



Board Meeting Minutes

The Cabarrus Health Alliance Board met on Tuesday, May 13, 2008 in the Board Room of the Cabarrus County Human Services Building, 1307 S. Cannon Boulevard, Kannapolis, North Carolina.

CABARRUS HEALTH ALLIANCE BOARD MEMBERS PRESENT

Board Chairman: Charles Phillips

Board Members: Alex Barker
Jessica Castrodale
Allan Krusell, MD
Jonathan Zsambeky, DDS
Carolyn Carpenter
Robert Silver, MD

Staff Present: Dr. William F. Pilkington, Public Health Director
Dianne Berry, Clerk to the Board

Other Staff Present: Betty Braxton, Tammie Harkey, Kathy Hartsell, Suzanne Knight, Judy Lawrence, Robin Lodge, Jan Odell, Julia Patterson, Jo Ann Reed, Barbara Sheppard, Cappie Stanley, David Troutman, Paige Waldrop, Cindy Walker
Guest: Elisabeth K. Constandy, MS, Director of Program Development, Program Consultant, N.C. Tobacco Prevention and Control Branch

Call to Order

Chairman Phillips called the meeting to order at 5:33 p.m. and gave the invocation.

Adoption of Agenda

Mrs. Carpenter made a motion to approve the agenda as presented. The motion passed 6:0.

Recognitions

Cabarrus Medical Society Alliance

Chairman Phillips recognized Racheal Kunesh and Dana North, co-chairs of the 2007 Golf Tournament organized by the Cabarrus Medical Society Alliance in support of the Public School Nurse Program. He stated that this group has been a major blessing to the School Health Nurse program, and to the children, who benefit the most. He thanked both ladies, and all members of the organization for their hard work in planning and organizing their annual golf tournament for the past three years, and choosing Cabarrus Health Alliance as the benefactor of their efforts, which has resulted in approximately \$90,000 to the Public School Nurse Program in Cabarrus County and Kannapolis City Schools. Gifts of appreciation were presented. Mary Ellen Williams and Lynn Takla were also acknowledged for their work as past golf tournament chairs. Dana North announced that the 2008 golf tournament is scheduled for October 13, 2008 at Cabarrus Country Club.

Jessica Castrodale – Cathy M. Bratton Leadership Award 2008

Jessica Castrodale was recognized for being named the recipient of the Cathy M. Bratton Leadership Award. Chairman Phillips noted that she is very deserving of this award with her passion and commitment to nursing, to leadership and to community involvement, and because she is a great role model. Jessica was instrumental in moving the Cabarrus College of Health Sciences forward to achieving an Upsilon Mu Charter for Sigma Theta Tau International.

Approval of the Minutes

1 Dr. Silver noted an error in the spelling of "eminent domain" on page 3 of the minutes of
2 April 8, 2008. Dr. Krusell made a motion to approve the minutes as amended. The motion
3 passed 6:0
4

5 **Administrative Reports**

6 Chairman Phillips reviewed the reports: 3rd Quarter Goals & Objectives; 3rd Quarter
7 Employee Separations Report; Clinic Summary Recap – March 2008; Comprehensive Annual
8 Fiscal Report, Year Ended June 30, 2007; and Division of Public Health/Quarterly Fiscal
9 Monitoring Report.

10 **Consent Agenda**

11 Tammie Harkey, Finance Director, reviewed the budget revisions and amendment requests.
12 \$150,000.00 – Grant funds received from Division of Public Health, WCH/Children & Youth
13 Branch for the Child Health Quality Improvement program. CHA was chosen as the lead
14 agency for this collaborative of 6-8 local health departments.

15 \$54,018.00 – Grant funds received from Division of Public Health to purchase equipment to
16 support dental health services to adults, increase prostate cancer screenings, and provide
17 ultrasounds for uninsured women in our maternity care program.

18 \$2,000.00 – Move funds to appropriate line to cover expenses for contract.

