



Minutes of
Public Health Authority of Cabarrus County
Board of Commissioners Meeting
June 18, 2013

The Public Health Authority of Cabarrus County Board of Commissioners met in regular session on Tuesday, June 18, 2013 at 5:30 p.m. in the Board Room of Cabarrus Health Alliance, 300 Mooresville Road, Kannapolis, North Carolina 28081.

Commissioners Present: Tom Kincaid, Chairman
James T. Mack, Jr., Vice-Chairman
Allan Krusell, MD
Dari Caldwell
Phyllis Wingate

Commissioners Absent: Chad Weston, MD
Jay White

CHA Staff Present: Dr. William F. Pilkington, Secretary to the Board
Dianne Berry, CMC, NCCMC, Clerk to the Board
CHA Staff Members: Alice Luttmann, Erin Shoe, Janie Woodie, Kevin Shanus, Kim Ragan, Paula Faggart, Suzanne Knight, Tammie Harkey
Cappie Stanley, CEO & Robert Freeman, Board Chairman, Cabarrus Rowan Community Health Centers, Inc.

CALL TO ORDER

Chairman Kincaid called the meeting to order at 5:30 p.m. and offered the invocation. He introduced three interns working this summer at Cabarrus Health Alliance, Blair Turpin - Appalachian State University, Kari Dalrymple - University of North Carolina at Charlotte, and Paul Leung - NC State University, and asked all in attendance at the board meeting to introduce themselves to the students.

ADOPTION OF THE AGENDA

It was noted that the date on the agenda was incorrect. Dr. Krusell motioned to adopt the amended agenda for the May 14, 2013 meeting, as presented. Mr. Kincaid seconded the motion. Approved 4:0

APPROVAL OF THE MINUTES

Mr. Mack motioned to approve the minutes of the May 14, 2013 Cabarrus County Public Health Authority Board of Commissioners meeting, as presented. Mrs. Caldwell seconded the motion. Approved 4:0.

CONSENT AGENDA

Mrs. Harkey reviewed the Budget Revisions and Amendments Requests:
\$302,039.00 - Move funds to appropriate lines to match payment. Medicaid Settlement - various departments
\$139,345.00 - Move funds to cover line items (ITS & General Admin Depts)
\$5,283.00 - Move funds to appropriate line items (Health Initiatives Dept.)
\$218,465.00 - The CMS Diabetes year 1 budget is being decreased by \$206,329 due to slow project start-up, particularly related to delayed hiring in program personnel.
\$431,280.00 - New funds received from DPH for the Community Transformation Grant. This funding will be used to work with state and local partners to implement policy, systems and environmental changes to support strategic directions related to tobacco-free living, active living, healthy eating, etc. (General Admin. Dept.)

Mrs. Caldwell motioned to approve the budget revisions and amendments as presented. Mr. Mack seconded the motion. Motion approved 4:0.

OLD BUSINESS

Partnership Agreement between Cabarrus Health Alliance and Cabarrus Rowan Community Health Centers, Inc. (CRCHC) for Exchange of Services

Dr. Pilkington stated that a contract was proposed by the CRCHC for exchange of services. No monetary value was attached to the services expected from CHA, and this would be difficult to determine given the lack of specificity in the proposed contract. Tammie Harkey reviewed a list of residual allocations to date from FY 2012 and FY 2013 which included IT resources, Finance, and Administrative services. She noted that over a two-year period, unreimbursed expenses to Cabarrus Health Alliance have been close to \$180,000 and the value of additional unreported staff time spent on CRCHC is unknown. Chairman Kincaid added that additional staff needed would be 1-2 FTE's. Dr. Pilkington stated that Cabarrus Health Alliance just eliminated several positions, and it would be hard to justify servicing the proposed contract. Dr. Krusell motioned to deny the Partnership Agreement between Cabarrus Health Alliance and Cabarrus Rowan Community Health Centers, Inc. Mr. Mack seconded the motion.

Chairman Kincaid noted that a motion and a second had been made to deny the Partnership Agreement between Cabarrus Health Alliance and the Cabarrus Rowan Community Health Centers, Inc. He asked for a show of hands from the Board in support of the motion on the table to deny. Vote was 4:0.

NEW BUSINESS

Revised Public Health & Primary Care Service Eligibility Policy

Mrs. Harkey noted that policy revisions were presented to the Board on March 12, 2013 for review and approval. Because of changes from Federal Title X that allows more leniency regarding documentation of income and the requirement of payment for Family Planning services this policy needs to be reviewed and adopted again by the Board. Additional revisions are related to the changes that are being made in pediatrics regarding residency and age. Mrs. Caldwell motioned to approve the revised Public Health & Primary Care Service Eligibility Policy as presented. Mr. Mack seconded the motion. Approved 5:0.

