Who is Cabarrus Health Alliance?

The Cabarrus Health Alliance (CHA) is the local health department in Cabarrus County. The legal name of the department is The Public Health Authority of Cabarrus County, Inc.

**Our Mission**
Achieving the Highest Level of Individual and Community Health through Collaborative Action.

**Our Vision**
We will continue our tradition of providing the highest quality services while evolving as the leader of public health care in the region we serve. From environmental health to primary care, we will work with others to create healthy lives in our community.

**Our Values**
- A Healthy Individual
- A Healthy Community
- Our Employees
- Our Partnerships
The Cabarrus Health Alliance was created in 1997 under G.S. 131E-15, Part B as a hospital authority. Under this statute, the hospital authority is an autonomous governmental entity governed by a Board of Commissioners.

CHA is responsible for all traditional public health services.

The Board is different in composition requirements from a traditional Board of Health. It consists of nine members meeting requirements specified in the Articles of Incorporation.

Cabarrus Health Alliance is funded by an annual contribution from the Cabarrus County Commissioners for Public Health Services. Grants, third party reimbursements, and patient fees constitute the remainder of the funding.
Programs/Services Provided at CHA

- Emergency Preparedness
- Environmental Health
- Communicable Disease
- Clinical Services
- Dental Clinics
- Family Support
- Community Health Programs
- School Health Services
- Vital Records Services
- Women, Infants & Children (WIC)
Emergency Preparedness

Checklist
CHA is the first local health department in the state of NC to receive the 'Project Public Health Ready' designation from the National Association of County and City Health Officials (NACCHO).

The Cabarrus Health Alliance works in collaboration with the county’s Emergency Government Department, the Hazardous Material Team, and many other community partners to build local infrastructure to deal with public health emergencies such as an Influenza (H1N1) pandemic, flood, tornadoes, ice storms, and hurricanes.

An emergency plan is in place and continues to be updated as needed. In Cabarrus County, collaboration with other community partners is essential in responding to any emergency. Cooperation, planning, and exercising for these events enables us to be prepared for any public health emergency.

Cities Readiness Initiative
Cabarrus Health Alliance is part of the Cities Readiness Initiative (CRI) group of 11 North Carolina counties including, representation from South Carolina, that work together on public health preparedness. The CRI is a federally funded program designed to enhance preparedness in the nation’s largest cities and metropolitan statistical areas.
Environmental Health
The Environmental Health Section of the Cabarrus Health Alliance functions as the local government arm of the NC Department of Health and Human Services (NCDHHS), Division of Environmental Health for the enforcement of state laws and rules concerning the public health of Cabarrus county citizens. The Cabarrus Health Alliance employs authorized Environmental Health Specialist to administer and enforce the NC General Statutes and the sanitation rules of the commission of Health Services. Authorization is the delegation of authority granted by NCDHHS to the Environmental Health Specialist (EHS) in the Local Health Departments. The responsibilities of this position involve promotion of public health through education, surveillance, consultation, and enforcement of state environmental health laws and regulations which are mandated for the county to perform under NC GS 130A-1.1.

Child Care Centers & Schools
* Indoor Air Quality
* Inspection Reports
* Mold
* Vector Prevention & Control

Drinking Water Wells - Water Sampling
* Lead Poisoning

Environmental Fee Schedule (PDF)

Food & Lodging

Onsite Wastewater
Swimming Pools
Tattoo

* These services are not state mandated
Communicable Disease
The **Communicable Disease** department provides prompt investigation of communicable diseases. Investigations can include surveillance of diseases which may indicate a public health hazard.

The department also provides assistance for those infected, to access appropriate medical treatment, complete the treatment regimen, and prevent the spread of disease to others.
Clinical Services
Our **maternity clinic** provides obstetrical care for women in our community during pregnancy and the postpartum period. Services offered include: pregnancy testing and counseling, routine maternity care, high risk maternity care, nutritional counseling, mental health counseling. Breast health and family planning clinics offer annual health screenings, HIV & STD testing, basic gynecological care and contraceptive counseling and care, with a wide array of payer options.

