



Minutes of

Public Health Authority of Cabarrus County Board Meeting

August 2, 2016

The Cabarrus County Public Health Authority Board met on Tuesday, August 2, 2016 at 5:30 p.m. in the EOC at Cabarrus Health Alliance, 300 Mooresville Road, Kannapolis, NC.

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

Members Absent: Tedra Claytor, MD

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

Others Present: Erin Kidd, *Independent Tribune* reporter, Senator Fletcher Hartsell. Dale Floyd, Director of Health Services for DJJ/DPS

CALL TO ORDER

Chairman Mack called the meeting to order at 5:35 p.m. and offered the invocation.

PRESENTATION

Senator Fletcher Hartsell made a surprise visit to the Cabarrus County Public Health Authority Board meeting to bestow the Order of the Long Leaf Pine award to Dr. William F. Pilkington. He explained that this is among the most prestigious awards presented by the Governor of North Carolina, and is awarded to individuals who have a proven records of extraordinary service to the state. Contributions to their communities, extra effort in their careers, and many years of service to their organizations are some of the guidelines by which recipients are selected for this award. Senator Hartsell stated, "I know of no one more qualified to receive this recognition. Fred, congratulations, and thank you for your service and time."

OATH OF OFFICE

Dianne Berry, Clerk to the Board, administered the oath of office to re-appointed CHA Board members Phyllis Wingate and Steve Morris.

ADOPTION OF THE AGENDA

Vice-Chairman Kincaid motioned to adopt the agenda as presented. The motion was seconded by Mr. Morris and approved 5:0

APPROVAL OF THE MINUTES

Mr. Morris motioned to approve the June 14, 2016 regular meeting minutes of the Cabarrus County Public Health Authority Board meeting, as presented. The motion was seconded by Vice-Chairman Kincaid, and approved 5:0.

REPORTS

Erin Shoe, Human Resources Director, presented the 4th Quarter FY 2016 Goals & Objectives report and the 4th Quarter FY2016 Employee Separations Report. Sue Yates, Chief Financial Officer, presented Financial Summary Report for month ending June 30, 2016. She reported a \$400,000 profit for FY2016 as a result of the Medicaid settlement funds being received from previous years, but stated the final numbers will be available this fall after the annual audit is completed.

CONSENT AGENDA

BUDGET REVISIONS AND AMENDMENTS REQUESTS

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

\$5,035 – Budget funds received from Share our Strength Grant (Public Health Solutions)

\$7,800 – Budget for PrEP Clinic (Communicable Disease)

\$189,131 – Budget for Kate B. Reynolds Grant received; Healthy PALS (Public Health Solutions)

\$30,000 – Budget for funds to be received from Cabarrus Partnership for Children (Dental Services)

Vice-Chairman motioned to approve the Budget Revisions and Amendments Requests as presented.

The motion was seconded by Mrs. Wingate, and approved 5:0.

BUSINESS AGENDA

ANNUAL ELECTION OF CHAIRMAN AND VICE-CHAIRMAN

Vice-Chairman Kincaid motioned to re-elect James T. Mack, Jr, as Board Chairman. The motion was seconded by Mrs. Wingate, and approved 5:0. Mr. Morris motioned to re-elect Tom Kincaid as Vice-Chairman. The motion was seconded by Mrs. Wingate, and approved 5.0.

