



**Board Meeting Minutes
February 13, 2007**

The Cabarrus Health Alliance Board met on Tuesday, February 13, 2007 in the Board Room of the Cabarrus County Human Services Building, 1307 S. Cannon Boulevard, Kannapolis, North Carolina.

- PRESENT:** Board Chairman: Charles Phillips
Board Members: Carolyn Carpenter
Jessica Castrodale
Allan Krusell, MD
Jonathan Zsambeky, DDS
- ABSENT:** Board Members: Mark Nantz
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, Dr. Kim Dehler, Suzanne Knight, Erin Kolasinski, Judy Lawrence, Victoria Manning, Jan Odell, Jo Ann Reed, Barbara Sheppard, David Troutman, Cindy Walker, Denise Wall

Call to Order

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

Approval of Agenda

There were no changes to the agenda.

Approval of Minutes

Mrs. Castrodale noted two errors in the minutes. Mrs. Carpenter made a motion to approve the minutes of the November 14, 2006 Cabarrus Health Alliance Board meeting, as amended. Seconded by Dr. Krusell, the motion was unanimously approved.

Recognition of Dr. David Lockhart

Chairman Phillips referenced a recent story from Cabarrus Neighbors about Dr. Lockhart, who is a retired pediatrician and co-founder of the Community Free Clinic. He stated that Dr. Lockhart was honored with a Lifetime Achievement Award at the N.C. Public Health Association's annual meeting in New Bern, which is the great prize of all prizes in healthcare. Chairman Phillips pointed out that this award is presented in recognition of something good, and that Dr. Lockhart had worked for more than 50 years doing good for the children of North Carolina. Dr. William F. Pilkington, CEO, Public Health Director, recalled that in 1981, there were no primary care clinics in public health, and when children were sick, there was nowhere to send them. Dr. Lockhart called him to say, "We want to help you", because at that time Dr. Lockhart and his group took care of all the indigent kids of Cabarrus County. After his retirement, Dr. Lockhart came to work in public health, providing a service that was most impressive. Dr. Pilkington noted that Dr. Lockhart had served as the chair to the Cabarrus County Board of Public Health, and as a board member. Dr. Pilkington concluded that Dr. Lockhart's commitment to public health is something to be proud of, and thanked him for his service. Accompanying Dr. Lockhart at the recognition was his wife, Betty Sue and daughter, Becky. Chairman Phillips presented Dr. Lockhart and his family an orchid on behalf of the Cabarrus Health Alliance Board in recognition of his lifelong dedication to children and to this community.

1 **Model Well Ordinance**

2 Chairman Phillips suspended the Cabarrus Health Alliance board meeting and opened the public
3 hearing on the Model Well Ordinance. There being no speakers from the floor, he closed the
4 public hearing and reconvened the regular board meeting. Chairman Phillips noted that the
5 Model Well Ordinance was approved by the Board at their November 14, 2006 meeting,
6 pending the public hearing. He highlighted several typographical errors in the draft model well
7 ordinance from the state, and made several clarifications in wording. David Troutman,
8 Environmental Health Director, requested that the effective date for the Model Well Ordinance
9 be April 30, 2007, to allow time for the rules to be in place.

10 Mrs. Castrodale made a motion to approve the Model Well Ordinance, as amended, to be
11 effective April 30, 2007. Seconded by Mrs. Carpenter, the motion was unanimously approved,
12 in a voiced vote 4:0.

13
14 **Consent Agenda**

15 **Budget Revisions and Amendment Requests**

16 Tammie Harkey, Finance Director, reviewed the information with board members.

17 \$12,346.00–Funds received from Women’s Health to support TANF Out - of - Wedlock program
18 activities.

19 \$1,895.00–Funds received from Women’s Health to support the purchase of long - acting
20 contraceptives for low - income women not eligible for Medicaid in the Family Planning
21 Program.

22 \$500.00–To move funds to cover expenses (Information Technology Department)

23 \$55,550.00–Funds received from Division of Public Health, Immunization Branch to conduct off
24 site immunization clinics for the purpose of administering short dated MCV4 (Menactra)

25 \$49,827.00–Additional funds received from DHHS General Aid to Counties for the Community
26 Health Grant to provide STD Primary Care services.

27 \$65,000.00–To budget increased revenues received from interest on investments.

28 \$29.00–Increased funds received from the Women’s and Children’s Health Branch for the Child
29 Fatality Prevention Team efforts.

30 Dr. Krusell made a motion to approve the consent agenda as presented. Seconded by Mrs.
31 Carpenter, the motion was approved unanimously.

