



CABARRUS
HEALTH
ALLIANCE

Minutes of
Public Health Authority of Cabarrus County Board Meeting
June 14, 2016

The Cabarrus County Public Health Authority Board met on Tuesday, June 14, 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
Dari Caldwell
Phyllis Wingate
Steve Morris
Tedra Claytor, MD

Members Absent: Tom Kincaid, Vice-Chairman
Chad Weston, MD

CHA Staff Present: Dr. William F. Pilkington, Secretary to the Board, Dianne Berry, Clerk to the Board, Alice Luttmann, Erin Shoe, Paula Faggart, Sue Yates, Suzanne Knight

Others Present: Erin Kidd, *Independent Tribune* reporter

CALL TO ORDER

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

ADOPTION OF THE AGENDA

Mrs. Caldwell motioned to adopt the agenda as presented. The motion was seconded by Dr. Claytor and approved 4:0

APPROVAL OF THE MINUTES

Mrs. Caldwell motioned to approve the May 10, 2016 regular meeting minutes of the Cabarrus County Public Health Authority Board meeting, as presented. The motion was seconded by Dr. Claytor, and approved 4:0.

REPORTS

The Financial Summary Report for month ended 5/31/16 was presented by Sue Yates, Chief Financial Officer. She noted that she is still waiting for DMA to send a resolution on the Medicaid Cost Settlement, and while currently at 89% expenses, at the end of May, we should be to 97% by end of the fiscal year.

CONSENT AGENDA

BUDGET REVISIONS AND AMENDMENTS REQUESTS

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

\$601,050– Revise budget and move funds to appropriate line items for the North Carolina Telehealth Network Project. (General Administration)

\$ 65,904 – Record Environmental Health Fees due to increase in service requests and record funds received from the City of Harrisburg. (Environmental Health)

\$ 18,022– Record funds received from Twentieth Century Fox & Flores & Associates and move funds to appropriate line items. (General Administration)

\$120,816 – Record funds received from Medicaid & Medicare reimbursements, Medicaid cost settlement holdback funds received, and move funds to appropriate line items. (Communicable Disease)

\$ 15,000 – Move funds to appropriate line item. (School Health)

\$ 17,689 – Move funds to appropriate line item. (Family Care Coordination)

\$ 4,160 – Budget for additional Agreement Addendum funds. (Public Health Solutions)

\$628,656 – Move funds to appropriate line item. (Dental Health)

\$236,043 – Move funds to appropriate line item for Clinical and record additional Medicaid Cost Settlement Funds. (Clinical Services)

\$ 15,657 – Budget for additional funding received for Focus on a Cure. (Clinical Services)

\$41,000 – Budget for additional funding received for Meaningful Use & Cooking Program Fees. (General Administration)

\$115,567 – Move funds to appropriate line items for the REACH grant and increase budget due to different grant year cycles. (Public Health Solutions)

Mrs. Caldwell motioned to approve the Budget Revisions and Amendments Requests as presented. The motion was seconded by Mr. Morris and approved 4:0.

BUSINESS AGENDA

Performance Management – Quarterly Dot Charts

Erin Shoe, Human Resources Director, stated that she had been planning to update the CHA Dot Chart reports for FY 2017. After meeting with supervisors, a new improved document was created, which will kick off on July 1, 2016. She noted that CHA Managers appreciated the opportunity to evaluate this document and to have their suggestions heard. Mrs. Shoe noted that only performance indicators #1 and #4 were changed. She asked the Board for approval of this newly formatted tool. Mr. Morris motioned to approve the revised Performance Management tool as presented. The motion was seconded by Mrs. Caldwell and approved 4:0

Presentation to Cabarrus County Commissioners on FY 2017 Budget Request

Mrs. Yates reviewed CHA's presentation to Cabarrus County Commissioners on the FY2017 budget from the May 26, 2016 work session. She noted that the meeting was very positive and that our request for additional funding were included in the FY2017 County Manager's budget. Board discussed the need for additional school nurse supervisor for the growing number of schools in Cabarrus County.

Public Hearing on FY2017 Budget

Chairman Mack suspended the regular meeting and called a public hearing for the purpose on sharing comments regarding the FY2017 budget at 6:39 pm. There being none, the closed the public hearing at 6:40 pm.

Adoption of FY2017 Budget

Mrs. Yates summarized from the Budget Message the highlights of the 2017 proposed budget, which included projected individual performance increases at an average of 3%, health insurance increased costs, state retirement employer contribution increase, minor equipment and capital outlay purchases budgeted. Dr. Claytor discussed fees association with our clinics. Dr. Claytor motioned to adopt the FY2017 budget as presented. The motion was seconded by Mrs. Caldwell and approved 4:0 in a voiced vote.

Budget Ordinance FY2017

Mrs. Yates reviewed with the Board the FY2017 Budget Ordinance. She stated that review of this document was for information only, and required Chairman Mack's signature.

INFORMATION PUBLIC COMMENTS FROM THE FLOOR

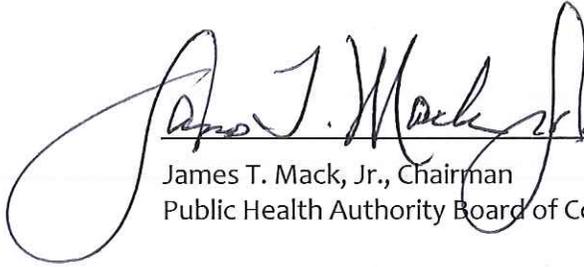
Chairman Mack called for public comments from the floor. Mrs. Yates announced that CHA Finance has just received its 16th straight CAFR Certificate of Achievement for Excellent in Financial Reporting award from the Government Finance Officers Association. Mrs. Caldwell inquired about the ZIKA virus and current mosquito situation in Cabarrus Co. Dr. William F. Pilkington, Public Health Director responded that the Town of Midland did not choose to participate in the summer 2016 mosquito control and surveillance program, but all other Cabarrus County municipalities did. He stated that CHA Environmental Health staff is currently larvaciding and trapping mosquitos for surveillance and testing. He noted that there has only been one confirmed case of ZIKA in North Carolina to date, but the disease was not acquired here. Dr. Pilkington stated that since CHA transitioned from the Public Health Department in 1997, there has never been a budget meeting that went as smoothly as CHA's work session meeting with Cabarrus County Commissioners on May 26. He thanked Commissioner Steve Morris and the entire County Commission for their support of public health and their cooperative spirit.

ANNOUNCEMENTS

Dr. Pilkington announced that Kenneth Hinson, Environmental Health Program Specialist for 42 years, announced today that he plans to retire. His last day of work will be June 30, 2016. Dr. Pilkington stated that he would like for CHA and the CHA Board to recognize Mr. Hinson, a wonderful employee who does his job well. Dr. Pilkington remarked, "We hate to lose him."

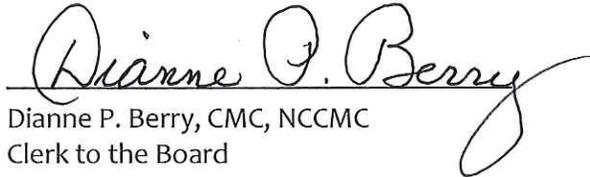
ADJOURNMENT

There being no further business to come before the Board, Mrs. Caldwell motioned to adjourn the regular meeting at 5:50 p.m. The motion was seconded by Mr. Morris, and approved 6:0.



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

ATTEST



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