CHA’s **pediatric clinic** offers a full range of medical care for all developmental stages of a child’s life from birth to 21 years of age. Care consists of well child check-ups, immunizations, and sick visit. Services offered include well child care, sick care, and ADHD treatment.

**Breast Health**

**Family Planning**

**Medical Records**

**Pediatrics - Child Health**

**Women’s Health and Maternity**
Dental Clinic

Cabarrus Health Alliance has two Dental Clinic offices, one in Concord and one in Kannapolis in addition to a traveling mobile unit, in an effort to make affordable and high-quality dental care easily accessible throughout the community. The program offers preventive and restorative dental services, along with oral health education. Cabarrus Health Alliance takes a comprehensive approach to providing accessible and affordable dental care throughout the community.

Services Offered

• Preventive and restorative care is offered for both children and adults.
• The mobile unit visits each Cabarrus County and Kannapolis City School at least once per school year. Consent forms are sent home with every student at the beginning of the year and the dental staff works closely with the school nurse to schedule students.
• Emergency appointments are available on a daily basis in our two dental clinics.
Family Support
The **Family Care Coordination** department provides services to families through formal case management, home visiting, and community collaboration. Our programs serve pregnant women, families with children ages 0-5 years, parents of children with special needs, and teens who are pregnant or parenting.

- Coordination for Children (CC4C)
- Innovative Approaches (IA)
- Newborn Postpartum Home Visiting
- Pregnancy Care Management (OBCM)
- Resource CAFE
- Strengthening Families
- Triple P (Positive Parenting Program)
Community Health
The Public Health Solutions (Community Health) is now organized into the Community Impact Department. This includes Healthy Cabarrus, Healthy Living, Accreditation/Quality Improvement, and the Cabarrus Public Health Interest. This department strives to improve the health of students, families and other members of the community through education; policy, systems, and environmental changes; social marketing; and prevention programming. Team members partner with local non-profits, local government, school systems, faith-based organizations, and many more to accomplish their work.
School Health Services
CHA **School Health Program** began a “nurse in every public school” in 1999. We were the first county in NC to move toward this model and it has become what school administrators want, teachers expect, students need, parents demand, and what the community is accustomed to.

Our School Health program has expanded through a separate contract with the NC Dept. of Public Safety, Juvenile Justice Division to provide nursing services at Stonewall Jackson Youth Development Center.

The school nurses are registered, public health nurses employed by the Cabarrus Health Alliance. Through a contractual agreement, a school nurse is assigned to each traditional, public elementary, middle, and high school in Cabarrus County for 8 hours per day following the teacher calendar. Nurses are also assigned to provide nursing oversight and consultation at three alternative school settings.
Vital Records
North Carolina General Statutes 130-A require that the local public health authority administer the Vital Records Program under the direction of the health director. The goal of this program is to assure vital records are filed as required by state statutes and are submitted to the North Carolina State Division of Vital Records within the required time period.

**Vital Registration**
The deputy registrar is responsible for the completion, maintenance, and transmittal of the following:
- Birth Certificate / Affidavit of Parentage
- Burial Transit Permits
- Disinterment / Reinternment Permits
- Home Births
- Monthly Vital Statistics Reports
- Notification of Death and Certificates
- State Queries - Birth / Death Certificate
- Supplemental Cause of Death
- Report of Fetal Death
Women, Infant and Children
Women, Infant and Children (WIC) is a supplemental food and nutrition education program for pregnant and breast feeding women. This includes women who just had a baby who are not breast feeding, and infants and children up to age five.

