

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

Lower Level Conference Room
610 Medical Village Drive, Edgewood KY 41017
Wednesday, March 25, 2009, 6:30 p.m.

MINUTES

MEMBERS PRESENT

Kirk Kavanaugh, JD, MSW, Immediate Past Chair

Dean Adams, MD

Eric Bosley, MD

Thomas Bunnell, MD

Brett Coldiron, MD

Debbie Davis, RN

Pat Dressman (designee for Judge Pendery)

Mary Lou Gastright (designee for Mayor Bowman)

Jeff Earlywine (designee for Judge Moore)

Mary Enzweiler, RPh

George Hall, MD

Stephen Hiltz, MD

Jennifer Ihrig, RPh

Charles Kenner, DMD

Scott Kimmich (designee for Judge Drees)

Tony Kramer, RN (designee for Mayor Peluso)

Annette Lavender, RN

Michael Molony, DMD

Steve Pendery, Judge Executive

Richard E. Schuck, OD

Daniel Sheridan, DMD

Emma Shipp, RN

Wm. Ford Threlkeld, II, MD

Suzanne Wendt

MEMBERS ABSENT

Wilbert Ziegler, Chair
Gregory Bach, DVM
Darrell L. Link, Judge Executive

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
Louise Kent, Administrator
Karen Y. McGarr, Executive Secretary
George A. Moore, II, Director of Administration & Accounting
Mary Ann Stewart, Attorney
Hazel Bentley
Carol Daniels
Stephanie Mardis

WELCOME

Mr. Kirk Kavanaugh stated that in Mr. Ziegler's absence, he would be chairing tonight's meeting. Mr. Kavanaugh welcomed everyone.

CALL TO ORDER

Mr. Kirk Kavanaugh noted a quorum was present and called the meeting to order. He reported the Dr. Wm. K. Rich's resignation from the District Board. Members introduced themselves.

APPROVAL OF PROPOSED AGENDA FOR MARCH 25, 2009

Mr. Kirk Kavanaugh presented the proposed agenda for March 25, 2009, and requested the proposed agenda be amended to reflect that Dr. Daniel Sheridan will present the Community Health Promotion Report under Item VII. g. and to delete Item X. Election of NKIDBH Vice Chair. **Motion:** Dr. Stephen Hiltz moved to approve the agenda as amended. Dr. Charles Kenner seconded. Motion carried unanimously to approve the agenda as amended.

APPROVAL OF DECEMBER 10 2008 PROPOSED MINUTES

Mr. Kirk Kavanaugh presented the December 10, 2008, proposed minutes for approval. **Motion:** Ms. Pat Dressman moved to accept the December 10, 2008, minutes. Ms. Emma Shipp seconded. Motion carried unanimously to approve the December 10, 2008 minutes.

OLD BUSINESS

Mr. Kirk Kavanaugh noted that there was no old business to address.

REPORTS

Chair—Wilbert Ziegler

Mr. Kirk Kavanaugh stated that he did not have a report to present on behalf of Chair Wilbert Ziegler.

District Director of Health—Steven R. Katkowsky, MD

Dr. Katkowsky's report included information on HB109 highlighting that the bill did not make it out of the house, President Obama's healthcare initiative, a \$5,000 NACCHO grant the Department received, the employee leave donation program that was recently implemented, the Department's disaster response to the recent ice storm, HB 336 as it relates to dental hygienists, and recommendations of EHS employees, Ted Tally and Laura Strevels, for acceptance into KPHLI program. Discussion followed.

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

Mr. Moore presented the March 25, 2009, Financial Report, highlighting information on pages 2, 3, & 4 of the report. **Motion:** Ms. Pat Dressman moved to accept the March 25, 2009, Financial Report as presented. Dr. Daniel Sheridan seconded. Discussion followed. Motion carried unanimously to accept the March 25, 2009, Financial Report as presented.

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

Dr. Katkowsky presented the January 20, 2009, Personnel Board Report, noting the Board, at its meeting, reviewed changes to class specifications and set meeting dates. **Motion:** Dr. Charles Kenner moved to accept the January 20, 2009, Personnel Board Report as presented. Dr. George Hall seconded. Motion carried unanimously to accept the January 20, 2009, Personnel Board report as presented.

Legal Counsel—Mary Ann Stewart, Esq.

