



**BOARD OF DIRECTORS (VIRTUAL) MEETING
October 18, 2022, 12-2 pm**

BOARD MEETING MINUTES

Members Present:

Anita Bachmann, MHS
Vickie Bradley, MPH, BSN, RN
Lori Byrd, DNP, RN, CRE, LPC
Lyndsay Edwards, PA
Brian Gwyn, MBA
Perrin Jones, MD
Andrew Kaiser
Brian McGinnis, FACHE, FACMPE
Richard Montague
John Morrow, MD, MPH
Lawrence Nycum, MD, MMM
Timothy Norris, MBA, SPHR, SHRM-SCP, CHBC
Carrie Rosario, DrPH, MPH, CHES, TTS
Adam Sholar, JD
Sara Stoneburner, MD
David Sousa, JD
Betsey Tilson, MD, MPH

Members Absent:

Reuben Blackwell, IV
Cory Hess, MBA
William Way, MD

Staff Present:

Marsha Bailey
Kathy Colville, MSW, MSPH
Khristian Curry, MPH, CHES
Emily Hooks, MEd
Brieanne Lyda-McDonald, MSPH
Peter Morris, MD, MPH, MDiv
Kaitlin Phillips, MS
Michelle Ries, MPH
Laurie Schaecher, MPH
Ivana Susic

Guests Present:

Skye David, New Frame
Brian Lewis, New Frame



Welcome and Call to Order – Carrie Rosario, Chair

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

Sara Stoneburner read the mission of the NCIOM.

Carrie Rosario acknowledged that this is Dr. Stoneburner’s last meeting and shared her gratitude for her service. Kathy expressed her thanks as well and shared that Dr. Jennifer Jordan will be joining us during the January 2023 meeting.

July 2022 meeting minutes were brought forward for approval.

Motion was made by Davis Sousa to approve the minutes. Motion was seconded by Anita Bachmann.

Presentation of the Current Financial Position and Fiscal Year 2023 Budget

Presentation by Marsha Bailey, Director of Operations, NCIOM:

Current financial position:

Truist Checking Account	\$ 168,692
Truist Money Market Account	\$1,420,946
PayPal Account	\$ 18,065
Morgan Stanley Investment Account	\$ 870,986
TOTAL	\$2,478,689

Marsha presented the tentative FY22 Audit dates, including the Audit Presentation to the Board scheduled for the April 18, 2023 Board Meeting. Marsha reminded Board members that the 2023 Conflict of Interest forms need to be returned via email by November 30, 2022. They were sent in a previous email. A reminder was given of the 2023 Meeting dates.

Marsha reviewed status of the current lease and plans for potential relocation. The current lease for the 630 Davis Drive location will end on April 30, 2023. The rent is \$119,071 annually/\$9,922 monthly (current ½ funded by the UNC Chapel Hill Provost Office). A breakdown was given of various new lease/space options based on an assessment done by the UNC Real Estate Operations/Planning and Design department. The current space is 4,328 square feet and is an excess of what is actually needed by the NCIOM. Based on their Space Needs Analysis between 2,300 square feet (\$68,825 Annually/\$5,319 Monthly) and 3,744 square feet (\$104,728 Annually/\$8,727 Monthly) would be adequate and result in a reduced amount of annual and monthly rent expenses.

A relocation opportunity presented itself for the NCIOM to relocate to the Sheps Center for Health Services Research located at 725 M.L.K. Jr Blvd in Chapel Hill, NC. Information was shared regarding the benefits as well as photos of the different spaces in Sheps.

Current Upcoming and Proposed Projects

Presentation by Michelle Ries, Associate Director and Kathy Colville, President/CEO NCIOM:

Michelle reviewed the new staff that have joined the NCIOM, including:

- Khristian Curry, Project Director
- Ruby Brinkerhoff, Editorial Assistant, NCMJ
- Lauri Schaecher, Special Projects and Legislative Resources Manager

Michelle reviewed the current status of the following ongoing and new Task Forces and Projects

- Carolinas Pandemic Preparedness Task Force – report launch this week
- Future of Local Public Health – report launch mid-November
- Task Force on Maternal Health - ongoing
- Task Force on Healthy Aging - ongoing
- Task Force on Oral Health Transformation - ongoing
- Essentials for Childhood - ongoing
- Opioids – ongoing
- Task Force on the Future of Nursing – beginning January 2023

2022 Annual Meeting

Presentation by Emily Hooks, Program and Evaluation Manager, NCIOM:

The Annual Meeting will be held on Tuesday, November 15th 8:00am-4:00pm at the McKimmon Center in Raleigh, NC

Goals for the Annual Meeting

- Disseminate new ideas and innovative practices that will improve our state’s ability to attract, recruit, retain, and support a highly skilled and respected workforce for health
- Provide a valuable forum for North Carolina leaders to expand and strengthen their professional networks
- Elevate the visibility and influence of leaders from historically marginalized groups and highlight their contributions to the workforce in NC

Fast Facts:

Attendees:

- 214 registrants as of 10/17/22
- Broad mix of practitioners, leaders, and representatives from trade associations, health care, public health, and community-based organizations and policy makers

Speakers:

- 44 confirmed speakers
- Diverse in terms of geographic location, sector, gender, and race/ethnicity
- Sponsorship:
 - 9 sponsors
 - \$52,000 in sponsorships

The Agenda was shared as well as a registration code to be used by Board Members when they register.

