



Board Meeting Minutes

April 13, 2010

The Cabarrus Health Alliance Board met on Tuesday, April 13, 2010 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: Charles Phillips, Chairman
Carolyn Carpenter, Vice-Chairman
Alex Barker
Jessica Castrodale
Allan Krusell, MD
Walter Vuchnich, DDS

Absent: Robert Silver, MD

Staff Present: Dr. William F. Pilkington, Secretary to the Board
Dianne Berry, CMC, Clerk to the Board

Other Staff Present: Betty Braxton, Cappie Stanley, Cindy Walker, Jan Odell, Judy Lawrence, Kathleen Tucker, Dr. Kim Dehler, Kim Ragan, Paula Faggart, Robin Lodge, Dr. Russell Suda, Ryan McGhee, Suzanne Knight, Tammie Harkey, Tracy Lockard

Call to Order

Chairman Phillips called the meeting to order at 5:30 p.m. and offered the invocation.

ADOPTION OF THE AGENDA

Chairman Phillips noted one revision on the April 13, 2010 agenda under F: New Business, one additional agenda item **Personnel Policy Revisions – Article VII. Separation, Disciplinary Action and Reinstatement, Section I (c) Reduction-In-Force** was added. Mrs. Carpenter motioned to adopt the revised agenda. The motion was approved, by absence of dissent.

APPROVAL OF THE MINUTES

Dr. Krusell stated that the minutes needed to be revised to reflect that he was present at the February 9, 2010 CHA Board meeting. Mrs. Castrodale motioned to approve the minutes of the February 9, 2010 meeting of the Cabarrus Health Alliance Board, as amended. The motion was approved, by absence of dissent.

REPORTS

Chairman Phillips reviewed the following reports: Employee Separations Report; 3rd Quarter FY 2010, CHA Customer Service Report, 3rd Quarter FY 2010; CHA Financial Summary Report – Month Ending 3/31/10; Local Health Department Quarterly Fiscal Monitoring Report – 2nd Quarter; and Clinic Recap Summary.

CONSENT AGENDA

BUDGET REVISIONS AND AMENDMENT REQUESTS

Mrs. Harkey revised the budget revisions and amendment request as presented.

\$88,075.00 – Establish accounts for services provided on behalf of Bayada Nurses Home Care (General Admin Dept.)

\$15,000.00 – Move funds to appropriate lines to cover expenses. (School Health Dept.)

\$42,970.00 – Grant funds received from Division of Public Health for the Family Strengthening Initiative. (Clinical Services Dept.)

\$5,515.00 – Additional funds received from Women’s & Children’s Health Section for the Family Planning program. (Clinical Services Dept.)

\$16,831.00 – Grant funds received from March of Dimes for the Cabarrus Centering Pregnancy Program. (Clinical Services Dept.)

\$99,000.00 – Funds received from Kate B. Reynolds Foundation for diabetes project. (Health Initiatives Dept.)

\$5,548.00 – Additional funds (2nd distribution) received from Women’s & Children’s Health Section for the Family Planning program. (Clinical Services Dept.)

\$20,157.00 – Adjust lines to match funding. (ITS Dept.)

\$11,362.00 – Funds from DHHS for new WIC Breastfeeding Peer Counselor program. (WIC Dept.)

Dr. Krusell motioned to approve the budget revisions and amendment requests, as presented.

NEW BUSINESS

PERSONNEL POLICY REVISION – ARTICLE VII, SECTION 1 (c) REDUCTION IN FORCE

Betty Braxton, Human Resources Director, requested approval from the Board to revise the CHA Personnel Policy, Article VII, Separation, Disciplinary Action and Reinstatement, Section 1 (c) Reduction in Force, to state that retention of employees in classes affected shall be based on systematic consideration of type of appointment, length of service and relative efficiency performance. Mrs. Braxton requested that in the event of a reduction in force, consideration should also include overall performance rating, as determined by the most current performance evaluation. Mrs. Carpenter motioned to approve this revision in the CHA Personnel Policy, as presented. The motion was approved by absence of dissent.

CONTRACT/FEE AGREEMENT WITH AGENCY ATTORNEY

The PHAB accreditation process requires a current contract with legal counsel that has been approved by the governing body. Mrs. Harkey presented a contract with Hartsell & Williams, PA, as CHA legal counsel. Dr. Krusell motioned to approve the contract/fee agreement with Hartsell & Williams, PA, as presented. The motion was approved by absence of dissent.

PAPERLESS CLINIC PROJECT

Ryan McGhee, Chief Technology Officer, noted that in December 2009, the CHA Board approved spending of reserve funds to purchase a practice management and EMR software, Netsmart Insight. He explained that the EMR implementation team believes that moving to a paperless clinic prior to EMR implementation would facilitate a smooth transition. Mr. McGhee requested Board approval for spending of reserve funds to cover the cost of conversion to a paperless clinic. He also reviewed information of the one-time cost totals for the paperless project and estimated annual savings to Cabarrus Health Alliance. Dr. Vuchnich motioned to approve spending of reserve funds to cost conversion costs for the CHA paperless clinic project. The motion was approved, by absence of dissent, in a voiced vote, 5:0.

UPDATES ON FY 2011 BUDGET

Dr. Pilkington provided the Board an update on projected funding for FY 2011 from the state and Cabarrus County. A letter was recently mailed to all community partners, and the CHA Board, outlining serious projected budget shortfalls for FY 2011. The recommended FY 2011 Cabarrus County Budget now recommends restoring CHA funding to FY 2009 levels which does improve

the financial situation somewhat. Dr. Pilkington advised that in May, two different budgets will be presented for consideration, one with reduced clinical services and one with reduced school nursing services.

BOARD ETHICS TRAINING

Chairman Phillips distributed copies of Ethics Training for Local Boards, from the UNC School of Government. He proposed that although this training is not mandated for local health departments, he recommended that all CHA Board members review this information, which will be a topic for discussion at a future CHA Board meeting for establishment of a new policy on Board ethics.

There being no further business to come before the Board, Chairman Phillips adjourned the meeting at **6:25** p.m.

Charles C. Phillips, Chairman
Cabarrus Health Alliance Board

Dianne P. Berry, CMC
Clerk to the Board