Currently CHA’s WIC department serves over 3,000 people in Cabarrus County.
Resolutions as of January 2018

- SS & PH agencies with appointed governing boards
- Option 1 with both SS & PH agencies governed by BOCC (Graham, Stokes, Sampson [eff. April 1, 2018])
- Option 1 with SS agency governed by BOCC, PH agency with appointed governing board (McDowell, Mitchell, Watauga, Wilkes, Surry, Columbus, Pitt)
- Option 2 with consolidated HS agency including SS & PH, appointed CHS board (Haywood, Buncombe, Gaston, Union, Stanly, Rockingham, Wake, Nash, Edgecombe, Carteret, Dare)
- Option 2 with consolidated HS agency include SS and other human services but not PH, governed by appointed CHS board (Polk)
- Option 3 with consolidated HS agency including SS & PH, governed by BOCC, health advisory committee (Clay, Swain, Yadkin, Mecklenburg [no advisory comm.], Guilford, Montgomery, Richmond, Bladen, Brunswick, Pender, Onslow)
- Option 3 with consolidated HS agency including SS & other human services but not PH, governed by BOCC (Cabarrus)
Cabarrus Health Alliance is governed by a nine-member board composed of representatives of the Cabarrus County Board of Commissioners, the Cabarrus County Medical Society, the Carolinas Medical Center (CMC) NorthEast Medical staff, the CMC NorthEast Board of Directors, and three public members.

<table>
<thead>
<tr>
<th></th>
<th>County Board of Health</th>
<th>District Board of Health</th>
<th>Public Health Authority Board</th>
<th>Consolidated Human Services Board</th>
</tr>
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<tbody>
<tr>
<td>Enters Contracts</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
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<tr>
<td>Set salaries of employees and professional reimbursement policies</td>
<td>No</td>
<td>Yes^a</td>
<td>Yes</td>
<td>No</td>
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<tr>
<td>Construct or otherwise acquire property for use as public health facilities</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
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<tr>
<td>Sell surplus buildings, land and equipment</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
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<tr>
<td>Establish and operate health care networks and contract for the provision of public health services</td>
<td>No</td>
<td>No</td>
<td>Yes</td>
<td>No</td>
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</table>

^a Indicates a different value for the District Board of Health compared to the Public Health Authority Board.
1. Assess/ensure/improve the health of the people in Cabarrus County
2. Ensure CHA has required policies, procedures or materials.
3. Hear or review LHD reports.
4. **Discuss** service costs, need for new/amended rules or ordinances.
5. Approve fees and budgets.
6. Pass local public health rules as necessary. Review existing rules and assess the need for new rules.
7. Assess the performance of CHA and the local health director.
The Board must:

• Review financial reports.
• Discuss service costs as well as approve fees and final budget.
• Advocate with a wide array of funders in support of CHA efforts to secure financial resources to provide essential services.
The Board must:
• Ensure input on community health improvement efforts.
• Hear reports on community health.
• Support partnership and coordination of resources.
• Educate and advocate with community leaders about community health issues and support for these issues.
The Board must:

- If the Health Director position becomes vacant, make and implement plans to recruit and secure a credentialed and qualified new Health Director.
- Review and approve the Health Director’s job description and performance evaluation.
Board Trainings

• Board members must receive initial (within the first year of appointment) and ongoing training on BOH roles and responsibilities.

• Board must have Operating Procedures, an annually updated handbook and a training policy/procedure.

• Board members can request additional in person training, which CHA will pay for.
10 Essential Public Health Services

- Assess and monitor population health
- Investigate, diagnose, and address health hazards and root causes
- Communicate effectively to inform and educate
- Strengthen, support, and mobilize communities and partnerships
- Create, champion, and implement policies, plans, and laws
- Utilize legal and regulatory actions
- Enable equitable access
- Build a diverse and skilled workforce
- Improve and innovate through evaluation, research, and quality improvement
- Build and maintain a strong organizational infrastructure for public health
The Board must:

• Have access to legal counsel. Legal and statutes.

• Have policies for rulemaking and appeals and demonstrate it is following said policies.

• Along with the LHD, evaluate the need for additional or amended rules/ordinances.

