



Public Health Authority of Cabarrus County  
Board Meeting Minutes  
May 21, 2024

A regular meeting of The Public Health Authority Board was held on Tuesday, May 21, 2024.

Board members attended in-person at CHA.

*Members Present:*

- Lara Pons, MD, Chair
- Mark Spitzer, Vice-Chair
- Steve Morris
- Kimberly Dehler, DDS
- Cecilia Plez
- Chip Buckwell
- Daryle Adams

*Members Absent:* Asha Rodriguez (Virtually attended)

*Staff Present:* Erin Shoe, Rolanda Forehand, Sue Yates, Dr. Alicia Primus, Erin Babbitt, Amy Potoczny, Asma Warrich, Aubrey Daly, Jacob Snyder, Jennifer Hatley, Jamie Newman, April Sloop, Caroline Criscoe, Sandra Torres, Victoria Manning

*Guests and Members of Public Present:* Dr. Aalece Pugh

**CALL TO ORDER**

Chairperson Lara Pons called the meeting to order at 5:36 pm.

**INTRODUCTION**

Erin Shoe welcomed guest, Dr. Aalece Pugh, and introduced the newly appointed CHA Interim WIC Director, Erin Babbitt.

**ADOPTION OF THE AGENDA**

Chairperson Lara Pons requested a motion to adopt the agenda. Chip Buckwell moved. Stephen Morris seconded. Motion and approval carried unanimously.

**APPROVAL OF THE MINUTES**

Chairperson Lara Pons asked for a motion to approve the March 19, 2024 meeting minutes. Cecilia Plez moved. Kim Dehler seconded. Motion and approval carried unanimously.

**INFORMAL PUBLIC COMMENTS**

No public comments.

**REPORTS**

*State of the County's Health Report*

Victoria Manning, Executive Director of Healthy Cabarrus, along with Sandra Torres, Latino Outreach Coordinator of Healthy Cabarrus, shared the “Cabarrus 2023 State of the County Health Report.” The team reviewed the SOTCH Report identified the top three (3) priority needs as Homelessness and Housing, Early Childhood Education, and Behavioral Health. Data was shared on Mortality, pointing out areas that Cabarrus County was recorded as higher than North Carolina average for Mortality, Alzheimer’s Disease, and Other Intentional Injuries. Morbidity Disparities with data from the Robert Wood Johnson Foundation (RWJF) were presented emphasizing areas that Cabarrus County is underperforming compared to the states. Those areas are: Poor Mental Health Days, Access to Exercise Opportunities, Dentist Availability Ratios, Preventable Hospital Stays, School Absences, Pollution, and Long-Commute – Driving Alone.

#### Primary Care Update

Erin communicated the organization’s strategic initiative to broaden their scope into primary healthcare. This decision is timely, considering the recent expansion of Medicaid eligibility in North Carolina, which has increased the number of individuals who can benefit from our services. CHA is exploring a federal grant opportunity that is anticipated to become available soon. This grant would enable CHA to evolve into a public health department and community health center, thereby expanding their reach and impact. Erin stated CHA is committed to this strategic direction and will proceed with these plans irrespective of external factors. The soft launch will be August 19th, with a specific focus on supporting mothers recovering from substance use through the maternity care program. Erin mentioned that early 2025 would be the earliest for full-scale marketing. Erin shared that the goal is to extend care beyond the post-partum period and address chronic diseases as well. This approach will also be applied to participants in the RISE program. Dr. Easterday will be providing a more detailed presentation on these initiatives in the coming months. Erin stated she is looking forward to sharing more about strategic plans and the positive impact they anticipate it will have on the community.

#### Committee Reports

##### *Finance Committee*

Sue Yates provided an overview of the Financial Summary Report showing where CHA is as of 3/31/24, mentioning Medicaid cost settlement dollars have not been received from the state yet. Sue also reviewed the CHA Financial Snapshot as of 3/31/24. Sue also presented the Fee Analysis Process for Behavioral Health, Clinical services, and Dental Health. She described the collaborative nature of the process, and the recommended fees were shared. Members discussed how fee increases may impact self-pay patients. In addition, proposed fee changes for Environmental Health were reviewed.

##### *Data & Outcomes Committee*

Asma Warrich presented slides on the overall rating from the Customer Satisfaction Survey, completed in March 2024. Asma noted this was the highest number of surveys collected. The Customer Service rating was 99%.

##### *Equity & Policy Committee*

Dr. Alicia Primus presented slides on Region IV Tobacco Policy Overview sharing that she recently conducted a tobacco policy assessment. Alicia discussed recent initiatives to continue maximizing policy development.

## **CONSENT AGENDA**

#### Budget Revisions

Sue Yates provided an overview of the nine (9) Budget Revisions needed. The revisions were reviewed by the Executive & Finance Committee at an earlier meeting. The revisions include the following departments and programs: Cabarrus County-Opioid Settlement, Brown Mill Renovations, Flu and Pneumonia, Syringe Exchange Program, REACH, STOP Act, PrEP, CD and Bridge Access Program for Vaccines. There were no changes made.

