



The Public Health Authority of Cabarrus County
Board Meeting Agenda
Tuesday, October 13, 2020
5:30 pm

- A. **CALL TO ORDER AND INVOCATION**.....James T. Mack, Jr., Chairman
- B. **ADOPTION OF THE AGENDA *Motion***.....Chairman Mack
- C. **APPROVAL OF THE MINUTES *Motion***Chairman Mack
September 8, 2020
- D. **REPORTS**
 - Employee Separations Report (1st Quarter FY21).....Erin Shoe
 - Financial Summary Report FY 21 (ending 9/3/20).....Sue Yates
 - CHA Snapshot (as of 9/30/20)..... Sue Yates
 - Budget Variance Analysis Year-to-Date.....Sue Yates
 - Dental Health Presentation: Strategic Plan, Goals, Data & Metrics.....Janie Woodie
- E. **CONSENT AGENDA *Motion***.....Chairman Mack
Budget Revisions..... Sue Yates
- F. **BUSINESS AGENDA**.....Chairman Mack
 - Strategic Goals..... Erin Shoe & Betty Foh
 - Health Director’s Report.....Bonnie Coyle
 - Recognition of Dr. Valerie Sakach..... Bonnie Coyle
 - COVID Update.....Erin Shoe
 - Metrics/Report Cards..... Bonnie Coyle
- G. **INFORMAL PUBLIC COMMENTS/SPEAKERS FROM THE FLOOR**..... Chairman Mack
- H. **ANNOUNCEMENTS**.....Chairman Mack
- I. **MOTION TO ADJOURN *Motion***.....Chairman Mack

Next regular meeting date
Tuesday, November 10, 2020



Public Health Authority of Cabarrus County
Board Meeting Minutes
September 8, 2020

A regular meeting of The Public Health Authority of Cabarrus County Board of Commissioners was held on Tuesday, September 8, 2020 at 5:30 p.m.

Chairman James T. Mack, Jr., conducted the meeting from the Board Room. Board members participated electronically via Microsoft TEAMS.

Members Present: James T. Mack, Jr., Chairman

Members Present: Chris Bowe
Dr. Chip Buckwell
Dan Hagler, MD
Kimberly Dehler, DDS
Lara Pons, MD, Vice-Chair
Mark Spitzer

Members Absent: Steve Morris
Tom Kincaid

Staff Present: Dianne Berry Dr. Bonnie Coyle Ryan McGhee
Erin Shoe Sue Yates
Chrystal Swinger (via video conference)

CALL TO ORDER

Chairman Mack called the meeting to order at 5:32 pm, and offered the invocation.

ADOPTION OF THE AGENDA

Dr. Lara Pons made a motion to approve the agenda. The motion was seconded by Dr. Kim Dehler, and approved by unanimous vote.

APPROVAL OF THE MINUTES – August 11, 2020

Dr. Dehler noted a date error on the regular meeting minutes. The correction was made. Mark Spitzer made the motion to approve the revised August 11, 2020 regular meeting minutes and August 11, 2020 Closed Session meeting minutes. The motion was seconded by Dr. Chip Buckwell, and approved 7:0.

REPORTS

Quarterly Fiscal Monitoring Report for period ended 6/30/2020)

Sue Yates reviewed the Quarterly Fiscal Monitoring Report for period ended 6/30/20, which reflected a current estimated unrestricted fund balance and percent of budgeted expenditures of \$4,184,625.83

CHA Budget Snapshot

Sue stated that she was excited to share this new report which is a breakdown by department. She noted that currently there is no school-based Dental work being offered. Sue noted that the budget difference in this report is because some programs were paid on a reimbursement basis. Dr. Dehler asked how the Dental program has revised their service delivery during COVID. Sue responded that currently there are 6 Dental staff members still working with the COVID response team. She stated that updates will be in future meeting agendas for the Board to see.

CONSENT AGENDA

Budget Revisions

Sue Yates reviewed budget revisions with the Board. She referenced the summary sheet which was broken down by each dollar amount received and how it affected CHA's bottom line. She noted that some of the revisions reflected monies in and out, with no effect on the budget. She noted good progress in aligning revenue and expenses. Sue referenced several other reports in the Board packet which contained more detailed budget information for review. Dr. Kim Dehler made the motion to approve the Consent Agenda. The motion was seconded by Dr. Lara Pons and approved 7:0.

BUSINESS AGENDA

Environmental Health Update

Chrystal Swinger, Environmental Health Director, stated that a lot has happened over the course of the last few months. Environmental Health has gone through several phases. Phase 1: An abrupt halt to all inspections, but a number of Environmental Health staff did assist with COVID response. Onsite workload increased during this time and still continues to be going strong. Phase 2: Due to some restrictions still in place, Environmental Health staff were still less able to return to restaurant inspections, or to provide resources for child care or pool inspections. But they did get to re-introduce and open facilities. Chrystal stated that Environmental Health is now under normal operations. Staff are no longer doing lead investigations, but ensuring a 'face' in the community, seeing an increased number of food truck applications, and working with new restaurant constructions. She stated that Environmental Health is moving forward with a new fee schedule. Dr. Dehler asked Chrystal about the facilities inspected by her staff, and if they see the guidelines for each facility. Chrystal responded that they receive orders from the Governor, staff knows what they are supposed to be doing, and all protocols are laid out for each phase.

ENVIRONMENTAL HEALTH FEE INCREASES

Chrystal Swinger shared her proposal for Environmental Health fee increases. She pointed out the comparisons of where the department is now, and where it would like to be. She stated that she looked at staffing, service and county comparisons. Chris Bove made the motion to approve the new Environmental Health fee increases. The motion was seconded by Dr. Chip Buckwell and approved 7:0.

