

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

Lower Level Conference Room
610 Medical Village Drive, Edgewood KY 41017
Wednesday, December 9, 2009, 6:30 p.m.

MINUTES

MEMBERS PRESENT

Pat Dressman, Chair
Jonathan Rich, DMD, Vice Chair
Wilbert Ziegler, Immediate Past Chair
Dean Adams, MD
Eric Bosley, MD
Brett Coldiron, MD
Debbie Davis, RN
Jeff Earlywine (designee for Judge Moore)
Mary Enzweiler, RPh
Jennifer Ihrig, RPh
Stephen Hiltz, MD (designee for Judge Pendery)
Charles Kenner, DMD
Scott Kimmich (designee for Judge Drees)
Tony Kramer, RN (designee for Mayor Peluso)
Michael Molony, DMD
Garry Neltner, DPM
Richard E. Schuck, OD
Daniel Sheridan, DMD
Gabrielle Summe, Esq.
Wm. Ford Threlkeld, II, MD
Suzanne Wendt
Pat Whitton, RN

MEMBERS ABSENT

Gregory Bach, DVM
Denny Bowman, Mayor
Angela Ervin, RN
Kirk Kavanaugh, JD, MSW
Annette Lavender, RN
Darrell L. Link, Judge Executive
Emma Shipp, RN

STAFF/GUESTS PRESENT

Steven R. Katkowsky, MD, District Director of Health
Steve Divine, Director Environmental Health & Safety

Kathy Gavin, Director of Community Health Promotion
Emily Gresham Wherle, Public Information Manager
Jennifer Hunter, Director of Clinical Services
Karen Y. McGarr, Executive Secretary
George A. Moore, II, Director of Administration & Accounting
Mary Ann Stewart, Attorney

WELCOME

Chair Ms. Pat Dressman welcomed everyone.

CALL TO ORDER

Chair Ms. Pat Dressman noted a quorum was present and called the meeting to order at 6:30 p.m.

APPROVAL OF PROPOSED DECEMBER 9, 2009, AGENDA

Chair Ms. Pat Dressman presented the proposed December 9, 2009, agenda for approval. **Motion:** Dr. Richard Schuck moved to approve the agenda with the addition of the auditor's report under the Committee Reports. Dr. Jonathan Rich seconded. Motion carried unanimously to approve the December 9, 2009, agenda as amended.

APPROVAL OF SEPTEMBER 23, 2009, PROPOSED MINUTES

Chair Ms. Pat Dressman presented the September 23, 2009, proposed minutes for approval. **Motion:** Dr. Charles Kenner moved to accept the September 23, 2009, minutes with the following amendments to page 5: under Environmental Health & Safety, change "Eileen" to "Suzanne"; and, under Local Boards of Health Reports, Kenton County: change "Stephen W. Hiltz, MD" to "Debbie Davis". Dr. Daniel Sheridan seconded. Motion carried unanimously to approve the September 23, 2009, minutes as amended.

OLD BUSINESS

There was no old business to come before the Board.

REPORTS

Legal Counsel—Mary Ann Stewart

Ms. Mary Ann Stewart reported that the matter involving the Indiana Licensure Board was dismissed.

Ms. Stewart stated that at its last meeting, the Executive Committee discussed the need to create a second in command position (deputy director) for the Department. She noted that Ms. Dressman appointed a Deputy Director Committee (DDC) consisting of Dr. Hiltz, Dr. Rich, Mr. Kimmich, Ms. Dressman, Mr. Earlywine, with Ms. Stewart and Dr. Katkowsky as staff to look into the options available in hiring this position. The three options discussed for hiring the position were: hire under the District Director of Health, 2) hire under the Board, and 3) hire an

independent contractor. **Motion:** Dr. Charles Kenner moved to have the DDC look at legislation to keep the position out of the merit system. Dr. Garry Neltner seconded. Motion approved unanimously. **Motion:** Mr. Scott Kimmich moved to authorize Dr. Katkowsky to continue in the management of the Department as he deems appropriate. Ms. Debbie Davis seconded.

