradley. | | |
| d. | Conflict of Interest | Chair | 10 min |
| | Mr. Smathers instructed the BOH to review, complete, sign, and submit the document to Tammy/Bradley. | | |
| e. | 2026 BOH Manual | Chair | 20 min |
| | Tammy advised that the 2026 BOH Manual is on the thumb drive that was issued to each BOH member and instructed the BOH to review, complete, sign, and submit the receipt document to Tammy/Bradley. | | |
| f. | 2026 MCHD Strategic Plan | Tammy | 40 min |
| | Tammy described the history of our last Strategic Plan being 5 years and that the new 2026 Strategic Plan will be for this year. This plan can be expanded if that is what is needed at the end of 2026. Tammy explained how the Strategic Plan is built including the input from all MCHD staff while focusing on the most recent Community Health Assessment. Tammy invited input from the BOH on the plan. The BOH discussed the demographics of Madison County and the Community Health Assessment results. Dr. Dowler made a motion to approve the 2026 Strategic Plan with an amendment to add consideration for telephonic/telehealth visits and patient portal access. Dr. Conway seconded the motion. There was no further discussion. The 2026 Strategic Plan was approved as amended unanimously by the BOH. | | |
| g. | Rural Health Transformation Program | Dr. Dowler | 10 Min |
| | Dr. Dowler gave an overview of the anticipated funding for the Rural Health Transformation Program for North Carolina, \$213 million, potentially renewable for 5 years at the discretion of federal HHS. The overview included the current timeline for awards and potential opportunities for Madison County to benefit from the funding and the importance of being prepared to partner for our Medicaid region, which will be one of the funded ROOT hubs. Additional information can be found here: https://www.ncdhhs.gov/divisions/office-rural-health/rural-health-transformation-program | | |

VII. Administrative Reports

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| a. | Medical Director's Report | Dr. Robinson | 15 min |
| | Dr. Robinson presented a PowerPoint presentation, "Measles Update". This presentation shared information regarding the measles virus, how it is transmitted, incubation period, infectious period, symptoms etc.... Dr. Robinson taught about the possible long-term consequences of measles and vaccination options. She also reminded the BOH on Public Health's role, including the hierarchy of decision making from the state down to the county commissioners (county wide actions), school board (school wide actions), and health director (single individual action as determined by state mandate). Per the state, the quarantine period for measles exposure is 21 days. Dr. Robinson advised that if community members want changes to be made in isolation requirements from statutes, they should share those concerns with their House and Senate representatives. She reviewed current measles case numbers in surrounding counties and current public and private school vaccination rates. Madison County Health Department has 24/7 contact availability for communicable disease reporting. Dr. Robinson emphasized that vitamin A is not a treatment for nor a preventative for Measles. Too much vitamin A can be toxic. Dr. Dowler advised that having titter drawn is a good way to ensure immunity is in place prior to exposure. | | |
| | Dr. Robinson also reviewed MCHD Programs including Adult Health, Care-Management for at risk children, Child Health, Communicable Disease, Dental, Environmental Health, Family Planning, Healthy Communities/Health Education, Hep C, Immunizations, Laboratory, Madison Community Health Consortium, Madison Recovery Pathways, Maternity, Medication for Opioid Use Disorder, Mental Health Awareness Training, Positive Parenting Program, Preparedness, Substance Awareness Coalition, Tobacco Cessation, WIC (Women, Infants, Children), and Women's Services. | | |
| | Dr. Robinson spoke on Jail Health including a review of the current plan and the duties/limits of the Health Department. | | |
| b. | Health Director's Report | Tammy | 15 min |
| | Tammy reviewed the current vacancies in the Health Department including Environmental Health Specialist Director, Registered Environmental Health Specialists, Registered Nurse and LPN for Clinic, and a Contract Dental Hygienist. Tammy updated the BOH on the MCHD Negative Pressure Exam Rooms. We are working with the HVAC company to increase the air exchange rate. If needed, MCHD does have an outdoor area that can be used for exams. Tammy spoke about hazardous weather in the near forecast and the planning that is in place for sheltering if needed. She spoke on the Community Center Water Guidelines and when it is appropriate to issue a boil advisory. The Health Department is working with the state and with the maintenance director to get resolution for when a boil advisory is appropriate on county property. Tammy recapped the lead investigation that took place at a Madison County School. All parents of possible impacted children were alerted. The lead concern has been addressed and remedied. The River Island Gym, while not an MCHD project, is an exciting opportunity for Madison County residents and we have | | |
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been asked to meet and discuss the project. Opioid settlement funds are being used for Madison Recovery Pathways. The County Commissioners are currently reviewing this program. Tammy updated the BOH on Ebbs Chapel Community Center desire to be designated as a commercial kitchen. The Child Fatality Prevention Team will be evaluating a homicide involving a Madison County child next month; information is being collected. The upcoming budget is in preparation stage and will be reviewed with the County Manager and finance director in February.

- c. Financial Reports Tammy 15 min

Tammy reported that at this time there is no reason to believe that MCHD will be over their allocated budget. We will be well under the budget. There were no questions from the BOH on the finances reported.

VIII. Other Business

There was no other business brought before the board.

IX. Adjournment

Chair

Dr. Dowler made a motion to adjourn. The motion was seconded by Nurse Sluder. The BOH voted unanimously to adjourn. The meeting was adjourned at 7:54pm

Next Meeting: March 26, 2026, at 6pm



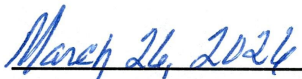
Chair, Board of Health



Health Director



Date



Date