PARTNERSHP BETWEEN CHA AND STONEWALL JACKSON YOUTH DEVELOPMENT CENTER

Suzanne Knight, Clinical Services Director, introduced Dale Floyd, Director of Health Services, NC Department of Juvenile Justice in Raleigh. Mrs. Knight presented an overview of the Stonewall Jackson Youth Development Center, noting that it's an education and treatment facility for adjudicated youth ages 10-18. The facility is the most restrictive option available in North Carolina. Currently there are 96 male youth at this facility and there are plans for 30 more. Average stay is 12 months. Mrs. Knight explained that Stonewall Jackson has its own local education authority and it's a year-round school from 8 am – 3 pm. She explained that because CHA has a proven track record in School Health, the NC Department of Juvenile Justice reached out to Cabarrus Health Alliance about providing health services and health education at the facility, to include a supervisor, 3 full-time RN to provide coverage 6 am – 9 pm, and a part-time Provider to work one day a week. Going forward, CHA will also have the opportunity to generate additional revenue by providing dental services. Tom Kincaid asked about the cost to CHA. Mrs. Knight explained that a cost analysis was done for staffing and services provided based upon like positions at CHA. She detailed that this is a cost neutral venture and staff time and services will be billed to Stonewall Jackson. Phyllis Wingate asked about building in overhead staff time and benefits. Mrs. Knight stated that all of this has been factored into the current projected budget. Mrs. Knight also noted that acute medical emergencies are referred out, and that the NC Department of Juvenile Justice will maintain their contracts with the local ER, and RX companies. She noted that cost analysis reflected some services that are referred out can now be handled in-house through this venture, resulting in a savings to the Stonewall Jackson program. The projected budget for year one is \$400,779. There was a question if private insurance or Medicaid would help cover some of the costs. Dr. Pilkington added that for adjudicated youth or adults, the NC Justice System is responsible for any and all expenses for inmates while incarcerated. Vice-Chairman Kincaid motioned to approve the contract and partnership between Cabarrus Health Alliance and Stonewall Jackson Youth Development Center. The motion was seconded by Mrs. Wingate and approved 5:0.

BUDGET AMENDMENT APPROVAL FOR STONEWALL JACKSON YOUTH DEVELOPMENT CENTER

Mrs. Yates presented the budget amendment for the Stonewall Jackson Youth Development Center Project, noting that the amount of \$400,779 was for personnel and mileage for year one. Mr. Morris motioned to approve the budget amendment for Stonewall Jackson Youth Development Center Project as presented. The motion was seconded by Mrs. Wingate and approved 5:0

TRAVEL POLICY REVISIONS

Mrs. Yates presented the revised CHA Travel Policy. A financial resource assessment was completed resulting in clarification related to travel for 103 and 104 employees, that they will only be approved if funding is available or required by funder. The appropriate supervisor and CEO or CEO designee must approve their travel in advance, and the same forms are used to request reimbursement for travel expenses. She noted that this travel policy change was for clarification only. Vice-Chairman Kincaid motioned to approve the revised Travel Policy as presented. The motion was seconded by Mr. Morris and approved 5:0.

NEW PRIORITIES FROM COMMUNITY NEEDS ASSESSMENT

Lauren Thomas, Healthy Cabarrus Executive Director, presented new priorities in Cabarrus County as a result of the Community Needs Assessment. She thanked our many partner agencies who assisted with this project, including the NC Department of Public Health. She stated that the Community Planning Council has 40 members, and this was the group that collected the primary data. A survey was sent out to more than 2,000 individuals. Mrs. Thomas reviewed the phases of the 2016 Community Needs Assessment, and announced that the 3 highest ranking health-related issues in Cabarrus County were: #1-Substance Use, #2 – Mental Health, and #3 Obesity. She shared the latest statistics on substance abuse and the increasing number of EMS phone calls due to overdoses from 2011 – 2015. She also reviewed the unmet counseling needs of mental health and obesity statistics, which noted that only 24.6% of Cabarrus County residents report being physically active, which is only ¼ of our county population. Mrs. Thomas discussed our most vulnerable citizens and the circumstances that put them in that category: Adults who are uninsured; Variances in geographic location; Spanish speaking families (literacy issues or ineligible for assistance); and Families in transition. Mrs. Thomas stated that she will be sharing this information from the 2016 Community Needs Assessment with various community groups in coming months. Vice-Chairman Kincaid asked if we are looking at underage drinking, as binge drinking is becoming a real problem. Mrs. Wingate asked how this report relates to our overall community health in the rankings. Mrs. Thomas responded, “substance abuse affects longevity of life. It’s one component that brought Cabarrus County from #7 to #13.” Dr. Weston stated that there is an underserved issue with mental health and local providers are trying to improve the situation, so that a person who needs more intense care could avoid an ER visit. Mr. Morris noted the community needs assessment was a tremendous educational process for those participating, and thanked everyone involved for the great job they did. She stated that the groups looked at all priority issues, considered the feasibility of each, and what, locally could be done in Cabarrus County. She requested Board approval for the three top identified health issues for 2016: (1) Substance Abuse (2) Mental Health, and (3) Obesity. Mr. Morris motioned to approve the new priorities for Cabarrus County as presented. The motion was seconded by Chairman Mack and approved 5:0.

