

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

Lower Level Conference Room
610 Medical Village Drive, Edgewood KY 41017
Wednesday, December 10, 2008, 6:30 p.m.

MINUTES

MEMBERS PRESENT

Wilbert Ziegler, Chairman
Kirk Kavanaugh, Immediate Past Chairman
Gregory Bach, DVM
Eric Bosley, MD
Thomas Bunnell, MD
Debbie Davis, RN
Mary Enzweiler, RPh
Jennifer Ihrig, RPh
Charles Kenner, DMD
Scott Kimmich (designee for Judge Drees)
Tony Kramer, RN
Michael Molony, DMD
Steve Pendery, Judge Executive
Richard E. Schuck, OD
Daniel Sheridan, DMD
Suzanne Wendt

MEMBERS ABSENT

Wm. Ken Rich, DMD, Vice Chairman
Irvin T. Callery, Mayor
Brett Coldiron, MD
Linda Gray, RN
George Hall, MD
Stephen Hiltz, MD
Annette Lavender, RN
Darrell Link, Judge Executive
Gary Moore, Judge Executive
Emma Shipp, RN
Wm. Ford Threlkeld, II, MD

STAFF/GUESTS PRESENT

Steven R. Katkowsky, MD, District Director of Health

Carol Clements

Rose Croley, Division Secretary

Adam Davey, Von Lehman & Co., Inc.

Steve Divine, Director Environmental Health & Safety

Kathy Gavin, Director of Community Health Promotion

Carrie Gould, Dental Hygiene Supervisor

Emily Gresham Wherle, Public Information Manager

Jennifer Hunter, Director of Clinical Services

Beth Lange

George A. Moore, II, Director of Administration & Accounting

Debbie Poe, Dental Hygienist

Mary Ann Stewart, Attorney

WELCOME

Chairman Mr. Wilbert Ziegler welcomed everyone to the meeting.

CALL TO ORDER

Chairman Mr. Wilbert Ziegler noted a quorum was present and called the meeting to order at 6:42 p.m.

APPROVAL OF PROPOSED AGENDA FOR DECEMBER 10, 2008

Chairman Mr. Wilbert Ziegler presented the proposed agenda for December 10, 2008 and mentioned that a closed session per KRS 61.810(1) (f) needed to be added to the agenda before Item XI Adjournment. **Motion:** Dr. Thomas Bunnell moved to accept the agenda adding a closed session per KRS 61.810(1) (f) before Item XI Adjournment. Dr. Richard Schuck seconded. Motion carried unanimously.

APPROVAL OF SEPTEMBER 24, 2008, PROPOSED MINUTES

Chairman Mr. Wilbert Ziegler presented the September 24, 2008, proposed minutes for approval. **Motion:** Mr. Tony Kramer moved to accept the September 24, 2008, minutes with the amendment that his courtesy title be changed from Ms. to Mr. on page 4 of 6. Ms. Debbie Davis seconded. Motion carried unanimously.

OLD BUSINESS

Chairman Mr. Wilbert Ziegler noted there was no old business to address.

REPORTS

Chairman

Chairman Mr. Wilbert Ziegler reported.

Proposed Meeting Dates for FY 2009—Chairman Mr. Wilbert Ziegler presented the Proposed Meeting Dates for 2009. **Motion:** Dr. Michael Molony moved to accept the proposed dates as presented. Dr. Thomas Bunnell seconded. Mr. Kirk Kavanaugh pointed out that Wednesday, November 11, is Veterans Day and the Health Department usually has that day off as a holiday. Chairman Mr. Wilbert Ziegler noted that the Executive Committee should decide a new date for that particular meeting. Dr. Michael Molony amended his motion by noting the Executive Committee will choose a new date for the November 2009 Executive Committee meeting. Motion carried unanimously.

Board Composition– Legislation to Reduce Size of Health District Board of Directors

Chairman Mr. Wilbert Ziegler went over the Kentucky Legislature HB 114 draft. Discussion ensued. Mary Ann Stewart, Attorney, briefed the Board on discussions she had with Representative Ms. Addia Wuchner and Dr. Steven Katkowsky on the legislature noting the bill is of bi-partisan support. The reduction formula would be 1 board member per 50,000 population instead of the current 1 board member per 15,000 population. **Motion:** Dr. Richard Schuck moved that the Northern Kentucky Independent District Board of Health support the filing of legislation to reduce the size of the board. Dr. Daniel Sheridan seconded. Motion carried unanimously.

District Director of Health

General Update: Dr. Steven Katkowsky reported that the State is projecting a \$456 million deficit which could lead to a 4 percent (approximately \$100,000 cut for the fiscal year) budget reduction in State funds to the Health Department. He noted that we could operate within a 4 percent reduction while maintaining staff and services at the current levels.

Dr. Katkowsky reported that we received an award for providing staff to assist with the Hurricane Gustav evacuee relief efforts in Louisville. The Health Department had 11 staff in Louisville for 6 days.