Salary Table Adjustment

Erin Shoe, Human Resources Director, stated that the salary table has not been adjusted since 2008. Previously, Mrs. Braxton had traditionally brought this matter before the Board for consideration every two years but due to the economy, we had waited. Erin stated that she was requesting a 5% salary table adjustment now because it's needed to help CHA stay competitive. Mrs. Caldwell asked where CHA is salary-wise compared to neighboring counties. Mrs. Shoe stated that conducted a salary survey for a Public Health Nurse II position recently with all neighboring counties and CHA was about \$6,000 short. So she felt her request for a 5% increase across the board was justifiable. Mrs. Shoe stated that later this year, she will be looking at specific position classifications and will bringing them to the Board for review and discussion. Mrs. Shoe noted that the impact on the FY2014 budget without this salary table adjustment would have been approximately \$70,000. Adjusting the salary table effective July 1, 2013 will create more room for employees to be paid incrementally. Mrs. Harkey added that this change could be a potential savings to CHA of \$50,000 - \$60,000, based on the past three years performance lump sum payouts. Mrs. Caldwell motioned to approve the Salary Table Adjustment of 5% as presented. Mr. Mack seconded the motion. Approved 5:0

Public Hearing for FY 2014 Budget

Chairman Kincaid adjourned the regular meeting and opened the floor for public comments on the FY 2014 at 6:01 p.m. There being none, he closed the public hearing and reconvened the Board into regular session at 6:02 p.m.

Adoption of FY 2014 Budget

Mrs. Harkey stated that there were not a lot of changes in the final FY2014 budget since the preliminary budget was reviewed by the Board on May 14, 2013. She stated that CHA asked Cabarrus County for an additional \$868,700 over the 2013 allocation to balance the budget. Mike Downs, Cabarrus County Manager, has stated that they will award an additional total of \$658,756 which includes a non-reoccurring contribution of \$300,000. The additional funding was approved to include: an additional hour each day and 9 additional workdays per school year for 42 School Health Nurse positions, health insurance for an

estimated 10 School Nurse position, and a new Environmental Health Specialist position. Tammie stated that the FY2014 budget before the Board for approval was a balanced by budgeting \$1,070,000 Medicaid Settlement, \$5,249,177 County contribution, and \$102,819 from fund balance. The fund balance appropriations are all carry over funds from prepaid grants.

Suzanne Knight, Clinical Service Director, presented a summary of implications to CHA Clinical Services with the changes in staffing and number of patients seen. Dr. Pilkington added that the plan is to monitor this closely, and report regularly to the Public Health Authority Board. Mrs. Knight added that letters regarding these clinical service changes have already been sent to all area providers, including Urgent Care, Primary Care, and OB's. Dr. Krusell motioned to adopt the FY 2014 budget as presented. Mr. Mack seconded the motion. The motion passed in a voice vote 5:0.

Call for Nominations for Board Vice-Chair

Chairman Kincaid announced that he is stepping down as the Public Health Authority Board of Commissioners Chairman. He stated that because he is running for the Mayor of Kannapolis in the November 2013 elections, he feels he needs to dedicate more time to his campaign. He thanked the Board for the opportunity to serve and their Chairman and commended CHA's tremendous staff. Mr. Kincaid stated that although he was stepping down as Chairman, he did wish to continue to serve as a public member of the Board. He turned the meeting over to Dr. Pilkington, who asked for nominations for Board Chairman. Dr. Krusell motioned to elect Mr. James T. Mack, Jr. to serve a Board Chairman. Mr. Kincaid seconded the motion. The motion passed 5:0. Newly elected Board Chairman Mack thanked Mr. Kincaid for his dedication and service as Chairman to the Public Health Authority Board of Commissioners. Chairman Mack then asked for nominations for Board Vice-Chairman. Dr. Krusell motioned to elect Mr. Kincaid. Mrs. Wingate seconded the motion. The motion passed 5:00.

INFORMAL PUBLIC COMMENTS/SPEAKERS FROM THE FLOOR

Chairman Mack opened the floor for any public comments. There being none, he closed the public comments section and proceeded with the regular meeting.

ANNOUNCEMENTS

Chairman Mack called for any announcements to come before the Board. There were none.

ADJOURNMENT

There being no further business to come before the Authority Board, Chairman Mack motioned to adjourn the meeting at 6:20 p.m.

Tom D. Kincaid, Chairman
Public Health Authority Board of Commissioners

Dianne P. Berry, CMC, NCCMC
Clerk to the Board