• Support prohibition of tobacco within 50 feet of all LHD facilities.
<table>
<thead>
<tr>
<th>Board Responsibilities Designated by North Carolina Local Health Department Accreditation</th>
<th>Yearly Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>The local board of health shall conduct an annual performance review of the health director.</td>
<td>1 Year Prior to Notification</td>
</tr>
<tr>
<td>The local board of health shall approve policies for the recruitment, retention and workforce development for agency staff.</td>
<td>Twice a Year</td>
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<tr>
<td>The local board of health shall bi-annually review reports provided by the local health department on the community’s health.</td>
<td>Annual</td>
</tr>
<tr>
<td>The local board of health shall review community health assessment data and citizen input used to plan and monitor progress toward health-related goals.</td>
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<tr>
<td>The local board of health shall assure that individuals, agencies, and organizations have the opportunity to participate in the development of goals, objectives and strategies for community health improvement.</td>
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<tr>
<td>The local board of health shall communicate with the board of county commissioners, units of government and private foundations in support of local health department efforts to secure national, state and local financial resources.</td>
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<tr>
<td>The local board of health shall review fiscal reports to assure essential services of public health are being provided in accordance with local, state and federal requirements.</td>
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<tr>
<td>The local board of health shall annually review and approve the local health department budget and approve fees in accordance with G.S. 130A-39(g).</td>
<td>Annual</td>
</tr>
<tr>
<td>The local board of health shall communicate with the board of county commissioners, units of government and private foundations in support of the development, implementation and evaluation of public health programs and a community health improvement process.</td>
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<td><strong>Board Responsibilities Designated by North Carolina Local Health Department Accreditation</strong></td>
<td><strong>Yearly Requirement</strong></td>
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<td>The local board of health shall have operating procedures which shall comply with state law.</td>
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<td>The local board of health shall have access to legal counsel.</td>
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<tr>
<td>The local board of health shall follow the procedures for adopting rules in G.S. 130A-39.</td>
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<tr>
<td>The local board of health shall evaluate the need for the adoption or amendment of local rules or ordinances.</td>
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<tr>
<td>The local board of health shall assure it follows the procedures for adjudications in G.S. 130A-24.</td>
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<tr>
<td>The local board of health shall assure that a qualified local health director, in accordance with G.S. 130A-40 or 40.1, is in place to lead the agency.</td>
<td>2 Years Prior to Notification</td>
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<tr>
<td>The local board of health shall approve policies for the administration of local public health programs.</td>
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<tr>
<td>The local board of health shall describe and define the knowledge, skills, and abilities that must be met by the local health director, consistent with the requirements in G.S. 130A-40.</td>
<td>2 Years Prior to Notification</td>
</tr>
<tr>
<td>The local board of health shall review and approve the job description of the local health director.</td>
<td>Once a Year</td>
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Cabarrus County Public Health Authority
Board of Commissioners

Quick Links
Bylaws
Corporate Procedures
Rule Making and Adjudication
Public Health Laws

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# Meeting Schedule – Budget Timeline

<table>
<thead>
<tr>
<th>Month</th>
<th>Process</th>
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<tbody>
<tr>
<td>January</td>
<td>Fiscal budget review</td>
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<tr>
<td>February</td>
<td>County preliminary meeting</td>
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<tr>
<td>March-April</td>
<td>Budget adjustments</td>
</tr>
<tr>
<td>May</td>
<td>Preliminary budget presentation to CHA Board, request to county commissioners</td>
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<tr>
<td>June</td>
<td>Presentation of final budget to Board for approval and Public hearing</td>
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Final Notes

1. Items to review:
   1. Cabarrus County Public Health Authority Board Reference Manual
   2. CHA Strategic Plan
   3. Community Health Needs Assessment
   4. The State of the County Health Report

2. Attend meetings regularly, so quorums are reached and, thus, required items can be approved on schedule.

3. Document your activities regarding community health and contribute to discussion during Board meetings.
   a. Carefully review meeting minutes to make sure your comments were captured.

4. Complete required trainings.