



Minutes of

Public Health Authority of Cabarrus County Board Meeting

May 10, 2016

The Cabarrus County Public Health Authority Board met on Tuesday, May 10, 2016 at 5:30 p.m. in the Board Room of Cabarrus Health Alliance, 300 Mooresville Road, Kannapolis, NC.

Members Present: James T. Mack, Jr., Chairman
Tom Kincaid, Vice-Chairman
Chad Weston, MD
Dari Caldwell
Phyllis Wingate
Steve Morris

Members Absent: Tedra Claytor, MD

CHA Staff Present: Dr. William F. Pilkington, Secretary to the Board, Dianne Berry, Clerk to the Board, Alice Luttmann, Erin Shoe, Janie Woodie, Kim Ragan, Lauren Thomas, Paula Faggart, Ryan McGhee, Sue Yates, Suzanne Knight

Others Present: Erin Kidd, *Independent Tribune* reporter

CALL TO ORDER

Chairman Mack called the meeting to order at 5:31 p.m. and offered the invocation.

ADOPTION OF THE AGENDA

Chairman Mack noted one change to the May 10, 2016 agenda under New Business: Mosquito Control in Municipalities Mrs. Caldwell motioned to adopt the agenda as presented. The motion was seconded by Ms. Wingate and approved 5:0

APPROVAL OF THE MINUTES

Vice-Chairman Kincaid motioned to approve the March 8, 2016 regular meeting minutes of the Cabarrus County Public Health Authority Board meeting, as presented. The motion was seconded by Mrs. Caldwell, and approved 5:0.

REPORTS

The following reports were presented by Erin Shoe and Sue Yates: 3rd Quarter 2016 DPH Fiscal Monitoring Report, CHA Financial Summary Report (ending March 31, 2016); CHA Customer Satisfaction Survey Report from March 21-28, 2016 Survey Week; Goals & Objectives Reports (3rd Quarter FY2016); and 3rd Quarter FY2016 Employee Separations Report. Mrs. Yates Mrs. Shoe noted a final 98.5% customer satisfaction rating for FY2016, all green lights on the Overall CHA Goals & Objectives report for 3rd quarter FY2016, and a 1% rating on the 3rd quarter employee separations report.

CONSENT AGENDA

BUDGET REVISIONS AND AMENDMENTS REQUESTS

Sue Yates, Finance Director, reviewed the budget revisions and amendments requests:

- \$ 32,083– Record additional funds received from Agreement Addendum for Triple P (Public Health Solutions)
- \$ 2,941 – Record funds received from Agreement Addendum for Zika Virus Mosquito Control (Env. Health)
- \$ 1,230 – Record funds received from Delta Dental (Dental)
- \$ 1,500 – Move funds to appropriate line item (General Administration)
- \$ 19,027 – Move funds to appropriate line item (Information Technology) \$ 32,400 – Budget for School Health Funds received from the golf tournament, the summer school program, and funds moved to the appropriate line item (School Health)
- \$ 1,294 – Move funds to the appropriate line item for the NCCI grant (Public Health Solutions)

\$ 49,073 – Budget for funds received from DHHS, Division of Public Health, based on number of mandate Inspections of food and lodging establishments (Environmental Health)

\$ 7,795 – Reduce State Agreement Addenda funds for Ebola & move funds to the appropriate line item (Communicable Disease)

\$ 10,000 – Record State Agreement Addenda funds for Cities Readiness Initiative (Communicable Disease)

\$ 26,000 – Record funds received from the Rowan County Health Department for Preparedness Coordinator and move funds to appropriate line item (Communicable Disease)

\$ 930 – Record funds received from Medicaid & Medicare reimbursement (Communicable Disease)

Mrs. Caldwell motioned to approve the Budget Revisions and Amendments Requests are presented. The motion was seconded by Vice-Chairman Kincaid and approved 6:0.

