

NORTHERN KENTUCKY INDEPENDENT DISTRICT BOARD OF HEALTH MEETING

Lower Level Conference Room
610 Medical Village Drive, Edgewood KY 41017
Wednesday, March 28, 2007, 6:30 p.m.

MINUTES

MEMBERS PRESENT

Richard E. Schuck, OD, Chairman
Kirk Kavanaugh, Vice Chairman
William Ford Threlkeld, II, MD, Immediate Past Chairman
Gregory Bach, DVM
Debbie Davis, RN, BSN,
Pat Dressman (designee for Judge Pendery)
Jeff Earlywine (designee for Judge Moore)
Mary Lou Gastright (designee for Mayor Callery)
George Hall, MD
Stephen W. Hiltz, MD
Charles Kenner, DMD
Scott Kimmich, Deputy Judge (designee for Judge Drees)
Tony Kramer, RN (designee for Mayor Guidugli)
Annette Lavender, RN
Darrell L. Link, Judge Executive
Michael Molony, DMD
William Ken Rich, DMD
Daniel Sheridan, DMD
Ann Tayce, MD
Sue Weber, RN
Wilbert Ziegler, Attorney

MEMBERS ABSENT

Carla Austin, RN
Thomas Bunnell, MD
James Brewer
Linda Gray, RN
Jennifer Ihrig, RPh
Jack Nie, RPh
Thomas Shaughnessy, MD

STAFF PRESENT

George A. Moore, II, Acting District Director of Health
Steve Divine, Director of Environmental Health and Safety
Kathy Gavin, Director of Community Health Promotion
Emily Gresham Wherle, Public Information Manager
Jennifer Hunter, Director of Clinical Services
Alan Kalos, Health Planning Administrator
Karen Y. McGarr, Executive Secretary
Gerry Patten, Attorney

Mellony Sebastian, Senior Clerk

GUESTS PRESENT

Patricia Baker
Hazel Bentley

WELCOME

Chairman Dr. Richard E. Schuck welcomed everyone to the meeting.

CALL TO ORDER

Chairman Dr. Richard E. Schuck noted a quorum was present and called the meeting to order at 6:30 p.m.

APPROVAL OF MARCH 28, 2007, PROPOSED AGENDA

Chairman Dr. Richard E. Schuck presented the proposed agenda for approval. Discussion followed. **Motion:** Ms. Pat Dressman moved to accept the March 28, 2007, proposed agenda with the following amendments to:

- *Item VI. Committee Reports, Other Committees:* specify other committees (Community Health Promotion, Environmental Health and Safety, and Clinical).
- *Item VIII. Closed Session:* use Closed Session to discuss personnel issues instead of legal reports.

Dr. Stephen Hiltz seconded. Motion carried unanimously to approve the March 28, 2007, proposed agenda as amended.

APPROVAL OF NOVEMBER 29, 2006, PROPOSED MINUTES

Chairman Dr. Richard E. Schuck presented the November 29, 2006, proposed minutes for approval. Discussion followed. **Motion:** Ms. Pat Dressman moved to approve the November 29, 2006, minutes with the following amendments to:

- *Closed Session, page 5 of 5:* per Mr. Gerry Patten's request, replace the first two sentences with the following text: "Mr. Gerry Patten reported that there were two pending environmental cases and one possible new matter that could result in litigation."
- *Members Present, page 1 of 5:* amend "Jude Pendery" to "Judge Pendery" after Pat Dressman's name.

Dr. Stephen Hiltz seconded. Motion carried unanimously to approve the November 29, 2006, proposed minutes as amended.

REPORTS

Chairman

Chairman Dr. Richard E. Schuck reported. He relayed Dr. Crum's appreciation to everyone for allowing him to work at the Health Department.

Chairman Dr. Schuck presented information on the letter of complaint against the NKIDHD that was received by the Attorney General. He noted that Mr. George Moore is working with Dr. Steve Davis on this issue. Brief discussion followed.

Chairman Dr. Schuck introduced and welcomed newly appointed District Board members Dr. Michael Molony, DMD, and Ms. Debbie Davis, RN, BSN, noting they represent Kenton County.

Acting District Director of Health

General Update: Mr. George A. Moore, II, reported. Mr. George Moore reported that following Dr. Gary Crum's announcement to retire at the February 28, 2007, Executive Committee meeting, the Executive Committee appointed him as Acting District Director of Health. He stated his appreciation of staff's support of him in his new role. Mr. George Moore stated that the FY 2008 budget process has started.

Financial

Mr. George A. Moore, II, presented the Financial Report. Discussion followed. **Motion:** Mr. Kirk Kavanaugh moved to accept the Financial Report as presented. Dr. Stephen Hiltz seconded. Motion carried unanimously to accept the Financial Report as presented.

Personnel Board

Mr. George A. Moore, II, presented the March 28, 2007, Personnel Board Report. He added that this meeting was conducted via email and requires the Personnel Board to ratify the actions of its March 28 meeting; therefore, no action is required at this time.

