

NORTHERN KENTUCKY INDEPENDENT DISTRICT BOARD OF HEALTH MEETING

Lower Level Conference Room
610 Medical Village Drive, Edgewood KY 41017
Wednesday, December 12, 2007, 6:30 p.m.

MINUTES

MEMBERS PRESENT

Kirk Kavanaugh, Chairman
Wilbert Ziegler, Vice Chairman
Dean Adams, MD
Gregory Bach, DVM
James Brewer
Thomas Bunnell, MD
Brett Coldiron, MD
Debbie Davis, RN
Ralph Drees, Judge Executive
Jeff Earlywine (designee for Judge Moore)
Mary Enzweiler, RPh
Linda Gray, RN
George Hall, MD
Stephen W. Hiltz, MD
Jennifer Ihrig, RPh
Charles Kenner, DMD
Tony Kramer, RN (designee for Mayor Guidugli)
Annette Lavender, RN
Michael Molony, DMD
Steve Pendery, Judge Executive
William Ken Rich, DMD
Daniel Sheridan, DMD

MEMBERS ABSENT

Carla Austin, RN
Irvin Callery, Mayor
Darrell L. Link, Judge Executive
Richard E. Schuck, OD, Immediate Past Chairman
Ann Tayce, MD
Wm. Ford Threlkeld, II, MD

STAFF/GUESTS PRESENT

George A. Moore, II, Interim District Director of Health
Steve Divine, Director of Environmental Health & Safety
Kathy Gavin, Director of Community Health Promotion
Emily Gresham Wherle, Public Health Information Manager
Jennifer Hunter, Director of Clinical Services
Karen Y. McGarr, Executive Secretary

Gerry Patten, Attorney
Karen Andrea
Jody Christerson
Matthew T. Coleman
Pam Glenn
F. Henderson
Keith King
Michael H. Kessler
Chris Smith
Maxine Saunders
John White

WELCOME

Chairman Mr. Kirk Kavanaugh welcomed everyone to the meeting. He introduced Dr. Steven Katkowsky, candidate for the District Director of Health position.

CALL TO ORDER

Chairman Mr. Kirk Kavanaugh noted a quorum was present and called the meeting to order at 6:30 P.M. He introduced Dr. Steven Katkowsky, candidate for the District Director of Health position.

APPROVAL OF DECEMBER 12, PROPOSED AGENDA

Chairman Mr. Kirk Kavanaugh presented the December 12, 2007 proposed agenda for approval. Discussion followed. **Motion:** Dr. Stephen Hiltz moved to approve the December 12, 2007 proposed agenda as presented. Dr. Thomas Bunnell seconded. Motion carried unanimously to approve the December 12, 2007 proposed agenda as amended.

APPROVAL OF SEPTEMBER 26, 2007, PROPOSED MINUTES

Chairman Mr. Kirk Kavanaugh presented the September 26, 2007, proposed minutes for approval. **Motion:** Mr. James Brewer moved to approve the September 26, 2007, proposed minutes as presented. Mr. Tony Kramer seconded. Motion carried unanimously to approve the September 26, 2007, proposed minutes as presented.

OLD BUSINESS

There was no old business to discuss.

REPORTS

CHAIRMAN: Kirk Kavanaugh

Advocacy Efforts:

KRS 212.786—Chairman Kavanaugh reported that the recommendation of the Executive Committee was to put this issue on hold to allow the new District Director of Health time to work with the four county judges executive to prepare a recommendation to be presented at the August 20, 2008 meeting.

Closed Session: District Director of Health Appointment—**Motion:** Dr. Charles Kenner moved to convene an executive closed session per KRS 61.810.1(f) to discuss the appointment of a district director of health. Mr. Tony Kramer seconded. Motion carried unanimously. **Motion:** Dr. George Hall moved to reconvene the regular session of the District Board meeting. Judge Steve Pendery seconded Motion carried unanimously. It was noted that no action was taken during the closed session. **Motion:** Mr. Wilbert Ziegler moved that the Health Department retain Dr.

Steven Katkowsky as the District Director of Health of the Northern KY Health Dept to serve as an at will employee with an annual starting salary of \$130,000; and furthermore, that Dr. Katkowsky's compensation package include items outlined in the November 14, 2007, letter approved by the Executive Committee and all other customary benefits that Health Department employees receive. Dr. Thomas Bunnell seconded. Motion carried unanimously. Dr. Katkowsky thanked the Board.

DISTRICT DIRECTOR OF HEALTH'S REPORT: George A. Moore, II, Interim District Director of Health
Livable Communities—Vision 2015 Update: Mr. George Moore presented information on the Health Department's involvement with the Vision 2015 as an FYI.

FINANCIAL REPORT: George A. Moore, II, Interim District Director of Health
FY 2007 Audit Report: Mr. George Moore presented the finalized FY 2007 Audit, noting that VonLehman & Co. had an unforeseen conflict and were unable to attend. **Motion:** Dr. Charles Kenner moved to accept the FY 2007 Audit as prepared by VonLehman & Co. and presented by Mr. Moore. Mr James Brewer seconded. Motion carried unanimously.

Financial Report: Mr. George Moore presented the December 12, 2007 Financial Report. Discussion followed.
Motion: Dr. Wm. Ken Rich moved to accept the December 12, 2007 Financial Report as presented. Dr. Stephen Hiltz seconded. Motion carried unanimously to accept the December 12, 2007 Financial Report as presented.