STRATEGIC PLANNING PROCESS

Mrs. Thomas updated the board on the status of the 2016 Strategic Planning process. Five internal groups completed a SWOT analysis (strengths, weaknesses, opportunities and threats) assessing both internal and external environmental factors in planning the direction for CHA over the next 4 years. Community stakeholders focus groups will have taken place by the October 11, 2016 Board meeting. It is projected to have the plan ready to present at the October Board meeting

NACO COUNTY HEATH CHALLENGE

Mrs. Thomas sated that she, Steve Morris and Dr. Pilkington attended the National Association of Counties conference in Los Angeles recently. She added that she and Mr. Morris presented on food recovery efforts and their project working with Ed Hosack, Executive Director of Cooperative Christian Ministry. Steve Morris mentioned that during the conference they shared what Cabarrus was doing with others across the US. This project focused on donating unused, already purchased breakfast foods by USDA standards to community food banks, it was noted that more than 50,000 lbs. of food was redirected in Cabarrus County last year. Mrs. Thomas added that they are now in Phase II of the project, and looking for other places to send the food, and that this program could go county-wide.

BOARD OF HEALTH ANNUAL TRAINING

Ryan McGhee, Chief Technology Officer, led the Board in their annual training. He reviewed the contents of the Board Orientation manual, the 10 essential public health services, and NC Public Health statutes. Mr. McGhee also reminded the Board that all of this information is available on the CHA website, under CHA Board tab. He asked the Board to review the Policy for Rule Making & Adjudication. Then he asked the board to evaluate the need for any new rules/ordinances or adjudications. No new rules/ordinances or adjudications were recommended at this time but members are aware that they have the authority to evaluate the need for additional rules or ordinances to protect the health of the public. Mrs. Wingate motioned to approve Rule Making & Adjudication for Public Health Authority Board, as presented. The motion was seconded by Mr. Morris and approved 5:0.

INFORMATION PUBLIC COMMENTS FROM THE FLOOR

Mr. Morris congratulated Dr. Pilkington again for becoming a recipient of the prestigious Order of the Long Leaf Pine.

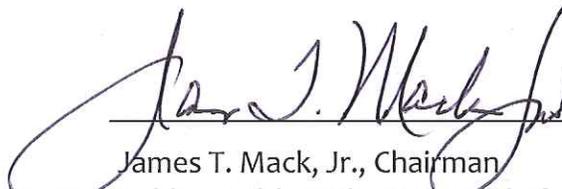
ANNOUNCEMENTS

Mr. Mack called for announcements. There were none.

ADJOURNMENT

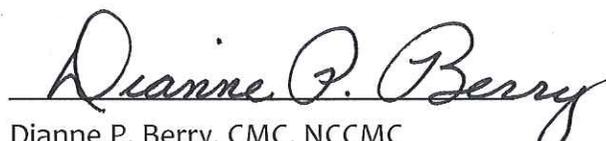
There being no further business to come before the Board, Vice-Chairman Kincaid made a motion to enter into Closed Session pursuant to N.C.G.S. 143-318 (a) (6) for the purpose of discussing personnel matters. The motioned to adjourn the regular meeting at 6:45 p.m. The motion was seconded by Mr. Morris, and approved 5:0.

At 7:31 p.m., the Board came out of Closed Session and reconvened into regular session. There being no further business to come before the Board, Mr. Morris motioned to adjourn the meeting at 7:32 p.m. The motion was seconded by Dr. Weston and approved 5:0



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

ATTEST



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