COMMITTEE REPORTS

Resource: Kirk Kavanaugh, Chairman

Chairman Mr. Kirk Kavanaugh presented the Resource Committee report including its three recommendations (copy attached) as approved by the Executive Committee. Discussion followed. **Motion:** Dr. Stephen Hiltz moved to approve the Resource Committee's recommendations as approved by the Executive Committee. Ms. Pat Dressman seconded. Discussion followed. Motion carried unanimously.

Executive: Richard E. Schuck, OD, Chairman

Dr. Schuck reported a joint meeting of the Executive Committee and Planning and Project Review Committee was held on February 28, 2007. He noted that the items already discussed tonight were addressed by the Executive Committee. **Motion:** Dr. Stephen Hiltz moved to accept the Executive committee report. Mr. Scott Kimmich seconded. Motion carried unanimously.

PPRC: Richard E. Schuck, OD, Chairman

- a. **Reorganization Sub-Committee:** Chairwoman Ms. Pat Dressman reported the Reorganization Sub-Committee has not met and its charge is on hold until a new director is hired.

Diabetes Education: Thomas Bunnell, MD, Chairman

There was no report at this time.

I&E: Tony Kramer, RN, Chairman

Mr. Tony Kramer presented the I & E Committee report. He noted the Committee has good representation and is currently looking at updating the pamphlets. A brief discussion followed Mr. Kramer's report.

By-Laws: Gerry Patten, Attorney

Mr. Gerry Patten thanked the By-law Committee members for their work. He presented the recommended By-law amendment and policy (cover memo dated 01-24-07, amendment and policy attached) relating to complaints against the District Director of Health. Discussion followed. **Motion:** Dr. Stephen Hiltz moved to approve the recommended By-law amendment as presented. Mr. Wilbert Ziegler seconded. Motion carried unanimously.

Clinical Services: George S. Hall, MD, Chairman

Dr. George Hall stated the Clinical Services Committee has not met recently.

Community Health Promotion: Stephen W. Hiltz, M.D., Chairman

Dr. Stephen Hiltz reported, noting the Community Health Promotion Committee has met several times. (Copy of handouts attached.)

Environmental Health and Safety: William Ken Rich, DMD, Chairman

Dr. Ken Rich reported the Environmental Health and Safety Committee held an informational meeting.

LOCAL BOARDS OF HEALTH REPORTS

Boone County: Charles Kenner, DMD, Chairman

Dr. Charles Kenner reported the BCLBH met February 21, 2007, where they approved the tax rate and appropriation to the District. He thanked Ms. Jennifer Hunter, Director of Clinical Services for her work with the School Site-based Health program. The next meeting is April 25, 2007.

Campbell County: Richard E. Schuck, OD, Chairman

Dr. Richard Schuck reported the CCLBH at its last meeting approved the tax rate and appropriation to the District. He thanked Dr. Daniel Sheridan for chairing the meeting in his absence.

Grant County: William Ford Threlkeld, II, MD, Chairman

Judge Executive Darrell Link reported on Grant County's "Biggest Winner" campaign, noting that they are very pleased with the overwhelming response they have received to the campaign.

Kenton County: Stephen Hiltz, MD, Chairman

Dr. Stephen Hiltz reported the KCLBH held its meeting at the new Kenton County Health Center. They approved the tax rate, the appropriation to the District, and Judge Drees' nominations for appointment to the District Board.

CLOSED SESSION

Motion: Mr. Wilbert Ziegler moved to go into closed session per KRS 61.810, Subsection f) *"Discussions or hearings which might lead to the appointment, discipline, or dismissal of an individual employee, member, or student without restricting that employee's, member's, or student's right to a public hearing if requested. This exception shall not be interpreted to permit discussion of general personnel matters in secret"* to discuss personnel issues. Mr. Kirk Kavanaugh seconded. Motion carried unanimously. **Motion:** Mr. Scott Kimmich moved that the Board come out of closed session and reconvene its regular session. Dr. George Hall seconded. Motion carried unanimously. **Motion:** Dr. Stephen Hiltz moved to appoint Mr. George A. Moore, II, as Interim District Director of Health until such time that a permanent District Director of Health is hired; and furthermore, he be compensated at a rate of an additional 10 percent above the current salary he receives as the Director of Administration and Accounting.

OTHER

There was no other business to come before the Board.

NEXT DISTRICT BOARD OF HEALTH MEETING

The next District Board of Health business meeting is scheduled for June 13, 2007 at 6:30 P.M. There will be a non-business information only session of the District Board on July 11, 2007 at 6:30 P.M.

ADJOURN

Motion: Being no further business to come before the Board, Dr. Charles Kenner moved to adjourn. Ms. Pat Dressman seconded. Motion carried unanimously to adjourn the meeting at 7:40 P.M.

Respectfully submitted,

Richard E. Schuck, O.D.
NKIDBH Chairman

George A. Moore, II, Acting District Director of Health
NKIDBH Secretary