



Public Health Authority of Cabarrus County  
Board Meeting Minutes  
March 9, 2021

A regular meeting of The Public Health Authority Board was held on Tuesday, March 9, 2021.

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  
Steve Morris

Members Absent: Tom Kincaid

Staff Present: Dianne Berry, Dr. Bonnie Coyle, Dr. Steve Cathcart, Erin Shoe, Kristen Boatright, Ryan McGhee, Sue Yates

#### **CALL TO ORDER**

Chairman Mack called the meeting to order at 5:33 pm, and offered the invocation.

#### **ADOPTION OF THE AGENDA**

Steve Morris made a motion to approve the agenda. The motion was seconded by Mark Spitzer.  
Approved 7:0.

#### **APPROVAL OF THE MINUTES**

Chris Bowe made the motion to approve the February 9, 2021 regular meeting minutes. The motion was seconded by Mark Spitzer and approved 7:0.

#### **REPORTS**

Financial Summary Report was presented by Sue Yates. She also presented the CHA Snapshot and Variance Analysis Year-to-Date Report, which shows Budget vs. Actuals.

#### **COVID-19 Update**

Erin Shoe presented the COVID-19 update. She shared data on number of positive cases specific to Cabarrus County and testing data. She also shared the number of hospitalizations from January – March 2021. Erin reported on outreach efforts by CHA to reach those in the community. She noted clinics at El Puente, Perdue, and at Cabarrus Arena. She also informed the Board how to access vaccine tracking information by county and shared the number of COVID vaccinations administered by date by Cabarrus Health Alliance staff and volunteers. As of March 9, the total number of vaccines given by CHA is 21,540, with 12,920 (8.0%) receiving 1<sup>st</sup> dose and 8,620 (5.3%) have already been fully vaccinated. Erin also presented demographic data on first doses administered to date by race, ethnicity, age and gender. Vaccine Access Initiatives to date were shared, including utilizing the Community Paramedic Program, Transportation Partnership, El Puente and Meals on Wheels. Erin

also shared a list of new COVID vaccine providers in Cabarrus County. She reviewed the criteria for Group 3 COVID vaccine recipients. She also shared a map of recent COVID cases in Cabarrus County from the month of February and CHA's most recent recommendations for municipalities, businesses and schools. She thanked the Board and community partners and sponsors for their continued support.

### **Health Director's Report**

Dr. Bonnie Coyle presented the Health Director's Report. She updated the Board on accomplishments and successes and ongoing programs and projects from each CHA Department within the agency. She also thanked CHA Board members for their continued support in volunteering at the COVID vaccine clinics. Dr. Coyle also announced that she has requested a meeting with Rep Wayne Sasser to advocate for additional funding for Communicable Disease.

### **CONSENT AGENDA**

The Budget Revisions were presented by Sue Yates. She shared that budget revisions were being requested due to changes in revenues and expenses, either from an increase or decrease in funding courses, new sources of funding, or realignment of revenues and/or expenses. Mark Spitzer made a motion to approve the consent agenda. The motion was seconded by Dr. Kim Dehler. Approved 8:0.

### **BUSINESS AGENDA**

#### **Finance and Grant Development Strategic Plan 2020-25**

Kristen Boatright, Assistant Finance Director, shared the 2020-25 Finance/Grant Development Strategic Plan which included objectives, action steps, measures and deadlines for each goal. Goal 1) To create a public facing data repository to inform the community and enhance decision making 2) To use an equity lens for data collection, analysis, use and dissemination. 3) To make strategic decisions and create work environments that foster the data integration, sharing and analysis necessary to support better health outcomes. Kristen shared objects for grant applications starting February 2021 and deadlines and shared that starting June 30, 2023, 90% of all new awards staff will participate in a grants management award kick-off program.

#### **401(k) Discussion**

Dr. Coyle shared that the Board approved additional an additional 1% employer match with NC Prudential 401(k) on June 10, 2020. However, due to COVID the implementation was postponed. She asked the Board if they wish to move forward with the implementation of this employer match now or after July 1, 2021. The Board unanimously concurred that they felt this additional 401(k) increase should remain as it could be very beneficial to CHA employees, but they left it up to Dr. Coyle and the CHA Leadership Team to decide on when the CHA employer match of 2% would be implemented.

Mark Spitzer asked how the Board could join with CHA Management in showing our appreciation to and thanking all CHA staff, 401(k) or not. He noted that we should not wait too much longer. "I don't know what or how, but we need to be thinking about it. He asked Chris Bowe what Atrium is doing for their employees. Chris stated that Atrium – Cabarrus did not furlough any teammates. We kept them whole throughout, including merit increases. Chris stated "we need to budget, be good stewards of the budget. I would have preferred that this discussion would have started way before now."

### **ANNOUNCEMENTS**

Chairman Mack announced that the next Public Health Authority Board meeting will be held on Tuesday, April 13, 2021. He asked the Board, since most of us have COVID vaccinated, would you feel comfortable coming back to our regular in-person meetings at CHA on April 13<sup>th</sup>? Chairman Mack said the meeting would be held in the CHA 1<sup>st</sup> floor Community Rooms. He stated that there being no opposition, April 13<sup>th</sup> returns to in-person meetings. He also asked Board Members to let him know if there was any opposition so that we can decide how to move forward.

**MOTION TO ADJOURN**

There being no further business to come before the Board Dr. Lara Pons, Vice-Chair, made a motion to enter into closed session pursuant to NCGS 143-318-11 (a)(1) to prevent the disclosure of information that is privileged or confidential pursuant to North Carolina Law. The motion was seconded by Mark Spitzer. Approved 8:0.

The Board convened into Closed Session at 6:43 p.m.

Steve Morris made a motion to leave Closed Session at 6:59 p.m. The motion was seconded by Dr. Chip Buckwell. Approved 8:0.

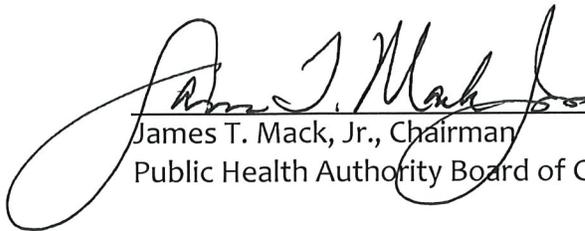
The Board reconvened into Regular Session at 6:56 pm

Chris Bowe made the motion to re-appoint James T. Mack, Jr. to his 4<sup>th</sup> term on the Public Health Authority Board. Chris stated that James has been a leader in exceptional times. "He knows CHA's history. And he has a passion for the citizens of our community." Dr. Kim Dehler seconded the motion. Approved 7:0 (James T. Mack, Jr. abstained from the voting process).

Steve Morris made a motion to reappointment Mark Spitzer to a 2<sup>nd</sup> term on the Public Health Authority Board. The motion was seconded by Dr. Chip Buckwell and approved 7:0. (Mark Spitzer abstained from the voting process).

Chairman Mack stated that next steps in the process would be for letters of support on behalf of the Board be submitted to the Cabarrus County Clerk.

There being no further business to come before the Board, Steve Morris made a motion to adjourn the meeting at 7:01 p.m. The motion was seconded by Chairman James T. Mack, Jr. Approved 8:0.

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

ATTEST

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