



Public Health Authority of Cabarrus County
Board Meeting Minutes
March 21, 2023

A regular meeting of The Public Health Authority Board was held on Tuesday, March 21, 2023.

Board members attended in-person at CHA.

Members Present:

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

Members Absent: Lara Pons, MD, Chair

Staff Present: Erin Shoe, Raquesha Franklin, Sue Yates, Marcella Beam, Dr. Stephen Cathcart, Keon Lewis, Dr. Alicia Primus, Amy Potoczny, Virginia Fagg, Sarah Vingoe, Kristin Klinglesmith, Chrystal Swinger, Jamie Newman, Rolanda Forehand

CHA Legal Counsel: William Isenhour, Partner (Johnston Allison Hord Law Office)

Guests and Members of Public Present: none

CALL TO ORDER

Vice-Chair Mark Spitzer called the meeting to order at 5:39 pm.

ADOPTION OF THE AGENDA

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

APPROVAL OF THE MINUTES

Vice-Chair Mark Spitzer asked for a motion to approve the January 17, 2023, meeting minutes. Stephen Morris moved. Cecilia Plez seconded. Motion and approval carried unanimously.

Mark Spitzer thanked the leadership team for the significant changes to the Board agenda materials, the updated agenda, and the addition of the Board Binders.

Marcella Beam presented a brief overview of the new Board agenda. Marcella shared the convenient features of the packet which includes a home button in the corner of each slide and links to the larger documents in the appendices.

SPECIAL PRESENTATION – Staff Recognition

Keon Lewis was presented with the Mental Health America (MHA) - H. Keith Brunnemer Jr. award for making the most significant contribution(s) to mental health during the past year.

The Finance team (Sue & Karime) was acknowledged for CHA's Annual Comprehensive Financial Report being approved by the State Treasurer as well as the Federal Audit Clearing House. This achievement has been sent to the National Government Finance Officers Association for an award.

Thanks to Amy Potoczny, our Emergency Preparedness Coordinator, who led the effort for CHA to become the only local health department in the state of North Carolina that is Project Public Health Ready (PPHR). The goal of the PPHR program is to help local health departments (LHD) become more fully integrated into the response community and to be prepared to respond to any emergency. This designation was sought prior to the coronavirus and CHA was re-recognized in January 2023.

Mark Spitzer recognized Chrystal Swinger, Environmental Health Director, for a wonderful presentation about septic systems at the City Council Meeting. Mark Spitzer also announced that CHA received the Friend of Education Award at the Kannapolis City School foundation breakfast.

INFORMAL PUBLIC COMMENTS

No public comments.

REPORTS

Fiscal Year 2024 Benefits

Jamie Newman presented an overview of the Benefits for Fiscal Year 2024. She shared information about two Blue Cross Blue Shield benefit plans and highlighted additional benefits including paid volunteer hours, tuition reimbursement, weekly wellness time, and paid parental leave.

This benefits package became effective April 1, 2023.

Committee Report-Outs

- *Finance Committee* – Sue Yates presented the following reports.
 - *Financial Summary Report as of 2/28/23* – Sue shared the Financial Summary that includes revenues and expenditures, actuals for past and present fiscal year, and the year-to-date collected percentages.
 - Report changes: Medicaid Cost Settlement and Managed Care Quarterly Payment were highlighted and moved to the top for a more detailed read.
 - *CHA Snapshot Report as of 2/28/23* – Sue shared the CHA Snapshot that shows the budget, actuals, and year-to-date collected for each department.
 - Waiting on the final Medicaid Cost Settlement for the Dental Department. Once received, the presentation will be adjusted and presented in May 2023.
 - *Variance Report as of 2/28/23* – Sue presented the Variance Analysis which shows the budget and year-to-date actuals from December 2022 to December 2023
 - The Medicaid Cost Settlement for Dental will be received in the 4th quarter. Revenue actuals do not include cost settlement predictions.

Health Director's Report

Erin Shoe presented the Health Directors Report and provided a few highlights.

- Completed the Department of Health and Human Services administrative/financial monitoring visit. We are in compliance and no discrepancies were identified.
- The Fiscal Year 2024 budget process has begun and the preliminary budget will be shared in May.
- Met with Cabarrus County Government Leadership and Finance Team regarding our FY24 budget request.
- Two (2) grants for at least \$12.5M are in development. One (1) from Office of Population Affairs for expansion of Elevate into three (3) new settings and multiple new Rowan Salisbury Schools; and one (1) from CDC for REACH for six Region IV counties.
- Improved technology for Mobile Dental x-rays leading to a 50% increase in the number of patients seen per day.
- School Health is partnering with Lions Club volunteers to hold mass vision screenings in CCS and KCS schools.
- Behavioral Health is expanding to include jail-based services. This expansion will include CHA assuming 4.5 positions from the county. The services will include clinical social work services, case management and program management.
- The scanning project for Environmental Health on-site files is projected to be completed in this fiscal year.
- Temporary Food Permit season is upon us! (Speedway events are ramping up).
- NC Accreditation review completed on March 2, 2023. Thank you to Dr. Pons, Mr. Spitzer, and Dr. Buckwell for representing the Board of Health.

