



**NORTHERN KENTUCKY
INDEPENDENT DISTRICT
HEALTH DEPARTMENT**



**NORTHERN KENTUCKY INDEPENDENT DISTRICT
BOARD OF HEALTH MEETING**

Mayor Chris Reinersman, Chair
Wednesday, March 8, 2017, 6:30 PM
610 Medical Village Drive, Edgewood, KY 41017

MINUTES

MEMBERS PRESENT

Mayor Chris Reinersman, Chair
Eva Ballard
Lawrence Brennan, MD
Pat Dressman (designee – JE Pendery)
Jeff Earlywine (designee - JE Moore)
Timothy Franxman, MD
Tyson Hermes, Mayor, Erlanger
Charles Kenner, DMD
Scott Kimmich (designee - JE Wood)
Tony Kramer (designee - Mayor Peluso)
Jack Lenihan, DMD
Julie Metzger Aubuchon, OD
James Middendorf, DVM
John Muller (designee - Mayor Haas)
Lynn Shewmaker, OD
Wilbert Ziegler, (designee- JE
Knochelmann)

MEMBERS ABSENT

Charles Breen, MD
Mayor Joe Meyer
Wm. Ford Threlkeld, II, MD
Shelly Voet, MD

WELCOME/CALL TO ORDER

Chair, Mayor Chris Reinersman noted a quorum was present, welcomed everyone, and called the meeting to order at 6:30 PM.

APPROVAL OF MARCH 8, 2017 PROPOSED AGENDA

Chair, Mayor Chris Reinersman presented the March 8, 2017 Proposed Agenda for approval.

MOTION: Dr. Julie Metzger Aubuchon moved to accept the March 8, 2017 Proposed Agenda as presented. Dr. Charles Kenner seconded. Motion carried unanimously.

STAFF/GUESTS PRESENT

Lynne M. Saddler, MD, MPH, District Director of Health
Rose M. Croley, District Secretary
Steve Divine, Director of Environmental Health & Safety
Karen Domaschko, HR Administrator
Emily Gresham Wherle, Public Information Administrator
George A. Moore, Director of Administration & Accounting
Jennifer Hunter, Director of Clinical Services
Louise Kent, Planning Administrator
Stephanie Vogel, Director of Population Health
Mary Ann Stewart, Attorney

APPROVAL OF DECEMBER 14, 2016 PROPOSED MINUTES

Chair, Mayor Chris Reinersman presented the December 14, 2016 Proposed Minutes for approval.

MOTION: Mr. Wilbert Ziegler moved to accept the December 14, 2016 Proposed Minutes as presented. Dr. Timothy Franxman seconded. Motion carried unanimously.

OLD BUSINESS

There was no old business to bring before the District Board.

REPORTS

- a) **Building Committee** – Mayor Chris Reinersman thanked the Building Committee for their hard work and good results. Mr. Scott Kimmich, Chair, reported the committee has met three times since the last District Board meeting that was held in December, 2016 and gave a background update to the Board. Mr. Kimmich reported that negotiations with the City of Florence on the property went very well, reducing the purchase price \$100,000 (from \$640,000 to \$540,000) and thanked the attorney and the City of Florence. He then turned the report over to Mr. Jeff Earlywine. Mr. Earlywine thanked the Building Committee for their work on this project and had good news to report. After soliciting proposals for design-build options, the Building Committee recommends that the District Board of Health select Hemmer Company to build the new facility as their proposal came in between \$110-\$130 per square foot for construction costs and estimated a possible completion date of early 2018. Mr. George Moore reported that the health department anticipates being able to build this new facility within existing funds and with no increase in local public health taxes. Discussion ensued. **MOTION:** Ms. Pat Dressman moved to recommend the District Board of Health authorize the District Director of Health to negotiate with Hemmer Company and do a Letter of Authorization (LOA) for the construction of a two-story 40,000 square foot office building per Hemmer Company's proposal dated February 22, 2017 on the Health Department's Florence Government Center site located on Veteran's Memorial Drive, Florence, KY, with no basement and a building construction cost not to exceed \$4.8 million (\$120/square foot), using a Guaranteed Maximum Price (GMP) contract with equally shared savings and declare the health department properties at 610 Medical Village Drive, Edgewood, KY and 2388 Grandview Drive, Fort Mitchell, KY as surplus. Mayor Tyson Hermes seconded. Discussion ensued. Dr. Julie Metzger Aubuchon abstained. Motion carried.
 1. **Resolution to Declare 610 Medical Village Drive, Edgewood and 2388 Grandview Drive, Fort Mitchell as Surplus Properties.** Ms. Mary Ann Stewart, attorney, reviewed the written Resolution of the District Board declaring 610 Medical Village Drive and 2388 Grandview Drive as surplus property and authorizing the sale and disposition of said property pursuant to the Boards authority under KRS 212.784. She reported the surplus would not be sold until the Board was ready to sell. The written resolution is to be filed in the City Clerk's office. Discussion ensued.
- b) **Legal Counsel** – Ms. Mary Ann Stewart updated the Board on the Florence property purchase agreement reporting after negotiations the price was reduced by \$100,000 and went over the amendment to the purchase agreement. She anticipates a closing date no later than April 28. Discussion ensued. **MOTION:** Ms. Pat Dressman moved to approve the Amendment to the Purchase Agreement as presented and that the District Director of Health sign the agreement on behalf of the Board. Mr. Jeff Earlywine seconded. Dr. Julie Metzger Aubuchon abstained. Motion carried.
- c) **Financial** – Mr. George Moore presented the Financial report for the seven months ending January 31, 2017. Discussion ensued. **MOTION:** Dr. Charles Kenner moved to accept the Financial report as presented. Dr. James Middendorf seconded. Motion carried unanimously.