COVID UPDATE

Erin Shoe and Dr. Coyle shared COVID data as of 9/8/20. Erin noted that the numbers may not match the county dashboard, but she has pulled for the Board a 'moment in time'. 3500 total confirmed cases and 59 deaths, to date. She noted that in the report, active vs. not active was broken down in long term care facilities. She added that currently, no one has an active confirmed case that is staying in a county provided shelter. Erin noted that she, Dr. Coyle and staff, host calls every week and Dr. Coyle reports test results weekly. Erin also reviewed data on recent positive cases based on race and age, noting that the greatest increase in numbers had been for ages 20-24. She pointed out that you can see growth over time, with local hospitalizations. Erin thanked CHA Information Technology staff for creating a system to provide information to the community every day.

RACISM AS A PUBLIC HEALTH CRISIS PROCLAMATION

Dr. Coyle presented the draft proclamation to the Board for review. She noted that with the Board’s approval, and official signing of the document by the Board Chairman, CHA would invite other local leaders to join us in our efforts to address racism and its impact on health and well-being for county residents. She stated that there will be a collective conversation with all who want to be engaged. Mark Spitzer voiced that he agreed with that approach. Dr. Coyle stated that she sees Chairman Mack signing the proclamation on behalf of the Board, which is the standard protocol for Board policies. Dr. Lara Pons, Board Vice-Chair, offered to sign the proclamation, as well. Chris Bowe agreed that Racism is a Public Health Crisis, but this is not meant to be a political statement. “What we have, he explained, is inequities.” The Board approved the proclamation 7:0

ANNOUNCEMENTS

Chairman Mack stated he wants to continue to thank the CHA staff for their hard work. He noted that he is happy to drop by anytime to share that message with them.

MOTION TO ADJOURN

There being no further business to come before the Board, Chris Bowe motioned to adjourn the the meeting at 6:30 p.m. The motion was seconded by Dr. Chip Buckwell and approved 7:0.

James T. Mack, Jr., Chairman
Public Health Authority Board of Commissioners

ATTEST

Dianne P. Berry, CMC, NCCMC
Clerk to the Board



Employee Separations Report

1st Quarter – FY2021
(July – September 2020)

July 2020				
Total # Positions	Total Separations	Status	Final #	% Rate
237	7	3-9101 1-9102 1-9102 (Retiree) 2-9104 Temps	4	1.69%

August 2020				
Total # Positions	Total Separations	Status	Final #	% Rate
237	7	1-9101 1-9101 (Retiree) 2-9102 3-9104 (Temps)	4	1.69%

September 2020				
Total # Positions	Total Separations	Status	Final #	% Rate
237	7	2-9101 1-9101 (probationary) 2-9102 1-9102 (Retiree) 1-9102 (probationary)	3	1.27%

1st Quarter FY21 Totals				
Total # Positions	Total Separations	Status	Final #	% Rate
237	21	6-9101 3-Retirees 5-9102	11	4.65%

Definitions	
Employee	All persons on the payroll who worked or received pay
Separation Rate	All employees leaving the payroll (excludes deaths, retirements, consultants, temporary employees, reductions in force, and out-of county or out-of state relocations)
Positions	Budgeted positions, filled or vacant
Full-time	40 hours per week

PUBLIC HEALTH AUTHORITY OF CABARRUS COUNTY
FINANCIAL SUMMARY REPORT
FY 2021 **3 months ending** **9/30/2020**

GENERAL FUND								
	ACTUAL	ACTUAL	ACTUAL	ACTUAL	FY 2021	ACTUAL	Y-T-D %	
REVENUES	FY 2017	FY 2018	FY 2019	FY 2020	BUDGET	09/30/20	COLLECTED	
INTERGOVERNMENTAL REVENUES	\$ 21,610,099	\$ 21,490,440	\$ 21,168,562	\$ 19,287,274	\$ 19,192,759	\$ 4,229,749	22.04%	
PERMITS & FEES	236,375	\$ 246,785	\$ 203,853	\$ 216,482	168,000	\$ 38,120	22.69%	
SALES & SERVICES	1,461,455	\$ 1,491,663	\$ 1,785,752	\$ 1,618,074	1,668,330	\$ 223,462	13.39%	
INVESTMENT EARNINGS	34,710	\$ 95,743	\$ 180,096	\$ 104,186	140,000	\$ 1,125	0.80%	
MISCELLANEOUS	88,171	\$ 71,980	\$ 65,673	\$ 47,320	38,104	\$ 19,521	51.23%	
CONTRIBUTIONS & PRIVATE GRANTS	417,283	\$ 418,892	\$ 498,089	\$ 577,794	547,764	\$ 205,749	37.56%	
FUND BALANCE APPROPRIATED	-	\$ -	\$ -	\$ -	1,316,171	\$ -	0.00%	
TOTAL	\$ 23,848,092	\$ 23,815,503	\$ 23,902,025	\$ 21,851,130	\$ 23,071,128	\$ 4,717,726	20.45%	
EXPENDITURES	ACTUAL	ACTUAL	ACTUAL	ACTUAL	FY 2021	ACTUAL	Y-T-D %	
	FY 2017	FY 2018	FY 2019	FY 2020	BUDGET	09/30/20	SPENT	
ENVIRONMENTAL HEALTH	\$ 1,016,611	\$ 1,023,662	\$ 940,537	\$ 942,173	1,077,463	226,430.46	21.02%	
INFORMATION TECHNOLOGY SYSTEMS	713,288	\$ 838,463	\$ 958,323	\$ 1,153,424	1,127,543	287,188.56	25.47%	
GENERAL ADMINISTRATION	6,245,407	\$ 7,112,525	\$ 6,881,284	\$ 4,055,399	3,030,545	765,213.54	25.25%	
FAMILY CARE COORDINATION	936,255	\$ 978,968	\$ 1,040,588	\$ 1,177,374	1,119,401	242,204.83	21.64%	
SCHOOL HEALTH	2,664,527	\$ 2,825,137	\$ 2,994,421	\$ 3,117,582	4,022,821	744,825.37	18.52%	
HEALTH INITIATIVES	2,914,080	\$ 2,124,811	\$ 2,268,964	\$ 1,948,057	1,320,649	300,987.38	22.79%	
DENTAL HEALTH	2,982,327	\$ 3,523,777	\$ 3,723,191	\$ 4,020,629	3,992,553	727,088.51	18.21%	
VITAL RECORDS	51,579	\$ 62,420	\$ 65,439	\$ 54,625	62,288	12,182.94	19.56%	
COMMUNICABLE DISEASE	1,109,753	\$ 1,081,174	\$ 1,159,678	\$ 2,191,236	2,710,674	743,608.33	27.43%	
CLINICAL SERVICES	3,224,268	\$ 3,373,731	\$ 3,147,325	\$ 3,129,082	3,800,889	741,476.15	19.51%	
WIC	846,997	742,540	710,171	767,128	806,302	247,241.05	30.66%	
TOTAL	\$ 22,705,092	\$ 23,687,208	\$ 23,889,921	\$ 22,556,709	\$ 23,071,128	\$ 5,038,447	21.84%	
Y-T-D FUND BALANCE INCREASE (DECREASE)	\$ 1,143,000	\$ 128,295	\$ 12,104	\$ (705,580)	\$ -	\$ (320,721)		

