



Public Health Authority of Cabarrus County  
Board Meeting Minutes  
September 14, 2021

A regular meeting of The Public Health Authority Board was held on Tuesday, September 14, 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, Dr. Steve Cathcart, Erin Shoe, Ryan McGhee (moderating online streaming), Sue Yates, Marcella Beam, Chalis Mason – Snowden (taking minutes)

#### **CALL TO ORDER**

Chairman Mack called the meeting to order at 5:31 pm, and offered the invocation.

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

Chairman James Mack requested a motion to adopt the agenda. Cecilia Plez moved to adopt the agenda. Daryle Adams made the second motion. Motion carried with a vote of 6:0, (Hagler, Pons, and Bowe not yet present).

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

Chairman James Mack requested a motion to approve the minutes from last month's Board meeting. Steve Morris made the motion to approve the August 10, 2021 regular meeting minutes as presented. The motion was seconded by Cecilia Plez. Motion passed unanimously. (6:0, Hagler, Pons, 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: The report covers all program budgets up until August 31, 2021. All program indicators were trending green. S. Yates reported a decline in both the expenses and revenue percentages for

School Health due to the majority of school nurses not returning until mid to late August. Thus, instead of the typical 4%, revenue and expense showed percentages of 2.03 and 3.61 respectively.

Variance Analysis: This report captures the year-to-date information in comparison to the previous year. S. Yates presented the analysis of August 31, 2020 vs. August 31, 2021. When compared, the expenses were within \$210 of one another. There was a difference in revenue of about \$200,000. S. Yates explained that the difference was caused from Cabarrus Health Alliance receiving a WalMart Foundation grant of approximately \$335,000 in the beginning of July for Fiscal Year '21.

Financial Summary: S. Yates presented the financial summary which showcases the projections for where CHA would be financially should the fiscal year have ended at the end of the previous month. These are in close alignment for the year thus far, with percentages by revenue at 9.38% and percentages by expenses at 9.6%. The Medicaid Cost Settlement was allocated for two months. If the fiscal year ended with August 2021, CHA would make a profit. S. Yates concluded the Financial Summary presentation by informing the Board that there were some projects finishing up that were begun last fiscal year, and some new initiatives being discussed.

### **Cost Settlement Update**

Sue Yates presented the Cost Settlement Update.

The Cost Study looked at last year's number in hopes of forecasting what projects the revenue could help facilitate and accomplish. Medicaid Cost Settlement Reimburses two times for Medicaid services provided. When CHA bills, CHA receives state funds. At the end of the year, the cost settlement is prepared, and CHA receives federal funds. The federal funds are to make up for the cost of serving Medicaid patients. Cost settlement is paid after the costs and payments are reconciled, which is one year after the services are provided. S. Yates reported that last year, Medicaid didn't have the reports to CHA to finish the cost settlement until March due to changes enacted as a result of COVID that included billing and additional services that CHA could bill.

S. Yates reported that the cost settlement is late this year. CHA was told it should be complete by December. The money received in the summer for FY 20 was higher due to the cost of doing business regarding the Medicaid payments. There were still a lot of staff that were spacing patients out, so the volume was low thus impacting the federal Medicaid percentages and making them higher. CHA was reimbursing in order to ensure CHA wasn't in a deficit for serving Medicaid patients.

S. Yates reported that from July 2020 – June 2021 there were no community dental services. At the beginning of last year, only emergency community dental services were provided. In July 2020, the Kannapolis location closed due to COVID quarantines of staff. S. Yates reported that in July – December, CHA was down 3 dentists and in addition, down hygienists for the entire fiscal year. S. Yates presented the revenue generated by the COVID vaccine. January – June revenue increased due to rising cost of the COVID vaccine.

CHA's Leadership Team is currently planning for FY 22. Due to the unusually high cost settlement received the previous year, the LT wanted to discuss and decide how best to spend the funds remaining. \$2.392 million was the total cost settlement amount. A loss of \$60,000 would have happened without the cost settlement. The projected profit is \$2.3 million at the end of the year. There is an audit wrapping up and financial statements are being compiled. If the year ended with the \$2.3 million, and if the 2020 loss of \$705,580 is put back into the fund balance, \$1,633,520 is left. Through the budget approved in June, a little over \$800,000 was allocated this year for fund balance appropriation. After paying for all of the rollover projects from FY 21 (clinic wallcovering,

ultrasound, SH EMR, and IT Generator), there is around \$556,000 left in the fund balance to fund other projects. Leadership Team is holding a Strategy Meeting on September 20, 2021 to ensure that the funds are being used to their full capacity.

