



Public Health Authority of Cabarrus County
Board Meeting Minutes
October 15, 2024

Members Present: Lara Pons, MD, Chair
Mark Spitzer, Vice-Chair
Steve Morris
Daryle Adams
Cecilia Plez
Asha Rodriguez
Amy Jewell

Members Absent: Kerry Dove
Natasha Lipscomb

Staff Present: Erin Shoe, Persida Vallejo, Dr. Elly Steel, Sue Yates, April Sloop, Sarah Vingoe, Sonja Bohannon-Thacker

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 adopt the agenda. Daryle Adams moved. Steve Morris seconded. Motion and approval carried unanimously.

APPROVAL OF THE MINUTES

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

EMPLOYEE RECOGNITION

The GlaxoSmithKline Foundation 2024 Public Health Staff Recognition Award was awarded to Persida Vallejo. Board members and Dental Director, Elly Steel, shared sentiments of appreciation for Persida's contributions as a valued member of the dental division. Her dedication and impact on the team were highlighted, emphasizing the positive difference she has made in promoting public health initiatives. The recognition serves as a testament to her hard work and commitment to the mission of the organization.

INFORMAL PUBLIC COMMENTS

No public comments.

BOARD MEMBER INSTALLATION & OATH OF SERVICE

Amy Jewell took the oath of service to officially join the board of commissioners. The oath was presented by Alisha Richards.

REPORTS

Behavioral Health Division Report – Sonja Bohannon-Thacker

Sonja Bohannon-Thacker provided a comprehensive update on the Behavioral Health Division. She announced an increase in the budget, attributing this growth to rising revenue and successful grant applications. The staff composition was highlighted, noting that the majority are clinical professionals, with recent additions including a Behavioral Health program manager, a psychiatric nurse practitioner, a new bilingual social worker in Women's Health, and a community-based peer support specialist. There remains one open position within the team. Sonja detailed the presence of three full-time clinicians at the Creamery for LiveWell Counseling and outlined the division's school-based counseling services, which are now offered in both Cabarrus County Schools and Kannapolis City Schools.

She shared client demographic information, noting significant changes in integrated services due to the increasing prevalence of substance abuse programs, particularly among the white population. In terms of service delivery, Sonja reported that jail-based services are now available onsite five days a week, with an on-call presence over the weekends. She acknowledged collaborative partnerships with various organizations, including Cabarrus County Schools, Kannapolis City Schools, EMS, Atrium Health, Cooperative Christian Ministries, and Opportunity House. Looking ahead, she shared the division's goals for the year, which include creating a sustainable funding model, expanding the comprehensive service continuum, aligning detention services with the National Commission on Correctional Health Care (NCCHC) standards, and focusing on quality improvement initiatives.

Finance Committee Reports – Sue Yates

Sue Yates presented two reports that were reviewed by the finance subcommittee: one covering the financials for the two months ending August 31, 2024, and the other providing a comprehensive financial summary report. In addition to these updates, a follow-up discussion included insights from the CHA Snapshot report, which offered further context and analysis of the organization's financial standing.

CONSENT AGENDA

Sue Yates presented the following budget revisions:

1. To budget for Behavioral Health STOP Grant from SAMHSA \$60,000
2. DENTAL: To budget for funds received from University of Iowa for participation in a pilot program, additional funding from City of Kannapolis, City of Concord, and Smart Start, and BCBS funding for mobile services in Mt. Pleasant \$79,000
3. To budget for carry over funds for the Human Resources Information System from Cabarrus County ARPA dollars \$33,400
4. To reduce budget for Cabarrus Public Health Interest \$(87,818)
5. To reduce budget for Community Health Workers due to carryover adjustments \$(48,922)
6. To reduce budget for Prescription Drug Overdose Agreement Addendum due to planning vs actual \$(100)
7. To budget for an increase in Vital Strategies funding \$6,374
8. To budget for Agreement Addendum funding for COVID-19 Vaccination Program \$7,885

The following financial policies were reviewed with no changes:

1. Donation Policy
2. Donation Policy – CPHI
3. Public Health, Primary Care, and Dental Services – False Claims & Fraud Prevention Policy

BUSINESS AGENDA

Personnel Policy Updates – Jamie Newman

Jamie Newman, Interim HR Director, presented updates on two key items during the meeting. First, she discussed the personnel policy updates, which included a total of 23 revisions. All proposed updates received board approval, with Mark serving as the first to make the motion and Steve providing the second. The board voted unanimously in favor of the updates, reflecting a strong commitment to enhancing organizational policies.

The board discussed insurance coverage for qualified retirees. The plan aims to maintain the same level of coverage and out-of-pocket costs for retirees while also managing utilization on the group plan. Additionally, the proposal includes enrolling retirees in a plan through the individual marketplace that offers the same network and a similar level of coverage. The organization will continue to cover the premium costs for retirees and will provide a Health Reimbursement Arrangement (HRA) to reimburse deductibles and coinsurance, ensuring that out-of-pocket expenses remain comparable to those of active employees. Mark made the motion for approval, with Steve seconding it, and the board voted unanimously in favor of the proposal.

CHA Board Committee Structure – Erin Shoe

Erin Shoe, Public Health Director, proposed changes to the committees on which board members serve. She introduced three new committees: the Executive and Finance Committee, which will include Dr. Lara Pons, Mark Spitzer, and Daryle Adams; the Community Health Needs Assessment and Blue Zones Committee, featuring Asha Rodriguez, Steve Morris, and Amy Jewell; and the Clinical Excellence Committee, which will comprise Cecelia Plez, Dr. Kerry Dove, and Dr. Natasha Lipscomb. These changes aim to enhance the board's effectiveness and focus on key public health initiatives.

ANNOUNCEMENTS

Next Meeting – December 17, 2024

Brown Mill Tours – tentatively: Drop ins: Nov 15, 18, 19

A motion for a closed session was proposed during the meeting, with Steve Morris making the first motion and Cecelia Plez providing the second. The board proceeded to discuss the matter further before moving into the closed session.

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 7:02 PM.

The next meeting of the Board will be December 17, 2024 at 5:30pm.

Lara Pons, MD

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

ATTEST

Erin K. Shoe

Erin Shoe, MPH
Public Health Director

April C. Sloop

Minutes Taken by April Sloop
Public Information Officer/Communications Manager