



Public Health Authority of Cabarrus County
Board Meeting Minutes
January 10, 2017

The Cabarrus County Public Health Authority Board met on Tuesday, January 10, 2017 at 5:30 p.m. in the Board Room at Cabarrus Health Alliance 300 Mooresville Road, Kannapolis North Carolina.

Members Present: James T. Mack, Jr., Chairman
Dari Caldwell
Phyllis Wingate
Steve Morris

Members Absent: Chad Weston, MD
Tedra Claytor, MD
Tom Kincaid

CHA Staff Present: Dr. William F. Pilkington, Secretary to the Board, Dianne Berry, Clerk to the Board, Alice Luttmann, Anna Thadani, Erin Shoe, Kim Ragan, Paula Faggart, Ryan McGhee, Sue Yates, Wendy Harsch

Others Present: Erin Kidd, *Independent Tribune* Reporter

CALL TO ORDER

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

APPROVAL OF THE MINUTES

Mrs. Caldwell motioned to adopt the minutes of the October 11, 2016 CHA Board meeting as presented. Seconded by Mrs. Wingate, the motion passed 4:0.

REPORTS

Sue Yates, Chief Financial Officer, reviewed the DPH Quarterly Monitoring Report for period ending September 30, 2016, the 2016 Comprehensive Annual Financial Report (CAFR) for year ended June 30, 2016, and the FY17 Financial Summary Report for period ending November 30, 2016.

Erin Shoe, Human Resources Director, reviewed with the Board the Employee Separations Reports 1st and 2nd Quarters FY 2017, September 19-23, 2016 Customer Service Week Survey Report, and 1st Quarter FY17 Goals and Objectives Report. She pointed out the 98% overall customer satisfaction rating for this first survey for FY17 and the great comments that our patients and customers made about staff members. She also explained the reasons for the two yellow dots for Women's Health and WIC on the 1st quarter Goals & Objectives report, noting that Clinical Services is working on wait and cycle times to make improvements and that WIC's caseload numbers dropped over the last year, which could result in future funding cuts. She noted that marketing is currently underway to promote the WIC program to the community.

CONSENT AGENDA

BUDGET REVISIONS AND AMENDMENTS REQUESTS

Mrs. Yates reviewed the budget revision and amendments requests:

- \$ 7,400 – Budget for Connections program in Women's Health. (Clinical Services)
- \$ 79,723 – Budget for contract with Montgomery County – Nurse Practitioner Services. (Clinical Services)
- \$255,692 – Record grant carryover funds received from the Office of Adolescent Health for TRAIL. (Public Health Solutions)
- \$117,508 – Budget for contract with Novant Health Foundation for .5 FTE to manage the Duke Endowment Grant thru the Healthy Rowan project. (Public Health Solutions)
- \$1,337,655 – Move funds to the appropriate line item for the North Carolina Telehealth Network Project. (General Administration)

\$ 10,100 – Record funds from cooking classes and physical activity classes. (General Administration)
\$ 230,105 – Record State Agreement Addenda funds for Minority Diabetes Prevention. (Public Health Solutions)
\$ 39,920 – Record funds received from Robert Wood Johnson Roadmaps project and the SIMS Foundation Learning Collaborative. (Public Health Solutions)
\$ 1,100 – Record State Agreement Addendum funds for Ebola. (Communicable Disease)
\$ 6,909 – Move funds to appropriate line item for Prescription Drug Overdose Agreement Addendum. (Public Health Solutions)
\$ 1,092 – Record funds received from DHHS – Vocational Rehabilitation. (Environmental Health)
\$ 6,375 – Record funds received from Agreement Addendum for BCCCP. (Clinical Services)
\$ 172,532 – Record funds received from Agreement Addendum for Triple P. (Public Health Solutions)
\$ 162 – Record funds received from Charlotte AHEC and move funds to appropriate line item. (Clinical Services)
\$ 8,735 – Record funds received from Westfield Insurance and Community Care Clinic. Move funds to appropriate line item. (General Administration)
\$ 3,441 – Budget Additional funds and move funds to the appropriate line item for the Maternal Health Agreement Addendum funding. (Clinical Services)
Mrs. Caldwell motion to approve the budget revisions and amendments requests as presented. Seconded by Ms. Wingate, the motion passed 4:0

BUSINESS AGENDA

Mrs. Yates presented the finance policies for annual review. She noted that the Public Health Debt Management Policy and Dental Debt Management Policy had minor revisions, and the Cell Phone Policy, Public Health Fee Policy, and Dental Fee Policy were for review only, with no changes. Ms. Wingate motioned to adopt the Finance policies are presented. Seconded by Ms. Wingate, the motion passed 4:0.

INFORMAL PUBLIC COMMENTS/SPEAKERS FROM THE FLOOR

Ms. Wingate asked for an update on influenza cases in Cabarrus County. Dr. Pilkington responded that there number of cases has not yet been significant in Cabarrus County, but numbers have been higher state-wide. Mrs. Caldwell noted that Rowan County has seen a huge trend in GI cases this winter, but they believe the flu shot hit its target this year, and has been very effective.

ANNOUNCEMENTS

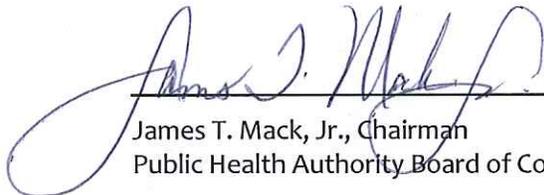
Dr. Pilkington updated the Board on the Medicaid Cost Settlement appeal filed by Cabarrus Health Alliance, noting that a court hearing is set for February 7 and 8, 2017. He promised to keep the Board posted on further developments.

CLOSED SESSION MOTION

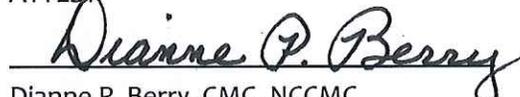
There being no other business to come before the Board, at 5:48 p.m., Ms. Wingate motioned to enter into closed session pursuant to G. S. 143-318.11 (a) (6) for the purpose of discussing personnel matter. Seconded by Mrs. Caldwell, the motion passed 4:0. The Board came out of Closed Session at 6:10 p.m.

ADJOURNMENT

There being no other business to come before the Board, Mr. Morris made the motion to adjourn the meeting at 6:12 pm. Seconded by Mrs. Caldwell, the motion passed 4:0


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

ATTEST


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