#### Financial Policies

Sue Yates presented an overview of Finance Policies.

These policies are reviewed annually for accreditation purposes and revisions are made when necessary. The Finance Committee was able to review these seven (7) policies at an earlier meeting: Cash Drawer/Deposit Balancing Standard Policy, Cash Receipts Policy, CHA Financial Procedures Policy, Counterfeit Bill Detection Policy, Internal Control Policy, Public Health & Primary Care Services Eligibility Policy, and the Public Health & Primary Care Services Fee Policy. There are no changes.

#### Dream Center Leases

Leases expire this year and CHA is planning to renew both leases. We will revisit the WIC lease in one (1) year due to Brown Mill opening.

Chairperson Lara Pons asked for a motion to approve the Consent agenda. Vice-Chair Mark Spitzer moved. Cecilia Plez seconded. Motion and approval carried unanimously.

### **BUSINESS AGENDA**

#### Board Member Nominations

Erin presented a chart showing the upcoming Board of Health openings. Cecilia Plez is interested in serving another term. Erin recommends Cecilia for another term. Mark Spitzer will be finishing up his second three (3) year term. He said he wants to serve another three (3) year term. Erin said she believes Mark serving another term would be a good balance to the Board since we are filling three (3) seats with new members. Dr. Kerry Dove, Pediatric Dentist in Concord, was highly recommended by CHA Dental Director, Elly Steel to fill Dr. Dehler's seat after her resignation. Dr. Natasha Lipscomb, Vice President of Student Services at Rowan-Cabarrus Community College, has expressed interest in serving a three (3) year term and would take Dr. Buckwell's seat. Erin shared that there are two (2) individuals who have expressed interest in the Behavioral Health seat, and we hope to have an identified candidate for the June Board of Health meeting.

Chairperson Lara Pons asked for a motion to approve the Nomination Committee recommendations. Cecilia Plez moved. Vice-Chair Mark Spitzer seconded. Motion and approval carried unanimously.

#### Blue Zones 101

Aubrey Daly delivered a presentation on Blue Zones 101. Aubrey explained that Blue Zones focus on creating better habits that can increase longevity, health and happiness. The goal is to make your natural habitat healthier. Habits include being more active, having a positive outlook on life, eating wisely, and connecting with others. Research shows that these sets of behaviors and outlooks benefit people with longer and healthier lives. Cabarrus County Well-Being rankings were shared pointing out that NC ranks 37<sup>th</sup> out of 50 states and ranks 14<sup>th</sup> in the state and has a well-being score of 58. The timeline for this project would start with a six (6) month assessment with a third-party evaluator, funded 80% by Atrium Health and 20% by CHA. The next step would be a five (5) year implementation period managed by CHA and funded by Atrium Health. Aubrey provided the requirements to be a Blue Zone County:

- 25% of schools become Blue Zones Schools
- 25% of local restaurants become Blue Zones Restaurants
- 25% of local grocery stores become Blue Zone Stores
- Completion of the Blue Zones Community Policy Pledge
- 20% of Cabarrus residents sign the Blue Zone Personal Pledge
- 10 of the top 20 county employers become a Blue Zone Worksite

#### Preliminary 2025 Budget

Erin Shoe and Sue Yates presented the FY2025 Preliminary Budget. Erin highlighted the key successes in FY 2024. Slides on major fiscal year changes and the budget preparation timeline were shared. FY 2024 was compared to the proposed budget FY 2025. Erin also shared the key strategic initiatives for FY 2025.

FY 25 Preliminary Budget revenues were presented. Individual departmental budgets were presented and discussed. Sue and Erin pointed out three (3) pending grants: Cannon Foundation, Community Level innovations, and STOP Act (Behavioral Health).

The Fund Balance History snapshot was also presented. CHA is requesting to use the fund balance for FY 2025 of \$902,169. FY 2025 Preliminary Budget was presented at \$35,473,702. The final budget will be presented to the Board in June.

**ANNOUNCEMENTS**

Public Hearing will be on June agenda.

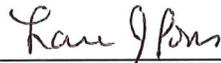
**MOTION TO ADJOURN**

No further business to come before the Board.

Chairperson Lara Pons requested a motion to adjourn the meeting. Stephen moved. Kim seconded the motion. Motion and approval carried unanimously.

The meeting was adjourned at 7:10pm.

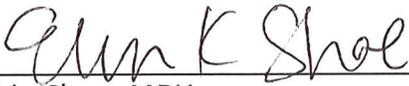
The next meeting of the Board will be June 18, 2024, at 5:30pm.



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Lara Pons, MD, Chair

Public Health Authority Board of Commissioners

ATTEST



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Erin Shoe, MPH

Public Health Director



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Minutes Taken by Caroline Criscoe