d) **District Director of Health** – Dr. Lynne Saddler gave highlights on a number of topics from her written report:

- 2016-2020 Community Health Improvement Plan dashboard and the 2015-2020 Strategic Plan dashboard, showing the progress in implementing these plans.
- 2016 Employee Satisfaction Survey - Dr. Saddler reported an upward trend from 2012 to 2016 in positive responses and a decrease in negative responses but that there was a significant lower number of employees responding to the survey. She factors that may have contributed to the lower response rate will be addressed for the 2018 survey.
- Compensation Plan – Dr. Saddler reported the draft proposed pay plan will be submitted to the Personnel Board meeting in April and to the District Board in June.
- Syringe Access Exchange Program – Dr. Saddler reported on the status of the program in all four counties and noted that March 16 marks the one year anniversary of the Grant County program. She shared the current cumulative data from this program and gave kudos to the staff for their efforts.
- Clinical Services – Dr. Saddler reported on WIC program site visits at the health centers in Kenton and Grant counties. She also reported on the Baby & Me Smoke Free program to reduce the rate of smoking in pregnant women, and a new partnership to improve women’s health for women at the Brighton Recovery Center.
- Environmental Health & Safety – Dr. Saddler asked Mr. Steve Divine to give an update on last week’s severe weather event response.
- Population Health – Dr. Saddler reported on the progress of LiveWell NKY, the robust flu season that is particularly impacting the elderly, and the hepatitis C profile template that is being developed for the KY Department for Public Health.

MOTION: Mr. John Muller moved to accept the District Director of Health report as presented. Ms. Pat Dressman seconded. Motion carried unanimously.

1. Statewide Public Health 3.0 – Dr. Saddler shared a power point presentation of the Kentucky Public Health 3.0 model. **MOTION:** Mr. Scott Kimmich moved to authorize the District Director of Health to support the KHDA “Public Health 3.0” goals on behalf of the district with additional focus of expanding the “social determinants of health” to be more inclusive of all at risk populations in our community. Dr. Julie Metzger Aubuchon seconded. Motion carried unanimously.

e) **Personnel Board Report** – Dr. Lynne Saddler gave a summary of the January 11 Personnel Board meeting and summarized the 2016 Exit Questionnaires. Discussion ensued.

MOTION: Ms. Pat Dressman moved to accept the Personnel Board report as presented. Dr. James Middendorf seconded. Motion carried unanimously.

COMMITTEE REPORTS

- a) **Clinical Services** - Dr. Julie Metzger Aubuchon, Chair reported the committee has not met.
- b) **Information & Education** – Dr. Julie Metzger Aubuchon, Chair reported the committee met on January 11 and gave a summary of the meeting, reporting the next meeting would be held in spring of 2018.
- c) **Population Health** – Dr. Lynne Saddler reported the committee has not met.
- d) **Environmental Health & Safety** – Mr. Tony Kramer, Chair reported the committee met February 22 and shared highlights including the temporary food service permit change in policy. The Health Department will now require operators to submit their application and fee at least three (3) business days prior to the event or they will not be able to operate at the event.

LOCAL BOARDS OF HEALTH

- a) **Boone County** – Chair, Dr. Charles Kenner reported the Local Board has not met.
- b) **Campbell County** – Chair, Dr. Lawrence Brennan reported the Local Board has not met.
- c) **Grant County** – Dr. Lynne Saddler reported the Local Board has not met.
- d) **Kenton County** – Chair, Dr. Lynn Shewmaker reported the Local Board has not met.

CLOSED SESSION – MOTION: Pursuant to KRS 61.810(1)(f), Dr. Charles Kenner moved to go into closed session. Ms. Pat Dressman seconded. Motion carried unanimously. Closed session began at 7:43 PM. **MOTION:** Ms. Pat Dressman moved to come out of closed session. Mr. Tyson Hermes seconded. Motion carried unanimously. Closed session ended at 8:29 PM. No action was taken during closed session.

OTHER

Ms. Pat Dressman informed the Board that Rose Garden Mission is opening a free dental service for low income families.

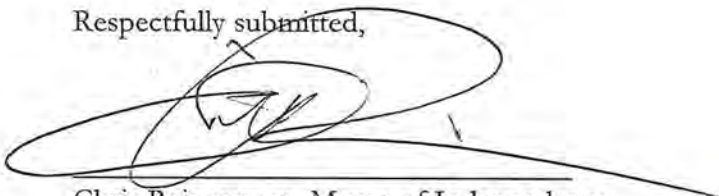
NEXT DISTRICT BOARD OF HEALTH MEETING

The next District Board of Health Meeting will be Wednesday, June 14, 2017 at 6:30 PM and will be held at the District Office, 610 Medical Village Drive, Edgewood KY.

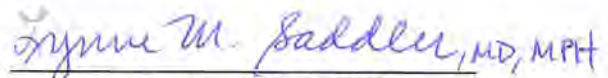
ADJOURNMENT

MOTION: With no further business to come before the District Board, Dr. Charles Kenner moved to adjourn the meeting. Mr. Tony Kramer seconded. Meeting adjourned at 8:30 PM.

Respectfully submitted,



Chris Reinersman, Mayor of Independence
NKIDBOH Chair



Lynne M. Saddler, MD, MPH,
District Director of Health
NKIDBOH Secretary