Ms. Stewart announced her firm's open house scheduled for December 11 from 4-7 p.m. at 40 W. Pike Street, Covington and that all are invited. RSVP to 859.394-6200.

Chair—Pat Dressman

Chair Pat Dressman thanked staff for their efforts with the H1N1 vaccinations.

District Director of Health—Steven R. Katkowsky, MD

Dr. Katkowsky commended the staff and Board for their excellent performance during the H1N1 declared emergency and vaccinations/clinics. He presented a brief H1N1 update, highlighting that as of this evening 74,300 doses had been administered. He added that because it is still the flu season the Department continues to promote the H1N1 and seasonal flu vaccines. A brief discussion followed Dr. Katkowsky's report.

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

Mr. Moore presented the December 9, 2009, Financial Report. There was a brief discussion following Mr. Moore's report. **Motion:** Dr. Charles Kenner moved to accept the December 9, 2009, Financial Report as presented. Dr. Jonathan Rich seconded. Motion carried unanimously to accept the December 9, 2009, Financial Report as presented.

Personnel Board—Steven R. Katkowsky, MD, District Director of Health

Dr. Katkowsky presented the October 6, 2009, Personnel Board Report, noting that at the October 6, 2009 meeting he advised them of the District's recent activities. **Motion:** Mr. Wilbert Ziegler moved to accept the October 6, 2009, Personnel Board Report as presented. Dr. Daniel Sheridan seconded. Motion carried unanimously to accept the October 6, 2009, Personnel Board Report as presented.

COMMITTEE REPORTS

Executive: Pat Dressman, Esq., Chair

Chair Ms. Pat Dressman reported the Committee met on November 4, 2009. At this meeting she appointed a committee to look at the creation of a deputy director position. The Committee also discussed/reviewed the items mentioned earlier in tonight's meeting. Discussion followed. **Motion:** Ms. Debbie Davis moved to accept the Executive Committee Report as presented. Dr. Daniel Sheridan seconded. Motion carried unanimously to accept the Executive Committee Report as presented.

Diabetes Education: Thomas Bunnell, MD, Chair

Ms. Pat Dressman reported on behalf of Chair Thomas Bunnell. She stated that the client services have increased this year; and, the Committee is looking at fees and the impact of fees on those being served. She added that the Department's diabetes program staff continues to do a great job.

I&E: Tony Kramer, RN, Chair

The Committee has not met; therefore, no report was presented.

Clinical: Jennifer Hunter

The Committee has not met; therefore, no report was presented.

Community Health Promotion: Daniel Sheridan, DMD, Interim Chair

The Committee has not met; therefore, no report was presented. It was noted that a meeting is being planned for January 2010.

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

The Committee has not met; therefore, no report was presented.

Audit: Adam Davey, Auditor

Mr. Davey reported the Department received a clean audit, adding that receiving a clean audit is a key piece in the process.

LOCAL BOARDS OF HEALTH REPORTS

Boone County: Charles Kenner, DMD, Chair

The Board has not met; therefore, no report was presented.

Campbell County: Richard E. Schuck, OD, Chair

Dr. Schuck reported that he attended the dedication to the new Health Center this evening.

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

The Board has not met; therefore, no report was presented.

Kenton County: Debbie Davis, Chair

The Board has not met; therefore, no report was presented.

CLOSED SESSION

There was not a closed session.

OTHER

There was no other business to come before the Board.

NEXT BOARD MEETING

The next District Board meeting is set for March 10, 2010

ADJOURNMENT

Motion: With no further business to come before the Board, Dr. Charles Kenner moved to adjourn. Ms. Pat Whitton seconded. The motion carried unanimously to adjourn the meeting.

Respectfully submitted,

Pat Dressman
NKIDBH Chair

Steven R. Katkowsky, MD
NKIDBH Secretary