



Public Health Authority of Cabarrus County
Board Meeting Minutes
August 16, 2022

A regular meeting of The Public Health Authority Board was held on Tuesday, August 16, 2022.

Board members attended in-person at CHA and virtually via Microsoft TEAMS. The meeting was live streamed on YouTube.

Members Present:

- Lara Pons, MD, Chair
- Mark Spitzer, Vice-Chair
- Dan Hagler, MD
- Daryle Adams
- Cecilia Plez
- Steve Morris
- Asha Rodriguez
- Kimberly Dehler, DDS
- Dr. Chip Buckwell

Members Absent:

Staff Present: Dr. Bonnie Coyle, Erin Shoe, Sue Yates, Ryan McGhee, Raquesha Franklin, Chrystal Swinger, Rolanda Forehand, Sonja Bohannon-Thacker, Tammy Alexander, Wendy Harsch, Asma Warrich.

Guests and Members of Public Present: Paula Yost, Paula Yost, JD, LCMHC, Chair (Cabarrus County Child Protection & Fatality Team).

CALL TO ORDER

Vice-Chair Mark Spitzer called the meeting to order at 5:35 pm.

ADOPTION OF THE AGENDA

Vice-Chair Mark Spitzer requested a motion to approve the agenda. Daryle Adams moved. Cecilia Plez seconded. Motion and approval carried unanimously.

APPROVAL OF THE MINUTES

Vice-Chair Mark Spitzer asked for a motion to approve the June 14, 2022, meeting minutes. Stephen Morris moved. Dr. Chip Buckwell seconded. Motion and approval carried unanimously.

Vice-Chair Mark Spitzer asked for a motion to approve the August 2, 2022, meeting minutes. Cecilia Plez moved. Stephen Morris seconded. Motion and approval carried unanimously.

INFORMAL PUBLIC COMMENTS

Vice-Chair Mark Spitzer read the comments from Jonathan Almond.

REPORTS

Paula Yost presented the Child Death Report. Paula shared information about DHS Prevention, Jeff Gordon's Children's Advocacy Center 2020 & 2021, Obesity percentage, 2020 Fatalities in Cabarrus County, results from previous years, SIDS Diagnosis, and Toxicology details. Paula advised that data is received 1 year behind; the 2021 results will come out in January 2023. The 2020 Cabarrus County Child Fatalities reports a total of 18; Illness = 8, Prematurity = 5, Accidental = 2, Accidental and Substance affected = 3.

Dan Hagler inquired if children are automatically tested at the hospitals for substance abuse. Paula Yost confirmed that babies are tested only if notice is given.

Dr. Buckwell added that access to health care will help resolve other health issues such as Child/Infant death.

Vice-Chair Mark Spitzer added that public health needs to act on evidence; health care companies and agencies should go to the state legislature on a public policy level that says data should be gathered based on scientific facts.

Vice-Chair Mark Spitzer added that county by county data would be helpful knowledge for this report.

Vice-Chair Mark Spitzer suggested a separate meeting to discuss funding for further research to collect precise data which could possibly include grants.

CHA Financial Reports

Sue advised the Finance audit begins next week.

- **Financial Summary:** Sue Yates presented the Financial Summary Report as of the end of 06/30/22 & 7/31/22. Sue advised revenues exceed expenses. The biggest impact to our revenues over expense for FY22 came from the 4 manage care quarterly payments that were supposed to be received; equaling over 1million dollars. CHA only received 2 payments totaling \$38,000.
Dr. Coyle advised that this is a state wide issue for all counties in North Carolina.
- **CHA Snapshot:** Sue Yates presented the budgets as of 06/30/22 & 7/31/22. Sue advised all departments are solid green, indicating they are on target; Environmental Health is light green which indicates growth.
2023 = all areas are green
- **Variance Analysis Year-to-Date:** Sue Yates presented the Variance Analysis Reports as of 06/30/22 & 7/31/22. Sue advised there was more funding for FY22 than FY21. The year-to-date is as expected for 2023.

Vice-Chair Mark Spitzer advised that the Finance reports will be further simplified for the next meeting.

NALBOH Update: Dr. Vice-Chair Mark Spitzer presented an update from the NALBOH Conference. Mark shared information about The Governance, the Six Functions, and the Self-Evaluation & Enhancement Tool.

Health Director's Report: Dr. Bonnie Coyle presented the Health Directors Report and encouraged the Board members to review in the packet.

Dr. Coyle highlighted that the open positions have gone down to 25. The school year will begin 11 schools open. Three more nurses have been hired but may have a late start. Dr. Coyle advised that the goal is to have all schools covered with the help of supervisors.

Opioid Cost Settlement: Marcella Beam presented updates from the Opioid Cost Settlement. Marcella shared the NC State, County, and City Allocation. The presentation contains strategy options, potential programs and the current status of allocated funds for Cabarrus County. Cabarrus County has received its first allocation of \$413,000. Marcella advised that a draft plan will be shared at the Mental Health Advisory Board on August 23rd in order to receive feedback from community partners.

