



**Board Meeting Minutes
October 14, 2008**

The Cabarrus Health Alliance Board met on Tuesday, October 14, 2008, at 5:30 p.m., 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 Members: Alex Barker
Carolyn Carpenter, Vice-Chairman
Jessica Castrodale
Charles Phillips, Chairman
Dr. Robert Silver

Absent: Dr. Allan Krusell
Dr. Jonathan Zsambeky

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

Other Staff Present: Betty Braxton, Gina Goff, Tammie Harkey, Jan Odell, Julia Patterson, Cappie Stanley

Call to Order

Chairman Phillips called the meeting to order at 5:35 p.m. and gave the invocation.

OATH OF OFFICE FOR REINSTATED BOARD MEMBER

Dianne Berry, Clerk to the Board, administered the oath of office to Dr. Robert Silver for his second term of office.

Adoption of Agenda

Chairman Phillips made two changes to the agenda. Old Business was moved below New Business. Under New Business, Update on New Facility to be presented first, followed by Approve New Bank Vendor for Services.

RECOGNITIONS

Chairman Phillips recognized the following who received awards at the October 10, 2008 Healthy Carolinas Conference.

Charles Blackmon Award for the Elimination of Health Disparities

Virginia Hunter, Program Coordinator, Dianne Abraham, Priscilla Allison, Dr. Hector Henry, and Sherman Childers, community volunteer, representing the Cabarrus Health Alliance Prostate Outreach Program for Screening (POPS) and Men for Living. This program was awarded the Charles Blackmon Award for the Elimination of Health Disparities. The Healthy Cabarrus Access Task Force was the instrument used to forge the commitments for access for POPS patients along with continuum of care. Healthy Carolinians recognized this group as the best health disparities elimination project in the State. They also received a \$1,000 check to continue their project. Chairman Phillips noted that Cabarrus Health Alliance is the first and only public health department in North Carolina to contract with a urologist to make ongoing, year round screening available to men.

1 **First Annual Mary Bobbitt Cooke Award**

2 Gina Goff was presented the First Annual Mary Bobbitt-Cooke Award. She was recognized for her
3 leadership, vision, and resource development of Healthy Cabarrus and its community based projects.
4

5 **APPROVAL OF THE MINUTES**

6 Ms. Castrodale made a motion to approve the minutes of the August 12, 2008 Board Meeting, and
7 referenced one discrepancy in spelling on Page 2, Line 38. The motion to approve the amended
8 minutes passed 4:0.
9

10 **ADMINISTRATIVE REPORTS**

11 Chairman Phillips reviewed the administrative reports, which included: Healthy Cabarrus Update, 4th
12 Quarter 2008 DPH FMR, and Clinic Summary Recap.
13

14 **BUDGET REVISIONS AND AMENDMENT REQUESTS**

15 Mrs. Harkey reviewed the budget revisions and amendment requests:

16 \$2,000.00 – Move budgeted revenues to appropriate category for tracking.

17 \$2,500.00 – Funds granted by the Kate B. Reynolds Foundation and paid via the North Carolina Public
18 Health Foundation for the N.C. Diabetes Education Recognition Program. After initial data collection is
19 completed, billing for services should begin April 2009 resulting in earned revenues to support the
20 program.

21 Dr. Silver made a motion to approve the Budget Revisions and Amendment Requests. The motion
22 passed unanimously.
23

24 **NEW BUSINESS**

25 **UPDATE ON NEW FACILITY**

26 Dr. Pilkington updated the Board on problems at the property site proposed for the new CHA facility at
27 the North Carolina Research Campus. NCDOT road improvements will take more of the property than
28 originally anticipated with setbacks of five more feet, and access will be prohibited from Loop Road
29 and Highway 3. This would decrease the size of the parking area and restrict bus access. Dr. Pilkington
30 explained that he began looking at other possible sites, one of which is located at the intersection of
31 Wilson Street and Smith Road on Highway 29 N. He requested the approval of the CHA Board to
32 pursue this property by first doing a geotechnical study. Dr. Pilkington stated that this property would
33 save CHA \$1.3 million, and is still in the TIF district. Chairman Phillips added that this site is just two
34 minutes from the core lab, and therefore reasonably convenient to the North Carolina Research
35 Campus. Mr. Barker made a motion to authorize Dr. Pilkington to conduct an environmental study on
36 the Highway 29 property site, at a cost not to exceed \$10,000. The motion passed 5:0 in a voiced vote.
37