19 \$40,000.00 – Increased budgeted revenue from Environmental Health fees due to increased
20 receivables based on services provided during FY 2008.

21 \$10,000.00 – Funds received from NC Public Health Foundation to support the participation
22 in a research project on an assessment of influenza preparedness at the local level.

23 \$37,160.00 – Donations and contributions made to the CHA School Nurse project to support
24 salary and programmatic costs and defray CHA costs.

25 \$7,781.00 – Initial payment of funds earned by the Cabarrus Health Alliance as a participant
26 in the ongoing Random Moment Time Study the state is having conducted.

27 \$2,066.00 – Revenue earned by School Nurse program for providing nurse coverage during
28 summer school.

29 \$20,000.00 – Supplemental funds for the Public Health Emergency Preparedness for
30 Pandemic Influenza.

31 \$1,200.00 – Funds donated from Medela, Inc., to WIC Breastfeeding program to assist with
32 food costs for meetings related to the mini grant.

33 \$10,740.00 – Grant funds received from March of Dimes to support the CHA Gestational
34 Diabetes project.

35 \$15,359.00 – Move funds to appropriate lines to cover expenses.

36 \$60,000.00 – Increased budgeted Medicare reimbursement to cover costs for speech
37 therapist that will generate Medicare reimbursement.

38 \$15,000.00 – Move funds to appropriate lines to cover expenses.

39 \$5,000.00 – Grant funds received from Blue Cross Blue Shield of North Carolina Foundation
40 to purchase equipment for low-income churches participating in the KBR Healthy Lives,
41 Healthy Futures program.

42 \$173,652.00 – Grant funds received from Kate B. Reynolds Charitable Trust for first year
43 activities related to the Healthy Lives, Healthy Futures program (1/1/08 – 12/31/14
44 \$1,190,959)

45 Mrs. Carpenter made a motion to approve the budget revisions and amendment requests as
46 presented. The motion passed 6:0.
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48

49 **New Business**

50 **Tobacco Rules**

51 Chairman Phillips introduced Elisabeth Constandy, Director of Program Development, NC
52 Tobacco Prevention and Control Branch, who came to review the local tobacco rules and
53 offer counsel to the Board. She explained that House Bill 24, Smoking in Government
54 Buildings, AN ACT TO PROTECT THE PUBLIC FROM THE HEALTH RISKS OF SECONDHAND SMOKE
55 BY PROHIBITING SMOKING IN BUILDINGS OWNED, LEASED, OR OCCUPIED BY STATE
56 GOVERNMENT, was signed into law effective January 1, 2008. Ms. Constandy also stated that
57 Cabarrus Health Alliance Board has several different options, including that of making
58 changes to line up with House Bill 24 to maximum Board authority. Gina Goff noted that all

1 municipalities and County Commissions are smoke-free in government buildings, and public
2 schools will go smoke-free statewide by August 1, 2008. Jessica Castrodale asked what the
3 violations would be, and they included verbal warnings and fines. She stated that instead of
4 just policy, there is a need for education. Mrs. Constandy stated that a policy is already in
5 place, and she suggested a three to six month timeframe so citizens can get used to the
6 new changes. Gina stated that with this direction from the Board, additional language will
7 be included in the Tobacco Rules revisions and the final draft will be presented at the June
8 17 CHA Board Meeting for approval. Mrs. Castrodale requested that the rules be
9 thoughtfully written, and that the needs of the tobacco users be considered. Mrs.
10 Castrodale made a motion for Gina to proceed in finalizing the final draft of the Tobacco
11 Rules as discussed. The motion passed 6:0.

12 **Preliminary Budget FY 2009**

13 Mrs. Harkey reviewed with the Board the preliminary budget for FY 2009, and explained all
14 changes and revisions. Chairman Phillips thanked all Department heads who contributed to
15 this document. Mrs. Harkey noted that the final budget for FY 2009 will be presented at the
16 June 17 CHA Board Meeting for approval.