CONSENT AGENDA Budget Revisions

Sue presented an overview of the Budget Revisions. There are currently six (6). Sue advised that WIC has received additional funding due to an increased case load. The Vital Strategies Grant was received for the Harm Reduction Program. There has been additional funding received from the State for the TB Program. Due to staff changes, the Elevate budget has been reduced. A Children WIN Grant was received to support the Walk Cabarrus.

Vice-Chair Mark Spitzer asked for a motion to approve the Budget Revisions. Daryle Adams moved. Stephen Morris seconded. Motion and approval carried unanimously.

Financial Policies

Sue advised there are two (2) policies up for review. The Finance Committee was able to review the following Finance Policies at an earlier meeting.

Reserve Policy and The Community Based Behavioral Health Eligibility Policy & Fee Waiver Policy.

There are currently no changes to either policy. The Reserve Policy is for maintaining an appropriate reserve in the fund balance to meet state statutes and sustain operations. The Community Based Behavioral Health Eligibility Policy & Fee Waiver Policy is in place to determine the financial and residency requirements for patients requesting services from the Public Health Authority of Cabarrus County dba Cabarrus Health Alliance (CHA).

Vice-Chair Mark Spitzer asked for a motion to approve both Policies. Stephen Morris moved. Asha Rodriguez seconded. Motion and approval carried unanimously.

Environmental Fee Change

Chrystal presented an overview of the Environmental Health Fee Change for Board approval. Chrystal also shared the current and new revenue for each permit.

Repair Permit, Engineered Option Permit, Improvement Permit, Well Repair/Abandonment Permit, Pool Plan Review, and Limited Tattoo Permit.

Vice-Chair Mark Spitzer asked for a motion to approve the Environmental Health Fee Change. Dan Hagler moved. Daryle Adams seconded. Motion and approval carried unanimously.

Vice-Chair Mark Spitzer advised that the Consent Agenda will be a single vote moving forward.

BUSINESS AGENDA Tobacco 21 (T21 Resolution):

Virginia Fagg presented an overview of the T21 Resolution. Virginia shared the issues that face Cabarrus County, the State of North Carolina, and the United States. The Resolution supports: raising the legal age of purchase tobacco to 21; establishing Tobacco Retailer Permitting System to Protect NC Youth; and ensuring NC maintains over \$4 million in Synar grant funding.

Vice-Chair Mark Spitzer asked for a motion to approve the Tobacco 21 Resolution. Cecilia Plez moved. Kim Dehler seconded. Motion and approval carried unanimously.

Medicaid Expansion:

Marcella presented an overview on Medicaid Expansion. Approximately 10,277 people in Cabarrus County would gain access to coverage and closing the gap would create new jobs and help the economy. Marcella shared a fact sheet that outlined the monthly premium and estimated annual cost for a mother with a child, a veteran with a family, and a single woman. Closing the coverage gap would improve county public safety by connecting people with needed mental health and substance abuse disorder treatment.

Vice-Chair Mark Spitzer asked for a motion to approve the Medicaid Expansion Policy. Daryle Adams moved. Asha Rodriguez seconded. Motion and approval carried unanimously.

ANNOUNCEMENTS

CHA Leadership has created binders for the Board members. The binders were given to all Board members for review. Board members, along with Leadership members, will be able to review the following contents and keep them up to date all year-round. Erin shared that the Board members are welcome to take the binders home if they feel the need. Contents include:

Articles of Incorporation, Bylaws, Corporate Resolution, Policies, Committee Charters & Memberships, Board of Health Contact List, Organization Chart, NALBOH: Board Responsibilities, Acronym Glossary, Strategic Plan, Community Health Needs Assessment, State of the County Health Reports, and Results-Based Accountability (RBA).

Vice-Chair Mark Spitzer encouraged members to provide feedback as they review to help improve communication moving forward. Feedback should be sent to Erin Shoe, Public Health Director.

MOTION TO ADJOURN

No further business to come before the Board.

Vice-Chair Mark Spitzer requested a motion to adjourn the meeting. Stephen Morris moved. Kim Dehler seconded the motion. Motion and approval carried unanimously. The meeting was adjourned at 6:40pm.

The next meeting of the board will be May 16, 2023, at 5:30pm.

DocuSigned by:
Lara J. Pons MD
Lara Pons, MD, Chair
Public Health Authority Board of Commissioners

ATTEST

DocuSigned by:
Erin K. Shue
Erin Shue, MPH
Public Health Director

Raquesha R. Balknight
Minutes Taken by Raquesha R. Balknight