BUSINESS AGENDA

Annual Review: Board Operating Procedures, By-Laws, Corporate Resolution

Mrs. Shoe presented for annual review the Board Operating Procedures, By-Laws, and Corporate Resolution. She noted that the Board Operating Procedures were for review only, with no changes, but both the By-Laws and Corporate Resolution (Section No. Adm. 008 Compensation for Board) had been revised to allow for a nominal monthly compensation for the Board Chairman's time and travel to execute documents. Vice-Chairman Kincaid motioned to approve the Board Operating Procedures, amended By-Laws and amended Corporate Resolution, as presented. The motion was seconded by Mr. Morris and approved 6:0

Revised Purchasing, Public Health and Dental Eligibility, Public Health Debt Management Policy and Reserve Policy Review

Mrs. Yates presented the annual review of Finance policies. She reviewed the recommended revisions to the Board the Purchasing Policy Public Health & Dental Eligibility Policies, and the Public Health Debt Management Policy and the Reserve Policy, which was not revised. Mr. Morris motioned to approve the Finance Policy changes as presented. The motion was seconded by Ms. Wingate and approved 6:0.

2015 SOTCH Findings Discussion and Approval

Lauren Thomas, Executive Director, Healthy Cabarrus Health Alliance presented the 2015 State of the County Health Report for Cabarrus County. She described local progress made including the Child Maltreatment/Triple P Coalition successes, the Substance Use Coalition, and the Cabarrus Wellness Coalition. Mrs. Thomas also shared emerging issues including adverse childhood experiences (ACEs) and how many community partners are bringing a greater awareness to create 'trauma-informed' communities to build resiliency. She also reported that a community filming of Paper Tigers was held at the GEM Theatre on December 7, 2015, and an online referral and resource system, the Cabarrus County Network of Care, was developed. Commissioner Morris stated that he was happy to host the film screening at GEM Theatre and also thought it was well attended. Mrs. Thomas requested the SOTCH Report be approved. It was approved by the Board.

2016 Community Needs Assessment Discussion

Mrs. Thomas discussed the 2016 Community Needs Survey, which is designed to identify unmet needs in our community. She compared the similar methodology of the 2012 survey and the 2016 survey and reviewed the top three health services forgone due to cost in the past year and the top three most difficult health services to access from 2012- 2016. The survey also included information on the top three unmet assistance needs, the top three unmet educational needs, and the top three unmet needs/services due to lack of transportation. Mrs. Thomas asked if there were any questions, and there were none.

Public Participation in Community Health Improvement Policy Discussion and Approval

Mrs. Thomas reviewed with the Board the Cabarrus Health Alliance Consumer Participation policy and Community input opportunities, including the planning council and the media blitz/survey of needs, and the Photo Voice youth-led community-wide photography initiative and art exhibit which was open to the public with opportunities for feedback in April 2016. Ms. Wingate stated that she felt the photography exhibit was well done, and it was a great partnership with Cabarrus Health Alliance and the hospital. Mrs. Thomas discussed how Photovoice may be utilized in future assessments, as it was a great way to incorporate qualitative data. Mrs. Thomas asked Mrs. Erin Shoe for clarification regarding requesting additional approval for this policy, as it was

approved in the agency-wide policy approvals earlier in the meeting. Ms. Shoe stated that an additional approval was not needed to this policy.

2016 County Health Rankings Discussion

Mrs. Thomas reported that Cabarrus County recently dropped from 7 to 13. Areas identified where the county may need to focus are: increase in premature mortality rates, increase in single-parent households, and increase in long commute times – driving alone. Mrs. Thomas also reviewed areas where Cabarrus County made improvements, including increased access to physical activity locations, decrease in STI's, Decrease in the uninsured rate, Decrease in unemployment rate, and # of dentists per community member. Mrs. Thomas also shared comparison ratings in neighboring counties. Mrs. Thomas facilitated a discussion with the Board on the changes in national public health surveillance systems, and how the County Health Rankings chose to handle these changes within their methodology. Dr. Weston noted that the changes in the methodology make it difficult to compare progress from year to year, and many other Board members agreed.