ESTIMATED NET Y-T-D BALANCE 9/30/2020 **\$ (320,721)**

****PLUS 3 MOS MEDICAID SETTLEMENT - (\$1,275,706)** **\$ 318,927**

\$ (1,795)

Cabarrus Health Alliance Snapshot

September 30,2020 Targert Percentage 25%

	Budget	Actual	YTD Percentage		Comments
Environmental Health					
Revenue	(1,077,463)	(287,600)	26.69%		
Expense	1,077,463	226,430	21.02%		
Information Technology					
Revenue	(1,127,543)	(176,262)	15.63%		
Expense	1,127,543	287,189	25.47%		
General Administration					
Revenue	(2,920,755)	(583,678)	19.98%		
Expense	3,030,545	765,214	25.25%		
Family Care Coordination					
Revenue	(1,119,401)	(243,144)	21.72%		
Expense	1,119,401	242,205	21.64%		
School Health					
Revenue	(4,022,821)	(304,361)	7.57%		Due to schedule percent should be around 15%. Revenue is received one month after expenses.
Expense	4,022,821	744,825	18.52%		
Public Health Solutions					
Revenue	(1,320,649)	(586,566)	44.41%		
Expense	1,320,649	300,987	22.79%		
Dental Health					
Revenue	(4,488,113)	(531,125)	11.83%		Continuing to monitor budget and realign expenses with revenues.
Expense	3,992,553	727,089	18.21%		
Vital Records					
Revenue	(62,288)	(15,567)	24.99%		
Expense	62,288	12,183	19.56%		
Communicable Disease					
Revenue	(2,710,674)	(718,917)	26.52%		Response efforts are in Communicable Disease. We are monitoring budget closely.
Expense	2,710,674	743,608	27.43%		
Clinical Services					
Revenue	(3,415,119)	(823,980)	24.13%		
Expense	3,800,889	741,476	19.51%		
WIC					
Revenue	(806,302)	(153,449)	19.03%		Revenues are received one month after expenses.
Expense	806,302	247,241	30.66%		

Variance Analysis Year-to-Date

	YTD					Comments
	VARIANCE ANALYSIS					
	2021 BUDGET	2021 ACTUAL	2020 ACTUAL	2021 BUD vs ACT	YOY ACTUAL	
Revenue						
Environmental Health	1,077,463	287,600	281,112	26.69%	6,488	
Information Technology Sy	1,127,543	176,262	168,701	15.63%	7,562	
General Administration	2,920,755	583,678	1,942,538	19.98%	(1,358,860)	The NCTN project was sold last year
Family Care Coordination	1,119,401	243,144	172,532	21.72%	70,612	
School Health	4,022,821	304,361	134,821	7.57%	169,540	Percentage is low due to school starting in mid-August
Public Health Solutions	1,320,649	586,566	219,575	44.41%	366,991	Walmart & DFC Grants have paid prior to expenditures
Dental Health	4,488,113	531,125	1,202,478	11.83%	(671,353)	Due to COVID-19 Revenues are down
Vital Records	62,288	15,567	12,250	24.99%	3,317	
Communicable Disease	2,710,674	718,917	284,425	26.52%	434,492	Additional funding received for COVID-19
Clinical Services	3,415,119	823,980	548,199	24.13%	275,781	Community Care of Southern Piedmont funds received
WIC	806,302	153,449	98,601	19.03%	54,848	WIC received a grant
Total Revenue	23,071,128	4,424,649	5,065,231	19.18%	(640,582)	
Expense						
Environmental Health	1,077,463	226,430	208,513	21.02%	17,918	
Information Technology Sy	1,127,543	287,189	203,630	25.47%	83,559	
General Administration	3,030,545	765,214	1,423,583	25.25%	(658,369)	The NCTN project was sold last year
Family Care Coordination	1,119,401	242,205	317,258	21.64%	(75,053)	
School Health	4,022,821	744,825	458,036	18.52%	286,789	Percentage is low due to school starting in mid-August
Public Health Solutions	1,320,649	300,987	396,060	22.79%	(95,072)	
Dental Health	3,992,553	727,089	1,024,807	18.21%	(297,719)	Due to COVID-19 we are not refilling positions
Vital Records	62,288	12,183	12,176	19.56%	7	
Communicable Disease	2,710,674	743,608	285,693	27.43%	457,916	Additional COVID-19 expenses
Clinical Services	3,800,889	741,476	639,054	19.51%	102,422	
WIC	806,302	247,241	174,802	30.66%	72,439	
Total Expense	23,071,128	5,038,447	5,143,611	21.84%	(105,164)	
Discussion						
Our Year to Date Percentage should be around 25% for September 2020.						
COVID-19 is affecting Dental and Communicable Disease the most. We are receiving funding for the response through December.						
Revenue is higher than the CHA Report due to Duke Endowment fund, Community Care of Southern Piedmont, and Walmart funds. These funds have been received but not yet earned. They are reduced in the CHA Financial Report, however, they are reported here as they are received.						



