



**NORTHERN KENTUCKY
INDEPENDENT DISTRICT
HEALTH DEPARTMENT**

Promoting and protecting the health of Northern Kentucky by providing public health services essential for a safe and healthy community.

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

Lower Level Conference Room
610 Medical Village Drive, Edgewood KY 41017
Wednesday, March 7, 2012, 6:30 p.m.

MINUTES

MEMBERS PRESENT

Kirk Kavanaugh, JD, MSW, Chair
Kurt Pohlgeers, Vice Chair
Dean Adams, MD
Amy Arlinghaus, RN
Gregory Bach, DVM
Brett Coldiron, MD
Pat Dressman
Jeff Earlywine (designee for Judge Moore)
Angela Ervin, RN
Charles Kenner, DMD
Roberta Lehmkuhl, RN, BSN, MBA, PhD
Michael Molony, DMD
Jonathan Rich, DMD, Immediate Past Chair
Brian Rickert, RPh
Richard E. Schuck, OD
Wm. Ford Threlkeld, II, MD
Suzanne Wendt
Michelle Wiest, Pharm.D.
Wilbert Ziegler (designee for Judge Arlinghaus)

MEMBERS ABSENT

Debbie Davis, BSN, Attorney
Jordan Hsu, MD
Tony Kramer, RN (designee for Mayor Peluso)
Darrell L. Link, Judge Executive
Garry Neltner, DPM
Steve Pendery, Judge Executive
Daniel Sheridan, DMD
Emma Shipp, RN
Jerry Stricker (designee for Mayor Scheper)

Approved: June 20, 2012

STAFF/GUESTS PRESENT

Lynne Saddler, MD, MPH, District Director of Health
Steve Divine, RS, Director Environmental Health & Safety
Emily Gresham-Wherle, Public Information Administrator
Mary Ann Stewart, Attorney
Louise Kent, Planning Administrator
George A. Moore, II, Director of Administration & Accounting
Julie Smith, Executive Secretary
Carne Martin
Stephanie Vogel, Interim Health Promotion Administrator
Thomas Goeke, DMD
Nancy Goeke
Linda Poynter, Oral Health Program Manager
Debbie Poe, Public Health Dental Hygienist
Missy Dalhover, Oral Health Program Coordinator

WELCOME/CALL TO ORDER

Chair Mr. Kirk Kavanaugh welcomed everyone, noted a quorum was present and called the meeting to order at 6:32 p.m.

APPROVAL OF MARCH 7, 2012 PROPOSED AGENDA

Chair Mr. Kirk Kavanaugh presented the March 7, 2012, proposed agenda for approval.

Motion: Ms. Pat Dressman moved to approve the proposed agenda. Dr. Richard Schuck seconded. Motion carried unanimously.

APPROVAL OF DECEMBER 7, 2011, PROPOSED MINUTES

Chair Mr. Kirk Kavanaugh presented the December 7, 2011, proposed minutes for approval.

Motion: Dr. Dean Adams moved to approve the December 7, 2011 proposed minutes as presented. Ms. Suzanne Wendt seconded. Motion carried unanimously.

SERVICE RECOGNITION OF THOMAS GOEKE, DMD

Dr. Lynne Saddler presented a plaque from the Board to retiring Newport dentist, Dr. Thomas Goeke thanking him for his longtime service and support of oral health. He will continue to be involved in projects as he transitions to retirement.

OLD BUSINESS

Chair Mr. Kirk Kavanaugh reported that there would be a reconfiguration of the Resources Committee due to the Health District's budgetary challenges. The committee will engage all four counties to help with budgeting options for the coming fiscal year to be presented to the Executive Committee in May. The committee will consist of a chair, a vice chair, the former chair and incoming vice chair. A meeting will be held sometime in March.

REPORTS

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

Mr. George Moore presented the fiscal year 2012 report. We have collected about \$8.7 million or 57% of expected revenue and spent about \$8.4 million or 57% of what was budgeted. We are projected to finish the year within the budget. No furloughs are anticipated. Discussion ensued. **Motion:** Dr. Richard Schuck moved to accept the financial report as presented. Dr. Gregory Bach seconded. Motion carried unanimously.

