



Minutes of
Public Health Authority of Cabarrus County
Board of Commissioners Meeting

January 8, 2013

The Public Health Authority of Cabarrus County Board of Commissioners met on Tuesday, January 8, 2013 at 5:30 p.m., in the Board Room of Cabarrus Health Alliance, 300 Mooresville Road, Kannapolis, North Carolina 28081.

Commissioners Present: Tom Kincaid, Chairman
James T. Mack, Jr., Vice-Chairman
Allan Krusell, MD
Chad Weston, MD
Dari Caldwell
Jay White
Phyllis Wingate

CHA Staff Present: Dr. William F. Pilkington, Secretary to the Board
Dianne Berry, CMC, NCCMC, Clerk to the Board
Betty Braxton, Paula Faggart, Tammie Harkey, Suzanne Knight,
Alice Luttmann, Kim Ragan, Erin Shoe, Janie Woodie

Guest: Mark Plemmons, *Independent Tribune* reporter

CALL TO ORDER

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

APPROVAL OF THE AGENDA

Mrs. Caldwell motioned to adopt the agenda for the January 8, 2013 meeting as presented. Mrs. Wingate seconded the motion. The motion passed 6:0.

PRESENTATION FROM KAREN GOFORTH WITH FOCUSED ON A CURE FOUNDATION

Karen Goforth stated that Focused on a Cure, a local 501(c) (3), was created in 2009 and over the last four years have raised more than \$100,000 to help cancer victims in our community. \$46,000 was raised through various fundraising activities in 2012. She presented a check for \$15,000 to Cabarrus Health Alliance to help women who can't afford to pay for breast cancer screenings and other diagnostics. Mrs. Goforth noted that when the Focused on a Cure Grants Committee met to review all applicants for funding, Cabarrus Health Alliance scored highest. She stated that Focused on a Cure hopes to be able to provide even more funding to Cabarrus Health Alliance next year. Mrs. Goforth concluded, "I am so excited to be able to make this contribution to Cabarrus Health Alliance because you make a difference." Chairman Kincaid thanked Mrs. Goforth and Focused on a Cure for their contribution to Cabarrus Health Alliance.

APPROVAL OF MINUTES

Mrs. Wingate motioned to approve the minutes of the November 13, 2012 Public Health Authority of Cabarrus County Board of Commissioners meeting as presented. Dr. Weston seconded the motion. The motion passed 5:0

REPORTS

Tammie Harkey, Finance Director, reviewed the December 2012 financial summary report. Dr. Pilkington noted a 97.7% overall customer satisfaction rating on the CHA Customer Service Report. He attributed the organization's consistently high rating to the dedication of Cabarrus Health Alliance employees.

CONSENT AGENDA

BUDGET REVISIONS AND AMENDMENTS REQUESTS

Mrs. Harkey revised the budget revisions and amendments requests.

\$171,930.00 – Budget funds from Fund Balance Appropriation to cover costs of CHA agency performance award based on FY 2012 accomplished goals. Paid to employee 12/14/2012. (Board approved performance award with FY 2012 proceeds on 11/13/2012) (General Administration Dept)

\$12,739.00 – Increase revenues based on receivables and move funds to appropriate line items to cover expenses. Investment interest from escrow account from sale of Home Health. Miscellaneous revenue includes payment from state for FY 2012 tobacco sustainability program (General Admin Dept)

\$57,600.00 – Beacon funds received from Community Care of Southern Piedmont for the Beacon Sustainability Project. SOW and budget #7 (General Admin Dept)

\$303,850.00 – Increase revenues and expenses due to expansion of NC Telehealth Network Program with public hospitals and move funds to appropriate line items to cover expense (General Admin Dept)

\$25,000.00 – Contribution received from Cabarrus Medical Society Alliance from their Golf Tournament fundraiser to support the CHA School Nurse Program (School Health Dept)

Dr. Pilkington noted that the NC Telehealth Network (NCTN) Program is a unique grant. The next step will be to expand into physicians' offices. He explained that it is the role of Cabarrus Health Alliance to administer/oversee this project. Information about this expansion will be brought to the Cabarrus County Public Health Authority Board of Commissioners within the next few months for discussion, as the decision needs to be made whether we go broader or give the overseeing of this project to someone else.

Mrs. Caldwell motioned to approve the Budget Revisions and Amendments Requests as presented. Mr. Mack seconded the motion. The motion passed 6:0.

