



CABARRUS
HEALTH
ALLIANCE

Minutes of
Public Health Authority of Cabarrus County
Board of Commissioners Meeting
May 14, 2013

The Public Health Authority of Cabarrus County Board of Commissioners met on Tuesday, May 14, 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
Chad Weston, MD
Dari Caldwell
Jay White
Phyllis Wingate

Commissioners Absent: Allan Krusell, MD

CHA Staff Present: Dr. William F. Pilkington, Secretary to the Board
Dianne Berry, CMC, NCCMC, Clerk to the Board
Alice Luttmann, Erin Shoe, Janie Woodie, Kim Ragan, Paula Faggart,
Russell Suda, MD, Suzanne Knight, Valerie Sakach MD, Victoria
Manning

Guest: Karen Cimino Wilson, *Independent Tribune* reporter

CALL TO ORDER

Chairman Kincaid 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 for the March 12, 2013 meeting, as presented. Dr. Weston seconded the motion.

APPROVAL OF THE MINUTES

Dr. Weston motioned to approve the minutes of the March 12, 2013 Cabarrus County Public Health Authority Board of Commissioners meeting, as presented. Mrs. Caldwell seconded the motion.

REPORTS

The Public Health Authority Board of Commissioners reviewed the following reports:

DPH FMR 3rd Quarter Report
3rd Quarter Employee Separations
3rd Quarter FY13 Goals & Objectives Reports
CHA Strategic Plan 3rd Quarter Updates

CONSENT AGENDA

Mrs. Harkey reviewed the Budget Revisions and Amendments Requests:

\$1,518.00 – Grant funds received from DPH for the Preconception Health program. Funding period is June 2013 through May 2014, balance of funds will be in FY 2014 budget. (Health Initiatives Dept.)
\$7,787.00 – Move funds to correct line items to cover expenses related to updating and reprogramming 800 MHz radios used for PHP&R. (Communicable Disease Dept.)

\$15,616.00 – Funds received from DHHS, Division of Public Health, for 2nd distribution of funds based on number of mandated inspections (92%) of food and lodging establishments for 2011-2012. (Environmental Health Dept.)

\$9,903.00 – Additional grant funds received from DPH/Cancer Prevention and Control to support the BCCCP program. (Clinical Services Dept.)

\$15,000.00 – Grant funds received from Focused on a Cure to support the CHA's Breast Health Program. (Clinical Services Dept.)

\$3,300.00 – Move funds within the ITS department budget to cover expenses. Add revenue from the Cabarrus Rowan Community Health Center to cover costs of hosting internet services. (ITS Dept.)

\$1,750.00 – Funds received from NC Public Health Foundation to support the QI training for CHA staff. (General Administration Dept.)

\$12,480.00 – Grant funds received from DPH for the Healthy Communities program. These resources are provided to develop and implement policy, systems, and environmental change interventions that improve local food systems, increase food security, promote active living through planning and policies, and prevent chronic diseases. (HI Dept.)

\$8,333.00 – Grant funds received from DPH for the HDSP program for 1 month, June 2013. (Health Initiatives Dept.)

\$5,000.00 – Additional funds received from CFPF for the Smart Start Dental program to use for emergency dental services for Smart Start eligible children. (Dental Health Dept.)

\$1,000.00 – Budget funds from Fund Balance that were originally donated to the CHA to be used for the Children's Emergency Dental Fund. (Dental Health Dept.)

\$13,671.00 – Increase funds from sale of capital assets and miscellaneous revenue due to sale of two agency vehicles as well as payback from liability insurance due to meeting deductible related to legal services. Funds will be used to cover high cost of unemployment compensation related to reduction in force from 2011. (General Admin. Dept.)

\$15,400.00 – Additional Beacon funds received from Community Care of Southern Piedmont for the Beacon Sustainability Project, SOW and budget #7. (General Admin. Dept.)

\$30,000.00 – Increase fees due to increase in services provided and increase line items to cover expenses. Move allocated funds to Vital Records Department to cover expenses. (Environmental Health Dept., Vital Records Dept.)

(\$925,333.00) – Decrease budgeted revenue from Medicaid Settlement due to decrease in projected receivables. See attached email from State regarding cause of decrease. Allocation per program yet determined. Notification of decrease received end of April. Amount too large to cut in 10th month of fiscal year. Fund Balance Appropriation will be necessary to balance budget.

Dr. Weston motioned to approve the budget revisions and amendments as presented. Ms. Wingate seconded the motion. Motion approved.

OLD BUSINESS

Update on NC Accreditation

Cindy Walker, Accreditation Coordinator, presented a brief history of Cabarrus Health Alliance's accreditation efforts to date, and an overview of the components of the North Carolina Public Health Accreditation process. She noted that an exit meeting along with feedback from the site visit team will be held on May 16. The decision on CHA's NC Public Health re-accreditation will be announced in June.

NEW BUSINESS

2013 County Health Rankings

Victoria Manning presented the Robert Wood Johnson 2013 County Health Rankings report. She explained that the Robert Wood Foundation implemented this annual report in 2010, which ranks every county in the nation on its health and provides recommendations for community health improvement. For 2013, Cabarrus County ranked 10th out of 100 NC counties in health (1=best; 100=worst); 11th in mortality and 22nd in morbidity (1=best; 100=worst). Mrs. Manning noted that Healthy Cabarrus is addressing many of the health-related issues noted through Healthy Lives Healthy Futures and Eat Smart Move More, among other programs. Mrs. Caldwell thanked Mrs. Manning for the well-prepared presentation, noting that it was the most organized and easy to understand RWJF presentation she had seen.