Cabarrus Health Alliance Board Agenda

Meeting Date: October 13, 2020

Name of Item: Budget Revision Request

Submitted by: Sue K Yates

Brief Summary: Budget revisions are being requested due changes in revenues and expenses. These changes are due to either an increase or decrease in a funding source, new source of funding, or realignment of revenues and/or expenses.

Requested Action: Approval of budget revisions

1. Budget for grant received from the Foundation for the Carolinas -\$5,045
2. To align dental budget based on actuals - \$0
3. To budget for the Maternal Health Innovation Agreement Addendum - \$7,500
4. To budget for additional WIC Agreement Addendum funding and realign budget to actuals - \$20,724
5. To budget for funding allocated to the Syringe Exchange Program -\$12,000
6. To budget for funding received for COVID-19 Infection Prevention Support- \$248,252
7. To align budget with actuals for revenues received and budget for the salary and compensation study. \$(67,231)

Previous Action/Discussion on Item: Yes No

If yes, explain

Items Reviewed by:

Bonnie Coyle, MD, Health Director

Sue K. Yates, Chief Financial Officer

CABARRUS HEALTH ALLIANCE

Budget Revision/Amendment Request

#1

Date: 10/13/2020

Amount: \$ 5,045

Type of Adjustment:

Health Director: Dr. Bonnie Coyle

Internal Transfer Within Program

Purpose of Request: To budget for grant received from Foundation for the Carolinas.

Transfer Between Programs

Supplemental Request

Account	Account Name	Present Approved Budget	Increase	Decrease	Revised Budget Amount
00265832-6835-512	Foundation for the Carolinas	\$ -	\$ 5,045	\$ -	\$ 5,045
00295832-9356-512	Special Program Supplies	\$ -	\$ 5,045	\$ -	\$ 5,045

Finance Office Use Only

Finance Director _____ Health Director _____ Chairman of Cabarrus Health Alliance _____
 Approved/Denied Date _____ Approved/Denied Date _____ Approved/Denied Date _____

CABARRUS HEALTH ALLIANCE

Budget Revision/Amendment Request

#2

Date: 10/13/2020

Amount: \$ -

Type of Adjustment:

Health Director: Dr. Bonnie Coyle

Internal Transfer Within Program

Purpose of Request: To align dental budget based on actuals.

Transfer Between Programs

Supplemental Request

Account	Account Name	Present Approved Budget	Increase	Decrease	Revised Budget Amount
00265855-6803-41400	Miscellaneous Revenue	\$ -	\$ 168	\$ -	\$ 168
00265855-6672-182	Patient Fees	\$ -	\$ 38		\$ 38
00265855-6637-41400	Private Insurance	\$ 383,947	\$ -	\$ 206	\$ 383,741
00295855-9101-4140A	Sals&Wags-KDent	\$ 574,949	\$ -	\$ 5,000	\$ 569,949
00295855-9102-4140A	PT>1000 Hrs-KDent	\$ -	\$ 5,000	\$ -	\$ 5,000

Finance Office Use Only

Finance Director _____ Health Director _____ Chairman of Cabarrus Health Alliance _____
 Approved/Denied Date _____ Approved/Denied Date _____ Approved/Denied Date _____

CABARRUS HEALTH ALLIANCE

Budget Revision/Amendment Request

#3

Date: 10/13/2020

Amount: \$ 7,500

Type of Adjustment:

Health Director: Dr. Bonnie Coyle

Internal Transfer Within Program

Purpose of Request: To budget for the Maternal Health Innovation Agreement Addendum.

Transfer Between Programs

Supplemental Request

Account	Account Name	Present Approved Budget	Increase	Decrease	Revised Budget Amount
00265875-6200-50168	CHA Grant - Maternal Health Innovation	\$ -	\$ 7,500	\$ -	\$ 7,500
00295875-9331-50168	Minor Office Equipment-MHI	\$ -	\$ 5,428	\$ -	\$ 5,428
00295875-9355-50168	Other Operation Costs - MHI	\$ -	\$ 2,072	\$ -	\$ 2,072

Finance Office Use Only

Finance Director _____ Health Director _____ Chairman of Cabarrus Health Alliance _____
 Approved/Denied Date _____ Approved/Denied Date _____ Approved/Denied Date _____

CABARRUS HEALTH ALLIANCE

Budget Revision/Amendment Request

#4

Date: 10/13/2020

Amount: \$ 20,724

Type of Adjustment:

Health Director: Dr. Bonnie Coyle

Internal Transfer Within Program

Purpose of Request: To budget for additional WIC Agreement Addendum funding and to realign budget to actuals.