Health Director's FY23 Strategic Plan: Dr. Bonnie Coyle presented the Strategic Plan for FY23. Dr. Coyle advised that this is a four-year plan that include Quality Improvement, Annual Strategic Priorities, and the Workforce Development Plan. Dr. Coyle stated that the top priorities are Data, Equity, Social Determinants of Health (SDOH), and Organizational Function and Process; goals for each priority were also shared. Dr. Coyle also reviewed the overall goal and Rankings of Cabarrus County's Health.

Dr. Coyle inquired about feedback about what should be included in the Strategic Plan. The members agreed and recommended that the Board members review and discuss in a separate meeting.

Dr. Kim Dehler requested a motion to approve the goals of the Health Director's FY23 Strategic Plan. Vice-Chair Mark Spitzer moved to approve the goals as presented. Dr. Bonnie Coyle will continue to work with the members to better understand the operations of said goals. Dan Hagler seconded. Motion and approval carried unanimously.

CONSENT AGENDA

Budget Revisions: Sue Yates presented the budget revisions. Sue advised that there are 9 budget revisions for the month of August. The largest revision is a carry amount of \$111,036 from mileage for the ELC Agreement Addendum; revisions were reviewed by the Finance Subcommittee reviewed.

Vice-Chair Mark Spitzer requested a motion to approve the Budget Revisions. Asha Rodriguez moved. Daryle Adams seconded. Motion and approval carried unanimously.

BUSINESS AGENDA

Financial Policies: Sue Yates presented 3 finance policies. The following policies were reviewed and revised.

- CHA Capital Assets Policy – pulled from the purchasing policy to stand alone.
- CHA Subaward Policy – a new policy developed for monitoring of Federal ARPA Funds.
- Mobile Phone Stipend Policy – stipends for employee-owned mobile phones have been reduced.

Vice-Chair Mark Spitzer requested a motion to approve Financial Policies.

Stephen Morris moved. Dr. Kim Dehler seconded. Motion and approval carried unanimously.

Cabarrus County Award: Dr. Bonnie Coyle presented the CHA Staff Bonus Proposal. Dr. Coyle advised this was reviewed by the Finance subcommittee. The Cabarrus County Government Criteria (full time & part time) was shared and Dr. Coyle advised the funding sources (Cabarrus County Government and Cabarrus Health Alliance). The proposal is for current employees only. Stephen Morris added that the contribution from Cabarrus County is to assist with recruitment and retention for CHA.

Vice-Chair Mark Spitzer requested a motion to approve the Cabarrus County Award.

Cecilia Plez moved. Dan Hagler seconded. Motion and approval carried unanimously.

Resolutions - In-person Board meetings: Vice-Chair Mark Spitzer presented two resolutions. The governor removed the statement of emergency which allowed for Boards of public agencies to meet virtually. William Isenhour, Attorney, was consulted and he recommended in-person meetings however, there is no clarity about it being absolutely necessary. Vice-Chair Mark Spitzer advised that William suggested that the conservative approach that the NC School of Government is recommending.

Vice-Chair Mark Spitzer requested a motion for the Executive Committee to discuss how to approach in-person meetings and what the structure should be around members who are virtual.

Questions: “Can members call in?”, “Will those members be counted toward quorum?” and “Are members included when it’s time to vote?”

Cecilia Plez moved. Stephen Morris seconded. Motion and approval carried unanimously.

Resolutions - Committee structure: Vice-Chair Mark Spitzer recommended the subcommittees review the Charters, make necessary revisions, and present them to the full Board one week prior to the next Board of Health meeting.

Stephen Morris moved. Asha Rodriguez seconded. Motion and approval carried unanimously.

ANNOUNCEMENTS

No announcements.

CLOSED SESSION

Motion to enter into Closed Session to discuss the performance evaluation of the Health Director for Cabarrus Health Alliance, pursuant to NCGS 143-318.11 (a)(1) to prevent the Disclosure of information that is privileged or confidential pursuant to North Carolina Law was made by Stephen Morris. Cecilia Plez seconded the motion. Motion and approval carried unanimously.

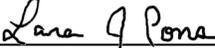
Vice-Chair Mark Spitzer requested a motion to adjourn the closed session. Dr. Chip Buckwell moved. Cecilia Plez seconded the motion.

MOTION TO ADJOURN

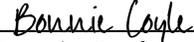
No further business to come before the Board.

Vice-Chair Mark Spitzer requested a motion to adjourn the meeting. Asha Rodriguez moved. Dr. Chip Buckwell seconded the motion. Motion and approval carried unanimously. The meeting was adjourned at 9:15pm.

The next meeting of the board will be October 18, 2022, at 5:30pm.

DocuSigned by:

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

ATTEST

DocuSigned by:

Bonnie Coyle, MD
Public Health Director


Minutes Taken by Raquesha B. Franklin