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a healthier community

NORTHERN KENTUCKY INDEPENDENT DISTRICT BOARD OF HEALTH MEETING

Lower Level Conference Room
610 Medical Village Drive, Edgewood KY 41017
Wednesday, September 15, 2010, 6:30 p.m.

MINUTES

MEMBERS PRESENT

Jonathan Rich, DMD, Chair
Kirk Kavanaugh, JD, MSW, Vice Chair
Dean Adams, MD
Gregory Bach, DVM
Brett Coldiron, MD
Debbie Davis, RN
Mary Enzweiler, RPh
Jennifer Ihrig, RPh
Stephen Hiltz, MD (designee for Judge Pendery)
Charles Kenner, DMD
Tony Kramer, RN (designee for Mayor Peluso)
Annette Lavender, RN
Michael Molony, DMD
Garry Neltner, DPM
Jerry Peluso, Mayor of Newport
Steve Pendery, Judge Executive
Richard E. Schuck, OD
Daniel Sheridan, DMD
Emma Shipp, RN
Terry Sievers
Wm. Ford Threlkeld, II, MD
Suzanne Wendt
Pat Whitton, RN
Wilbert L. Ziegler (designee for Judge Drees)



MEMBERS ABSENT

Pat Dressman, Immediate Past Chair
Denny Bowman, Mayor
Angela Ervin, RN
Darrell L. Link, Judge Executive

STAFF/GUESTS PRESENT

Lynne M. Saddler, MD, MPH, District Director of Health
Steve Divine, Director Environmental Health & Safety
Kathy Gavin, Director of Community Health Promotion
Jennifer Hunter, Director of Clinical Services
Karen Y. McGarr, Executive Secretary
George A. Moore, II, Director of Administration and Finance
Mary Ann Stewart, Attorney
Louise Kent, Administrator
Stephanie Vogel, Health Education Manager
Mary Singler, Health Education Manager
Jody Christerson, Sr. Health Educator
Mary Burch
Amanda VanBenschoten, Enquirer

WELCOME

Chair Dr. Jonathan Rich welcomed everyone.

CALL TO ORDER

Chair Dr. Jonathan Rich noted a quorum was present and called the meeting to order at 6:30 p.m.

APPROVAL OF PROPOSED SEPTEMBER 15 AGENDA

Chair Dr. Jonathan Rich presented the proposed September 15, 2010, agenda for approval. Discussion followed. It was noted that Dr. Humbaugh was unable to attend tonight's meeting and will attend at a later meeting to present on H1N1. **Motion:** Mr. Kirk Kavanaugh moved to amend the agenda to include approval of the July 28, 2010 proposed minutes and delete Item V. H1N1, Dr. Humbaugh. Dr. Richard Schuck seconded. Motion carried unanimously to approve the September 15, 2010 agenda as amended.



APPROVAL OF JUNE 9, 2010 AND JULY 28, 2010 PROPOSED MINUTES

Chair Dr. Jonathan Rich presented the June 9, 2010 and July 28, 2010 proposed minutes for approval. **Motion:** Dr. Charles Kenner moved to accept the June 9, 2010 and July 28, 2010 proposed minutes as presented. Ms. Emma Shipp seconded. Motion carried unanimously to approve the June 9, 2010 and July 28, 2010 proposed minutes as presented.

OLD BUSINESS

Smoking Ordinance Motion: Following discussion of the smoking ordinance, Mr. Jerry Stricker moved that the Health Department, as instructed in the ordinance, accept the enforcement responsibility. Ms. Debbie Davis seconded. Discussion followed. Ms. Davis called the question. The motion that the Health Department, as instructed in the ordinance, accepts the enforcement responsibility passed (15 in favor; 6 opposed.)

REPORTS

Legal Counsel—Mary Ann Stewart

Ms. Mary Ann Stewart stated that she did not have a report at this time.