Transfer Between Programs

Supplemental Request

Account	Account Name	Present Approved Budget	Increase	Decrease	Revised Budget Amount
00265880-6200-54030	CHA Grant - WICCS	\$ 408,078	\$ 9,810	\$ -	\$ 417,888
00295880-9104-54030	Temporary-PT & Full Time-WICCS	\$ 1,419	\$ 2,500	\$ -	\$ 3,919
00295880-9301-54030	Office Supplies-WIC CS	\$ 39,481	\$ 21,652	\$ -	\$ 61,133
00295880-9320-54030	Printing & Binding/WIC CS	\$ 180	\$ 560	\$ -	\$ 740
00295880-9101-54030	Salaries & Wages - WICCS	\$ 205,421	\$ -	\$ 8,425	\$ 196,996
00295880-9205-54030	Group Hospital Ins-WICCS	\$ 35,712	\$ -	\$ 1,869	\$ 33,843
00295880-9210-54030	Retirement - WICCS	\$ 25,460	\$ -	\$ 2,500	\$ 22,960
00265880-6200-54040	CHA Grant - WICNE	\$ 149,278	\$ 10,004	\$ -	\$ 159,282
00295880-9104-54040	Temp-Part & Full Time WICNE	\$ 1,195	\$ 475	\$ -	\$ 1,670
00295880-9206-54040	HRA - WIC NE	\$ 2,970	\$ 868	\$ -	\$ 3,838
00295880-9301-54040	Office Supplies/WIC NE	\$ 400	\$ 150	\$ -	\$ 550
00295880-9635-54040	Training & Education - WICNE	\$ -	\$ 1,911	\$ -	\$ 1,911
00295880-9101-54040	Salaries & Wages - WICNE	\$ 80,230	\$ -	\$ 1,105	\$ 79,125
00295880-9101-54050	Salaries & Wages-WICAd	\$ 42,301	\$ -	\$ 2,108	\$ 40,193
00295880-9201-54050	Social Security - WICAd	\$ 2,623	\$ -	\$ 519	\$ 2,104
00295880-9205-54050	Group Hospital Ins-WICAd	\$ 4,184	\$ -	\$ 700	\$ 3,484
00295880-9210-54050	Retirement - WICAd	\$ 4,315	\$ -	\$ 500	\$ 3,815
00265880-6200-54090	CHA Grant - WICBF	\$ 43,808	\$ 910	\$ -	\$ 44,718
00295880-9101-54090	Salaries & Wages - WICBF	\$ 20,641	\$ 2,201	\$ -	\$ 22,842
00295880-9205-54090	Group Hospital Ins - WICBF	\$ 3,766	\$ 1,000	\$ -	\$ 4,766
00295880-9206-54090	HRA - WIC Breastfeeding	\$ 726	\$ 279	\$ -	\$ 1,005
00295880-9210-54090	Retirement - WICBF	\$ 2,357	\$ 519	\$ -	\$ 2,876
00295880-9305-54090	Breast Feeding Grant Expense	\$ 5,495	\$ 5,274	\$ -	\$ 10,769
00295880-9635-54090	Training & Education - WICBF	\$ 975	\$ 1,061	\$ -	\$ 2,036

Finance Office Use Only

Finance Director _____ Health Director _____ Chairman of Cabarrus Health Alliance _____
 Approved/Denied Date _____ Approved/Denied Date _____ Approved/Denied Date _____

CABARRUS HEALTH ALLIANCE

Budget Revision/Amendment Request

#5

Date: 10/13/2020

Amount: \$ 12,000

Type of Adjustment:

Health Director: Dr. Bonnie Coyle

Internal Transfer Within Program

Purpose of Request: To budget for funding allocated to the Syringe Exchange Program.

Transfer Between Programs

Supplemental Request

Account	Account Name	Present Approved Budget	Increase	Decrease	Revised Budget Amount
00265845-6803-906	Miscellaneous Revenue	\$ -	\$ 12,000	\$ -	\$ 12,000
00295845-9355-906	Other Operation Costs-SEP	\$ -	\$ 24,000	\$ -	\$ 24,000
00295875-9355-507	Other Oper Costs-PopHealth	\$ 42,000	\$ -	\$ 12,000	\$ 30,000

Finance Office Use Only

Finance Director _____ Health Director _____ Chairman of Cabarrus Health Alliance _____
 Approved/Denied Date _____ Approved/Denied Date _____ Approved/Denied Date _____

CABARRUS HEALTH ALLIANCE

Budget Revision/Amendment Request

#6

Date: 10/13/2020

Amount: \$ 248,252

Type of Adjustment:

Health Director: Dr. Bonnie Coyle

Internal Transfer Within Program

Purpose of Request: To budget for funding received for COVID-19 Infection Prevention Support.

Transfer Between Programs

Supplemental Request

Account	Account Name	Present Approved Budget	Increase	Decrease	Revised Budget Amount
00265865-6200-50115	CHA Grant-IPS COVID-19	\$ -	\$ 248,252	\$ -	\$ 248,252
00295865-9101-50115	Salaries & Wages-IPS	\$ -	\$ 146,968	\$ -	\$ 146,968
00295865-9102-50115	Part Time > 1000 Hours-IPS	\$ -	\$ 2,000	\$ -	\$ 2,000
00295865-9201-50115	Social Security-IPS	\$ -	\$ 2,131	\$ -	\$ 2,131
00295865-9202-50115	Medicare-IPS	\$ -	\$ 2,131	\$ -	\$ 2,131
00295865-9205-50115	Group Hospital Insurance-IPS	\$ -	\$ 10,503	\$ -	\$ 10,503
00295865-9206-50115	HRA-IPS	\$ -	\$ 1,320	\$ -	\$ 1,320
00295865-9210-50115	Retirement-IPS	\$ -	\$ 14,991	\$ -	\$ 14,991
00295865-9211-50115	401K Match-IPS	\$ -	\$ 2,939	\$ -	\$ 2,939
00295865-9230-50115	Workers' Compensation-IPS	\$ -	\$ 441	\$ -	\$ 441
00295865-9640-50115	Insurance & Bonds-IPS	\$ -	\$ 1,837	\$ -	\$ 1,837
00295865-9659-50115	Unemployment Comp-IPS	\$ -	\$ 150	\$ -	\$ 150
00295865-9331-50115	Minor Office Equip & Furn-IPS	\$ -	\$ 17,859	\$ -	\$ 17,859
00295865-9355-50115	Other Operation Costs-IPS	\$ -	\$ 44,982	\$ -	\$ 44,982

Finance Office Use Only

Finance Director _____ Health Director _____ Chairman of Cabarrus Health Alliance _____
 Approved/Denied Date _____ Approved/Denied Date _____ Approved/Denied Date _____

CABARRUS HEALTH ALLIANCE

Budget Revision/Amendment Request

#7

Date: 10/13/2020

Amount: \$ (67,231)

Type of Adjustment:

Health Director: Dr. Bonnie Coyle

Internal Transfer Within Program

Purpose of Request: To align budget with actuals for revenues received and budget for the salary and compensation study.

