

**CABARRUS
HEALTH
ALLIANCE**

Public Health Authority of Cabarrus County
Board Meeting Minutes
February 12, 2019

The Cabarrus County Public Health Authority Board met on Tuesday, February 12, 2019 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
Tedra Claytor, MD, Vice-Chairman
Lara Pons, MD
Mark Spitzer
Phyllis Wingate
Tom Kincaid

Members Absent: Steve Morris

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

Others Present: James 'Jay' Davis, QI and Accreditation Intern from George Washington University

CALL TO ORDER

Chairman Mack called the meeting to order at 5:30 pm and offered the invocation. He called on Betty Foh, Accreditation Coordinator, to introduce Jay Davis, Accreditation Intern from George Washington University.

ADOPTION OF THE REVISED AGENDA

Chairman Mack noted that the agenda contained two revisions 1) F. Business Agenda: Membership Criteria for Board of Health, and an addition to H. Announcements – Influenza. He asked for a motion to approve the revised agenda. Mr. Spitzer made a motion to adopt the revised agenda. Upon a second by Dr. Claytor, the motion passed 6:0.

APPROVAL OF THE MINUTES

Dr. Claytor made a motion to approve the November 13, 2018 Board meeting minutes. Upon a second by Mr. Kincaid, the motion passed 6:0.

REPORTS

2nd Quarter FY 2019 Employee Separations Report, 1st and 2nd Quarter Goals & Objectives Report FY 2019, and the Customer Satisfaction Survey Report for October 1-5, 2018 Survey week were presented by Mrs. Shoe. FY 2019 Financial Summary Report for 6 months ended December 31, 2018, NCDPH Quarterly Fiscal Monitoring Report (for period ended December 31, 2018), and Comprehensive Annual Financial (CAFR) Report for year ended June 30, 2018 were presented by Mrs. Yates.

CONSENT AGENDA

Budget Revisions and Amendment Requests and Finance Policies Review

Upon a motion by Mr. Spitzer, and a second by Mr. Kincaid, the Consent Agenda was approved 6:0.

BUSINESS AGENDA

Audit Services

Mrs. Yates stated that requests for proposals for audit services were mailed to five auditing firms on December 12, 2013. Response for intent to propose date was given as December 28, 2018. Proposals were due January 21, 2019. The firms were: Cherry Bekaert, Charlotte, NC; Potter & Company, PA, Concord, NC; Martin, Starnes & Associates, Hickory, NC; Anderson, Smith, & Wike, PLLC, Statesville, NC; Dixon, Hughes, Goodman, Winston-Salem, NC. Potter & Company was the only firm that responded with a proposal to provide audit services. Martin, Starnes & Associates and Cherry Bekaert both sent responses in indicating they would not be submitting a bid at this time. Anderson, Smith, & Wike asked for a copy of our financials and did not respond further. Since only one bid was received, audit RFP out for bid one additional time. Proposals were due February 5, 2019. Again, Potter & Company was the only firm to bid. Each deadline was met and no further contacts have been made by any other firms. Attached is a copy of the firm's cost estimates.

Mrs. Yates requested approval of a five year contract with Potter & Company, PA. for Annual Audits for Fiscal Years 2019, 2020, 2021, 2022, 2023 for \$21,200, \$21,500, \$22,000, \$22,500 and \$23,000, respectfully. She noted that Potter & Company completed the 2018 annual audit for \$21,200. She also stated that the history provided by Potter & Company will be beneficial in determining if any process or procedure changes would be advantageous to Cabarrus Health Alliance. Upon a motion by Mr. Kincaid, and a second by Ms. Wingate, a five-year contract for audit services was awarded to Potter & Company, PA. Motion approved 6:0.

Membership Criteria for the Board of Health

Dr. Pilkington apologized to the Board for the lack of personal communication regarding the need to change the membership criteria for the Cabarrus Public Health Authority Board of Commissioners. He noted that Fletcher Hartsell had appeared before the Board several years ago and had stated that he was working on this issue but he never reported back to the Board with any suggested changes. Dr. Pilkington emphasized that we need a Board that is legally constituted. He noted that while the Cabarrus Public Health Authority Board of Commissioners can suggest revisions in the membership, the final approval authority rests with the Cabarrus County Board of Commissioners. Dr. Pilkington suggested that these revisions should be completed by July 1, 2019, the beginning of the new fiscal year and the time when any new Board members would begin their inaugural terms.

Dr. Pilkington noted that's the original Members of the Cabarrus County Public Health Authority Board was adopted on April 20, 1998, with the approval of the State Health Director.

The Board of Directors of the Authority was originally reconstituted as follows:

- 1) One (1) member of designee, nominated by the Cabarrus County Board of Commissioners
- 2) One (1) member, nominated by the Cabarrus County Medical Society
- 3) One (1) member nominated by the Cabarrus Physicians Organization
- 4) One (1) member or designee, nominated by the NorthEast Medical Center Board of Trustees, and
- 5) Three (3) public members, not affiliated with the foregoing, but recommended by the nominees set forth above.