32
33 **NEW BUSINESS**

34 **School Nurse Service Expansion: Joint Request with both School Systems to Cabarrus**
35 **County Commissioners for Funding**

36 Jan Odell, RN, BSN, School Health Program Director, noted that the School Health Nurse
37 program has grown with a nurse in every school in both Cabarrus County and Kannapolis City
38 School Systems. In December 2006, Ms. Odell and Dr. Pilkington met with both school system
39 superintendents in preliminary discussion to expand the school health nurse work day to 7
40 hours, following the school calendar. At that time, there was discussion on joining with both
41 school systems to present to the Cabarrus County Commissioners. Mrs. Odell noted that this
42 information was for the purpose of keeping the CHA Board informed, and for them to know
43 that there have been discussions along these lines. Dr. Pilkington added that this will be
44 discussed at the Cross-Cutting Issues meeting on February 20.

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46 **Comprehensive Annual Financial Report for Year Ended June 30, 2006**

47 Mr. Phillips read a letter from Carmen Hooker Odom concerning the audit report for Cabarrus
48 Health Alliance which noted no corrections needed and closed. Mrs. Harkey cited new
49 requirements in the statistical section of the report, Page 65, Table 15. Mrs. Harkey noted that
50 information was straight from program summaries that had been utilized for budget
51 preparation.

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53 **Division of Public Health Financial Monitoring Report**

54 Mrs. Harkey reviewed the report, which she noted is mandated by the state on a quarterly
55 basis. She noted that Chairman Phillips thought it would be a good idea to present this
56 information at CHA Board meetings. She noted that it is also a requirement that a copy be sent
57 to the Cabarrus County Commissioners. Chairman Phillips stated that we need to communicate

1 with the Commissioners so they can see the wonderful things that Cabarrus Health Alliance is
2 doing. Mrs. Carpenter volunteered to get Cabarrus Health Alliance on the agenda for the
3 County Commissioner's March 26 meeting.

4
5 **CHA Travel Policy**

6 Mrs. Harkey reviewed the new Travel Policy for Cabarrus Health Alliance, noting that it was
7 modeled after Wake County and Gaston City's policies. She stated that in the current travel
8 policy, there is no verbiage concerning procurement cards. She noted that on Page 2, changes
9 were needed not to require employees who do home visits to list physical addresses of clients,
10 which would be a HIPAA violation.

11 Dr. Zsambeky made a motion to approve the revised CHA Travel Policy with the changes
12 noted. Seconded by Mrs. Castrodale, the motion was unanimously approved.

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14 **Pandemic Flu: Planning and Community Educational Efforts in the County**

15 Denise Wall, Public Health Preparedness Coordinator, highlighted information on Pandemic Flu
16 and the role of Cabarrus Health Alliance in taking responsibility for surveillance, mass
17 medications or vaccine distribution, isolation and quarantine, and public information. Mrs. Wall
18 reported that Cabarrus Health Alliance has formalized a Pandemic Flu Plan; updated the mass
19 dispensing plan; established a voluntary recording system with physicians within the county;
20 performs daily monitoring of school absentee rates; and now has the capability of daily
21 monitoring of NCDTECT, which is real time emergency room data, including the number of
22 patients in area emergency rooms with certain symptoms, EMS reporting, veterinary lab
23 reporting and poison control reporting; established a secure physician's webpage for
24 information; and a database for 24/7 physician notification system. Mrs. Wall noted that she
25 has also met with and trained area pharmacists, veterinarians, and dentists and established a
26 volunteer database for Cabarrus County. She noted that she will be meeting with long-term
27 care facilities on February 20. Public education has included presentations to healthcare
28 providers, both county and city school systems, private business, city and county
29 governments, and the Cabarrus County Business Expo.

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31 **Reports**

32 Chairman Phillips reviewed the following reports: Goals & Objectives Reports (2nd Quarter FY
33 2006-07); CHA Customer Satisfaction Survey (2nd Quarter FY 2006-07); Employee Separations
34 Report (2nd Quarter FY 2006-07); Home Health Annual Evaluation (FY 2005-06); Day Care
35 Program Report; Dental Report; Healthy Cabarrus Update, and Clinic Summary Recap

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37 **Announcements**

38 Chairman Phillips announced that the Cabarrus Health Alliance Board would be well
39 represented with seven attending the Cross Cutting Issues meeting on Tuesday, February 20
40 at the Cabarrus County Events & Arena Center.

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42 **Adjournment**

43 There being no further business to come before the Board, Chairman Phillips declared the
44 meeting adjourned at 6:55 p.m.

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Charles C. Phillips, Chairman
Cabarrus Health Alliance Board

Dianne P. Berry
Clerk to the Board