Ms. Stewart noted that she has been working on a couple of issues which include reviewing and fine tuning the Campbell County Health Center's lease at the new

building, a by-law amendment, and the open records appeal. She presented a letter dated March 25, 2009, received from Gerry Patten. The Board agreed to address Mr. Patten's request rather than wait until a future meeting. Discussion followed. **Motion:** Mr. Scott Kimmich moved that receipt of Mr. Gerry Patten's letter dated March 25, 2009, be acknowledged to Mr. Patten and Mr. Patten's payment request be denied. Ms. Mary Enzweiler seconded. Motion carried unanimously.

By-Laws Amendments: Ms. Mary Ann Stewart presented her recommendation that the By-laws language in Article VI, Section 2 be amended as follows:

SECTION 2. ELECTION. *The term of office for the Chair, Vice-Chair, and Secretary shall be from July 1st through June 30th of each year. The Chair~~man~~ and Vice Chair~~man~~ will be elected annually by a majority vote of a quorum of the Board at the ~~first~~ last regular meeting in each fiscal year on a rotation basis by county, whenever practicable. Currently the fiscal year runs July 1st through June 30th. The District Director shall ~~be appointed~~ serve as Secretary of the Board, without voting privilege.* **Motion:** Mr. Jeff Earlywine moved to approve the proposed amendment as presented. Dr. Charles Kenner seconded. Motion carried unanimously.

Open Records Appeal: Ms. Mary Ann Stewart reported that the open records appeal was decided in the Department's favor.

COMMITTEE REPORTS

Audit: Wilbert Ziegler, Esq., Chair
No report.

Executive: Wilbert Ziegler, Esq., Chair
Mr. Kirk Kavanaugh reported on the Executive Committee's February 25, 2009, meeting. **Motion:** Ms. Pat Dressman moved to accept the Executive Committee report as presented. Ms. Suzanne Wendt seconded. Motion carried unanimously.

Diabetes Education: Thomas Bunnell, MD, Chair
Chair Dr. Bunnell presented the report.

I&E: Tony Kramer, RN, Chair
Chair Mr. Kramer noted that there was not a report at this time but that he anticipates the I&E Committee will meet prior to the June District Board meeting.

Resource: Kirk Kavanaugh, Chair
No report.

Clinical: George Hall, MD, Chair

Chair Dr. Hall reported. Topics discussed at the last meeting included school based health centers, folic acid, and family planning issues.

Community Health Promotion: Daniel Sheridan, DMD, Interim Chair
Interim Chair Dr. Sheridan reported. Topics discussed at the January 20, 2009, meeting included smoke-free workplace and Childhood Obesity grant. The next meeting is April 21, 2009.

Environmental Health & Safety: Steve Divine, Director of Environmental Mr. Divine reported that Dr. Sheridan attended his first meeting as new member of the Committee and that Ms. Suzanne Wendt is a new member of the Committee. EH&S staff presented a 'crash course' on bedbugs to Committee members.

LOCAL BOARDS OF HEALTH REPORTS

Boone County: Charles Kenner, DMD, Chair

Chair Dr. Kenner noted the Board is scheduled to meet April 29.

Campbell County: Richard E. Schuck, OD, Chair reported that the Board is scheduled to meet on April 27. He added that the new building is on schedule for occupancy in September.

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

No report.

Kenton County: Stephen W. Hiltz, MD, Chair

Dr. Hiltz reported the Board will be meeting in April.

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). Dr. Dean Adams seconded. Motion carried unanimously.

Motion: Dr. Thomas Bunnell moved to come out of closed session and reconvene the regular session. Dr. Stephen Hiltz seconded. Motion carried unanimously.

Mr. Kirk Kavanaugh noted that no action was taken during the closed session.

OTHER

Ms. Mary Lou Gastright stated that she was unsure if she would be continuing to serve on the Board. She said that in the eight years she has served on the Board she has learned a lot and thanked everyone for their services. She added that she will miss everyone if she is no longer on the Board.

NALBOH's annual meeting is July 1-3; members interested in attending should contact Dr. Katkowsky.

ADJOURNMENT

Motion: With no further business to come before the Board, Dr. Stephen Hiltz moved to adjourn. Mr. Tony Kramer seconded. The motion carried unanimously to adjourn the meeting at 7:28 p.m.

Respectfully submitted,

Kirk Kavanaugh
NKIDBH Acting Chair

Steven R. Katkowsky, MD
NKIDBH Secretary