



Public Health Authority of Cabarrus County
Board Meeting Minutes
August 11, 2021

A regular meeting of The Public Health Authority Board was held on Tuesday, August 11, 2021.

All board members attended virtually via Microsoft TEAMS with the exception of Chairman James Mack who attended at CHA. The meeting was live streamed on YouTube.

Members Present on-site: James T. Mack, Jr., Chairman

Members Present via TEAMS: Lara Pons, MD, Vice-Chair
Mark Spitzer
Steve Morris
Kimberly Dehler, DDS
Dan Hagler, MD*
Daryl Adams
Cecilia Plez
Chris Bowe*

*Board Members arrived late

Staff Present: Dr. Bonnie Coyle (in person), Dr. Steve Cathcart (in person), Erin Shoe, Ryan Mcghee (moderating online streaming), Sue Yates, Chrystal Swinger, Rocio Arguijo, Kim Ragan, Tammy Alexander, Wendy Harsch, Marcella Beam

CALL TO ORDER

Chairman Mack called the meeting to order at 5:36 pm, and offered the invocation.

OATH OF OFFICE

Mr. Daryl Adams and Ms. Cecilia Plez were sworn into office by Dr. Bonnie Coyle. Mr. Mark Spitzer and Mr. James Mack were sworn into office for additional terms by Dr. Bonnie Coyle. Each member came to CHA in person earlier in the week for the swearing in process with the notary since the meeting was held virtually. Welcome all members!

ADOPTION OF THE AGENDA

Chairman James Mack shared that the agenda. Mr. Steve Morris moved to approve as amended. Mr. Mark Spitzer made the second motion. Motion passed unanimously. (7:0, Haglar and Bowe not yet present)

APPROVAL OF THE MINUTES

Mr. Mark Spitzer made the motion to approve the June 8, 2021 regular meeting minutes. The motion was seconded by Ms. Cecilia Plez. Motion passed unanimously. (7:0, Haglar and Bowe not yet present)

REPORTS

Financial Summary Reports – CHA Snapshot, Financial Summary Report, Variance Analysis Year-to-Date

Sue Yates presented the CHA Financial Reports.

Snapshot: these reports cover the first month since of the CHA fiscal year which began July 1. Ms. Yates reviewed what the color indicators mean. Financial concerns would be in yellow. Major issues would be captured in red. All indicators are green for this report.

Variance analysis: This report captures the year-to-date information. It also compares year over year changes. Ms. Yates explained that a WalMart grant payment for the entire year represents the majority of the difference from July 2020 vs. July 2021.

Financial summary: Ms. Yates presented the financial summary which compares revenues and expenditures. These are in close alignment for the year thus far.

Year end: Ms. Yates shared that CHA is in the year-end process for closing fiscal year 2021 financial records. The finance team is preparing for the annual audit in two weeks. Overall, expenses were slightly over the revenues for fiscal year 2021. The Medicaid Cost Settlement wire was received on Friday. The ending balance for fiscal year 2021, including Medicaid Cost Settlement, is \$2,300,712. Ms. Yates shared that this will allow us to replenish the fund balance amount that was used last year of \$700,000.

Mr. Mark Spitzer asked for additional information on Medicaid Cost Settlement. Ms. Yates provided education to the board including how we send costs associated with Medicaid services to the state to ensure we are being fully reimbursed for services rendered. Sue shared about the requirements of state stabilization. Final amounts that can be allocated to other services will be shared after the audit is complete. Mr. Adams asked about those specific amounts and Sue shared that it is 8% of expenses but CHA chooses to set that at 17%.

Community Needs Assessment Report – Marcella Beam

Marcella shared that the 2020 Cabarrus Community Health Needs Assessment report is complete. A printed copy is available if board members would like one. She gave a brief update on the status of action plans or Community Health Improvement Plans associated with the identified priority needs. She thanked the numerous people who assisted with the process and praised Board Member Steve Morris. Mr. Morris shared that the county uses this product to drive meaningful decisions at the county level.

Volunteer Presentation – Rocio Arguijo

Rocio shared slides with data about the volunteer efforts during the COVID vaccine clinics. Additionally, CHA held an appreciation event where volunteers received 'thank you' gifts. The event was well-received and volunteers are excited to continue with their volunteer efforts.