Program Focus and Board of Directors Strategic Discussion



Kathy Colville, President/CEO, NCIOM, Brian Lewis, Managing Partner, New Frame, LLC and Skye David, Lobbyist and Attorney, New Frame, LLC:

Kathy discussed the history of the NCIOM legislative relationships and gave a reminder of the results of the NCIOM organizational assessment. Kathy shared the four areas of focus for engaging with New Frame, LLC:

- defining and communicating the unique role of the NCIOM with NCGA members and staff
- creation of written materials tailored to the needs, frequency, and concerns of NCGA members
- identifying specific goals and targets to develop a meaningful presence on Jones Street; and
- the purpose, concepts, and implementation of the Legislative Health Policy Fellows program.

Kathy introduced invited guests, Brian Lewis and Skye David with New Frame, LLC

Brian Lewis shared that they are a bipartisan organization that works to assist organizations with legislative interaction. They sometimes become the “voice” for organizations and individuals inside the General Assembly. Their goal would be to assist the NCIOM with communicating. A reminder was given about the current make-up of the General Assembly and the importance of constructing communications that reach them and are aligned to their personal and professional values. Slides were shown to reflect the NCGA leadership, the health policy “Power Map” of the General Assembly, and information on decision-making on legislative committees and the budget. New Frame suggested a focus on the HHS Subcommittee Chairs, identifying the specific committees’ subject matter. .

Summary of Key Comments from Board Members

- It is believed that this should be mandatory information that gets shared with NCIOM Board members. This issue is critical to the long-term success of the Institute.
- This collaboration reiterates the importance of knowing the audience we are speaking to and assist with getting better.
- It seems as if the Republicans are heading to a super majority and this will change the dynamics. It was asked what this may mean for expanded access to health care. Brian responded that he believes they are waiting until after the election to make decisions regarding Medicaid expansion.
- Is the NCIOM going to have a position on Medicaid expansion/reform? What will be the role of the NCIOM to educate the legislators and the guidance provided? What should the NCIOM’s position be on the controversial issues? Kathy shared that the NCIOM does not intend to request that legislators vote a specific way on specific legislation. It is the goal to provide information and build trust that the NCIOM will present the facts for informed decisions/votes to be made. The NCIOM also shares the recommendations of Task Forces, and has also played the role of bringing in legislators from other states to explain the effects of various bills that were passed.

Kathy shared that Cone Health Foundation has committed to assist with funding the work with New Frame, LLC. Kathy requested a motion be made that an ad hoc committee be established on government relations. Anyone interested in serving can reach out to Kathy. The structure will be shared in January.

Dr. Sara Stoneburner made a motion to create and establish an ad hoc committee on government relations. The motion was seconded by Anita Bachmann.
Approved via unanimous consent.

NCIOM Board of Directors/Report from Membership Committee

Presentation by Michelle Ries, Associate Director, NCIOM

Michelle reviewed the current status of the NCIOM membership selection process. This year the Nomination Committee sent emails to NCIOM Board of Directors, staff, NCMJ editorial board, and current task force steering committees. Stakeholders were invited to nominate up to 3 individuals who meet the criteria for NCIOM membership as described in the bylaws. Stakeholders were encouraged to review list of current members and to think about nominations that would allow NCIOM to reflect the diversity of North Carolina across the membership. NCIOM leadership and staff reviewed nominations and through internal discussion and prioritization, developed list of 16 individuals to be nominated for membership. NCIOM Board of Directors Membership Committee reviewed and approved slate of nominees for vote by the full Board of Directors on today's meeting.