NACo Webinar Partnership with Commissioner Morris

Mrs. Thomas shared information about a March 10, 2016 National Association of Counties Webinar Partnership Presentation co-presented with Commissioner Steve Morris, and the Directors of the County Health Rankings initiative. Presenters discussed a conversation starter with other 'non-health' partners, a unique way to measure the speed of change, a springboard for 'diving deeper' into data, recognition at the county level, and how every county's personal best is different. Commissioner Morris mentioned that he was glad to participate in the presentation, particularly as it was a webinar with national-level recognition for Cabarrus County.

Telephone and WAN Services

Ryan McGhee, Chief Technology Officer, stated that in June 2016, Cabarrus Health Alliance contracts for telephone and WAN services are set to expire. In September 2016, internet service contracts also expire. He noted that this gave us the opportunity to get competitive quotes for all of these services, included bundled quotes from vendors not available to us at the time of our previous service contracts. It was determined that our current vendors, Windstream for telephone and WAN services, and NCTN for internet services would provide the best pricing options. Mr. McGhee noted that both vendors have provided first-rate service throughout the duration of our current contracts and we were able to continue to negotiate with these vendors to further reduce our pricing. Vice-Chairman Kincaid motioned approve Telephone and WAN Services renewal in 2016 as presented. The motion was seconded by Mr. Morris and approved 6:0.

Preliminary Budget FY 2017

Mrs. Yates presented the preliminary budget for FY2016. She informed the Board that Cabarrus Health Alliance is requesting an additional \$331,000 from Cabarrus County for FY2017, which includes the addition of an Environmental Health employee due to county growth, and the hiring of an additional School Health supervisor. Mrs. Yates announced that Cabarrus Health Alliance is scheduled to meet with the Cabarrus County Board of Commissioners on May 26, 2016 to present our FY2017 budget requests.

Mosquito Control in Municipalities

Dr. Pilkington announced a heightened awareness for mosquito control in Cabarrus County as a result of the emerging threats from the Zika virus. For FY 2016, all municipalities are on-board for larvaciding and spraying by Cabarrus Health Alliance except for Town of Midland. He noted that Tip and Toss Information on mosquito-borne illness prevention tips has been posted on the Cabarrus Health Alliance website. Dr. Pilkington noted that a New York Times reporter is coming this week to do a cover story on Chrystal Swinger, RHES, and her work with mosquito control in Cabarrus County.

INFORMAL PUBLIC COMMENTS/SPEAKERS FROM THE FLOOR

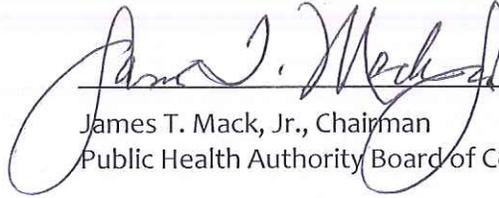
Chairman Mack called for informal public comments from the floor. Mr. Morris stated that he recently visiting an EC class in a local elementary school where the teacher provided input on some of the challenges these children experience from health-related issues. This teacher shared with us the vital importance of the School Health Nurse, and it was a compliment well deserved.

ANNOUNCEMENTS

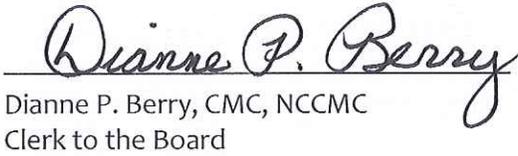
There were none

ADJOURNMENT

There being no further business to come before the Board, Vice-Chairman Kincaid motioned to adjourn the regular meeting at 6:30 p.m. The motion was seconded by Mr. Morris, and approved 6:0.

A handwritten signature in cursive script, reading "James T. Mack, Jr.", written over a horizontal line.

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

A handwritten signature in cursive script, reading "Dianne P. Berry", written over a horizontal line.

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