



Minutes of
Public Health Authority of Cabarrus County
Board of Commissioners Meeting
October 8, 2013

The Public Health Authority of Cabarrus County Board of Commissioners met in regular session on Tuesday, October 8, 2013 at 5:30 p.m. in the Board Room of Cabarrus Health Alliance, 300 Mooresville Road, Kannapolis, North Carolina 28081.

Commissioners Present: James T. Mack, Jr., Chairman
Chad Weston, MD
Dari Caldwell
Tom Kincaid, Vice-Chairman

Commissioners Absent: Allan Krusell, MD
Phyllis Wingate
Steve Morris

CHA Staff Present: Dr. William F. Pilkington, Secretary to the Board
Dianne Berry, CMC, NCCMC, Clerk to the Board
CHA Staff Members: Alice Luttman, David Troutman, Erin Shoe, Janie Woodie, Julia Patterson, Kim Ragan, Paula Faggart, Ryan McGhee, Suzanne Knight, Tammie Harkey

Guests: John Graham, NC School of Public Health; Dave Kirby NCTN Program Manager; Shelley Kester, Pfeiffer University student; Karen Cimino Wilson, *Independent Tribune* reporter

CALL TO ORDER

Chairman Mack called the meeting to order at 5:30 p.m. and offered the invocation.

NEW BUSINESS

HOUSE BILL 74 CO² DETECTOR REQUIREMENTS

David Troutman, Environmental Health Director, explained that House Bill 74, titled the Regulatory Reform Action of 2013, pages 16-18, is a new law that will come into effect October 1, 2013. This law will require any enclosed space that has a fossil fuel burning appliance to have approved carbon monoxide detector that is hard wired into a permanent power source and has a battery backup to be located in that enclosed space. He explained that carbon monoxide detectors are also required in rooms above and adjacent to the enclosed spaces that have the appliance in them. He noted that it appears this is going to be an issue for all facilities due to gas hot water heaters, cooking equipment, and gas fireplaces in the lobby. Mr. Troutman stated that there are 29 permitted lodging facilities in Cabarrus County that need to have individual risk assessments performed on them to determine if there is any fossil fuel burning devices within the facility. If a facility is found to have such a device then the facility will be required to install the proper carbon monoxide detector in the appropriate rooms based on the law. Mr. Troutman stated that this law was implemented due to the recent carbon monoxide deaths in Boone and addresses only lodging facilities. He noted that the information presented was to make the Board aware of this requirement and the change in the law.

NEW BUSINESS

NC TELEHEALTH NETWORK PROGRAM FOR NC NON-PROFIT HEALTHCARE PROVIDERS

Dave Kirby, NCTN Program Manager, presented an overview of the NC Telehealth Network, stating that this is one of two opportunities there will be to talk about the program and get Board input on how to proceed. He explained CHA's involvement since 2007 through the pilot phase and discussed the next phase in the process. Mr. Kirby noted that due to rapid expansion, NCTN Association has been proposed to

manage contractor accounts and CHA would have the opportunity to continue to be involved. He explained that CHA's longer term role would be in 1) completing the pilot program that ends October 2016 and 2) looking at involvement options which would be a significant move on the part of the Public Health Authority Board. John Graham, NC School of Public Health, praised Cabarrus Health Alliance's involvement in the NC Telehealth Network pilot.

APPROVAL OF AGENDA

Dr. Krusell motioned to approve the October 8, 2013 agenda for the Cabarrus County Public Health Authority Board as presented. Mrs. Caldwell seconded the motion. The motion passed 4:0.

APPROVAL OF MINUTES

Vice-Chairman Kincaid motioned to approve the minutes of the August 13, 2013 meeting of the Cabarrus County Public Health Authority Board. Chairman Mack seconded the motion. The motion passed 4:0.