### ***Report Cards and Metrics***

Dr. Bonnie Coyle presented Report Cards and Metrics from Vital Statistics.

Dr. B Coyle has been working with the departments to gather county wide metrics and program performance metrics. Last year, each area came and spoke about their departmental strategic plans. This year's goal is to share the scorecards with that data to inform on the health of the county and the progress being made to improve the health of the county. As a county health department, CHA collects data on every birth and death in the county and receive statistics as a result. County Health Rankings were presented and compared to where CHA is currently. Some areas for improvement include: mental health and health behaviors such as adult obesity, access to exercise opportunities, excessive drinking, and physical inactivity. In regards to access to care, there are not enough dentists in the county and too many preventable hospital stays. In terms of social engagement, county residents aren't as engaged as other counties. Additional areas that could use improvement were air pollution, driving alone to work, and longer work commute. Dr. B. Boyle mused that I-85 may be a reason for why the commute is longer for people.

Birth certificate data allows for metric such as low birth weight, infant mortality, and teen pregnancy. The data is helping CHA to identify disparities. While the low birth weight raw isn't alarming, there are disparities to address. African American population have twice as high rates compared to white and Hispanic populations. Infant mortality rates trend similarly. In regards to teen pregnancy, overall the teen birth rate is good. However, the Hispanic population has a higher rate compared to African American and white. Prevention efforts need to be focused on Hispanic then African American populations. Discussion ensued on whether abortion beliefs and conservative religious cultures may skew the data.

Data from the Births vs. Deaths showed that more births are occurring than deaths, however, both numbers steadily increase from year to year. The numbers for 2020 were only calculated through Quarter 2. There is a drastic difference between births and deaths which may suggest a population boom coming from younger residents moving to Cabarrus County.

Next, Dr. B. Coyle presented the top deaths for Cabarrus County compared to North Carolina and the US. The leading cause of death is heart disease as it is with both North Carolina and the US. Cancer is number two for all three. Number three in Cabarrus is Alzheimer's while it's further down in North Carolina and the United States. Alzheimer's is linked to the same behavior as heart disease and even cancer such as physical inactivity and smoking and alcoholism and obesity.

Dr. B. Coyle introduced the 3-4-50 Framework which is used to examine ways to improve poor health outcomes in Cabarrus County. It looks at 3 lifestyle behaviors (tobacco use, poor diet, and sedentary lifestyle) that lead to 4 top conditions (cancer, heart disease, lung disease, and diabetes) that cause around 50% of the deaths in Cabarrus County each year. Research shows that those same 3 behaviors account for 80% of all chronic disease.

### ***Presentation Schedule for BOH Scorecards***

Dr. Bonnie Coyle presented the schedule for CHA departments to present their scorecards to the Board of Health.

The schedule is currently as follows: October (HR, IT, Finance, Communicable Disease), November (COVID), January (Clinical Services), February (Dental), March (healthy Living), April (Community Partnership/Healthy Cabarrus), May (Environmental Health), and June (School Health).

### **Yearly Turnover**

Dr. Steve Cathcart presented the yearly turnover report.

Typically, these figures are presented at August's meeting, however, due to an extensive agenda it was not. The figures presented were for April, May, and June. Every separation does not go into the final number. Turnover rate for the fourth quarter was 3.7%. Turnover rates for the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> quarters were 7%, 3%, 4%, and 3.7% respectively. Total turnover for the year was 17.7%. In the past, the numbers were averages. This year, the quarters were added. The goal is to be under 10% turnover for the year. When asked about historical data, Dr. S. Cathcart replied that he could compile it although it wasn't listed.

### **COVID - 19 Update**

Erin Shoe provided a brief update of the COVID-19 data for Cabarrus County.

Cabarrus County is still currently experiencing a surge. There are over 29,000 cases with 291 more deaths since the August meeting. Hospitals are at capacity. However, the number of positive cases are going down. There were 70 hospitalizations. Of the persons who tested positive, 27,154 have recovered. The percentage of residents vaccinated is at 49, and the goal is to increase that.

School is back in session, so may see a rise. At this time, the number of cases in those aged 5 – 11 is plateauing. Work is being doing within daycares too to minimize the spread.

In terms of testing, there were 7,000 tests done last week. The Vaccine Clinic would love to see more individuals getting vaccinated. As far as tracking numbers, 49% of people have received one dose whereas 46% are fully vaccinated. That puts us in the middle of the pack. Ideally, Cabarrus County would be over 50%.

### **Health Directors Update:**

Dr. Bonnie Coyle shared her Director's 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.

