



**Board Meeting Minutes
August 8, 2006**

The Cabarrus Health Alliance Board met on Tuesday, August 8, 2006 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: Jessica Castrodale
Allan Krusell, MD
Mark Nantz

Absent: Carolyn Carpenter
Robert Silver, MD
Jonathan Zsambeky, DDS

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, Robin Lodge, Jan Odell, Jo Ann Reed, David Troutman, Paige Waldrop, Cindy Walker

Call to Order

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

Approval of Agenda

Chairman Phillips added two agenda items: Old Business: Public Health Director's Annual Performance Evaluation, Executive Session: for a brief discussion on a personnel matter.

Approval of June 13, 2006 CHA Board Meeting Minutes

Chairman Phillips made two corrections to the minutes to state that Mrs. Carpenter was present on June 13, and the meeting was called to order at 5:39 p.m. Motion was made by Dr. Krusell to approve the amended minutes, seconded Mr. Nantz, and unanimously carried.

Administration of Oath of Office for New and Returning CHA Board Members

Dianne Berry, Clerk to the Board, administered the Oath of Office to CHA Board Members Jessica Castrodale, and Chairman Charles Phillips. Mrs. Castrodale was appointed by the Cabarrus County Board of Commissions to serve her first three-year term of office as a Public Member, effective July 1, 2006. Chairman Phillips was re-appointed to serve an additional three-year term of office, effective July 1, 2006.

Old Business

Public Health Interest Update

Dr. Pilkington provided an update on the Public Health Interest, a 501(c)(3) fundraising arm of Cabarrus Health Alliance, noting that members of the Cabarrus Health Alliance Board will also serve as the Board to this entity through its inception. Although a lot of planning is still in the works, he stated that he wanted to inform the Board that as a 501(c)(3) the Public Health Interest is in place and ready to go.

1 **Public Health Director Annual Evaluation**

2 Chairman Phillips reported that Dr. Pilkington did an exceptionally good job last year in his
3 role as Public Health Director, and thanked him for his dedication and service to Cabarrus
4 County.
5

6 **SELF Project "Healthy Lives, Healthy Futures"**

7 Paige Waldrop, Heart Disease and Stroke Prevention Coordinator, stated that up until June
8 30, she was also the coordinator for the SELF Program. She presented to the Board
9 successes and results from the program, a five-year grant from Kate B. Reynolds Charitable
10 Trust, with an overall goal of managing and preventing chronic diseases in the underserved
11 populations of Cabarrus County.
12

13 **Debt Management Eligibility and Fee Schedule Revisions**

14 Kathy Hartsell, Financial Services Supervisor, reviewed updates and changes as a result of
15 the Family Planning audit. She explained that changes included procedures requiring
16 documentation or declarations, and the changes in collection policies for debt management.
17 Chairman Phillips referenced Page 8 under the HIPAA section which states patients not
18 signing permission to use disclosure of information will not be billed. He stated that
19 according to his understanding of HIPAA regulations, this is not what HIPAA says. He asked
20 if this would present billing issues. Mrs. Hartsell responded that these regulations came
21 from the state level. Chairman Phillips asked for a recommendation to adopt the revision.
22 Mrs. Castrodale made a motion to approve the Debt Management Eligibility and Fee
23 Schedule Revisions. Seconded by Mr. Nantz, the motion was unanimously approved.
24

25 **Annual Leave Cash In Benefit**

26 Betty Braxton, Human Resources Director, explained that this is a great benefit for
27 employees, with no additional costs for Cabarrus Health Alliance, as the agency is liable for
28 vacation payout anyway upon separation from employment. Mrs. Braxton added that there
29 would be required thresholds on leave balances. She noted that approximately 40 staff
30 members are currently eligible for this benefit, which would be offered two times per year.
31 Mr. Nantz made the motion to adopt the Annual Leave Cash-In Benefit. Seconded by Dr.
32 Krusell, the motion was approved unanimously, in a voice vote, 4:0.
33

34 **State Mandated Water Supply**

35 David Troutman, Environmental Health Director stated that effective 8/7/06, there is a new
36 law requiring all local health departments to sample and inspect well construction. This
37 officially becomes law in July, 2008. \$1.1 million has been set aside by the state to help
38 create programs within the counties, with the program to be self-supporting. Currently
39 water samples testing is free. Later, \$55 will be charged for each water sample obtained
40 from well inspections. Mr. Troutman stated that the permit process is not tied in to the
41 water quality evaluations. Chairman Phillips expressed concerns that citizens would have
42 complaints concerning this new regulation.
43

44 **Cross Cutting Issues**

45 Dr. Pilkington announced that the heads of local agencies have met on four issues that
46 affect them all: safety, wealth, education, and health. The cross cutting issue is that a
47 certain number of people are causing all agencies involved to provide 80% of the services
48 provided. As the result of that initial meeting, a joint meeting of all the Boards of these
49 organizations involved, including the CHA Board will be held in October 2006. Additional
50 information will be provided soon.
51

52 **Reports**

53 Chairman Phillips reviewed the reports, which included: 4th Quarter FY 2005-06 Goals and
54 Objectives Reports, 4th Quarter FY 2005-06 Customer Satisfaction Surveys, Day Care
55 Program Report, and Clinic Summary Recap. Chairman Phillips noted that the Customer
56 Service Report was exceptional with a 95% rating.
57

1 Chairman Phillips distributed copies of the report on the Health Department of the 21st
2 Century, which will be used for reference during the coming year. He asked board members
3 to review this information on what the experts are recommending.
4

5 Dr. Pilkington announced that a group from Cabarrus Health Alliance just returned from a
6 week at the UNC Management Training Academy. This training was provided per gratis for
7 CHA staff to work on the Health Department of the 21st Century for presentation to the folks
8 at the Research Campus.
9

10 Chairman Phillips declared a five minute recess at 6:10 p.m.

11
12 **Closed Session**

13 The Board reconvened into Closed Session at 6:15 p.m., to consider a personnel matter.
14 Chairman Phillips invited Betty Braxton, Human Resources Director, to join the Board in
15 Closed Session.
16

17 The Board came out of Closed Session at 6:30 p.m.

18
19 **Adjournment**

20 There being no further business to come before the Board, Chairman Phillips declared the
21 meeting adjourned.
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27 _____
28 Charles C. Phillips, Chairman
29 Cabarrus Health Alliance Board
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34 _____
35 Dianne P. Berry
36 Clerk to the Board