Strategic Map Connection to Community Flow Chart 2012

Mrs. Manning presented a flowchart demonstrating how strategic efforts within CHA are connected to community health outcomes. Areas included the CHA Strategic Map and Strategic Planning, the budget, employee feedback, Board feedback, Healthy Cabarrus, action planning, and health policy implementation.

Health Director Job Description Annual Review

Erin Shoe, Human Resources Director, stated that on March 13, 2013, the Board approved a revision to the Corporate Resolution, Admn. 002, Chief Executive Officer, stating that it is the responsibility of the Board to at least annually review and approve a job description for the Chief Executive Officer. She solicited feedback for the Board on any changes to the Health Director's job description. Ms. Wingate recommended adding extensive administrative and management experience in public health. Dr. Weston motioned to amend the Health Director's job description as recommended. Mr. Mack seconded the motion. The motion passed 6:0 by a show of hands.

Employee Benefits FY2014 (Health, Dental, Disability)

Erin Shoe, Human Resources Director, presented an overview of proposed employee benefits for FY2014. She noted that CHA has been with the North Carolina Medical Society/BCBSNC for one year now and she would like to see consistency for employees by finding a carrier and staying with them. Mrs. Shoe noted that CHA was able to contract with the NC Medical Society/Medical Mutual because we have a full-time physician on staff. The renewal rate for FY2014 health benefits was 1.5%. The only change to the plan for FY2014 was an increase in the deductible to \$3500. Also for FY2014, healthcare benefits were extended to 43 School Health Nurses and 7 other part-time employees working >30 hours per week, with CHA paying one-half of the monthly premium and employees paying one-half. Of those 50 employees, 8 enrolled in the BCBSNC plan. However, many of those other part-time employees offered healthcare coverage expressed appreciation for making it available to them and they were grateful to know that the benefit is there for them if needed. Mrs. Shoe also reviewed the Health Reimbursement Arrangement (HRA) information for FY2014. Although slightly restructured, the total reimbursement amount remained the same as FY2013. Mrs. Shoe also reviewed the benefits of Flexible Spending for employees.

Mrs. Shoe discussed proposed CHA Wellness Activities for FY2014 and incentive to employees if they completed all four required activities/goals. She proposed that the Wellness activities roll out October 1, 2013, to give employees time to get ready. Mr. White stated that none of the wellness requirements are unreasonable, and recommended that this be effective July 1, 2013. Mrs. Shoe stated that Open Enrollment for Benefits will be held May 29 and 30 in several small group meeting with all vendors present. Mr. White motioned to approved the employee health benefit FY2014, along with the Wellness Incentive Proposal, effective July 1, 2013. Mr. Mack seconded the motion. The motion was approved.

Mrs. Shoe noted that all ancillary benefits (Dental, Voluntary Life, and Disability) would remain the same for FY2014. She also noted that Community Eye Care had been added back as a vision benefit for FY2014, for employees are not enrolled in the CHA BCBSNC plan. Mrs. Wingate motioned to approve the CHA ancillary benefits for FY2014. Mr. White seconded the motion. The motion was approved.

2013 County Contract

Tammy Harkey, Finance Director, reviewed the 2014 Country Contract, noting that Cabarrus County wanted to re-do the contract to document how allocations are spent. She noted that the contract has been reviewed by CHA attorney, Senator Fletcher Hartsell. She stated that this was for information and awareness to the Board.

2014 Preliminary Budget

Mrs. Harkey reviewed the 2014 preliminary budget. She noted that a meeting is scheduled with Cabarrus County Commissioners on May 30 regarding the FY2014 budget. The amount being requested of the county for FY2014 is \$868,700. The final decision from Cabarrus County Commissioners will be on June 17, 2013. In the FY2014 budget, School Health Nurse hours are increased from 6.5 to 7.5 hours per day and one additional sanitarian position in Environmental Health plus one vehicle.

Mrs. Harkey discussed clinical services changes proposed for FY2014 in Clinical Services due to a Medicaid settlement shortfall from \$1.3 million to \$250,000. She reviewed the three public health programs currently being provided with state funding: Family Planning, Child Health and Maternal Health. 2600 patients are current in the CHA Family Planning program. Of those, 477 are Medicaid and 2,048 are self-pay. She noted that no state funding is provided for Pediatric Primary Care. CHA currently has two Pediatricians on staff and a Pediatrics Nurse Practitioner. A decision will need to be made to refer out 850 pediatrics patients. Mrs. Harkey also reviewed Maternal Health program, noting that CHA receives \$125,000 in funding from the state. The program currently has 925 patients. With clinical services changes, CHA could continue to see 134 patients, which is 2-3 new patients per week. That would mean 493 patients going elsewhere in the community. Mrs. Harkey noted that going forward, FY2014 will be a transitional year, with less patients and fewer staff.

Suzanne Knight, Clinical Services Director, noted that CHA Clinical Services will have to change the way we do business effective July 1, 2013. However, this change could allow CHA the opportunity to see more Medicaid and privately insured patients.

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.

ANNOUNCEMENTS

Chairman Kincaid reminded Board members that the June meeting, which includes the public health and approval of the FY2014 budget, is scheduled for June 18, 2013.

He also announced that he is planning to attend the CHA budget meeting for FY2014 with Cabarrus County Commissioners on Thursday, May 30 at 5:30 p.m., along with Dr. Pilkington and Mrs. Harkey.

ADJOURNMENT

There being no further business to come before the Authority Board, Chairman Kincaid motioned to adjourn the meeting at 7:40 p.m.



Tom D. Kincaid, Chairman
Public Health Authority Board of Commissioners



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