



Public Health Authority of Cabarrus County
Board Meeting Minutes
April 13, 2021

A regular meeting of The Public Health Authority Board was held on Tuesday, April 13, 2021 in the Community Rooms at Cabarrus Health Alliance, 300 Mooresville Road, Kannapolis, NC.

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

Members Present: Dan Hagler, MD
Dr. Chip Buckwell
Lara Pons, MD, Vice-Chair
Mark Spitzer
Steve Morris
Tom Kincaid

Members Absent: Chris Bowe
Dr. Kim Dehler

Staff Present: Alicia McDaniel, Anna Thadani, Casey Brown, Dianne Berry, Dr. Bonnie Coyle, Dr. Steve Cathcart, Erin Shoe, Ryan McGhee, Sue Yates

CALL TO ORDER

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

ADOPTION OF THE AGENDA

Steve Morris made a motion to approve the agenda. The motion was seconded by Dr. Chip Buckwell. Approved 7:0.

APPROVAL OF THE MINUTES

Tom Kincaid made the motion to approve the March 9, 2021 regular meeting minutes and March 9, 2021 closed session meeting minutes. The motion was seconded by Dr. Buckwell. Approved 7:0.

REPORTS

Financial Summary Report was presented by Sue Yates. She pointed out that revenue and expenses are coming into line more Sue also presented the CHA Snapshot and Variance Analysis Year-to-Date Report, which shows Budget vs. Actuals. She noted that March was a better month as COVID revenue was received.

COVID-19 Update

Erin Shoe presented the COVID-19 update, which included Cabarrus case data as of 4/13/21, COVID related death rates for Cabarrus County and COVID Testing Data. She also shared information upcoming vaccine clinics and vaccine tracking.

Health Director's Report

Dr. Bonnie Coyle presented the Health Director's Report. She shared updates with the Board from each CHA Department. Dr. Coyle also updated the Board on the progress made with NC Accreditation, Board of Health activities and shared that Representative Wayne Sasser visited CHA on March 26th to tour a CHA COVID clinic. She noted that County Manager Mike Downs and Steve Morris, along with Chairman James

T. Mack, Jr., joined the meeting as well, and they discussed with Representative Sasser Communicable Disease priorities and funding.

Healthy Living Department Strategic Plan

Representatives of the Healthy Living Department shared with the Board the Department's goals, including objectives, action steps, metrics/measures, the champion for each goal and the deadline. Alicia McDaniel, Healthy Living Director reported on the strategic goals for the following programs: Lifestyle Medicine, 5210 Healthy Together, Culinary Innovation, and Employee Wellness. Anna Thadani, WIC Director, shared with the Board the Women's Infant & Children Strategic Plan. Casey Brown, Diabetes Prevention Program Coordinator, shared participant numbers and progress to date. Dr. Dan Hagler asked that all future presentations spell out the acronyms of programs or provide a list to Board Members. Erin Shoe responded that CHA has an acronym library and we will pull it out and update it.

CONSENT AGENDA

The Budget Revisions were presented by Sue Yates. She stated that the revisions were being requested due to changes in revenues and expenses, and that these changes were either due to an increase or decrease in a funding source, new source 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. Chip Buckwell. Approved 7:0.

BUSINESS AGENDA

Finance Policies

Sue Yates presented the following Finance policies for review: Reserve Policy, Public Health & Primary Care Services Eligibility Policy, Dental Clinic Fee Policy, Public Health Primary Care Services Debt Management Policy, and Dental Clinic Debt Management Policy. She stated that policies are reviewed at least annually for accreditation purposes and revisions are made when necessary. Sue noted that these policies are for review only and there were no changes. Tom Kincaid made a motion to approve the Finance policies as presented. The motion was seconded by Dr. Dan Hagler. Approved 7:0.

