



Union County, NC
Consolidated Human Services Board
Meeting Agenda

Monday, October 13, 2025

6:00 PM

**2330 Concord Ave., Monroe, NC
28110**

**1st Floor Multipurpose Conference
Room**

Welcome

Pledge of Allegiance

Invocation

Approval of the Minutes

[25-655](#)

Consolidated Human Services Board (CHSB) Minutes

INFORMATION CONTACT:

Carla A. Sowells, Human Services Agency Department of Business
Operations, Compliance Coordinator 704.296.4808

ACTION REQUESTED:

Review and approve September 2025 CHSB minutes.

BACKGROUND:

CHSB reviews and approves all minutes.

FINANCIAL IMPACT:

None

Attachments: [BOH 9.8..25Minutes](#)

Approval of the Agenda

Executive Directors Report

25-656

Process for Consolidated Human Services Board (CHSB) Applications

INFORMATION CONTACT:

Janet Payne, Human Services Agency, Executive Director, 704.296.4348

ACTION REQUESTED:

Review and approve an application process for all new CHSB applications.

BACKGROUND:

Currently, all CHSB applications are added to the following month's agenda once they are received by the CHSB Clerk. During that meeting, the Board reviews and discusses each application and determines whether to conduct interviews. The Chair and Clerk then coordinate interview scheduling, and the applications are placed back on the next month's agenda for final consideration and vote.

To ensure a more consistent and timely process, we are proposing a revised approach to be included in the Standard Operating Procedures.

The proposed process is as follows:

When applications are received for an open/vacant position, the CHSB Chair will email the CHSB board with applicant information for vacancies. The CHSB members will designate a minimum of two members to complete the interview process, at least one of which must be part of the CHSB Executive Committee (Chair, Vice Chair, or Additional Executive Committee Member).

The CHSB Clerk will work with the CHSB Executive Committee representative(s) to coordinate an interview with the applicant(s).

Once applications are received, the Chair, Vice Chair, and any interested CHSB members will conduct virtual interviews prior to placing the item on a meeting agenda.

If the CHSB panel interview occurs at least one (1) week prior to the next scheduled CHSB meeting, the CHSB Clerk will place the application on the next scheduled CHSB agenda for full Board discussion and approval.

If the interview is completed less than one (1) week prior to the next scheduled CHSB meeting, the CHSB Clerk will place the application on the following month's CHSB meeting agenda.

If an application is voted on and recommended by the full CHSB to move forward to the BoCC, the CHSB Clerk will place the application on the next scheduled BoCC agenda for their consideration for appointment.

FINANCIAL IMPACT:

None

Division Report

25-594

Grant Application - Delta Dental Foundation

INFORMATION CONTACT:

Traci Colley, Human Services Agency Public Health Director,
704-296-4801

ACTION REQUESTED:

Receive as information Division of Public Health's grant application to the Delta Dental Foundation.

BACKGROUND:

The Delta Dental Foundation is accepting applications for grant funding up to \$5,000 to support community dental care for children through their Smiles for Kids Grants Program. The Public Health Dental Clinic is requesting approval to apply for these funds to support and expand our dental care services for children who have financial challenges receiving the necessary care. We anticipate 25-30 children can be served through this funding.

The Dental Clinic provides general dentistry services and education to residents who may have difficulty obtaining dental care due to financial needs or access to other providers. The clinic provides services for adults and children beginning at 1 year of age. The clinic accepts Medicaid, third-party insurance and private pay on a sliding-fee scale based on income. In FY2025 the clinic had 2,461 patient visits with 1,386 being adults and 1,075 being children. Of the children served, 56% were uninsured/private pay.

Oral diseases, which range from cavities and gum disease to oral cancer, cause pain and disability for many in our community. Establishing good oral health practices and seeking early dental care is an important component for overall health and is especially important for children to begin routine dental care early in their lives.

FINANCIAL IMPACT:

None.

25-628

Environmental Health Student Intern Presentation

INFORMATION CONTACT:

Traci Colley, Human Services Agency, Public Health Department, Public Health Director, 704-296-4801

ACTION REQUESTED:

Receive as information a presentation by Katrina Cruz, Western Carolina University student, on her recent internship experience with the Environmental Health Division of the Union County Public Health Department.

BACKGROUND:

In March 2025, the Union County Public Health Department was selected as a host site for the Summer 2025 National Environmental Public Health Internship Program (NEPHIP), administered by the National Environmental Health Association (NEHA).

The National Environmental Public Health Internship Program (NEPHIP) is a 400-hour internship opportunity that links environmental health undergraduate and graduate students with funded internship placements at qualified state, tribal, local, and territorial (STLT) environmental public health agencies.

This workforce initiative supports the establishment of qualified applicant pipelines to help meet current and future environmental health professional workforce needs across the nation and encourages environmental health students to consider careers in governmental environmental public health following graduation.

Potential applicants were pre-screened by the NEPHIP and referred to Union County Public Health for further interviews and selection. We were excited to offer Katrina Cruz this opportunity as she is a local student and is passionate about the work of public health.

FINANCIAL IMPACT:

A support package of up to \$1,500 per student intern was provided by NEPHIP to compensate Union County for intern-related costs.

Attachments: [KatrinaCruzInternship2025](#)

25-662

Veterans Services Department Update

INFORMATION CONTACT:

Michelle Marcaono, Human Services Agency, Veterans Services Director,
704.283.3711

ACTION REQUESTED:

Receive as information an update on Veterans services, budget, and performance.

BACKGROUND:

Provide an overview of Veterans services, report on performance and budget information for FY25 and FY26 and discuss key opportunities and challenges facing the department.

FINANCIAL IMPACT:

None.

Announcements / Public Comments

Adjournment