District Director of Health—Lynne Saddler, MD, MPH

Dr. Saddler reported. Highlights included the Program Report FY 2009-2010 and Program Implementation Plans FY 2010-2011, Dr. Saddler encouraged members to review/read the information; and accreditation. Dr. Saddler noted it is approximately 1 year out before health departments can apply for accreditation. She added that the Department is well positioned to move forward for accreditation.

Financial— George A. Moore, II, Director of Administration and Accounting

Mr. George Moore, II presented the Financial Report. He noted that FY 2010 ended approximately \$480,000 in the black, adding the surplus was largely due to the H1N1 funding the Department received. He also reported that the Audit Committee will be sent the Financial Audit for review. **Motion:** Dr. Richard Schuck moved to accept the Financial Report as presented. Dr. Garry Neltner seconded. Motion carried unanimously to accept the Financial Report as presented.

Personnel Board—Lynne M. Saddler, MD, MPH, District Director of Health



Dr. Saddler presented the July 20, 2010, Personnel Board Report. She noted that the report summarizing the Personnel Board's activities is on page 23 of the District Board packet. **Motion:** Dr. Brett Coldiron moved to accept the July 20, 2010, Personnel Board Report as presented. Ms. Emma Shipp seconded. Motion carried unanimously to accept the July 20, 2010, Personnel Board Report as presented.

COMMITTEE REPORTS

Executive: Jonathan Rich, DMD, Chair

Chair Dr. Jonathan Rich reported the Committee reviewed and discussed most of the items mentioned earlier in tonight's meeting. He thanked the judge executives for their attendance and sharing their comments. **Motion:** Mr. Kirk Kavanaugh moved to accept the Executive Committee Report as presented by Chair Dr. Jonathan Rich. Mr. Wilbert Ziegler seconded. Motion carried unanimously to accept the August 11, 2010, Executive Committee meeting report.

Diabetes Education: Thomas Bunnell, MD, Chair

The Committee has not met; therefore, there was not a report.

I&E: Tony Kramer, RN, Chair

The Committee has not met; therefore, there was not a report.

Clinical: Jennifer Hunter, Clinical Services Director

The Committee has not met; therefore, there was not a report.

Community Health Promotion: Daniel Sheridan, DMD, Interim Chair

The Committee has not met; therefore, there was not a report.

Environmental Health & Safety: Richard E. Schuck, OD, Chair

Dr. Schuck reported. The Committee met June 30, 2010, to discuss topics which included food code enforcement and the revised food codes, disaster preparedness, and media events current at the time. Dr. Schuck thanked Mr. Steve Divine, EHS Director, for doing an excellent job, he suggested Board contact Mr. Divine with any questions they might have. **Motion:** Dr. Dean Adams moved to accept the June 30, 2010, EH&S Report as presented. Mr. Wilbert Ziegler seconded. Motion carried unanimously to accept the June 30, 2010, EH&S Report as presented.

LOCAL BOARDS OF HEALTH REPORTS



Boone County: Charles Kenner, DMD, Chair

The Board has not met; therefore, there was not a report.

Campbell County: Richard E. Schuck, OD, Chair

The Board has not met; therefore, there was not a report.

Grant County: Wm. Ford Threlkeld, II, MD, Chair

The Board has not met; therefore, there was not a report.

Kenton County: Debbie Davis, Chair

The Board has not met; therefore, there was not a report.

CLOSED SESSION

There was not a closed session.

OTHER

There was not any other business to come before the Board.

NEXT BOARD MEETING

December 8, 2010.

ADJOURNMENT

Chair Dr. Jonathan Rich thanked everyone for attending the meeting and sharing their thoughts and comments. **Motion:** With no further business to come before the Board, Dr. Dean Adams moved to adjourn. Mr. Tony Kramer seconded. The motion carried unanimously, the meeting adjourned at 7:12 p.m.

Respectfully submitted,

Jonathan Rich, DMD
NKIDBH Chair

Lynne M. Saddler, MD, MPH
NKIDBH Secretary