Transfer Between Programs

Supplemental Request

Account	Account Name	Present Approved Budget	Increase	Decrease	Revised Budget Amount
00265815-6701-41100	Interest on Investments	\$ 140,000	\$ -	\$ 130,000	\$ 10,000
00265845-6435-222	Novant HealthFoundation	\$ -	\$ 7,769	\$ -	\$ 7,769
00265815-6901-41100	Fund Balance Appropriated	\$ 332,278	\$ 55,000		\$ 387,278
00295815-9101-41100	Salaries & Wages - Admin Aid	\$ 1,231,150	\$ -	\$ 112,231	\$ 1,118,919
00295815-9102-41100	Part Time > 1000 Hours - Adm A	\$ 80,860	\$ -	\$ 5,000	\$ 75,860
00295815-9635-41100	Training & Ed-Admin	\$ 93,272	\$ -	\$ 5,000	\$ 88,272
00295815-9445-41100	Purchased Svcs-Admin	\$ 14,000	\$ 55,000	\$ -	\$ 69,000

Finance Office Use Only

Finance Director _____ Health Director _____ Chairman of Cabarrus Health Alliance _____
 Approved/Denied Date _____ Approved/Denied Date _____ Approved/Denied Date _____



CABARRUS
HEALTH
ALLIANCE

Cabarrus Health Alliance Board Meeting Agenda Form

Meeting Date: October 13th, 2020

Name of Item: Strategic Goals

Submitted by: Erin Shoe & Betty Foh

Expected Length of Presentation: 20 mins

Brief Summary:

Supervisors were invited to participate in a Strategic Planning Retreat to define strategic goals that align with Board-approved Strategic priorities. Once goals were agreed on by the Leadership team and supervisors, each department completed their department strategic plan. Betty Foh will be presenting Strategic Priority areas and goals to the board. These priorities and goals will be CHA's focus for the next five years.

Requested Action:

Approval of Strategic Goals for CHA

Previous Action/Discussion on this item? If yes, explain

The Leadership team participated in a four hour Strategic Planning Retreat to define strategic priorities based on the community needs assessment, Strength Weakness, Opportunities and Threats (SWOT), data and industry analysis. The Leadership team will be presenting their top Strategic Priority areas to the board. These priorities will be CHA's focus for the next five years.

Board approved Strategic Priorities on August 11, 2020

Items reviewed by:

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2020-2025 Strategic Plan Update

