



Public Health Authority of Cabarrus County  
Board Meeting Minutes  
June 18, 2024

A regular meeting of The Public Health Authority Board was held on Tuesday, June 18, 2024.

Board members attended in-person at CHA.

*Members Present:* Lara Pons, MD, Chair  
Steve Morris  
Cecilia Plez  
Kimberly Dehler, DDS  
Daryle Adams

*Members Absent:* Chip Buckwell, Ed.D, Asha Rodriguez

*Members Attended Virtually:* Mark Spitzer

*Staff Present:* Erin Shoe, Rolanda Forehand, Sue Yates, Tammy Alexander, Ryan McGhee, Caroline Criscoe

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

**CALL TO ORDER**

Chairperson Lara Pons called the meeting to order at 5:40 pm.

**ADOPTION OF THE AGENDA**

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

**APPROVAL OF THE MINUTES**

Chairperson Lara Pons asked for a motion to approve the May 21, 2024 meeting. Stephen Morris moved. Cecilia Plez seconded. Motion and approval carried unanimously.

**BOARD MEMBER RECOGNITION**

Kim Dehler and Chip Buckell

**INFORMAL PUBLIC COMMENTS**

No public comments.

**REPORTS**

Naloxone Update

Tammy Alexander provided a Naloxone update noting that Cabarrus County is ahead of most counties. School based nurses have been carrying Naloxone in their bags for the past 2 school years. Naloxone administration by a Nurse at a Cabarrus County school has only been administered once. State data shows increase in Naloxone administration with the statistics reporting 21 times across state of NC total: 13 by resource officers, remainder by school nurses and school nurse extenders. Looking at data from past school year. Out of 139 emergency calls to a 911 operator, only 11 were substance use related. Tammy reported that we are not seeing a large number of students using Opioids at school. Naloxone is available over the counter without a prescription.

### Grant Updates

The Cannon Charitable Trust has granted funds for the Kannapolis Dental Expansion. Erin shared that there will be a press release shared as well as plans for a ribbon cutting ceremony. There will be a budget revision in August to add Funded grants (those that have been approved). The Federal Office of Minority Health (OOMH) Grant is expected to announce award recipients in July or August. The Federal Substance Abuse and Mental Health Services Administration (SAMHSA) Grant and the State WIC Special Funding Opportunity Grant have been submitted and status is still pending. For both.

### Primary Care Update

Erin announced that CHA has been moving forward with Community Health Center (CHC) discussions. Data from Cabarrus County's most recent health rankings was shared and shows that Primary Care Physician (PCP) to population ration is getting worse. We are in a Health Professional Shortage Area (HPSA) that will continue to get worse due to Medicaid Expansion. This further demonstrates the need to take a strategic look at providing adult primary care. CHA will create wider access to affordable access. FQHC vs CHC. The opening date to submit an application for Federally Qualified Health Center (FQHC) is May 30<sup>th</sup> and closes on August 15<sup>th</sup>. The Community Health Center (CHC) Board is a non-profit patient governed board that is currently meeting monthly. Erin shared that CHA staff will be visiting a current NC FQHC in Craven County next week.

### Committee Reports

#### Finance Committee

Sue yates provided an overview of the Financial Summary Report showing where CHA is as of 4/30/2024. As of April 30th \$483,256, will need to be used from fund balance. Snapshot provided as of 4/30/2024. At end of April, all Divisions are in the green, meaning revenues are greater than expenses or percentage is within 5%.

### **CONSENT AGENDA**

Chairperson Lara Pons asked for a motion to approve the Consent agenda. Stephen Morris moved. Kimberly Dehler seconded. Motion and approval carried unanimously.

### Budget Revisions

Sue Yates shared the following seventeen (17) Budget Revisions:

1. Additional funding received for the Prevention Drug Overdose Agreement Addendum
2. Reduce budget for Supporting Women's Health Services Agreement Addendum
3. Reduce Budget for Health Promotion
4. Reduce budget for Recovery Supportive Housing
5. Budget for funds received from the sale of Information Technology Equipment
6. Budget for funds received from the sublease of the Dream Center Space
7. Budget for misc. revenue funds received for the Pregnancy Care Management Program
8. Reduce Community Health Worker ARPA Grant for FY24.
9. Budget for Additional Revenue Funds received for the Pregnancy Care Management Program.
10. Reduce Community Health Worker ARPA Grant for FY24. Funds to be used in FY25.
11. 9.Reduce Community Health Worker ARPA Grant for FY24.
12. Budget for additional SmartStart funding for Dental
13. Adjust budget for Dental and General Administration Revenues.
14. Adjust budget for International Travel Revenues.
15. Reduce Budget for Behavioral Health ARPA grant.
16. Budget for WIC June expenses
17. Move budget from Information Technology to Vital Records
18. Reduce FY24 Budget to COSSAP.
19. Reduce FY24 Budget for Elevate.

Financial and Administrative Policies

Sue Yates presented three (3) Administrative Policies to be reviewed. (1) Whistleblowers Policy And Reporting, (2) CHA Employee – Conflict of Interest Policy, (3) Conflict of Interest Policy. There were no changes.

Sue presented three (3) Finance Policies to be reviewed. (1) Contract And Procurement Policy, (2) Dental Clinic And Eligibility Policy, (3) Dental Clinic Fee Policy. The Contract And Procurement Policy had a section added regarding Gift Cards and Cash equivalent. There were no changes to the two (2) Dental Policies that were reviewed.

**BUSINESS AGENDA**

Painting Contract

Sue Yates presented the Kannapolis Campus Painting Project Proposal. The Kannapolis location will be the primary focus and the contract will include on-call interior painting services as needed, for a total of four (4) years. The total contract value is \$167, 373.50. pre-approved by Cabarrus County and the majority of costs will be covered by county ARPA dollars. CHA will begin work in July if approved. Coatings 2000 is chosen vendor. Work is planned to begin July, 2024.

Chairperson Lara Pons asked for a motion to approve the Painting Contract. Daryle Adams moved. Cecilia Plez seconded. Motion and approval carried unanimously.

FY 2025 Budget (Overview/Updates)

No changes to preliminary budget that was presented in detail at the May 21, 2024 Board of Health meeting.

Budget Ordinance

The budget ordinance was shared For Fiscal Year 2024-2025 listing estimated revenues and appropriations. Cabarrus Health Alliance (CHA) requested \$12,040,642 from Cabarrus County and received approval.

Public Hearing on FY 2025 Budget

Adoption of FY 2025 Budget

Chairperson Lara Pons asked for a motion to adopt the FY 2025 Budget. Stephen Morris moved. Daryle Adams seconded. Motion and approval carried unanimously.

Chairperson Lara Pons asked for a motion to accept the FY 25 Benefits Package. Stephen Morris moved. Daryle Adams seconded. Motion and approval carried unanimously.

**ANNOUNCEMENTS**

None

**MOTION TO ADJOURN**

No further business to come before the Board.

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

The meeting was adjourned at 6:16 PM.

The next meeting of the Board will be August 20, 2024, at 5:30pm.

Signed by:

*Lara Pons*

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

ATTEST

Signed by:

*Erin Shoe*

Erin Shoe, MPH  
Public Health Director

DocuSigned by:

*Caroline Criscoe*

Minutes Taken by Caroline Criscoe