Dr. Pilkington pointed out that this membership modification for the Public Health Authority Board was adopted on April 20, 1998, and no changes have been made since this time. Because the hospital has become part of Atrium, the Cabarrus Physician's Organization is defunct, and the Cabarrus

Medical Society no longer functions these two hospital organizations no longer exist, he recommended that changes to the Board's representation should closely track and reflect the intention when the Board membership was established on 4/20/1998 in order to avoid any potential legal challenges to past Board actions.

Ms. Wingate recommended a small committee from the Public Health Authority Board and staff convene to make recommendations, and then set-up a conference call with the entire Board for review and approval. Her list included:

- Dr. Pilkington (w /Erin Shoe and Dianne Berry, Clerk to the Board)
- Steve Morris
- Dr. Lara Pons
- Mark Spitzer

Mr. Kincaid made a motion to approve Ms. Wingate's recommendation. Upon a second by Dr. Pons, the motion passed 6:0.

Dianne Berry, Clerk to the Board, will summarize the Boards discussion on this matter and disseminate to the committee appointed for review and next steps. Dr. Pilkington noted that because this is a time-sensitive matter, this committee should be convened and recommendations made as soon as possible. Next steps: Chairman Mack and Clerk to the Board will conduct a conference call with all available Public Health Authority Board members sufficient to constitute a quorum, to discuss the committee's recommendations and establish a consensus. The new board membership recommendations would then be submitted to the Cabarrus County Commissioners for their consideration for approval.

ANNOUNCEMENTS

Residency Program

Dr. Pilkington stated that Cabarrus Health Alliance has served as a training facility for the Cabarrus Family Medicine Residency Program rotations for many years. However, Dr. Russell Suda since retired, our Pediatric Physicians are all part-time, and we have no full-time physicians currently on staff. He added that the Residents slow down the physicians, so we decided to stop the residency program here effective July 1, 2019. He stated that he met with Dr. Erika Steinbacher and Dr. Shepherd last week... CHA's intent is to move forward with discontinuing the program.

Medicaid Transformation

Ryan McGhee, Chief Technology Officer, presented an updated on Medicaid Transformation. He noted that 40% of CHA clinical patients have Medicaid coverage. 47% of patients have no insurance, so Medicaid makes up a large share of clinical revenue. He presented some of the history of Medicaid Transformation which started with legislation passed in 2015.

In February 2019, NC DHHS awarded contracts to 4 prepaid health plans and 1 provider led entity to provide Medicaid coverage in North Carolina. Per their contracts, these Medicaid payers will offer tiered payment models, paying more to 'advanced medical home' based on their tier.

CHA plans to partner with Community Care Physician Network (CCPN) to provide tier 3 advanced medical home services. CCPN has negotiated contracts with 3 of the 5 Medicaid payers, and is working on contracts with remaining 2 payers. CHA has the option to accept or opt-out of these provider contracts.

To date, Medicaid Transformation does change Medicaid dental coverage. If that were to change, it would impact a much greater percentage of our dental patients and a much greater percentage of CHA's total revenue.

Stop the Bleed Training

Dianne Berry announced that in follow-up to Mr. Spitzer's discussion on Stop the Bleed Training and its ability to save lives, at the November 13, 2018 Board meeting, this training has been scheduled for all CHA staff on March 7 and 11, 2019.

Influenza Update

Alice Luttmann, RN, School Health Supervisor, updated Board members on the flu situation in Kannapolis City and Cabarrus County Schools and the student and staff absenteeism numbers. Suzanne Knight shared information on cases treated at Cabarrus Health Alliance and current influenza trends in our area.

Leadership Pipeline Update

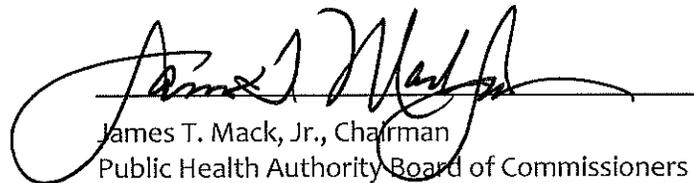
Mrs. Shoe presented an update on the CHA Leadership Pipeline. She noted that a program was developed to broaden the succession pool, and was opened to all Cabarrus Health Alliance staff members. The processes included a self-assessment, and 28 employees were placed into five tiers. Tier 1 was Kim Ragan - School Health, Tamara Staehler – Communicable Disease, and Crystal Swinger - Environmental Health, who are all currently working on their Masters in Public Health.

Community Growth Opportunities

Mrs. Yates stated that the developers of the Mt. Pleasant Middle School property approached CHA to determine if there was interest in providing services in that space. She noted that CHA is interested in looking into providing Dental services and extending the Syringe Exchange Program at that location. Mrs. Yates said this opportunity could provide a long-term commitment to the Mt. Pleasant community.

ADJOURNMENT

There being no further business to come before the Board, Mrs. Kincaid made a motion to adjourn the meeting. Upon a second by Mr. Spitzer, the motion passed 6.0


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

ATTEST


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