Mr. George Moore then presented the outlook for fiscal year 2013 which begins on July 1, 2012. Cuts are anticipated in state funding of about \$173,000 and in federal funding of about \$296,000. An increase of \$50,000 is anticipated based on property value assessments. A 3.79% increase which is about \$257,000 is anticipated in the department's contribution to the retirement system which will result in the amount the department pays for retirement increasing to \$1.61 million. There is also an increase in the anticipated amount of \$3,000 in the Medicaid match that the department will have to pay. We should have \$195,000 less expenses next year due to the lay off costs this year. A deficit of \$900,000 is projected which is somewhat better than what was originally presented at the Executive Committee Meeting in February. Many options will be explored for closing this gap by reducing spending and increasing revenues. Dr. Saddler and George Moore will be working with the Board's Resources Committee to study options on both sides of the budget. A resources committee meeting is tentatively scheduled for late March. **Motion:** Dr. Charles Kenner moved to accept the financial report as presented. Dr. Richard Schuck seconded. Motion carried unanimously.

Legal Counsel --- Mary Ann Stewart, Attorney

Mary Ann Stewart reported on a lawsuit pending against the city of Covington and the health department resulting from barring a citizen from using a public pool due to the citizen having a J-tube which the citizen states is a violation of the Americans with Disabilities Act. NKIDHD has been named as a defendant in the lawsuit. Ms. Stewart will be giving status updates as this evolves.

District Director of Health—Lynne M. Saddler, MD, MPH

Dr. Saddler spoke about the issue of the need for a larger meeting space for the District Board of Health Meetings due to restricted space in the lower level conference room at Medical Village Drive and the District Board increasing by 3 members. A poll was e-mailed to Board members and 15 responses were received. Dr. Saddler spoke about the results of the poll. **MOTION:** Dr. Brett Coldiron made a motion that only free venues should be considered. Ms. Pat Dressman seconded. Discussion ensued. It was decided to study this issue further and present it to the Executive Board in May and then a recommendation will be presented to the District Board at the June meeting. Dr. Saddler updated the Board on accreditation, ACHIEVE grant to fund chronic disease prevention projects in Covington, and work with the benefits broker regarding insurance. Dr. Saddler reported on the improved immunization rates at our health care centers of 90% or above for 2-year-old clients. She reported that 26 tattoo artists have attended the bloodborne pathogen regulation classes which received good feedback. NKIDHD is working with our public health partners in Ohio regarding preparedness for the World Choir Games to be held in July in Cincinnati. A

stipend for \$1,500 dollars was received for a graduate student to work with the health department on the issue of increasing the access to oral health care for low income adults. The graduate student has started and will be helping to establish an Adult Oral Health Care Access Task Force. Dr. Saddler spoke about the Health Department's response to the recent (March 2) tornadoes incident. The response was well done and well coordinated. 26 members of the health department participated and Dr. Saddler and the Board wanted to thank them for their efforts. **Motion:** Dr. Dean Adams moved to approve the District Director of Health report as presented. Mr. Brian Rickert seconded. Motion carried unanimously.

Personnel Board—Lynne M. Saddler, MD, MPH, District Director of Health

Dr. Saddler reported that the Personnel Board met on January 17, 2012. She spoke about the 2011 annual exit interview report stating that 50 people left the Health Department with 27 people completing the questionnaire. We received high marks for job challenge, working conditions and supervision. Low marks were given for pay and advancement opportunities. Discussion ensued. **Motion:** Mr. Wilbert Ziegler moved to accept the Personnel Board Report as presented. Ms. Pat Dressman seconded. Motion carried unanimously.

COMMITTEE REPORTS

Clinical Services – Angela Ervin, Chair

Angela Ervin reported that a Clinical Services meeting took place on January 10, 2012. She spoke about the impact the St. Elizabeth merger has had on access to women's health services.

Diabetes Education – Thomas Bunnell, MD, Chair

Ms. Pat Dressman spoke about diabetes education.

Information & Education – Emma Shipp, RN, Chair

No report.

Community Health Promotion: Daniel Sheridan, DMD, Chair

No report.

Environmental Health & Safety (EH&S): Richard E. Schuck, OD, Chair

No report.

LOCAL BOARDS OF HEALTH REPORTS

Boone County – Charles Kenner, DMD, Chair

No report.

Campbell County – Richard E. Schuck, OD, Chair

No report.

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

No report.

Kenton County – Debbie Davis, BSN, Chair

No report.

CLOSED SESSION

There was no closed session.

OTHER

There was nothing further to come before the Board.

ADJOURNMENT

Motion: With no further business to come before the Board, Dr. Charles Kenner moved to adjourn. Ms. Angela Ervin seconded. Motion carried unanimously. Meeting adjourned at 7:30 p.m.

Respectfully submitted,

Kirk Kavanaugh, JD, MSW
NKIDBH Chair

Lynne M. Saddler, MD, MPH, District Director of Health
NKIDBH Secretary