Environmental Health – Chrystal Swinger

Chrystal reviewed the Strategic Plan for Environmental Health. She highlighted the following goals:

School Health – Kim Ragan, Tanja Salary, Tammy Alexander, Wendy Harsch, Jennifer Brackett

The school health administrative team reviewed the Strategic Plan for School Health. They highlighted the following goals:

Bonnie thanked Chrystal and the school health admin team for their efforts on these plans!

Health Directors Update:

Bonnie shared her directors report noting highlights from HR, Dental, School Health, COVID will be discussed in the business agenda, Cabarrus Public Health Interest, Healthy Living Program, Environmental Health, Healthy Cabarrus, and BOH activities.

CONSENT AGENDA

The **Budget Revisions** were presented by Sue Yates. She noted there were 14 this month with many simply being moving line items within projects along with grants received and movement to support salary study adjustments. Mr. Chris Bowe made the motion to approve the budget revisions as presented, Dr. Dan Haglar seconded. Passed unanimously, 9:0.

BUSINESS AGENDA

Finance Policies

Ms. Yates presented finance policies. Most have not changed and are here for required annual review. The only major change is to allow for patients to consent manually in person vs. Requiring electronically. Dr. Kim Dehler made the motion to approve the finance policies as presented, Mr. Mark Spitzer seconded. Passed unanimously, 9:0.

Covid Update

Erin Shoe provided a brief update of the COVID-19 data for Cabarrus County. All metrics indicate an increase in cases and community spread including a higher percent positive, higher number of active cases, higher number of hospitalized individuals, and higher rate of new cases. CHA continues to host vaccine clinics; overall, uptake has been slow but the Delta variant seems to be encouraging some to get vaccinated. The overall vaccinate percentage for Cabarrus County is 45% of the population has received at least one dose of the vaccine. 53.4% of the eligible population (those 12 and up) have been vaccinated.

COVID Policy

Dr. Bonnie Coyle presented the COVID-19 Vaccine Policy Recommendations for Staff. She discussed recent studies that support vaccinations, current variants and how they are impacting the spread of COVID-19, NC organizations that are requiring vaccines for the staff, and organizations that are publicly endorsing vaccines. Current CHA data reports that 73.2% of staff have received their first dose of the vaccine. The recommended policy requires CHA staff to be fully vaccinated or have an approved exemption on file. This applies to all staff including remote staff, interns, temp staff, volunteers, and contractors. New hires will have 30 days from date of hire to receive the first dose. Medical exemptions should be written and signed by an MD or APP per state statute. If an employee is on FMLA, they will have two weeks after returning to regular duty to receive the first dose of vaccine. Staff who are not fully vaccinated will not be approved for work related travel, will be required to test every 7 days, be required to use vacation or sick time for COVID related absences, and wear a mask at all times when in CHA facilities and/or in the community conducting CHA business. Staff who are fully vaccinated will receive 5 days of paid time for any COVID related absence. Unvaccinated staff who do not have an approved exemption on file by November 1, 2021 will 1) meet with a CHA clinician to discuss their concern and 2) meet with HR to discuss continued employment. Dr. Coyle also explained that this policy applies to the flu vaccine being required. CHA is working with legal representatives on the exemption process and details. Those will be shared with staff in September.

INFORMAL COMMENTS/SPEAKERS FROM THE FOOR

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

ANNOUNCEMENTS

James Mack reminded the group that the next meeting is September 14, 2021.

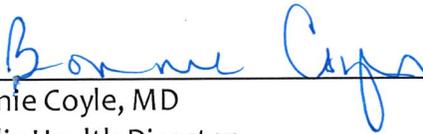
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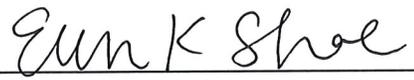
ADJOURN

There being no further business to come before the Board, Cecelia Plez made a motion to adjourn the meeting. The motion was seconded by Dr. Kim Dehler. Approved 9:0. The meeting was adjourned at 8:20pm.


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

ATTEST


Bonnie Coyle, MD
Public Health Director


Minutes Taken by Erin Shoe, MPH