



**Board Meeting Minutes  
February 10, 2009**

The Cabarrus Health Alliance Board met on Tuesday, February 10, 2009, 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** Carolyn Carpenter, Vice-Chairman  
Jessica Castrodale  
Charles Phillips, Chairman  
Dr. Robert Silver

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

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

**Other Cabarrus Health Alliance Staff Present:** Betty Braxton, Kim Dehler, Paula Faggart, Tammie Harkey, Kathy Hartsell, Suzanne Knight, Judy Lawrence, Robin Lodge, Jan Odell, Julia Patterson, Kim Ragan, Barbara Sheppard, Erin Shoe, Cappie Stanley, Heather Stewart-Esch

**CALL TO ORDER**

Chairman Phillips called the meeting to order at 5:33 p.m. and gave the invocation.

**ADOPTION OF AGENDA**

Chairman Phillips made one change to the agenda. G. Old Business – Update on Building Design, Odell Associates, moved to C. to follow Presentation from N.C. Local Health Department Accreditation Board. The revised agenda was approved.

**PRESENTATION FROM N.C. LOCAL HEALTH DEPARTMENT ACCREDITATION BOARD**

Brittan Williams, MPH, CHES, State Accreditation Coordinator, N.C. Institute for Public Health, and David Stone, MS, Accreditation Administrator, N.C. Institute for Public Health, presented local health department accreditation plaques for 2008-2012. Mr. Stone congratulated the Cabarrus Health Alliance Board and staff on their accreditation status, noting that CHA joins 44 local public health agencies to be accredited in the state.

**UPDATE ON BULDING DESIGN – ODELL ASSOCIATES**

Michelle Stewart and Anthony Hersey from Odell Associates, presented a slideshow on the new building design for Cabarrus Health Alliance at the North Carolina Research Campus.

**APPROVAL OF THE MINUTES**

Chairman Phillips requested two changes to the minutes. Page 2, Mary Bobbitt-Cooke should be hyphenated, and Page 3: Request to Increase Charges for Home Health Discipline Visits, delete the word Discipline. Mrs. Carpenter made a motion to approve the minutes of the October 14, 2008 CHA Board Meeting, as amended. The motion passed 4:0.

1 **ADMINISTRATIVE REPORTS**

2 Chairman Phillips reviewed the administrative reports: Home Health Annual Evaluation, FY 2007-08;  
3 Day Care Program, 1<sup>st</sup> Quarter FY 09; CHA Customer Service Report (2<sup>nd</sup> Quarter FY 09); CHA Goals &  
4 Objectives Report (2<sup>nd</sup> Quarter FY 09); CHA Employee Separations Report (2<sup>nd</sup> Quarter FY 09); Clinic  
5 Summary Recap, November 2008; Financial Report as of 12/31/08)

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7 **BUDGET REVISIONS AND AMENDMENT REQUESTS**

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

9 **\$150,000.00** – Funds received from Division of Public Health in General Aid-to-County funding (one  
10 time) for the purpose of providing the state match for a Federal Communications Commission Grant  
11 for broadband connectivity to support all local health departments in N.C. in achieving a redundant  
12 level of connectivity support.

13 **\$380,000.00** - Funds granted by Division of Public Health to support the new Childhood Obesity  
14 Prevention project.

15 **\$12,346.00** - Funds received from Women’s Health to support TANF Out-of-Wedlock program  
16 activities.

17 **\$5,727.00** - Funds allocated by the N.C. General Assembly to support the efforts of certified Healthy  
18 Carolinians Partnerships. Funds will be used to support salary of Director.

19 **\$32,230.00** - Funds received from N.C. DPH Women’s & Children’s Health Section to provide MCC  
20 services to pregnant and postpartum women ineligible for Medicaid or payer sources.

21 **\$160.00** -Donations received from SIP volunteers for breast cancer survivor food gift card and  
22 prescription card.

23 **\$1,000.00** -Award of funds from Healthy Carolinians for the 2008 Charles Blackmon Award to be used  
24 for the CHA Prostate program.