Nepotism Policy Revisions

Dr. Steve Cathcart presented revisions to the Nepotism for Board review and approval. He stated to the Board that the current Nepotism Policy does not allow the hiring of certain immediate family but does not reference other immediate family members. He recommended a change to the policy that allows hiring relatives as long as they are not in the relative's direct chain of command. Dr. Cathcart noted that in this type of situation, however, Dr. Bonnie Coyle would have the final decision making authority. Dr. Chip Buckwell stated that he would not want CHA to lose a good person due to a family relationship. Dr. Dan Hagler stated that he tends to agree, but the language in the policy does not state this. He asked "Where on the horizontal line is the supervisor?" He also stated that he was not quite clear on chain of command, but he thought it would be fine. Dr. Chip Buckwell recommended that Dr. Cathcart take this to CHA's legal counsel to review the language. He added "I'm okay if legal is okay." Mark Spitzer stated "Yes, we could hire a relative, but a relative in a position of significant influence to allow some to be treated differently? CHA is a small organization. I would suggest at some organizational level, that it can't be done. It's all about perception." Dr. Cathcart added that employees who report directly to Dr. Coyle are excluded. Dr. Hagler added "Perception is the problem." Mr. Spitzer added, "I have faith in William Isenhour. He's good. I will take his position." Chairman Mack asked the Board if they are just asking for different language for the revised Nepotism policy and then we can bring it back on May 11th. Dr. Cathcart stated that the Nepotism policy revisions had not been sent to William Isenhour, but they would be. Dr. Hagler concluded "There is no chain of command. The language proposed hangs you up, if there's a problem." He asked, "Is the supervisor the 'one up?'".

Board By-Laws Revisions

Dr. Bonnie Coyle stated that as she and the Board Nominating Committee were reviewing the by-laws related to the rules and regulations Board member vacancies and nominations, she realized the language was ambiguous, so she asked Board Attorney William Isenhour to review it and clean it up as needed. Dr. Coyle referenced the redline version of the revised Board By-Laws in the packet for review and approval. Mark Spitzer made a motion to approve the Board By-Laws Revisions as presented. The motion was seconded by Dr. Chip Buckwell and approved 7:0

Board Nominating Committee Recommendations

Chairman Mack reminded the Board we needed a candidate to fill the one-year unexpired term for Dr. Chip Buckwell who is retiring in June as Superintendent of Kannapolis City Schools. The Board Nominating Committee interviewed Daryle Adams, Director of Career and Technical Education (CTE) and English as a Second Language (ESL) with Kannapolis City Schools and unanimously recommend his appointment to fill this term.

Chairman Mack stated that for the Public Seat vacancy created by Mr. Tom Kincaid leaving the Board, the Board Nominating Committee reviewed all nominations from Board Members and those who applied to Board and Committees through the Cabarrus County website. Chairman Mack noted that all were excellent, qualified candidates, but the unanimous recommendation was to nominate Cecilia Plez, member of El Puente Hispano and employed by DUKE Translational Medicine, for this seat.

Mark Spitzer made a motion to approve the Board Nominating Committee's recommendations to endorse Daryle Adams and Cecilia Plez to the Cabarrus County Commissioners for appointment to the Public Health Authority Board.

Chairman Mack thanked Dianne Berry for all her work through the process. He said that Dianne made the process of the Board applicants easy, and we have now established a good process to follow. He also thanked Dr. Coyle for leading the process. Dr. Pons added "All the candidates were great. It was a hard decision." Steve Morris asked if the other candidates are a pool for other Cabarrus County Board and Committees vacancies. Dr. Coyle responded, "I was so impressed with every candidate. And I will be asking them to sit on some committees."

INFORMAL COMMENTS/SPEAKERS FROM THE FLOOR

Chairman Mack called for comments from the floor. There were none.

ANNOUNCEMENTS

Chairman Mack announced that two current Public Health Authority Board members would be leaving the Board on June 30, 2021 and their last official meeting is Tuesday, June 8, 2021.

MOTION TO ADJOURN

There being no further business to come before the Board, Tom Kincaid made a motion to adjourn the meeting at 6:50 p.m. The motion was seconded by Dr. Chip Buckwell. Approved 7:0.



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