38 **APPROVE NEW BANK VENDOR FOR CHA SERVICES**

39 Mrs. Harkey requested Board approval for Cabarrus Health Alliance to change bank vendors. A recent
40 meeting was held with BB&T representatives, and Cabarrus Health Alliance would save approximately
41 \$3,000 annually, with different investing and a better interest rate. Dr. Pilkington noted that he had
42 some liability concerns with Wachovia. Mr. Barker recommended that Mrs. Harkey negotiate with
43 Wachovia on their fees. Chairman Phillips recommended that the Board table this matter until the next
44 Cabarrus Health Alliance Board meeting, and asked Mrs. Harkey to return with a counter proposal
45 from Wachovia at that time.
46

47 **BOARD TRAINING RESOURCES FROM GFOA**

48 Mrs. Harkey reviewed information on publications offered by the GFOA (Government Finance Officer's
49 Association) for elected officials in governmental entities.
50

51 **BOARD MEMBER REPRESENTATION FOR INTERVIEW BY AUDITING FIRM**

52 Mrs. Harkey explained that the auditing firm for Cabarrus Health Alliance, Potter & Company, has new
53 requirements, which includes talking with a Board member for the purpose of ensuring the Board is
54 aware of what's going on within the organization. She requested board representation. Chairman
55 Phillips volunteered to meet with the auditors in this capacity.

1 **REQUEST TO INCREASE CHARGES FOR HOME HEALTH VISITS**

2 Mrs. Harkey noted that policy is in place in the Corporate Resolution that fee changes do not have to go
3 before the Board, and can be approved by the CEO. She added that Cabarrus Health Alliance Home
4 Health has not increased their fees in ten years. These rate changes went into effect September 1,
5 2008.

6
7 **BOARD SELF ASSESSMENT REPORT**

8 Chairman Phillips reviewed the results of the Governing Board Quick Scan and Board Assessment for
9 Individual Members. These surveys were part of a recent workshop Chairman Phillips attended at the
10 UNC School of Government, *How Are We Doing? Manager Evaluation & Board Self-Assessment*. The
11 survey is attached to these Board minutes in Appendix A.

12
13 **OLD BUSINESS**

14 **UPDATE ON COMMUNITY NEEDS ASSESSMENT**

15 Gina Goff reviewed the final report overview of the 2008 Community Needs Assessment for Cabarrus
16 County. She stated that presentations have been made to the county commissioners, city council
17 members, town boards, and other organizations, because “we want to call this community to action.”
18 She also referenced a recent editorial in the *Independent Tribune* dated 9/17/08 on the 2008
19 Community Needs Assessment. Gina announced that if any community group would like to hear the
20 presentation, she’s happy to schedule it. Gina thanked Jessica Castrodale for her excellent
21 presentations to the county commissioners, and the Mt. Pleasant and Harrisburg town councils.

22
23 **LETTER FROM N.C. CAPITAL MANAGEMENT TRUST REGARDING INVESTMENTS OF THE**
24 **CABARRUS HEALTH ALLIANCE**

25 Mrs. Harkey reviewed a letter from the North Carolina Capital Management Trust, along with a cash
26 portfolio profile. She noted that this information was requested after Dr. Krusell voiced concerns about
27 Cabarrus Health Alliance’s investments at the August 12 Board meeting. Mrs. Harkey explained that
28 participation with the North Carolina Capital Management Trust is offered to selected entities in the
29 State of North Carolina, including public health authorities.

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31 **ADJOURNMENT**

32 There being no further business to come before the Board, Chairman Phillips adjourned the meeting at
33 6:45 P.M.

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39 Charles C. Phillips, Chairman
40 Cabarrus Health Alliance Board

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45 Dianne P. Berry, CMC
46 Clerk to the Board