The Slate of Members were presented:

- **Victor Armstrong, MSW**, Chief Diversity Officer. RI International
- **Cherry Beasley, PhD**, Associate Professor of Nursing, University of North Carolina at Pembroke
- **Zachary Brian, DMD, MHA**, Vice President for Impact, Strategy, and Programs Director, NC Oral Health Collaborative Foundation for Health Leadership & Innovation
- **Mark Casey, DDS, MPH**, Dental Officer, NC Medicaid, NC Department of Health and Human Services
- **Ava Crawford, CHES**, Director of Health Equity, Office of Health Equity, NC Department of Health and Human Services
- **Anthony Frank, MD, MBA, FACEP, CPE, FAAPL** Senior Vice President Medical Affairs/Chief Medical Officer, UNC Health Blue Ridge
- **Lisa Macon Harrison, MPH**, Health Director, Granville-Vance District Health Department
- **Jennifer Faye Jordan, MD**, Ophthalmologist, Waynesborough Ophthalmology
- **Deepak Kumar, PhD**, Interim Associate Provost, Dean of Research and Sponsored Programs, Director of Julius L. Chambers Biomedical Biotechnology Research Institute North Carolina Central University
- **John Lumpkin, MD, MPH**, President, Blue Cross Blue Shield of North Carolina Foundation, Vice President, Drivers of Health Strategy, Blue Cross Blue Shield of North Carolina
- **Viviana Martinez-Bianchi, MD, FAAFP**, Associate Professor in Family Medicine and Community Health, Director of Health Equity, Department of Family Medicine and Community Health, Duke University School of Medicine
- **Sharon Nelson, MPH**, Program Director, Division of Public Health, Chronic Disease and Injury Section, NC Department of Health and Human Services
- **Stacie Turpin Saunders, MPH**, Health Director, Buncombe County
- **ClarLynda Williams-Devane, PhD**, Senior Deputy Director, Division of Public Health, NC Department of Health and Human Services
- **Margaret "Peggy" Wilmoth, PhD, MSS, RN, FAAN**, Executive Vice Dean and Associate Dean, Academic Affairs, School of Nursing, University of North Carolina at Chapel Hill, Major General, US Army (ret.)

Since the recommendation is from a Committee a second was not required. Slate was approved via unanimous consent.

By-Laws Revisions to Membership

Presentation by Kathy Colville, President/CEO, NCIOM

Kathy gave thanks for comments that have been sent. Based on the comments, changes will be tabled for now to allow the committee to meet again and consider suggestions and questions and bring back a recommendation on by-laws to the next board meeting.

President's Report

Presentation by Kathy Colville, President/CEO, NCIOM:

Celebrations

- Collaboration with Duke-Margolis on a webinar on the NC Medicaid Healthy Opportunities Pilots
- New people joining our team
- Annual Meeting plans shaping up
- NC Center on the Workforce for Health
- Wrapping up two huge projects – Future of Local Public Health and Pandemic Preparedness

Organizational Assessment

Kathy reminded the board that the results of the organizational assessment were presented to them in January 2021. She expressed appreciation for the team's continued focus and progress on the four priority areas below.

- Preserve and build on assets - Reputation, trust and unique contribution
- Clarify the mission - Are we shaping or influencing?
- Communications - Identify and speak to target audiences to disseminate the good work of the NCIOM. Develop effective communications and relationships with policy makers
- Meaningful evaluation - Measuring impact and communicating it

Employee and Board Appreciation

Board Appreciation

- Carrie Rosario - *Staff Consultation and Guidance*
- Tim Norris, David Sousa, Perrin Jones - *Legislative Relationships*
- Adam Sholar, Lori Byrd, Carrie Rosario - *Reviewers for Pandemic Preparedness Report*
- Lori Byrd, Adam Sholar, Cory Hess - *Annual Meeting 2022 "Thought Partners"*

Employee Appreciation

- Emily Hooks with Annual Meeting
- Michelle Ries with Pandemic Preparedness
- Brienne Lyda-McDonald with Future of Local Public Health

Excellent Work! NCIOM Change Makers

Emily Hooks is participating in professional development regarding change management, and this opportunity has prompted reflection of the change underway in the organization in the past two years. Kathy commended the team in managing both small and big changes at the NCIOM during a time when so much in the world is also in flux. Kathy shared a slide with several changes undertaken by the NCIOM since January 2021.

- First organizational assessment
- Quarterly organizational development

- Communications strategic plan
- By-laws and policy/procedure revisions
- Building the annual budget from scratch
- All-virtual Task Forces
- Hybrid work arrangements
- “Working on the Work” sessions
- First Annual NCMJ Symposium
- First Podcast season
- NCMJ Editorial Board responsibilities
- Impact and evaluation framework development
- Board giving
- New Partnerships such as SC IMPH, NC ACC
- Multi-issue theme for NCMJ
- New Software: Scholastica, Monday.com, Slack
- Anchor Supporters
- Annual Meeting – in person and virtual
- Board governance matrix
- Board strategic discussions
- Task Force report launch and communications integration
- Move to Sheps

Motion was made to move to closed session due to personnel matters within the appropriate article.
Motion carried by unanimous consent.

Adam Sholar adjourned the meeting at 1:50 pm to move to Closed Session.

Closed session was adjourned at 2:01 pm.