



Public Health Authority of Cabarrus County  
Board Meeting Minutes  
May 16, 2023

A regular meeting of The Public Health Authority Board was held on Tuesday, May 16, 2023.

Board members attended in-person at CHA.

*Members Present:*

Lara Pons, MD, Chair  
Mark Spitzer, Vice-Chair  
Dan Hagler, MD  
Cecilia Plez  
Asha Rodriguez  
Steve Morris  
Kimberly Dehler, DDS

*Members Absent:* Daryle Adams, Chip Buckwell, Ed.D

*Staff Present:* Erin Shoe, Raquesha Franklin, Sue Yates, Marcella Beam, Rolanda Forehand, Tammy Alexander, Laura Bryant, Abraya Johnson, Robin Hinderliter, Lauren Morgan, Shayley Elwood, Kim Ragan, Jennifer Hatley, Mary Barbee, Crystal Overcash, Asma Warrich

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

*Guests and Members of Public Present:* none

**CALL TO ORDER**

Chairperson Lara Pons called the meeting to order at 5:32 pm.

**ADOPTION OF THE AGENDA**

Chairperson Lara Pons requested a motion to approve the agenda. Mark Spitzer moved. Cecilia Plez seconded. Motion and approval carried unanimously.

**APPROVAL OF THE MINUTES**

Chairperson Lara Pons asked for a motion to approve the March 21, 2023, meeting minutes. Kim Dehler moved. Stephen Morris seconded. Motion and approval carried unanimously.

## **SPECIAL PRESENTATION – Staff Recognition**

Tammy Alexander recognized the following school nurses for their hard work in Kannapolis City and Cabarrus County Schools.

- **Laura Bryant** is the school nurse at Mount Pleasant Elementary School (MPES) and has been a member of the CHA School Nurse team since 2007. At the May CCS Board of Education meeting, she received an Impact Through Education Award to recognize her hard work and dedication to her students and staff at MPES.
- **Abraya Johnson**, one of our Lead School Nurses, recently earned her Master's in Public Health with a concentration in Nutrition from Appalachian State University. Abraya serves as the nurse at GW Carver Elementary school where she has shown a passion and commitment to improving the health and nutrition of students, families and staff. Abraya has been a leader in establishing and maintaining a school garden as well as teaching students and staff how to prepare and enjoy their harvest.
- **Robin Hinderliter** has served as the school nurse at Cox Mill High School since joining our team in 2019. Robin is passionate about improving the mental health of children in Cabarrus County and was an active member of the committee who planned and held the recent CCS Mental Health Forum where parents and community members could learn about mental health issues and community resources. Robin earned her National Certification in School Nursing in March.
- **Diane Black**, school nurse at Boger Elementary, demonstrated her commitment to school nursing by not only completing her Bachelor of Science in Nursing in August of 2022, but also earning her National Certification in School Nursing in March of this year.
- **Lauren Morgan**, school nurse at Coltrane Webb Elementary School, was recognized at the CCS Board of Education meeting as a recipient of the Impact Through Education Award for her school. Last week, she graduated from Winston-Salem State University with her Bachelor of Science in Nursing.
- **Shayley Elwood**, school nurse at Forest Park Elementary School, joined our team in August of 2022. She was somehow able to juggle with learning her new nursing role, managing an extremely busy health room, and completing her BSN. She attended Cabarrus College of Health Sciences and graduated with her Bachelor of Science in Nursing in December.

## **INFORMAL PUBLIC COMMENTS**

No public comments.

## **REPORTS**

### Committee Report-Outs

- Data & Outcomes Committee – Asma Warrich presented an overview of the Data & Outcome Committee. Details include information about the internal and external facing scorecards and the Robert Wood Johnson Health Rankings Data. The Scorecards are used to help measure population health themes and community health data. The Robert Wood Johnson Health report shows the rank of Cabarrus County against other counties in North Carolina and the comparison to the top 10% of other counties in the US.
- Equity & Policy – Marcella Beam presented an overview of the most recent Equity & Policy Committee. Marcella shared details about the CHA Summit Post Report, the review of the Environmental Health rules, and other Public Health Legislative items such as the Youth Health Protection Act and the Strengthen Child Fatality Prevention System.
- Finance Committee – Sue Yates presented the following reports.
  - *Financial Summary Report as of 3/31/23* – Sue shared the Financial Summary that includes revenues and expenditures, actuals for past and present fiscal year, and the year-to-date collected percentages.
  - *CHA Snapshot Report as of 3/31/23* – Sue shared the CHA Snapshot that shows the budget, actuals, and year-to-date collected for each department.

### Health Director's Report

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

- In the month of April, CHA applied for two (2) funding opportunities for a total of approx. \$13M. Office of Population Affairs for Teenage Pregnancy Prevention and CDC for Racial and Ethnic Approaches to Community Health (REACH).
- Dental implemented an updated staffing model to manage internal referrals and resume supporting Appt. Desk calls and expand to Dental calls (Implementation goal – mid/late summer).
- IT improved technology for Mobile Dental x-rays leading to a 50% increase in the number of patients seen per day.
- Environmental Health Food and Lodging received their certification of completion from the FDA for achieving Standard #1 – Regulatory Foundation.
- Cabarrus Health Alliance received NC Local Health Department Re-Accreditation status.
- The Elevate team was invited to present at the 2023 Innovation Exchange on May 10th and 11th in Washington, D.C.

