



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

Lower Level Conference Room
610 Medical Village Drive, Edgewood KY 41017
Wednesday, December 8, 2010, 6:30 p.m.

MINUTES

MEMBERS PRESENT

Jonathan Rich, DMD, Chair
Kirk Kavanaugh, JD, MSW, Vice Chair
Pat Dressman, Immediate Past Chair
Gregory Bach, DVM
Brett Coldiron, MD
Jeff Earlywine, County Administrator
Mary Enzweiler, RPh
Angela Ervin, RN
Jennifer Ihrig, RPh
Stephen Hiltz, MD (designee for Judge Pendery)
Jordan Hsu, MD
Michael Molony, DMD
Garry Neltner, DPM
Daniel Sheridan, DMD
Emma Shipp, RN
Terry Sievers
Jerry Stricker, Mayor Pro tem (designee for Mayor Bowman)
Suzanne Wendt
Pat Whitton, RN
Wilbert L. Ziegler (designee for Judge Drees)

MEMBERS ABSENT

Dean Adams, MD
Debbie Davis, RN
Charles Kenner, DMD
Annette Lavender, RN
Darrell L. Link, Judge Executive
Jerry Peluso, Mayor of Newport
Richard E. Schuck, OD
Wm. Ford Threlkeld, II, MD



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
Louise Kent, Administrator
Karen Y. McGarr, Executive Secretary
George A. Moore, II, Director of Administration and Finance
Joyce Rice, Epidemiology Manager
Mary Ann Stewart, Attorney
Adam Davey, Von Lehman & Co.
Kraig Humbaugh, Ky. Department for Public Health
Hazel Bentley
Carol Daniels

WELCOME

Chair Dr. Jonathan Rich welcomed everyone. He introduced and welcomed Dr. Jordan Hsu, newly appointed Boone County representative, to the District Board of Health.

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 DECEMBER 8, 2010, AGENDA

Chair Dr. Jonathan Rich presented the proposed December 8, 2010, agenda for approval. Discussion followed. **Motion:** Mr. Kirk Kavanaugh moved to amend the agenda to allow Dr. Kraig Humbaugh's H1N1 presentation. Dr. Daniel Sheridan seconded. Motion carried unanimously to approve the December 8, 2010, agenda as amended.

APPROVAL OF SEPTEMBER 15, 2010, PROPOSED MINUTES

Chair Dr. Jonathan Rich presented the September 15, 2010, proposed minutes for approval. **Motion:** Ms. Pat Dressman moved to accept the September 15, 2010, proposed minutes as presented. Dr. Stephen Hiltz seconded. Motion carried unanimously to approve the September 15, 2010, proposed minutes as presented.

OLD BUSINESS

There was no old business.



REPORTS

Auditor—Adam Davey of Von Lehman & Co.

Mr. Davey presented the Department's Audit Report dated June 30, 2010. He highlighted pages 5 & 6 of the report and noted the Board received an unqualified opinion. Discussion followed. Ms. Patricia Whitton moved to accept the report as presented. Mr. Jerry Stricker seconded.

H1N1 Presentation—Kraig Humbaugh, DPH, Director of the Division of Epidemiology and Health Planning

Dr. Humbaugh thanked the Board for supporting the Department in its efforts with the H1N1 pandemic. He stated his appreciation to the Department staff for their role during the pandemic. Dr. Humbaugh presented his report. Discussion followed Dr. Humbaugh's presentation.

Legal Counsel—Mary Ann Stewart

Ms. Mary Ann Stewart reported on the lawsuit filed against Campbell County Fiscal Court and the open records requests the Health Department received from the ACLU. Brief discussion occurred.

District Director of Health—Lynne Saddler, MD, MPH

Local Board of Health Pilot Training: Dr. Saddler reported on the pilot training request she received. She requested that at a minimum the Department participate in Module 1 with the chair and vice chair as participants. She added that have both agreed to participate should the Board approve. Discussion followed. **Motion:** Dr. Stephen Hiltz moved to approve participation in the pilot training with Chair Dr. Rich and Vice Chair Mr. Kavanaugh participating in the Local Boards of Health Pilot Training Module 1: "The Local Board of Health Inventory" on behalf of the Board. Ms. Pat Dressman seconded. Motion carried unanimously.

Dr. Saddler also reported on the strategic plan being developed, reorganization process, flu season/vaccinations, and the pertussis outbreak. She introduced Joyce Rice, Epidemiology Manager. Ms. Rice reported on the pertussis outbreak. Discussion followed.

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

Mr. George Moore, II presented the Financial Report and noted state budget cuts. **Motion:** Mr. Jerry Stricker moved to accept the Financial Report as presented.



Ms. Suzanne Wendt 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 October 19, 2010, Personnel Board Report, highlighting the timeline information on page 19 of the report. **Motion:** Dr. Garry Neltner moved to accept the December October 19, 2010, Personnel Board Report as presented. Ms. Patricia Whitton seconded. Motion carried unanimously to accept the October 19, 2010, Personnel Board Report as presented.

COMMITTEE REPORTS

Executive: Jonathan Rich, DMD, Chair

No report.

Diabetes Education: Thomas Bunnell, MD, Chair

Ms. Pat Dressman reported. She presented highlights of the Committee's December 1, 2010, meeting. **Action Steps:** Per Ms. Dressman request, Ms. Karen McGarr will obtain the December 1, 2010, Diabetes Education written report from Ms. Cathy Winston and email it to the Board members.

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

Dr. Sheridan presented the report. He presented highlights of the Committee's November 16, 2010.

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

No report.

LOCAL BOARDS OF HEALTH REPORTS

Boone County: Charles Kenner, DMD, Chair

Mr. Jeff Earlywine reported. He presented highlights of the Board's November 3, 2010, meeting.



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 no other business to come before the Board.

NEXT BOARD MEETING

March 9, 2011

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, Ms. Pat Dressman moved to adjourn. Dr. Stephen Hiltz seconded. The motion carried unanimously, the meeting adjourned at 8:53 p.m.

Respectfully submitted,

Jonathan Rich, DMD
NKIDBH Chair

Lynne M. Saddler, MD, MPH
NKIDBH Secretary