



Board Meeting Minutes

October 13, 2009

The Cabarrus Health Alliance Board met on Tuesday, October 13, 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: Charles Phillips, Chairman
Carolyn Carpenter, Vice-Chairman
Alex Barker
Allan Krusell, MD
Jessica Castrodale
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, Cindy Walker, David Troutman, Dr. Kim Dehler, Jan Odell, Jo Ann Reed, Kathleen Tucker, Paula Faggart, Robin Lodge, Ryan McGhee, Suzanne Knight, Tammie Harkey

Call to Order

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

ADOPTION OF THE AGENDA

Chairman Phillips added an additional item under Administrative Reports - H1N1 Influenza Status Update. Dr. Krusell motioned to approve the agenda as amended. The motion passed 4:0

VOLUNTEER RECOGNITION

Chairman Phillips recognized Andrew Krusell, student volunteer. Suzanne Knight, Clinical Services Program Director, thanked Andrew for the contributions he made to the CHA Clinical Services Division during his summer internship. She noted that the clinical data collected by Andrew had aided the department in making changes in patient flow, enabling increased efficiency and improved customer service. Chairman Phillips presented to Andrew a certification of appreciation and a gift from Cabarrus Health Alliance.

ADMINISTRATION OF OATH OF OFFICE

Dianne Berry, Clerk to the Board, administered the oath of office to CHA Board Chairman, Charles Phillips, and CHA Board member, Jessica Castrodale.

APPROVAL OF THE MINUTES

Mrs. Castrodale motioned to approve the minutes of the October 13, 2009 meeting of the Cabarrus Health Alliance Board, as presented. The motion passed 5:0

ADMINISTRATIVE REPORTS

Chairman Phillips reviewed the administrative reports, which included Financial Summary Report ending 9/1/09, Clinic Summary Recap, CHA Home Health Annual Evaluation FY 2009, and CHA Chosen as Beta Test Site by Public Health Accreditation Board. Jan Odell presented an updated on the H1N1 Influenza status.

BUDGET REVISIONS AND AMENDMENT REQUESTS

Tammie Harkey, Finance Director, reviewed the following:

\$13,328.00 – Move funds to appropriate line items to cover expenses (WIC Dept)

\$70,796.00 – Funds awarded to conduct in-school influenza clinics to 7th & 8th grade students. This is part of the School Site Influenza Vaccination Project (SSIVP) 2009-2010 supported by federal American Recovery and Reinvestment Act dollars. (SH Dept)

\$3,525.00 – Adjust budgeted amount of FP Grant for Community Health Center to final amount granted. (Clinical Services Dept)

\$8,000.00 – Additional funds granted by NCDHHS to support the FP Grant for the Community Health Center. These funds are specifically appropriated for the provision of long-acting contraceptives to low income non-Medicaid eligible women. (Clinical Services Dept)

\$5,000.00 – Move funds to appropriate line items to cover expenses (HI Dept)

\$39,633.00 – Allocation of Bioterrorism/Public Health Preparedness funds for last 9 months of FY 2010. (Communicable Disease Dept)

\$94,200.00 – Funds received from DPH to support revisions and expansion of pandemic influenza plans for activities that will enable the CHA to rapidly detect and respond to the second outbreak of H1N1 that is expected to occur in the fall of 2009. (Communicable Disease Dept)

\$5,800.00 – Funds received from DPH to support the enhanced surveillance activities related to H1N1. These include hiring temporary epidemiology staff and staff training. (Communicable Disease Dept)

Mrs. Carpenter motioned to approve the Budget Revisions and Amendment Requests as presented. The motion passed 5:0.

