



Public Health Authority of Cabarrus County  
Board Meeting Minutes  
September 17, 2024

*Members Present:*

Lara Pons, MD, Chair  
Mark Spitzer, Vice-Chair  
Steve Morris  
Daryle Adams, Ed.S  
Kerry Dove, DDS  
Asha Rodriguez, MBA (virtual)  
Natasha Lipscomb, Ph.D  
Cecilia Plez  
Asha Rodriguez

*Staff Present:* Erin Shoe (virtual), Rolanda Patrick, Sue Yates, April Sloop, Sarah Vingoe

*Guests and Members of Public Present:* None

**CALL TO ORDER**

Chairperson Lara Pons called the meeting to order at 5:39 PM.

**ADOPTION OF THE AGENDA**

Chairperson Lara Pons requested a motion to adopt the agenda. Steve Morris moved. Cecilia Plez seconded. Motion and approval carried unanimously.

**APPROVAL OF THE MINUTES**

Chairperson Lara Pons requested a motion to approve the August Minutes. Mark Spitzer moved. Steve Morris seconded. Motion and approval carried unanimously.

**INFORMAL PUBLIC COMMENTS**

No public comments.

**COMMITTEE REPORTS**

*Finance Committee*

Sue Yates presented the Financial Summary Report for the month of July 2024. CHA has \$1,321,051 in revenues and \$1,014,587 in expenditures. In addition, the Snapshot Report was shared noting that all programs are "in the green" with revenues greater than expenses. These reports were reviewed by the Finance Committee on 9/9/24.

## **CONSENT AGENDA**

Sue Yates presented the following budget revisions:

1. To budget for CDC-Community Health Worker carryover and no cost extension funds. \$334,740
2. To budget for Elevate Grant funding due to carryover. \$382,360
3. To budget for stipend received by Lifestyle Medicine for involvement in study. \$5,239
4. To budget for Lifestyle Medicine Extension Grant. \$50,000
5. To budget for Brown Mill Construction. \$3,679,526
6. To remove budget from Cabarrus County ARPA Grant from Community Health Workers for Brown Mill Project. (-\$273,031)

The following financial policies were reviewed with no changes:

1. Subscription Based Information Technology Arrangements Policy
2. ARPA Conflict of Interest Policy
3. ARPA Allowable Cost and Cost Principles Policy
4. ARPA Non-Discrimination
5. ARPA Record Retention Policy
6. ARPA Eligible Use Policy

Chairperson Lara Pons requested a motion to approve the consent agenda. Steve Morris moved. Cecelia Plez seconded the motion. Motion and approval carried unanimously.

## **BUSINESS AGENDA**

### Brown Mill

Erin Shoe, Public Health Director, presented highlights regarding the Brown Mill Project. She reported that Liles Construction was the lowest responsible bidder of the five (5) submitted bidders. The funding proposal indicated a fund balance of \$11 million as of June 30, 2024.

Chairperson Lara Pons requested a motion to approve the contract with Liles Construction. Vice Chair Mark Spitzer moved. Steve Morris seconded the motion. Motion and approval carried unanimously.

Chairperson Lara Pons requested a motion to approve the funding plan. Steve Morris moved. Kerry Dove seconded the motion. Motion and approval carried unanimously.

## **ANNOUNCEMENTS**

### Blue Zones

Erin Shoe, Public Health Director, shared that the Blue Zones National Team will be visiting next week from Monday to Wednesday. Erin will coordinate with internal staff to send out necessary messages to board members regarding schedules. The keynote will take place on Monday in the Atrium Auditorium, followed by CHA Day on Tuesday, with staff coordinating a debrief. The Blue Zones National Team is scheduled to return in November to present their report findings.

### Behavioral Health Urgent Care Facility & Department of Human Services

Steve Morris spoke on the Behavioral Health Urgent Care Facility, led by the County. The project addresses a significant community need and involves multiple stakeholders. The current plan is to purchase the ACM building off Copperfield, with undeveloped land proposed for the new facility. This relocation will provide a better work and client environment for Human Services, moving from the old Kmart building, and is strategically located near the hospital and public transportation. A heat map indicates a shift in the client population to the south, making the new site more central. The project is set to go to the local government commission for funding. The board unanimously agreed to sign a letter of support for the behavioral health facility and Human Services, which will be drafted by CHA staff member Sarah Vingoe.

**MOTION TO ADJOURN**

No further business to come before the Board.

Chairperson Lara Pons requested a motion to adjourn the meeting. Mark Spitzer moved. Cecelia Plez seconded the motion. Motion to adjourn carried unanimously.

The meeting was adjourned at 6:34 PM.

The next meeting of the Board will be October 15, 2024 at 5:30pm.

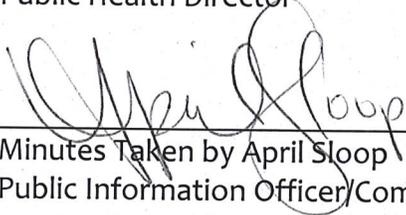


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Lara Pons, MD, Chair  
Public Health Authority Board of Commissioners

ATTEST



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Erin Shoe, MPH  
Public Health Director



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Minutes Taken by April Sloop  
Public Information Officer/Communications Manager