*Betty Foh, MPH, CHES,
Quality Improvement &
Accreditation Program Manager*

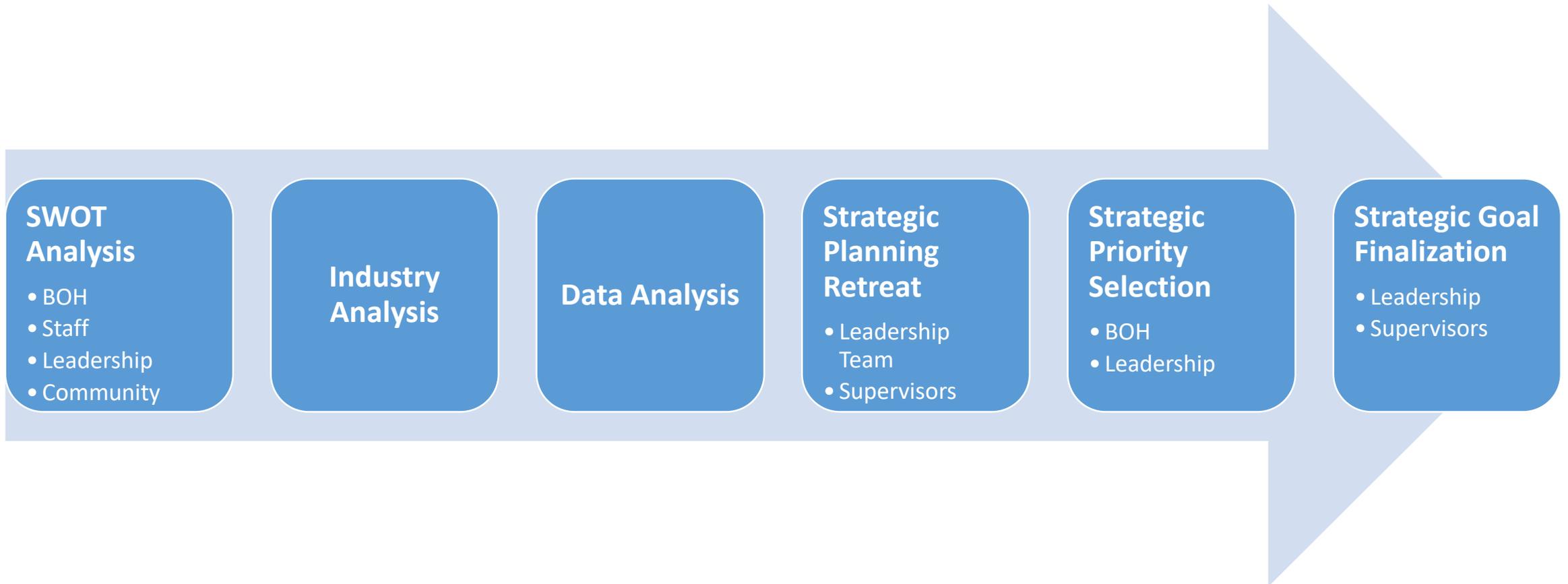


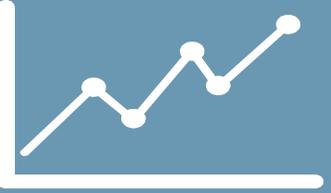
**CABARRUS
HEALTH
ALLIANCE**

Framework & Process

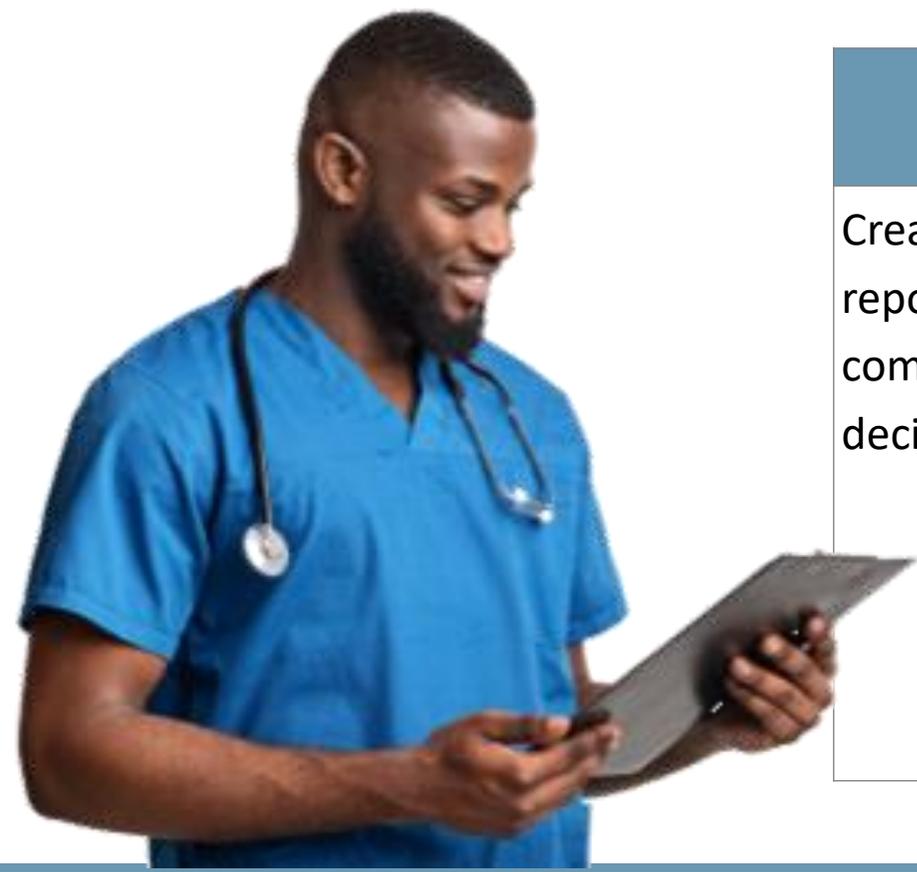


Framework & Process





Use Data to Improve Health



Goal 1	Goal 2	Goal 3
Create a public facing data repository to inform the community and enhance decision making	Use an equity lens for data collection, analysis, use and dissemination	Make strategic decisions and create work environments that foster the data integration, sharing, and analysis necessary to support better health outcomes



Develop Internal and External Practices, Programs, and Policies that Achieve Equity



Goal 1	Goal 2	Goal 3
Ensure equitable access to services, programs, opportunities, and information	Transform our workplace to be inclusive and equitable for employees from marginalized and underrepresented communities.	Integrate diversity, equity, and inclusion within our work to continuously improve the health of our community



Build and Sustain Collaborative Systems that Address Social Determinants of Health



Goal 1	Goal 2	Goal 3	Goal 4
Lead the development of CHIP based on the identified priority needs	Align program and services with the Community Health Improvement Plans (CHIP) to ensure staff are engaged and actively involved in the plan development	Expand and maximize community partnerships to effectively address social determinants of health	Align and integrate public health programs to address social determinants of health



Transform Agency Capacity, Culture and Practices to Achieve Excellence



Goal 1	Goal 2	Goal 3	Goal 4	Goal 5
Adopt Public Health 3.0 strategies as guiding principles to ensure CHA is prepared to respond to community needs this decade	Maintain a culture of quality improvement to advance departmental performance	Adapt and adopt staffing models and funding sources that reduce the number of positions and programs that are short-term and grant funded	Expand CHA capacity to include alternative service delivery and outreach models that improve access to care	Enhance the existing workforce development plan and program

CHA Public Health Director's Report

October 13, 2020

Human Resources

- Reviewing and updating of CHA Personnel Policy
- HR Restructure completed (Reviewing and assigning specific roles)

Finance

- Grant status first quarter FY21:
 - a. CHA received 7 grants for a total of \$781,188 in awards
 - b. Three grants were not funded for a total of \$283,821
 - c. Approximately \$1,176,235 is pending over 5 applications in development or submitted and awaiting a response
 - d. CPHI won its first award of \$10,000 from the City of Kannapolis for COVID-related activities

Clinical Services

- September 15th was Dr. Valerie Sakach's retirement day. She has worked as a Pediatrician with CHA for 19 years, starting an ADD/ADHD program at CHA, when those services were not typically available in a primary pediatric setting
- On September 28th, the White House Office of National Drug Control Policy Director Jim Carroll visited Rep. Richard Hudson, who has authored legislation to improve the safe disposal of opioids. They both visited CHA, touring the Maternal Health Clinic and hearing from Dr. Suda about the SUN Clinic, where we provide prenatal care and medication assisted therapy for substance using, pregnant women. In addition, Mr. Carroll saw the SEP "in action" and Marcella Beam discussed other substance use related efforts happening within CHA and Cabarrus County

School Health

- School Health department reorganized to enhance school nursing services and incorporate public health models to promote overall student, staff and community health
- Admin team met with multidisciplinary teams from both school districts to discuss reopening plans and implementation of mitigation strategies
- Nurses conducting staff training for PPE use, donning, and doffing as well as "normal" back to school annual training for chronic illness and medication management
- Nurses reviewing immunization and physicals for compliance with NC school attendance laws. Contacting parents and helping to link to resources to avoid exclusion from school

COVID Response

- We have a fully staffed, stable COVID team that is able to provide staff respite time by rotating weekend coverage
- We continue to host a local leaders call each Monday with county and city managers to ensure consistent updates and a forum for discussion
- Two weekend testing events were held to reach vulnerable populations in the County.
- Our biggest challenge currently is identifying funding for January – June; CARES money must be spent by mid-December. This leaves approximately 14 COVID staff un-funded. The total to continue these individuals is approximately \$565,000

Cabarrus Public Health Interest

- The Cabarrus Public Health Interest has identified advisory board members and will provide a formal presentation to the board in the coming months
- Swing 4 the Kids Golf Tournament has been postponed with a possible Spring date.