25 Dr. Krusell made a motion to approve the Budget Revisions and Amendment Requests. The motion  
26 passed unanimously.

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28 **OLD BUSINESS**

29 **AWARD CONTRACT FOR BANKING SERVICES**

30 Tammie Harkey recalled the October 14, 2008 Cabarrus Health Alliance Board meeting, when she  
31 requested approval to change bank vendors. She noted that BB&T representatives had stated they  
32 could save CHA approximately \$3,000 annually, with different investing and a better interest rate. Dr.  
33 Pilkington added that he had some liability concerns with Wachovia. Mr. Barker had recommended  
34 that Mrs. Harkey re-negotiate with Wachovia on their fees. Chairman Phillips recommended that the  
35 Board table this matter until the next Cabarrus Health Alliance Board meeting, and asked Mrs. Harkey  
36 to return with a counter proposal from Wachovia at that time.

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38 Mrs. Harkey stated that she has since followed up with Wachovia, and they are willing to reduce their  
39 charges to one-half of what they are currently charging CHA for banking services. Tammie noted these  
40 rates are guaranteed for one year. Mrs. Carpenter asked to be recused from the voting process. Mrs.  
41 Castrodale made a motion to award Wachovia Bank the contract for CHA banking services. The motion  
42 was approved 3:0.

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44 **AWARD CONTRACT FOR AUDITING SERVICES**

45 Tammie stated that two bids have been received for auditing services, which included Martin Starnes  
46 & Associates and Potter & Company. She noted that Potter & Company still has the lowest rates. She  
47 also noted that the references she contacted stated that had used both companies, and were equally  
48 pleased with both. Chairman Phillips noted that the Department of Health & Human Services controller  
49 states from annual audits that they are totally satisfied. Dr. Krusell made a motion to award the  
50 contract for auditing services to Potter and Company, for a term of five years. The motion passed in a  
51 voice vote 4:0.

1 **NEW BUSINESS**

2 **OVERVIEW OF OB HOSPITALIST GROUP, LLC**

3 Dr. Pilkington explained the Laborists model at CMC NorthEast and the fact that it could be beneficial  
4 to Cabarrus Health Alliance. He noted that Dr. Russell Suda, Assistant Medical Director, is very pleased.  
5 Chairman Phillips added that this will be good for the community and good for Cabarrus Health  
6 Alliance.

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8 **COMPREHENSIVE ANNUAL FINANCIAL REPORT, PUBLIC HEALTH AUTHORITY OF CABARRUS**  
9 **COUNTY**

10 Mrs. Harkey reviewed the Comprehensive Annual Financial Report. She recognized Tracy Ginder,  
11 Healthy Cabarrus, for designing the report cover. Chairman Phillips thanked Mrs. Harkey for a great  
12 report.

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14 **TEMPORARY CHANGES IN CHA FISCAL POLICIES**

15 Dr. Pilkington announced that with recent information concerning budget cuts at the county and state  
16 levels, a list of recommended budget revisions for the FY 09 budget had been created for review and  
17 action by the CHA Board. The list included: suspending vacation payout scheduled in February 2009;  
18 freezing all CHA funded vacant positions; suspending employee wellness program; suspending vehicle  
19 purchasing program; suspending CHA contribution to 401(k); delaying the CHA imaging program; and  
20 eliminating CHA maintenance expenses. After discussing each recommendation at length, the Board  
21 made a recommendation to Dr. Pilkington not to eliminate the February vacation payout. All other  
22 recommendations were approved, to become effective immediately.

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24 **2009 STATE HEALTH DIRECTORS CONFERENCE**

25 Chairman Phillips announced that he and Jessica Castrodale attended the 2009 State Health Director's  
26 Conference in Raleigh, N.C. in January 2009, and a report from that conference will be shared at the  
27 next CHA Board Meeting.

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29 Chairman Phillips made available to board members Orientation to Local Boards of Health instruction  
30 module for review, noting that this is an opportunity to receive state level orientation for local boards  
31 of health. Mrs. Carpenter volunteered to be the first to review the materials.

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33 **ADJOURNMENT**

34 There being no further business to come before the Board, Chairman Phillips adjourned the meeting at  
35 6:54 P.M.

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42 Charles C. Phillips, Chairman  
43 Cabarrus Health Alliance Board  
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49 Dianne P. Berry, CMC  
50 Clerk to the Board