NEW BUSINESS

Clinical and Dental Health Fees

Mrs. Harkey stated that North Carolina accreditation requires notification of new and updated clinical and dental health program fees, and that minutes of both agency meetings and the Public Health Authority Board of Commissioners meeting minutes must reflect discussion of service costs and data or methodology used to determine costs. Mrs. Harkey added that Kathy Hartsell, Accounts Receivable Supervisor, reviewed the clinical fees on May 12, 2012, and again reviewed and updated the new primary care fee list with updated 11-12 Medicaid fee schedule in November 2012.

Annual Review of Public Health Authority Corporate Resolution

Mrs. Braxton stated that the original corporate resolution for the Public Health Authority was adopted in July 1997. She requested Board approval of the revised corporate resolution, noting that the only changes were in the Solicitation Policy. Mrs. Braxton also explained that the Corporate Resolution is to be reviewed and adopted by the Board in January of each year for accreditation purposes. Mrs. Wingate motioned to approve the Corporate Resolution with the changes noted. Mr. Mack seconded the motion. The motion passed 6:0.

Annual Review/Adoption of Public Health Authority By-Laws

The Board Clerk requested adoption of the Public Health Authority By-Laws for their annual review. She noted that the only changes were clarification of the Board's official title. Mrs. Caldwell motioned to approve the Public Health Authority By-laws with revisions noted. Dr. Weston seconded the motion. The motion passed 6:0.

Annual Review/Adoption of Public Health Authority Operating Procedures

The Board Clerk requested adoption of the Public Health Authority Operating Procedures for their annual review. There were no changes noted. Dr. Krusell motioned to approve the Public Health Authority Operating Procedures as presented. Mr. Mack seconded the motion. The motion passed 6:0.

Holiday Policy Change

Mrs. Braxton requested revision to the Cabarrus Health Alliance Holiday schedule to follow the North Carolina State Employees schedule for Christmas. This would add one (1) day to the Christmas Holidays for a total of three day (Christmas Eve, Christmas Day, and the Day After) She explained that it is difficult and inefficient to operate with no access to the state linked services like WIC and Medicaid when the State is closed. She reviewed the current Cabarrus Health Alliance holiday schedule with the Board.

Mrs. Braxton noted employees also accrue Sick Leave and Vacation Leave is based on length of service. Dr. Krusell questioned the cost involved to add another holiday. Dr. Pilkington stated that we would have to run the numbers, but this year staffing was at 50% the day after Christmas. Mrs. Wingate recommended this be tabled until the entire employee benefits package for FY 2014 is presented for review to the Public Health Authority Board in May.

INFORMAL PUBLIC COMMENTS/SPEAKERS FROM THE FLOOR

Chairman Kincaid opened the floor for any public comments. There being none, he closed the public comments section and proceeded with the regular meeting.

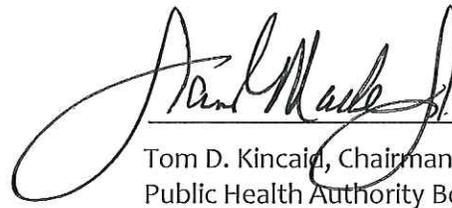
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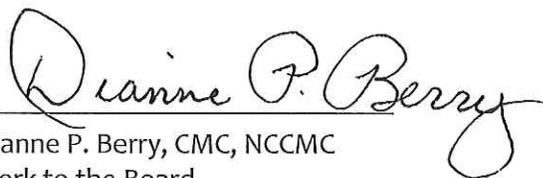
Dr. Pilkington provided an update on the report from the Site Visit Team for Public Health Accreditation Board (PHAB). There were 97 benchmarks and CHA fully demonstrated all but 8. One of the criteria not met was related to the old building because it could not be demonstrated that the building was ADA complaint. He explained that no governmental entity in North Carolina will give you that. Therefore, we plan to contest that rating with PHAB.

Mr. Mack reported that he continues to serve as the Public Health Authority Board of Commissioners' liaison to the Cabarrus Community Health Center Board. The Rowan County site in China Grove opened in December 28, 2012. An open house will be scheduled sometime during the first quarter of 2013. He noted that things seem to be going well at the Cabarrus and Rowan Community Health Centers.

ADJOURNMENT

There being no further business to come before the Authority Board, Mr. Mack motioned to adjourn the meeting at 6:15 p.m. Mrs. Wingate seconded the motion.

 **Vice-CHAIRMAN**
Tom D. Kincaid, Chairman
Public Health Authority Board of Commissioners


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