PERSONNEL BOARD REPORT: George A. Moore, II, Interim District Director of Health
Mr. George Moore presented the Personnel Board Report dated October 23, 2007. **Motion:** Dr. Thomas Bunnell moved to accept the October 23, 2007 Personnel Board Report as presented. Mr. James Brewer seconded. Motion carried unanimously to accept the October 23, 2007 Personnel Board Report as presented.

COMMITTEE REPORTS

Executive: Kirk Kavanaugh, Chairman

Mr. Kavanaugh reported that the items presented tonight were also discussed at the November 14 Executive Committee meeting. He asked for a motion to accept his verbal statement. **Motion:** Mr. Jeff Earlywine moved to accept Mr. Kavanaugh's statement regarding the activities at the November 14 Executive Committee meeting. Dr. Stephen Hiltz seconded. Motion carried unanimously to accept Mr. Kavanaugh's statement regarding the activities at the November 14 Executive Committee meeting. **Action Steps:** Per Mr. Kavanaugh's request, copies of proposed Executive Committee minutes or a written report will be submitted with future Executive Committee reports requiring action.

Diabetes: Thomas Bunnell, MD, Chairman

Dr. Bunnell presented the Diabetes Report dated December 2007 (copy attached).

I & E: Tony Kramer, Chairman

Mr. Kramer noted that the Committee has not met since the Board's last meeting. He added that they will meet sometime between now and March 2008 as required by State law.

By-Laws: Gerry Patten, Attorney

Mr. Patten reported that the Executive Committee voted to approve the three recommended by-laws and that the policy be reviewed further. **Motion:** Mr. Wilbert Ziegler moved to accept the Executive Committee's recommendation to approve the by-laws presented and that the policy be reviewed further. Mr. James Brewer seconded. Motion carried unanimously.

Resource: Kirk Kavanaugh, Chairman

Mr. Kavanaugh reported that this Committee is an offshoot of the Audit Review Committee. They approved the audit at their October 17, 2007 meeting.

Clinical Services: George Hall, M.D., Chairman

Dr. Hall reported the Committee discussed the HPV vaccine and it should it be presented to the community at-large. They also reviewed CDC's *Information for parents about pre-teen vaccines*. Dr. Hall presented the Committee's recommendation that we only distribute CDC approved materials. Discussion followed.

Motion: Dr. Dean Adams moved to approve the Clinical Services Committee recommendation regarding the HPV vaccine. Dr. Daniel Sheridan seconded. Motion carried unanimously to approve the Clinical Services Committee recommendation regarding the HPV vaccine.

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

Dr. Stephen Hiltz presented the Community Health Promotion Committee report and stated that the Committee was asking for approval of its recommendation: "*CHP Committee's Recommendation to the District Board of Health: Focus resources currently designated for sexual abstinence in schools on enhancing the sexual abstinence program with the Developmental Assets Model. This model has been shown to be beneficial in reducing and postponing teen sexual involvement, alcohol/drugs/tobacco use, and violence*". He introduced Dr. Keith King who was in attendance. Ms. Karen Andrea presented information on behalf of New Hope. Ms. Debbie Davis asked for the question to be called. Discussion followed. Ms. Davis again asked that the question be called. Ms. Annette Lavender seconded. Mr. Kavanaugh called the question to accept the Committee's recommendation. **Motion:** Dr. Thomas Bunnell moved to approve the Committee's recommendation: "*CHP Committee's Recommendation to the District Board of Health: Focus resources currently designated for sexual abstinence in schools on enhancing the sexual abstinence program with the Developmental Assets Model. This model has been shown to be beneficial in reducing and postponing teen sexual involvement, alcohol/drugs/tobacco use, and violence*". Dr. Brett Coldiron seconded. Motion carried with Dr. Charles Kenner, Ms. Linda Gray, and Mr. Tony Kramer voting against the motion.

Environmental Health & Safety: Wm. Ken Rich, D.M.D., Chairman

No report at this time.

Contract Review: Wilbert Ziegler, Attorney, Chairman

Mr. Ziegler reported the Committee's charge was to review professional service contracts and they have been very busy with this assignment. They have been reviewing procedures, policies, and mandates that are applicable to the Health Department. They plan to present a recommendation to the Board at its March 2008 meeting.

LOCAL BOARDS OF HEALTH REPORTS

Boone County: Charles Kenner, D.M.D., Chairman

There has not been a meeting and therefore no report.

Campbell County: Richard E. Schuck, O.D., Chairman

Dr. Daniel Sheridan reported that the CCLBH signed off on the contract for the new building. The anticipated completion date for the building is 2009.

Grant County: Wm. Ford Threlkeld, II, M.D., Chairman
There has not been a meeting and therefore no report.

Kenton County: Stephen W. Hiltz, M.D., Chairman
There has not been a meeting and therefore no report.

OTHER

Chairman Kirk Kavanaugh presented the FY 2008 meeting schedule.

CLOSED SESSION

A closed session was not held.

NEXT BOARD OF HEALTH MEETING

The next District Board meeting is scheduled for March 12, 2008.

ADJOURNMENT

Motion: Dr. Stephen Hiltz moved to adjourn. Judge Steve Pendery seconded. Motion carried unanimously to adjourn the meeting.

Respectfully submitted,

Kirk Kavanaugh, Chairman

George A. Moore, II, Secretary