HR is moving forward with salary study. Phase 1 focused on the underpaid employees, and Phase 2 will focus on job restructuring. CDC Community Health Worker Grant for \$2 million over the course of several years. With it, CHA would gain four PHaP people from CDC with a salary paid by the CDC.

State is giving money to work alongside nurses. One of the effects of the pandemic is that nurses are unable to keep up with COVID and the typical issues.

For Environmental Health, the restaurant scores are lower throughout the county. Restaurants are understaffed due to the pandemic which is creating an issue for them in terms of adhering to the requirements.

Community Health Improvement is located on the website. Marcella Beam presented last month and indicated where they were.

In terms of State Updates, CHA is working with NC Institute on Meds to look at what they future of public health looks like. Dr. B. Coyle was appointed to the committee and hopes to make positive contributions. She will keep the Board posted on what's being learned and implemented.

### ***Goals Dashboard***

Dr. Bonnie Coyle presented the Goals Dashboard for FY22. The Leadership Team will meet next Monday, September 20, to decide which of them will take the lead on the initiatives. Dr. B. Coyle will update the Board on Leadership's progress quarterly.

### **CONSENT AGENDA**

The **Budget Revisions** were presented by Sue Yates. State gave \$4.4 mil to pair schools nurses with additional staff to make sure schools are safe. There was a \$700,000 community health workers grant awarded. Kim Dehler made the motion to approve the budget revisions as presented. Daryle Adams seconded the motion. Passed unanimously, 7:1:1.

### **BUSINESS AGENDA**

#### ***BOH Committees***

Dr. Bonnie Coyle presented the desired committees for the Board.

The newest form was mistakenly not added to the Board Packet. Changes had been made to the Committee (i.e. Chairman James Mack was shifted to the Equity Committee). Dan Hagler was added to the Finance Committee. Chalis Mason – Snowden, Clerk to the Board, will update the committees and send them via email to the Board.

#### ***Vaccine Incentive Proposal***

Erin Shoe presented a vaccine incentive proposal for staff at CHA remaining after the October 31, 2021 vaccine mandate deadline.

Due to organizations in surrounding cities and counties offering vaccine incentives, CHA considered doing the same. The initial plan was to seek Board approval then have Leadership work with Finance in order to bring a proposal to the Board in October. As discussion ensued, Dr. B. Coyle reframed the question in regards to offering a bonus to staff for their hard work during a pandemic. Most Board members thought some form of additional bonus for staff was a good idea, however, they were unsure it should be given as a vaccine incentive. The Board suggested shifting it from the proposed November disbursement to later in the year in order not to have it tied to the current vaccine mandate CHA has.

#### ***Mask Mandate Discussion***

Dr. Bonnie Coyle queried the Board on whether or not they felt there should be a county wide mask mandate. In August, a suggestion went out to wear masks while indoors as well as to get vaccinated and wash hands often. The question posed was whether the Board of Health can mandate mask usage. If not, would the Board find it acceptable to strongly encourage vaccines and encourages businesses to do the same? After it was decided that the Board of Health could not mandate masks, especially as rates continued to fall, it was decided that instead CHA would focus on other strategies, including sending out a letter of proclamation concerning encouraged prevention methods such as continued mask use from the Board of Health.

#### ***CY22 Board of Health Meeting Schedule***

It was proposed that the monthly meetings shift from the second Tuesday of the month to the third Tuesday to allow Finance more time to adequately prepare notes. The Board agreed to adopt the calendar with one revision. Chalis Mason – Snowden, Clerk to the Board, will remove July’s meeting from the calendar and send the updated schedule out to the Board members.

**INFORMAL COMMENTS/SPEAKERS FROM THE FLOOR**

Chairman James Mack called for comments from the floor and online. There were none. The floor was closed at 7:11 pm.

**ANNOUNCEMENTS**

Chairman James Mack introduced the new Clerk to the Board, Chalis Mason – Snowden. Following the introduction, the announcement that Dr. Bonnie Coyle’s performance evaluation was done was made. Afterwards, Chairman James Mack reminded the group that the next meeting is October 12, 2021.

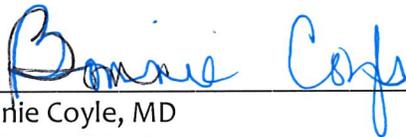
**ADJOURN**

There being no further business to come before the Board, Steve Morris made a motion to adjourn the meeting. The motion was seconded by Cecilia Plez. Approved 9:0. The meeting was adjourned at 7:14 pm.



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Lara Pons, MD, Vice - Chair  
Public Health Authority Board of Commissioners

**ATTEST**



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Bonnie Coyle, MD  
Public Health Director



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Minutes Taken by Chalis Mason – Snowden  
Clerk to the Board

