



Public Health Authority of Cabarrus County  
Board Meeting Minutes  
October 21, 2025

A regular meeting of The Public Health Authority Board was held on Tuesday, October 21, 2025.

Board members attended in-person at CHA.

*Members Present:*

- Lara Pons, MD, Chair
- Mark Spitzer, Vice-Chair
- Amy Jewell
- Kerry Dove
- Cecilia Plez
- Laura Lindsey
- Natasha Lipscomb
- Asha Rodriguez
- Daryle Adams

*Members Absent:*

*Staff Present:* Erin Shoe, Rolanda Patrick, Alicia Primus, April Sloop, Sue Yates, Alisha Richards, Asma Warrich, Ryan McGhee, Tyler Laborwit, & Sarah Vingoe

*Guest and Members of the Public Present:* Kavya Saxena, Candice Kane, Lilly Skok Bunch, Kelly Weston, Laurie Abounader, & members of the family of Greg Stewart

**CALL TO ORDER**

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

**ADOPTION OF THE AGENDA**

Chairperson Dr. Lara Pons requested a motion to adopt the agenda with changes. Laura Lindsey moved. Mark Spitzer seconded. Motion and approval carried unanimously.

**APPROVAL OF THE MINUTES**

Chairperson Dr. Lara Pons requested a motion to approve the August 2025 minutes. Mark Spitzer moved. Laura Lindsey seconded. Motion and approval carried unanimously. Chairperson Dr. Lara Pons requested a motion to approve the August 2025 closed session minutes. Natasha Lipscomb moved. Mark Spitzer seconded. Motion and approval carried unanimously. Chairperson Dr. Lara Pons requested a motion to approve the special called board meeting September 2025 minutes. Laura Lindsey moved. Kerry Dove seconded. Motion and approval carried unanimously.

**INFORMAL PUBLIC COMMENTS**

No public comments.

## **RECOGNITIONS**

Presentation by Adaria Russell to the family of Greg Stewart. CHA's Wellness Kitchen was renamed the Gregory Keith Stewart Wellness Kitchen. Dr. Pons thanked the family for sharing Greg Stewart with CHA and the community.

## **BOARD MEMBER INSTALLATION & OATH OF OFFICE**

Daryle Adams took the Oath of Office as a re-appointed Member to the Board of Commissioners. The Oath of Office was provided by Alisha Richards, notary.

## **REPORTS**

### *Philanthropy Strategy*

Sarah Vingoe, Development Officer, presented Candice Kane, Senior Trust Officer for the Cannon Foundation. Candice Kane presented an overview of the Cannon Foundation and Charitable Trusts. She also presented Lilly Skok Bunch, Senior Counsel for Cap Dev. Lilly provided the board with an overview of a potential philanthropy strategy that includes participation of the Board of Health. Discussion centered on collaboration, complementary strategies, and serving as "connectors."

### *Finance Committee Reports*

Sue Yates, Chief Finance Officer, presented the following reports:

- CHA Financial Summary as of August 31, 2025. The summary includes revenues and expenditures, actuals for past and present fiscal year, and the year-to-date collected percentages.
  - Reviewed and recommended for approval by Finance Committee on 10/14/2025
  - Net positive amount \$922,269.
- CHA Snapshot as of August 31, 2025. The snapshot shows the budget, actuals, and year-to-date percentage collected for each department.
  - Reviewed and recommended for approval by Finance Committee 10/14/2025
  - All departments are in 'the green.'

## **CONSENT AGENDA**

### *Budget Revisions*

Sue Yates presented an overview of the Budget Revisions. There are currently eight (8) Budget Revisions. All were reviewed by the Executive and Finance Committee on 10/14/2025.

The Budget Revisions include the following:

- Behavioral Health: Child Therapist; \$59,679  
Cabarrus County Opioid Settlement Funds received for Child Therapist
- Behavioral Health: OSSUN (Opioid Settlement Funds - Implementation of Opioid Abatement Strategies: Addressing the needs of pregnant or parenting women and their families, including babies with Neonatal Abstinence Syndrome); \$59,273  
Fiscal Year 2025 carryover for the Opioid Settlement OSSUN Grant
- Behavioral Health: OSMAT (Opioid Settlement Funds - Implementation of Opioid Abatement Strategies: Evidence Based Addiction Treatment); \$165,392  
Fiscal Year 2025 carryover from Cabarrus County Opioid Settlement Fund for OSMAT Grant
- Community Impact: Lifestyle Medicine; \$(135)  
Reduce Lifestyle Medicine budget due to Fiscal Year 2025 carryover

- Community Impact: Lifestyle Medicine; \$34,839  
Fiscal Year 2025 carryover for the Lifestyle Medicine Extension Grant
- Community Impact: Elevate Grant; \$10,334  
Fiscal Year 2025 carryover for the Elevate Grant
- Community Impact: Community Health Worker Grant; \$10,334  
Fiscal Year carryover for the Center for Disease Control - Community Health Worker Grant
- Women, Infants, & Children: Funding; \$81,379  
Increase in Women, Infants, & Children funding due to increase caseload

### Finance Policies

Sue Yates presented an overview of the Finance Policies. There are currently five (5) Finance Policies for review. All were reviewed by the Executive and Finance Committee on 10/14/2025.