CONSENT AGENDA

Budget Revisions and Amendments Requests

Tammie Harkey, Finance Director, reviewed the budget revisions and amendments requests with the Board. She noted a couple revisions including \$5,000 in Community Development Block Grant (CDBG) funds from the City of Kannapolis to support Cabarrus Health Alliance in providing dental services to low to moderate income Kannapolis residents. The funds will be utilized by 30 individuals at \$166.66 each. Tammie also noted the revision for \$320,564 which includes grant funds from the Golden Leaf Foundation and subscriber fees to support phase two of the NCTN Project. Mrs. Caldwell motioned to approve the budget revisions and amendments requests are presented. Dr. Weston seconded the motion. The motion passed 4:0.

NEW BUSINESS

Revised Public Health and Primary Care Services Eligibility Policy and Fee Policy

Mrs. Harkey explained that revisions are made to these policies when necessary and are reviewed at least annually for accreditation purposes. Revisions to the Public Health & Primary Care Services Eligibility Policy and Fee Policy are due to the addition of the new OB clinic. She noted that there were no changes to the Debt Management Policy. She requested Board approval to these revisions effective October 8, 2013. Mrs. Caldwell motioned to approve the revised Public Health and Primary Care Services Eligibility Policy and Fee Policy as presented. Dr. Weston seconded the motion. The motion passed 4:0.

HOLIDAY SCHEDULE

Erin Shoe, Human Resources Director presented follow-up information to the Board on the cost of an additional holiday. She presented information on the cost of adding Thursday, December 26 as an additional paid holiday for CHA staff. Mrs. Shoe noted that the state holiday schedule is December 24, 25 and 26. The current CHA holiday schedule is December 24 and 25. Dr. Pilkington added that remaining open during the Christmas holidays when all state agencies are closed is difficult with some CHA departments and programs, like WIC. Vice-Chairman Kincaid motioned to approve the holiday schedule change, stipulating that CHA would follow the state of North Carolina Holiday schedule for Christmas if it falls on a Tuesday, Wednesday or Thursday. Mrs. Caldwell seconded the motion. The motion passed 4:0.

FURLOUGH POLICY

Erin Shoe stated that because of the federal shutdown, a contingency plan needs to be implemented in the event of a furlough. With the distribution of WIC vouchers ceasing effective October 9, 2013, a furlough policy is needed in the event CHA has to move forward. She reminded the Board that no sick leave, vacation leave or compensatory time can be paid to employees during a furlough. Employer paid health benefits will not be impacted, and CHA will work out continuation of voluntary benefits with affected employees. Mrs. Shoe reviewed the furlough policy with the Board. Dr. Pilkington added that potentially 43 CHA employees would be furloughed as a result of the government shutdown. Mrs. Caldwell motioned to approve the Furlough Policy as presented. Dr. Weston seconded the motion. The motion passed 4:0.

INFORMAL PUBLIC COMMENTS/SPEAKERS FROM THE FLOOR

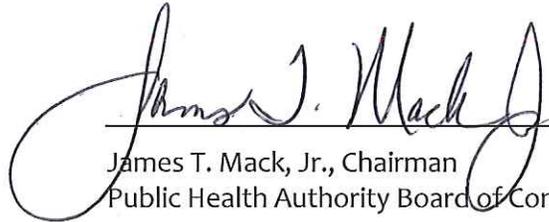
Chairman Mack opened the floor for any public comments. There being none, he closed the public comments section and proceeded with the regular meeting.

ANNOUNCEMENTS

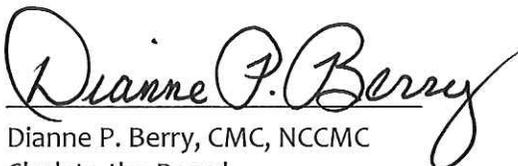
Chairman Mack called for announcements. There were none.

ADJOURNMENT

There being no further business to come before the Cabarrus County Public Health Authority Board, Dr. Weston motioned to adjourn the meeting at 6:23 p.m.



James T. Mack, Jr., Chairman
Public Health Authority Board of Commissioners



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