Dr. Katkowsky reported on the expansion of the Public Health Dental Hygiene program and the plans to obtain a grant and develop an indigent clinic staffed by dental students. The Clinic will be located in Grant County. He will keep the Board updated as things develop.

Financial

Mr. George Moore presented the December 10, 2008, Financial Report. **Motion:** Dr. Richard Schuck moved to accept the December 10, 2008, Financial Report as presented. Ms. Mary Enzweiler seconded. Motion carried unanimously.

Personnel Board

Steven R. Katkowsky, MD, District Director of Health

Dr. Katkowsky presented the October 21, 2008, Personnel Board Report. Dr. Katkowsky stated his plans to have a tracking system developed to monitor terminations by type, position, reason, etc. Discussion ensued. **Motion:** Dr. Thomas Bunnell moved to accept the October 21, 2008, Personnel Board Report as presented. Ms. Suzanne Wendt seconded. Motion carried unanimously.

LEGAL COUNSEL: Ms. Mary Ann Stewart reported that she has been working with Dr. Katkowsky on wording for school survey letters; and, with the Cabinet for Health and Family Services on defining the statutes and regulations that apply to the Health Department as an “independent” agency.

COMMITTEE REPORTS

Audit: Mr. George Moore introduced Mr. Adam Davey of VonLehman & Company, Inc., who reviewed the FY 2008 Auditor Report. Mr. Davey reported that the Board received an unqualified report with regard to the statement of changes in fund balances and there were no material internal control weaknesses identified. **Motion:** Dr. Richard Schuck moved to accept the FY 2008 Audit Report as presented. Ms. Debbie Davis seconded. Motion carried unanimously.

Executive: Chairman Mr. Wilbert Ziegler reported on the Executive Committee’s November 12, 2008, meeting. **Motion:** Mr. Kirk Kavanaugh moved to accept the Executive Committee report as presented. Dr. Gregory Bach seconded. Motion carried unanimously.

Diabetes Education: Thomas Bunnell, MD, Chairman
Chairman Dr. Bunnell reported.

I&E: Tony Kramer, RN, Chairman
Chairman Mr. Kramer noted that there was not a report at this time.

Resource: Kirk Kavanaugh, Chairman
Chairman Kirk Kavanaugh noted that there was not a report at this time.

Clinical: George Hall, MD, Chairman

In Chairman Dr. Hall's absence, Ms. Jennifer Hunter Director of Clinical Services reported that the Department is hiring additional registered nurses and clerks due to the increasing number of clients at our health centers as a result of the weakening economy. Due to the merger of St. Luke and St. Elizabeth hospitals, Ms. Hunter will be keeping Frankfort updated on the Department's ability to provide Title X services.

Community Health Promotion: Daniel Sheridan, DMD, Interim Chairman
Interim Chair Dr. Sheridan noted Dr. Stephen Hiltz resigned as chairman of the CHP Committee. He reported that at the last meeting the Committee reviewed its progress to date.

Environmental Health & Safety: Chairman Wm. Ken Rich, DMD
In Chairman Dr. Rich's absence, Mr. Steve Divine, reported that the Department's environmental division was audited by State at our request He highlighted that we received a very good review. Mr. Steve Divine relayed that Chairman Dr. Rich is resigning as chairman of the EHS Committee. He added that working with Dr. Rich has been a pleasure and he will be missed. The next meeting will be held in March.

LOCAL BOARDS OF HEALTH REPORTS

Boone County: Charles Kenner, DMD, Chairman

Chairman Dr. Kenner noted the Board had not met and there was not a report at this time.

Campbell County: Richard E. Schuck, OD, Chairman reported that the Board recently met to approve support of the Manhattan Harbour TIF project in Dayton, Kentucky. Judge Steve Pendery discussed the progress of the new building.

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

In Dr. Threlkeld's absence a report was not presented.

Kenton County: Stephen W. Hiltz, MD, Chairman

In Dr. Hiltz's absence a report was not presented.

OTHER

Chairman Mr. Wilbert Ziegler thanked all who volunteered to work on the committees. Mr. Wilbert Ziegler then asked for a volunteer to chair the Environmental Health & Safety Committee.

CLOSED SESSION

Ms. Mary Ann Stewart requested the Board go into closed session per KRS 61.810(1) (f). **Motion:** Dr. Charles Kenner moved to convene a closed session per KRS 61.810(1) (f). Mr. Tony Kramer seconded. Motion carried unanimously. **Motion:** Dr. Richard Schuck moved to come out of closed session and reconvene the regular session. Dr. Charles Kenner seconded. Motion carried unanimously. Chairman Mr. Wilbert Ziegler noted that no action was taken during the closed session.

ADJOURNMENT

Motion: With no further business to come before the Board, Dr. Charles Kenner moved to adjourn. Mr. Tony Kramer seconded. The motion carried unanimously to adjourn the meeting at 8:07 p.m.

Respectfully submitted,

Wilbert Ziegler, Esq.
NKIDBH Chairman

Steven R. Katkowsky, MD
NKIDBH Secretary