- Finance: Conflict of Interest Policy - American Rescue Plan Act of 2021 Policy
  - No changes;
- Finance: Allowable Costs and Costs Principles Policy
  - No changes;
- Finance: Eligible Use Policy - American Rescue Plan Act of 2021 Policy
  - No changes;
- Finance: Non-Discriminations Policy - American Rescue Plan Act of 2021 Policy
  - No changes;
- Finance: Subscription-Based Technology Arrangements Policy
  - No changes;

Chairperson Dr. Lara Pons requested a motion to approve the Budget Revisions & Finance Policies. Mark Spitzer moved. Laura Lindsey seconded. Motion and approval carried unanimously.

## **BUSINESS AGENDA**

### Strategic Plan Adoption

Kelly Weston from Centralina Regional Council provided the Board with a presentation of the Strategic Plan, including an overview of the planning process, its importance, and components. Erin Shoe thanked the Centralina team for their leadership and guidance. Asma Warrich presented the Strategic Plan Fiscal Years 2026-2029 to the Board. She highlighted the involvement of various groups and demographics representing CHA staff, leadership, community stakeholder groups, and partners. National accreditation requirements were taken into account during the Plan's development, as well as alignment with the Community Health Needs Assessment to include patient and community voice. Division Directors will identify yearly tactics going forward.

Chairperson Dr. Lara Pons requested a motion to approve the Strategic Plan. Asha Rodriguez moved. Laura Lindsey seconded. Motion and approval carried unanimously.

### Cabarrus County Well-Being Strategy Introduction

Alicia Primus, Director of Community Impact, presented an overview of the Cabarrus County Well-Being Strategy called THRIVE. This is a ten-year plan that incorporates community voice and family and community empowerment to make change for healthier lives. THRIVE is based on the six pillars of Lifestyle Medicine. Daryle Adams underscored that this is work that community partners are already doing and THRIVE aligns. Mark Spitzer recalled that this reflects goal one of the Strategic Plan. Dr. Primus assured that THRIVE will align with the Strategic Plan through tactics and strategies.

Logically Contract for Information Technology Services

Ryan McGhee, Information Technology Director presented the Logically contract for Board review. Logically provides core cybersecurity services at CHA. This is for a 36-month contract. Asha Rodriguez asked about the use of different vendors which may interface. Mark Spitzer asked if Logically is recognized as appropriate for CHA-external partner connectivity. Asha Rodriguez explained how monitoring systems work to ensure appropriate use. Ryan McGhee explained how the contract with Logically protects our data center. Dr. Lipscomb asked about insurance within Business Associate Agreements. Ryan McGhee responded that insurance is in part of all contracts.

Chairperson Dr. Lara Pons requested a motion to approve the Logically contract. Amy Jewell moved. Daryle Adams seconded. Motion and approval carried unanimously.

**HEALTH DIRECTOR REMARKS**

Erin Shoe shared the Health Director's Remarks.

1. Catalog of videos available for Brown Mill
2. Brown Mill move in date mid-January with staff and ribbon cutting shortly after
3. CHA will continue to share updates and impacts on Federal government changes

**ANNOUNCEMENTS**

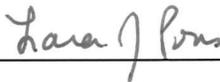
No announcements.

After a short intermission, the Board proceeded into the closed session. Chairperson Dr. Lara Pons requested a motion for a closed session. Mark Spitzer moved. Dr. Kerry Dove seconded. Motion and approval carried unanimously.

**MOTION TO ADJOURN**

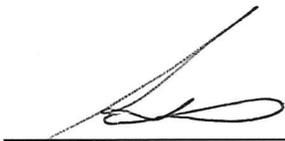
No further business to come before the Board.

Chairperson Dr. Lara Pons requested a motion to adjourn the meeting. Mark Spitzer moved. Amy Jewell seconded. Motion and approval carried unanimously.



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Lara Pons, MD, Chair

Public Health Authority Board of Commissioners



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Minutes Taken by Sarah Vingoe

Development Officer