



**NORTHERN KENTUCKY
INDEPENDENT DISTRICT
HEALTH DEPARTMENT**

*Promoting and protecting the health of Northern Kentucky by providing
public health services essential for a safe and healthy community*



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

Richard Schuck, OD, Chair

Wednesday, February 12, 2014, 6:00 P.M.

610 Medical Village Drive, Edgewood, KY 41017

MINUTES

MEMBERS PRESENT

Richard Schuck, OD, Chair
Jonathan Rich, DMD
Jeff Earlywine (Designee for Judge Moore)
Charles Kenner, DMD
Tony Kramer, RN (Designee for Mayor Peluso)
Steve Pendery, Judge Executive
Kurt Pohlgeers

MEMBERS ABSENT

Steve Arlinghaus, Judge Executive
Darrell Link, Judge Executive
Wm. Ford Threlkeld, II, MD
Debbie Davis, BSN

STAFF / GUESTS PRESENT

Lynne M. Saddler, MD, MPH, District Director of Health
Rose Croley, District Secretary
Steve Divine, RS, Director of Environmental Health & Safety
Karen Domaschko, PHR, Human Resources Administrator
George A. Moore, Director of Administration & Accounting
Mary Ann Stewart, Attorney
Stephanie Vogel, Interim Health Promotion Administrator

WELCOME / CALL TO ORDER

Chair Dr. Richard Schuck welcomed every one and called the meeting to order at 6:00 PM.

APPROVAL OF FEBRUARY 12, 2014 PROPOSED AGENDA

Chair Dr. Richard Schuck presented the February 12, 2014 proposed agenda for approval.

MOTION: Dr. Charles Kenner moved to accept the February 12, 2014 proposed agenda as presented. Dr. Jonathan Rich seconded. Motion carried unanimously.

APPROVAL OF NOVEMBER 13, 2013 PROPOSED MINUTES

Chair Dr. Richard Schuck presented the November 13, 2013 proposed minutes for approval.

MOTION: Mr. Jeff Earlywine moved to accept the November 13, 2013 proposed minutes as presented. Mr. Kurt Pohlgeers seconded. Motion carried unanimously.

OLD BUSINESS

Dr. Lynne Saddler gave an update on the size of District Board proposed legislation. Dr. Saddler reported that HB 339 was introduced in House on February 5 to reduce the number of members on the independent district boards of health; add certain health professions; remove proportional representation of certain professions; give Fiscal Courts the authority to approve appointments; and base appointments on most recent US Census official estimates. The bill was introduced by Northern Kentucky Representatives S. Santoro (sponsor), A. Koenig, B. Linder, D. St. Onge, and A. Wuchner. On February 10 it was sent to the Health & Welfare Committee.

NEW BUSINESS

No new business brought before the Executive Committee.

REPORTS

- a) **Legal Counsel** – Ms. Mary Ann Stewart, Esq. went over Senate Bill 88 just as a “for your information”. She requested that the committee go into closed session at the scheduled time on the agenda so she can update the Committee on legal matters.
- b) **Financial** – Mr. George Moore presented the Financial Report noting that page 9, line item Building Maintenance and Repairs will likely be over-budget by year end due to snow removal costs due to the bad winter. **MOTION:** Dr Charles Kenner moved to accept the Financial Report as presented and forward to the District Board of Health for approval. Judge Executive Steve Pendery seconded. Motion carried unanimously.
- c) **District Director of Health** – Dr. Saddler stated that no legislative bill has been introduced regarding the PVA fee assessment to special purpose governmental entities but will monitor it. Dr. Saddler then went through the highlights of her report. Updates included the following: Our health centers have maintained their high (over 90%) immunization rates for the third year in a row. We now have an Memorandum of Understanding (MOU) with Sanitation District #1 in place concerning each agency’s responsibilities related to enforcement efforts. Dr. Saddler reported that today was Smoke Free Kentucky day at the Capitol in Frankfort and she and Stephanie Vogel were in attendance to represent the Health Department. Discussion ensued. Flu rates have been declining; we are mainly seeing the H1N1 strain. Lastly, Dr. Saddler discussed the increase in Hepatitis B and C rates in the District and the association with IV drug use as well as concern about HIV rates rising next.
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 - **MOTION:** Dr. Jonathan Rich moved to accept the District Director of Health report as presented and forward to the District Board of Health for approval. Dr. Charles Kenner seconded. Motion carried unanimously.
 - Chamber of Commerce Work Ethic Initiative Request – Dr. Saddler requested the Health Department endorse the Northern Kentucky Chamber of Commerce Work Ethic Initiative by pledging support on the pledge form. . **MOTION:** Dr. Charles Kenner moved to forward request to the District Board for approval. Dr. Jonathan Rich seconded. Motion carried unanimously.
 - Community Health Assessment/Community Health Improvement Plan Proposal Request – Dr. Saddler requested the Board provide input and approve a proposal for the Health

Department's process and structure for collaborative development of the Northern Kentucky Community Health Assessment/Community Health Improvement Plan (CHA/CHIP). Dr. Saddler gave some background information and discussion ensued. **MOTION:** Mr. Jeff Earlywine moved to forward request to the District Board of Health for approval. Dr. Charles Kenner seconded. Motion carried unanimously.

- d) **Personnel Board Report** – Dr. Saddler reported the Personnel Board met on January 14, 2014 and summarized the report. She noted one new item was the 2013 Exit Interviews Report. Discussion ensued. **MOTION:** Dr. Jonathan Rich moved to accept the Personnel Board Report as presented and forward to the District Board for approval. Mr. Kurt Pohlgeers seconded. Motion carried unanimously.

REVIEW / APPROVAL OF THE PROPOSED MARCH 12, 2014 DISTRICT BOARD OF HEALTH AGENDA - Chair, Dr. Richard Schuck presented the proposed March 12, 2014 District Board of Health Agenda for approval. **MOTION:** Dr. Charles Kenner moved to approve the proposed March 12, 2014 District Board of Health Agenda. Mr. Tony Kramer seconded. Motion carried unanimously.

CLOSED SESSION

MOTION: Pursuant to KRS 61.810 (1)(c), Dr. Charles Kenner moved to go into closed session. Mr. Kurt Pohlgeers seconded. Motion carried unanimously. **MOTION:** Mr. Tony Kramer moved to come out of closed session. Dr. Charles Kenner seconded. Motion carried unanimously. No action was taken during the closed session.

OTHER

No other business brought before the Executive Committee.

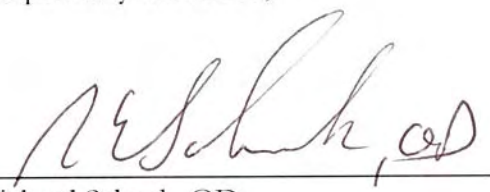
NEXT EXECUTIVE COMMITTEE MEETING

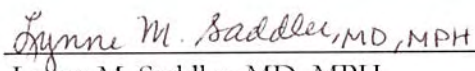
The next Executive Committee meeting will be Wednesday, May 14, 2014 at 6:00 PM (Food served at 5:30 PM) at 610 Medical Village Drive.

ADJOURNMENT

MOTION: With no further business to come before the Executive Committee, Dr Jonathan Rich moved to adjourn the Executive Committee meeting. Dr. Charles Kenner seconded. Motion carried unanimously. Meeting adjourned at 6:51 PM.

Respectfully submitted,


Richard Schuck, OD
NKIDBH Chair


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