OLD BUSINESS

New Building Update

Dr. Pilkington informed CHA Board members that original funding options from the City of Kannapolis had failed to materialize and city leaders are looking at different options to secure the loan needed for CHA and the additional \$6 million needed for city infrastructure, for a total of \$15 million. Dr. Pilkington also informed Board members that because the guaranteed bid timeframe expired, CHA had to re-bid for a contractor for the new building, and Cox Schepp's bid came in \$700,000 less, for a total cost of \$7.7 million. This price is guaranteed for 90 days. Dr. Pilkington stated that City Manager, Mike Legg assures him the TIF will come, and rates have already gone down by 1/2%. However, if this doesn't happen in time, our \$7.7 million building will be a \$10 million building.

POLICY REVISION: POLICY ON POLICIES

Cindy Walker presented revisions to the CHA Policy on Policies, and requested Board approval. Chairman Phillips noted two recommendations for wording changes in the policy. Mrs. Carpenter motioned to approve the Policy on Policies, as amended. The motion passed 5:0.

REQUEST TO INCREASE ENVIRONMENTAL HEALTH PLAN REVIEW FEES

David Troutman, Environmental Health Director, requested Board approval to increase the fee for plan review of food establishments from two hundred dollars to two hundred and fifty dollars. He explained that when the Appropriations Act of 2009 became law, it included an increase in what local health departments may charge for plan review, which would result in additional revenue for health departments. Mr. Troutman noted that this fee increase would only apply to plan reviews conducted after October 13, 2009. Mr. Barker motioned to approve the request to increase environmental health plan review fees as presented. The motion passed, in a voiced vote, 5:0.

CHA ORGANIZATIONAL BONUS

Mrs. Harkey requested Board consideration for the CHA Organizational Bonus and the Vacation Payout. She recalled that at the August 11, 2009 CHA Board meeting, the CHA Goals and Objectives report was presented, and overall agency dots were all green. She explained that CHA employees did meet all FY 2009 organizational goals. And although financial expenditures increased as a result of the new building, this was no fault of the employees. Awarding an organizational bonus would cost an estimated \$212,000, an unbudgeted expense for CHA.

Mrs. Harkey also noted that full exposure for vacation payout currently is \$87,950. In February 2009, 13 employees requested vacation payouts, for a total exposure of \$30,000. Recommendation is to limit vacation payout to one time per year, and move it to December. Dr. Krusell stated that CHA made a promise to employees and we have to live up to it. Mr. Barker motioned to approve the CHA organizational bonus. The motion passed, in a voiced vote, 5:0. Dr. Pilkington noted that Leadership would review the standards for the organizational bonus and present at the new CHA Board meeting for consideration.

Dr. Krusell motioned to approve the vacation payout, and limit the payout to one time per year, in the month of December. The motion passed, in a voiced vote, 5:0.

BIDS

Audio/Video Equipment Bids, Dental Clinic Equipment/Cabinetry Bids, and Medical Equipment Bids, and Modular Cabinetry Bids were presented for review. Dr. Pilkington noted that these bids will only be awarded if the funding for the new CHA building becomes available, and prices are locked in until December 31, 2009. He also noted that at the next CHA Board meeting, the construction bid will be presented for approval, if funding is in place by that time. Mr. Barker motioned to approve all bids as presented. The motion passed, in a voiced vote, 5:0.

CLOSED SESSION

Chairman Phillips suspended the regular meeting of the Cabarrus Health Alliance Board at 6:50 p.m. and entered into closed session, pursuant to NCGS 143.318.11 (a)(3), for the purpose of consulting with the Cabarrus Health Alliance attorney in order to maintain attorney-client privilege at 6:50 p.m. Dr. Pilkington announced that Betty Braxton and Jo Ann Reed would also be participating in the closed session meeting, along with CHA Board attorney, Fletcher Hartsell.

Chairman Phillips reconvened the Board into regular session at 7:30 p.m.

ADJOURNMENT

There being no further business to come before the Board, Chairman Phillips adjourned the meeting at 7:31 p.m.

Charles C. Phillips, Chairman
Cabarrus Health Alliance Board

Dianne P. Berry, CMC
Clerk to the Board