17 **New Salary Table**

18 Betty Braxton, Human Resources Director, noted that the salary table had not been revised
19 in two years. She noted that with recent market surveys, there was a need for a 5%
20 increase in all ranges, and that CHA's ability to be competitive is important. She further
21 stated that this salary table increase was already built into the FY 2009 budget and
22 accounted for. Dr. Zsambeky made a motion to approve the new salary table as presented.
23 The motion passed 6:0 in a voiced vote.

24 **Job Classification Schedule**

25 Mrs. Braxton reviewed a list of job classes that needed adjustments, and explained that 60
26 employees would be affected. She noted that all job classifications were reviewed, including
27 nursing. Dr. Krusell made a motion to approve the new job classification schedule. The
28 motion passed 6:0 in a voiced vote.

29 **Employee Health Insurance Benefit FY 2008-09**

30 Mrs. Braxton presented to the Board a summary of insurance benefits for eligible CHA
31 employees, with the recommendation to remain with BCBSNC and keep the current plans.
32 The report included a list of companies who submitted bids. The bids recommended
33 represent a 13.1% increase in renewal rate. Mrs. Braxton noted that CHA has a very active
34 employee wellness committee, who is looking at incentives for better lifestyle choices. She
35 added that she will be looking at new health plans and other carriers for FY 2009-2010, who
36 will put a greater emphasis on preventative services and reduce costs for Cabarrus Health
37 Alliance. Mr. Barker made a motion to approve the Employee Health Insurance Benefit for
38 FY 2008-09. The motion passed 6:0 in a voiced vote.

39 **Short-Term and Long-Term Disability Benefit FY 2008-09**

40 Mrs. Braxton noted that having the ability to offer short-term and long-term disability to
41 eligible employees is the biggest gap in our current benefit plan. These benefits are 100%
42 employee paid and represent no cost to Cabarrus Health Alliance. 25% combined employee
43 participation is required. Two-year rates by AUL were reviewed. Mrs. Castrodale made a
44 motion to approve the Short-Term and Long-Term Disability Benefit for FY 2008-09. The
45 motion passed 6:0 in a voiced vote.

46 **Board Report**

47 Chairman Phillips stated that he recently attended a Management Evaluation and Board
48 Self-Assessment Workshop offered by the School of Government at Chapel Hill. He noted
49 that the course covered a lot of information, and it was evident from what he learned that
50 the CHA Board is doing a good job. He discussed the tools for Board self-assessment, which
51 includes evaluations and input by the Health Director, Board Attorney, Clerk to the Board,
52 and employees of the organization. He noted that a survey instrument would be customized

1 for use, which would allow the CHA Board to learn and rise to a higher level. Several Board
2 members indicated an interest in proceeding with Board self-assessment.
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4 Dr. Pilkington presented an architectural drawing of the Model Health Department by
5 Stephen Overcash of Overcash Demmitt Architects, noting that this is one proposed building
6 that will fit on the proposed site, representing one approach and one idea. Dr. Pilkington
7 announced that he would be meeting with two to three architects to get their ideas and
8 proposals, and then allow the Board to make the final decision on which building would best
9 blend in with the N.C. Research Campus style.
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11 Dr. Pilkington updated the Board on recent communications with the N.C. Department of
12 Health & Human Services. Mrs. Carpenter suggested that the Board authorize Dr. Pilkington
13 to file a formal letter as the 30 days is up. Mr. Barker made a motion to authorize Dr.
14 Pilkington to file a formal motion for condemnation. Dr. Pilkington noted that if CHA
15 continues to wait, they could have to pay more for the property. Chairman Phillips added
16 that waiting could also result in less funding available for other projects in Kannapolis. The
17 motion passed 6:0 in a voiced vote.
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19 **Adjournment**

20 There being no further business to come before the Board, Chairman Phillips adjourned the
21 regular meeting at 6:50 p.m.
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29 Charles C. Phillips, Chairman
30 Cabarrus Health Alliance Board
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37 Dianne P. Berry
Clerk to the Board