### **CONSENT AGENDA** Budget Revisions

Sue Yates presented an overview of the Budget Revisions. There are currently twenty-four (24) revisions that the Finance Committee was able to review the at an earlier meeting. The revisions include the following departments and programs.

*Post-Partum Newborn Home Visits, Dental, Communicable Disease, Drug Free Communities, Environmental Health, Recovery Supportive Housing, Jail Based Behavioral Health, Behavioral Health, STOP Grant, Community Impact, Pediatrics, Population Health, ARPA Workforce Development, General Administration, Elevate, School Health, Triple P, SUN Program, Cabarrus Youth Development Center, and Substance Use Prevention.*

### Financial Policies

Sue Yates advised there are five (5) policies up for review with minimal changes to one (1), the Travel Policy. Policies are reviewed annually for accreditation purposes and revisions are made when necessary. The Finance Committee was able to review the following Finance Policies at an earlier meeting.

*Public Health & Primary Care Services Fee Policy, Public Health & Primary Care Services Eligibility Policy, Dental Clinic Fee Policy, Dental Clinic Eligibility Policy, and the Travel Policy.*

### Customer Data Processing Proposal

Erin Shoe presented an overview of the CDP Proposal. Cabarrus Health Alliance currently utilizes Digital Health Department (DHD) for inspection documentation and permit issuance. This Environmental Health Software is used at 70+ out of 100 counties in North Carolina and will help with issues with in-the-field syncing resulting in inefficiency and loss of data.

Chairperson Lara Pons asked for a motion to approve the Consent agenda. Dan Hagler moved. Mark Spitzer seconded. Motion and approval carried unanimously.

## **BUSINESS AGENDA**

### State of the County Health Report

Marcella Beam presented an overview of State of the County Health Report. Details include the county profile and the total population. The county profile shows percentages of Education Attainment, Median Household Income, Persons in Poverty, and the County Unemployment Rate. Some of the priority needs and updates include Homelessness and Housing, Behavioral Health needs, and Access to Childcare. Within this report, Marcella shared the Mortality and Morbidity rate for Cabarrus County and the State of North Carolina, and Emerging Issues such as Dental Decay and Workforce Shortages.

Chairperson Lara Pons asked for a motion to approve the State of the County Health Report. Stephen Morris moved. Mark Spitzer seconded. Motion and approval carried unanimously.

### 2024 Preliminary Budget – No Motion

Sue Yates and Erin Shoe presented an overview of the 2024 Preliminary Budget. Details include Fiscal Year Changes, 2023 Operational Goals, 2023 Strategic Goals, the Budget Timeline, COVID Funding Impacts, Key Initiatives, 2024 Fiscal Year Goals, Revenues for FY 2024, and Departmental Budgets.

Major FY23 highlights:

- Completed Standard #1 of FDA National Program Standards in the Food and Lodging Program.
- Reporting of NC deaths became fully electronic via the NCDAVE platform.
- Collaborated with School Health, Cabarrus County Detention Center, long-term care facilities, congregate living facilities, and other internal CHA departments for alternative and robust immunization initiatives.
- Formal implementation of Social Determinant of Health (SDOH) screeners in Women's Health and Pediatric clinics, utilizing integrated Community Health Workers to connect clients with referrals.
- Dental patient navigator position added to work with Community Health Worker (onsite in dental 2 days a week) to help address patients' Social Determinant of Health needs.
- Behavioral Health has begun collaboration for jail-based services.
- Collaborated with Cabarrus Family Medicine Resident Program, Kannapolis City Schools, the Boys and Girls Club, and CHA Clinic to host community-based vaccine and health assessment clinics.

Plans for FY24:

- Explore and develop long-term sustainability models for care management in partnership with Prepaid Health Plans.
- Expansion of Lifestyle Medicine partnerships, i.e., Kannapolis YMCA and Lunch Plus Club.
- Revamp training on Support Services procedures.
- MDPP expansion to teach courses surrounding diabetes management as opposed to pre-diabetes mgmt.
- Pilot School Nurse Residency Program.
- Increase total breastfeeding food packages to 40%.
- Expansion of multi-disciplinary Lifestyle Medicine program in Pediatrics.

The members will vote on the 2024 Final Budget at the June 20, 2023 Board Meeting.

## **ANNOUNCEMENTS**

The next Board Meeting will be on Tuesday, June 20, 2023.

CHA Night Out at the Cannon Ballers Stadium will be on Saturday, June 10, 2023.

William Isenhour shared that he and partner Sheldon Stokes will present the revised governance documents, board policies, and resolutions for the CHA Board. William also announced that the firm has also been selected to represent the Cabarrus County Board of Education.

**MOTION TO ADJOURN**

No further business to come before the Board.

Chairperson Lara Pons requested a motion to adjourn the meeting. Mark Spitzer moved. Asha Rodriguez seconded the motion. Motion and approval carried unanimously.  
The meeting was adjourned at 6:55pm.

The next meeting of the board will be June 20, 2023, at 5:30pm.

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

**ATTEST**

DocuSigned by:  
*Erin K. Shoe*  
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Erin Shoe MPH  
Public Health Director

DocuSigned by:  
*Raquesha R. Balknight*  
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Minutes Taken by Raquesha R. Balknight