

BOARD OF DIRECTORS

**April 21, 12-2
Zoom meeting**

AGENDA

Members Present:

Anita Bachmann, MHS
Reuben Blackwell
Goldie Byrd, PhD
Lori Byrd, DNP, RN, CRE
Penney Burlingame Deal, DHA, RN, FACHE
Keith Holtzclaw, FACHS
Lyndsay Jensen, PA
Perrin Jones, MD
Brian McGinnis, MBA
John Morrow, MD, MPH
Lawrence Nycum, MD, MMM
Carrie Rosario, DrPH, MPH, CHES
Lisa Shock, MHS, PA-C
Adam Sholar
David Sousa, JD
Sara Stoneburner, MD
William Way, MD

Members Absent:

Costa Andreou, MD
Alexandra Dean, PhD, NCC, LPC
Lee Ellis
Betsy Tilson, MD

Staff Present:

James Coleman, MPH
Don Gula, MBA
Emily Hooks
Kisha Markham
Brieanne Lyda-McDonald, MSPH
Kaitlin Phillips
Michelle Ries, MPH
Adam Zolotor, MD, DrPH
Peter Morris, MD

Welcome and Call to Order – David Sousa, Chair

Mr. Sousa, Board Chair, brought the meeting to order with opening remarks. Due to COVID-19, the meeting was held via teleconference (Zoom).

Review of Minutes – David Sousa, Chair

Mr. Sousa indicated that the members received the minutes of the January 21, 2020 meeting of the Board in advance. Penney Burlingame Deal made a motion to approve and accept the amended minutes, which was seconded by Keith Holtzclaw. The minutes were approved unanimously.

Finance Report – Don Gula, Director of Operations

Mr. Gula presented NCIOM finances through the end of February 2020. Through February most of the revenue and expenditures were tracking with the approved budget. Investment income is tracking higher than budget. Overall, we are two thirds through the fiscal year and NCIOM finances are in good shape, we have a cash buffer, and we are doing well with expenses. Mr. Sousa asked about the possibility of asking for a larger state appropriation due to the pandemic. Dr. Zolotor stated that the NCIOM state appropriation is funded thru a Sheps Center appropriation and we do not enter into direct negotiations for our funding from the state.

FY2021 Proposed Budget – Don Gula, Director of Operations and Brian McGinnis, Chair Audit and Finance Committee

Mr. Gula presented the proposed FY2021 NCIOM budget on behalf of the Audit and Finance Committee, who had previously reviewed the draft budget and was presenting it to the Board for action. The proposed budget contains a little more uncertainty than normal due to the possible impact the COVID-19 will impact both our funders and our ability to conduct task force meetings. The proposed budget includes several new projects and also the expected renewal of the Essentials for Childhood backbone support, Maternal Health task force, and Legislative Health Policy Fellows program. One area of uncertainty is the status of the Annual Meeting, which is traditionally held in the fall, but may be impacted by the pandemic. The expenses include a 3% cost of living increase for all staff. There are no proposed increases in staffing levels. The budget, as presented, reflects a positive \$3,560. Ms. Bachmann asked about the status of the KBR grant that was in the FY2020 budget but was not realized. Dr. Zolotor stated that he remains in contact with KBR about the funding but doesn't feel we should include it in the FY2021 budget. Mr. Holtzclaw asked if we have contacted the Dogwood Trust as a possible co-sponsor. Dr. Zolotor responded that he is trying to establish a relationship with Dogwood. Mr. McGinnis stated that the Audit and Finance Committee had reviewed and supports the proposed budget and was presenting it from the committee for approval. Since the motion was from a board committee no second was necessary. The motion was approved unanimously.

President's Report - Dr. Adam Zolotor, President and CEO

Dr. Zolotor stated that NCIOM should end the fiscal year in good financial shape, and that investment income is tracking higher than anticipated. He stated that we are responding to the COVID-19 with related issue briefs and blog posts, utilizing LHPF funds. Re. LHPF we are planning a one-day session for NCGA staff and hope to have one or more mini sessions to focus on special topics of interest to program alumni. The DHOH, Perinatal Health, and Serious Illness Care reports are all nearing completion and will be published online as they are completed. He expects the hard copy publication and hard launch will occur later, and those launches will be spread out over several weeks. We are working with DPH/DHHS for a 3-year renewal of the Essentials for Childhood backbone support. We have completed meetings for HNC2030 and have published the report. A series of Zoom working group meetings are planned during the spring to serve as the basis for the state health improvement plan. The first two meetings of the Maternal Health task force have been canceled due to the COVID-19, and we hope to have the first meeting in June.

Dr. Zolotor stated that Michelle Ries has accepted the position of Associate Director and will begin in that role on/about May 1. Also, Emily Hooks is now in a permanent position as a research assistant.

Communication Strategy COVID 19 - Michelle Ries, Project Director

- Ms. Ries discussed the NCIOM communication strategy regarding COVID-19. She stated that we have prioritized COVID-19 communications to be responsive to our role in providing information to the public. We are doing a series of blog posts about HNC 2030

indicators and the impact we are seeing on these indicators on COVID-19: food insecurity, incarceration, reading, paid sick leave, and health disparities. She also talked about dissemination for serious illness care report and how we are trying to connect to COVID-19.

New Projects - Adam Zolotor, President and CEO

Dr. Zolotor briefly described the four new projects that he is currently developing and working with potential funding sources. Pandemic preparedness – The Duke Endowment approached us about this project, and Dr. Zolotor thinks that there may be other sources of funding possible. Also, he has approached the South Carolina Institute of Medicine and Public Health as a potential partner on a two-state Task Force. Healthy Aging – We were making good progress on planning for this task force and getting funding commitments from The Duke Endowment and several other funders; however, due to the public health total focus on COVID-19, The Duke Endowment has asked if we can postpone this proposal until the fall. Future of Local Public Health - This potential task force is still in early talks. The task force would look at what local public health in public health in NC is and what it could be. Front line workforce - This task force would mainly be focused on workforce development and pipeline for front line work force. The funding strategy for this effort is still under development.

Annual meeting contingency planning - Adam Zolotor, President and CEO

We have been planning the 2020 Annual Meeting on health impacts of climate change, with a proposed date of September or October. Early planning is underway. Due to COVID-19 we are considering the board's recommendations regarding options for conducting the meeting. Dr. Zolotor wanted board input on how we should proceed with the Annual Meeting; should this still be planned for the fall or perhaps delay to the spring 2021; should the meeting be in-person or a virtual meeting. Dr. Zolotor stated that the NCIOM bylaws require an annual meeting each year. The general consensus of the board was that we should not have an in-person annual meeting in the fall, and should consider some form of virtual meeting. Also, there was a general consensus that the annual meeting should include a post-COVID discussion on what went well and what can be improved upon as we continue to conduct pandemic planning.

NCMJ Update - Peter Morris, NCMJ Editor-in-Chief and Kaitlin Phillips, Managing Editor

Dr. Morris stated that the Youth Mental Health in NC issue has been published. The May/June issue will be on Vital Directions in Health and will be co-published with the National Academy of Medicine. The July/Aug issue will be on Serious Illness Care and will be co-sponsored by the Carolinas Center on Hospice and Palliative Care. The Sep/Oct issue will be on the health impacts of a changing climate

Scheduled Meeting Dates

July 21, 2020
October 20, 2020
January 19, 2021

Mr. Sousa motioned to adjourn the meeting and Dr. Nycum seconded the motion. The April NCIOM Board Meeting adjourned at 2:00 pm.