Healthy Living Programs:

WIC

- The base caseload for WIC was reassigned from 3,127 (assigned in February) to 3,284 in September. This change was due to our average monthly participation rising above 100% of the base caseload assignment for SFY20-21 (defined on the original Agreement Addendum's Attachment A)
- Notified that we are a Nominee in the 2020 North Carolina GlaxoSmithKline Foundation Child Health Recognition Awards (October 7, 2020)

MDPP

- Achieved Full Recognition status from the CDC. This designation is reserved for programs that have effectively delivered a quality, evidence-based program that meets all of the standards for CDC recognition
- Notified by the North Carolina Diabetes Advisory Council (DAC) that we are the **winner** of the 2020 John Bowdish Community Award (November 13, 2020). The DAC Awards ceremony recognizes those who have demonstrated exemplary work in diabetes prevention and management

Lifestyle Medicine

- The Lifestyle Medicine program has offered 3 evidence based Living Healthy with Chronic Disease courses since August and is scheduled to reopen the clinic's food pharmacy this month.

- Culinary Innovation co-sponsored a Family First live cooking class with Atrium Health and the Rowan-Cabarrus YMCA. Over 20 participants logged in and the recording is now available for public viewing here: <https://youtu.be/7RPRGsiWmbY>. The class even incorporated sweet potatoes grown from Bethel Elementary's school garden, thanks to the support of the NC State Plants for Human Health Institute.
- The 5210 Healthy Together program has recruited 5 additional school locations for the current 2020-2021 school year. The program now totals to 10 schools and 3 out of school locations. As a result, each KCS elementary school now has received 5210 enrollment recognition.

Environmental Health

- EH fee schedule adjustment passed by BOH and the 30 day announcement period began
- OSWW now has a lead staff member in charge of the program

Healthy Cabarrus/Marketing

- Racism – Public Health Crisis Proclamation
The video has been posted to our YouTube page and is only accessible with this link, so the information is not fully public at this time <https://youtu.be/GWlQle7DZjU>
- Continued improvement among Syringe Service Participants reporting of healthier behaviors since being enrolled in the program

Performance/Quality Improvement and Accreditation:

- PHAB Annual Report Completion
- Report on the health department's activities related to improvement, continuing processes, and emerging public health issues and innovations was submitted
- Strategic Planning
 - Currently meeting with each department to create department strategic plan to ensure staff are engaged at all levels of the strategic plan.
- Senior Epi & Population PHAP
 - Senior Epidemiologist started on September 7th, 2020 and the Public Health Associate Program (PHAP) CDC fellow will be joining our team on October 13, 2020, and will be focusing on Population Health

BOH activities

- Mr. Mack visited with agency staff on Sept 24 to thank them for their dedication and hard work. Staff were very appreciative, and we would like to have each Board member join us once per year

National/State/Local Updates

- The Public Health Ten Essential Health Services were updated in September, with Equity being added as a focus across the ten functions

20201 Goals and Objectives Review (See attached)

Board of Health Engagement/PH 3.0 Model

Lead: Bonnie Coyle

Committee Members: Erin Shoe, Sue Yates, Marcella Beam, Suzanne Knight

Policy Development	Deadline	Completed	On Target	Off Target
Proclaim Racism as a PH Crisis with measurable action steps identified	September 2020	X		
Recognize/Declare Juneteenth as a CHA holiday		X		
Continuous Improvement and Metrics	Deadline	Completed	On Target	Off Target
Monthly monitoring of data beginning September 2020	September 2021		X	
Recommend policies and program changes based on metrics				
Resources Stewardship	Deadline	Completed	On Target	Off Target
Diversified funding plan	March 2021			
Two new funding partners and relationships	June 2021			

Healthy Living Department Development	Deadline	Completed	On Target	Off Target
Create Healthy Living and Chronic Disease at CHA Director level oversight	December 2020		X	
Adopt innovative models related to Lifestyle Medicine	Ongoing			
Complete a business plan for Employee Wellness program	March 2021			
Identify new funding source for programs	June 2021			

Sustainability – Diversified Funding Sources	Deadline	Completed	On Target	Off Target
Diversified funding plan developed	March 2021			
Potential new fee/revenue sources identified	June 2021			
340B pharmacy exploration	June 2021			

Leadership Development

Lead: Steve Cathcart

Committee Members: Erin Shoe, Janie Woodie, Sue Yates, Chrystal Swinger Rolanda Patrick

Staff Leadership Development	Deadline	Completed	On Target	Off Target
Educate managers, supervisors and staff about Public Health 3.0 model	December 2020			
New leadership program for all managers and/or supervisors	January 2021			

Data Metrics

Lead: Betty Foh

Committee Members: Marcella Beam, Ryan McGhee, Janie Woodie, Chrystal Swinger

Data and Metrics - Results Based Accountability	Deadline	Completed	On Target	Off Target
Hire Epi position to assist with metrics	December 2020	X		
Report cards/data – county-wide and program specific. Monitored regularly.				

Health Equity – Social Determinants of Health (Internal and External)

Lead: Steve Cathcart, Betty Foh

Committee Members: Suzanne Knight, Sandra Torres, Rolanda Patrick

Agency equity and SDOH (Internal)	Deadline	Completed	On Target	Off Target
Hire new Human Resources Director	September 2020	X		
Hire new Equity Position	January 2021			
Conduct agency assessments based on national guidelines and recommendations	June 2021			
Conduct salary/equity analysis and develop action plan	June 2021			
Provide basic equity education to all staff and review plan	June 2021			
All report cards (metrics) highlight disparities	June 2021			
Community equity and SDOH (External)	Deadline	Completed	On Target	Off Target
Educate partners/community about greatest health disparities	March 2021			
Move away from individual interventions to health disparities/SDOH	Ongoing			
Incorporate health disparities/SDOH goals in all program areas	June 2021			
Secure new funding streams for health equity/SDOH of work	June 2021			