



## **Board Meeting Minutes**

February 12, 2008

5:30 p.m.

The Cabarrus Health Alliance Board met on Tuesday, February 12, 2008 in the Board Room of the Cabarrus County Human Services Building, 1307 S. Cannon Boulevard, Kannapolis, N.C.

**Present:** Charles Phillips, Chairman  
Carolyn Carpenter  
Jessica Castrodale  
Dr. Robert Silver  
Dr. Jonathan Zsambeky

**Absent:** Alex Barker  
Dr. Allan Krusell

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

**Other staff present:** Betty Braxton  
Tammie Harkey  
Jan Odell  
Barbara Sheppard  
Cappie Stanley  
David Troutman

### **CALL TO ORDER AND INVOCATION**

Chairman Phillips called the meeting to order at 5:42 p.m. and offered the invocation.

### **APPROVAL OF AGENDA**

Chairman Phillips called for two changes to the agenda: to move Informal Discussion prior to New Business and to add NALBOH membership under New Business.

### **APPROVAL OF THE MINUTES**

Dr. Silver made a motion to approve the minutes of November 13, 2007 as presented. Upon a second by Mrs. Carpenter, the minutes were approved unanimously.

### **ADMINISTRATIVE REPORTS**

Chairman Phillips reviewed the reports presented, which included the CHA Customer Service Survey, 2<sup>nd</sup> Quarter FY 2007-08; CHA Goals & Objectives Reports, 2<sup>nd</sup> Quarter 2007-08; CHA Employee Separations Report, 2<sup>nd</sup> Quarter FY 2007-08; Financial Report, and Clinic Summary Recap 2007. He asked for clarification from several reports including a noted decline in customer service ratings in clinical areas, and for an explanation of why the number of CHA Customer Satisfaction surveys have decreased significantly.

## **CONSENT AGENDA**

Mrs. Tammie Harkey, CHA Finance Director, reviewed budget revision and amendment requests:

\$15,000.00 – Additional funds received from NCDPH General Aid-to-County funds to be used to improve the delivery of the 10 essential public health services.

\$5,655.00 – Additional funds received from NCDHHS for the NC Breast and Cervical Cancer Control Program to perform 29 additional state screening targets.

\$1,895.00 – Funds received from Women's and Children's Health Section to be used to support the additional purchase of long-acting contraceptives for low-income women not eligible for Medicaid.

\$12,048.00 – Funds received from NCDPH for the Healthy Carolinian's activities.

\$40,909.00 – Funds received from NCDPH for the School Nurse Funding Initiative.

\$500.00 – Donation of funds received from All Saints' Episcopal Church Outreach Ministry to be used for the uninsured youth dental program for 2007.

\$10,000.00 – Funds approved by DHHS for the WIC program for the Prenatal Region III Breastfeeding Mini Grant.

\$6,000.00 – Additional (memorial) funds received from DHHS, Office of Minority Health & Health Disparities, to promote the CHA "Prostate Outreach Program for Screening" POPS.

\$7,702.53 – Move funds to appropriate line to cover expenses.

\$5,603.00 – Bonus funds received from Women's and Children's Health Section to be used for any Title X approved expenditure, including purchase of additional contraceptives, PAP tests, and sterilizations.

\$5,795.00 – Final payment received from Regional HIV/AIDS Consortium for the 3<sup>rd</sup> and 4<sup>th</sup> Quarter 2006 HIV Challenge Grant expenses

\$10,000.00 – Decrease Medicaid funds budgeted for the CDSA program. Services have been discontinued.

\$300.00 – Donations received for the Sister in Partnership program to assist SIP participants.

\$46,910.00 – Move funds and adjust revenues to cover actual revenues and expenses per review with Clinical Services management.

\$19,820.00 – Move funds to appropriate lines to cover expenses per review with Dental Clinic management.

Mrs. Carpenter made a motion to approve the budget revisions and amendment requests as presented. Upon a second by Dr. Silver, the motion was approved unanimously.

## **INFORMAL DISCUSSION**

Chairman Phillips presented a report from the January 24 – 25, 2008 State Health Directors' Meeting held in Raleigh, NC. He noted that on the second day of the conference, a joint meeting was held between the N.C. Hospital Association and North Carolina Public Health Directors, as N.C. hospitals are interested in establishing a better working relationship with public health, and realize that there is a synergy in partnering.

Chairman Phillips also noted that major funders like Kate B. Reynolds and the Duke Endowment announced that they are designing a list of priorities, and explained they will overlap and coordinate funding for programs in the future.

## **NEW BUSINESS**

Cappie Stanley presented the Southern Piedmont Partnership Public Health Incubator Report, noting that the eight original participating counties has increased to eleven. Cabarrus Health Alliance continues to be the lead agency and coordinator for the eleven county region. Cappie announced that Dr. Pilkington was recently re-elected as chair of the Southern Piedmont Partnership for another 2 year term. She also stated that the Partnership plans to address STD issues and implement electronic information systems. Cappie invited the Board to the *All Hands Conference* scheduled for March 18, and noted that Dr. Pilkington will be presenting.

Chairman Phillips praised Cabarrus Health Alliance's leadership in the Southern Piedmont Partnership Public Health Incubator, stating that he had heard positive comments from other county health department leaders on what this program has meant to them.

### **NALBOH Membership**

Chairman Phillips stated that one of the primary roles of the National Association of Local Boards of Health is to serve as a national lobbying entity for public health issues. For the sum of \$95, the annual renewal fee, NALBOH is our voice in Washington. Chairman Phillips also announced that the 2008 NALBOH annual conference will be held July 22 – 24 in Madison, Wisconsin, and will include the *Institute of Medicine's Future of Public Health – 20 years later report*. Chairman Phillips asked for a board vote on this matter. Mrs. Castrodale made a motion to approve the NALBOH Membership renewal for 2008. Upon a second by Mrs. Carpenter, the motion carried 4:0.

### **Castle & Cooke Preliminary Contract**

Chairman Phillips noted that a first draft preliminary contract from Castle & Cooke for the new public health department has been received.

There being no other business to come before the Board, Chairman Phillips suspended the regular board meeting at 6:10 p.m. and called for a motion to enter into closed session. Also listed by name to participate in the closed session was Fletcher Hartsell, Attorney at Law and CHA Legal Counsel, Dr. William F. Pilkington, CEO, Public Health Director, and Dianne Berry, Clerk to the Board. Mrs. Castrodale made a motion to enter into Closed Session for the purpose of consulting the Cabarrus Health Alliance attorney in order to maintain attorney-client privilege, pursuant to NCGS 143.318.11 (a)(3). Upon a second by Mrs. Carpenter, the motion carried 4:0. The CHA Board entered into Closed Session at 6:12 p.m.

Chairman Phillips reconvened the CHA Board into regular session at 6:57 p.m.

Dr. Pilkington summarized at that time that a final decision must be made on relocation within the next 60 days.

There being no further business to come before the Board, Chairman Phillips declared the meeting adjourned at 7:00 p.m.

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Charles C. Phillips, Chairman  
Cabarrus Health Alliance Board

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Dianne P. Berry, CMC  
Clerk to the Board