



**NORTHERN KENTUCKY INDEPENDENT
DISTRICT BOARD OF HEALTH MEETING**
Lower Level Conference Room
610 Medical Village Drive, Edgewood KY 41017
Wednesday, March 9, 2011, 6:30 p.m.

MINUTES

MEMBERS PRESENT

Jonathan Rich, DMD, Chair
Kirk Kavanaugh, JD, MSW, Vice Chair
Pat Dressman, Immediate Past Chair
Dean Adams, MD
Gregory Bach, DVM
Brett Coldiron, MD
Jeff Earlywine, County Administrator
Mary Enzweiler, RPh
Angela Ervin, RN
Jennifer Ihrig, RPh
Jordan Hsu, MD
Charles Kenner, DMD
Tony Kramer, RN (designee for Mayor Peluso)
Michael Molony, DMD
Richard E. Schuck, OD
Daniel Sheridan, DMD
Terry Sievers
Suzanne Wendt
Pat Whitton, RN
Wilbert L. Ziegler (designee for Judge Arlinghaus)

MEMBERS ABSENT

Dennis Bowman, Mayor
Debbie Davis, RN
Annette Lavender, RN
Darrell L. Link, Judge Executive
Garry Neltner, DPM
Steve Pendery, Judge Executive
Emma Shipp, RN
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
Emily Gresham Wherle,
Jennifer Hunter, Director of Clinical Services
Louise Kent, Administrator
Karen Y. McGarr, Executive Secretary
George A. Moore, II, Director of Administration and Accounting
Joyce Rice, Epidemiology Manager
Mary Ann Stewart, Attorney
Mary Burch
Beth Lange
Joy Wood
Carol Clements
Wookena Alder
Sherri Hoffman
Paul Trickel
Stephanie Vogel
Megan Folkherth
Michelle Eversole
Jody Christerson
Clint Ibele
Eleshia Scholes
DaNelle Jenkins
Alice Scheffler
Tricia Barnett
Ken Veda
Mary Singler
Sally Merk
Hazel Bentley
Carol Daniels

WELCOME

Chair Dr. Jonathan Rich welcomed everyone.

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 MARCH 9, 2011, AGENDA

Chair Dr. Jonathan Rich presented the proposed March 9, 2011, agenda for approval. Dr. Lynne Saddler requested the order of her reports be amended to renumber item b. iii. to item b. i. and renumbering the remaining two items as appropriate. **Motion:** Ms. Pat Dressman moved to approve the March 9, 2011, agenda with Dr. Saddler's requested amendment. Motion carried unanimously to approve the March 9, 2011, proposed agenda as amended.

APPROVAL OF DECEMBER 8, 2010, PROPOSED MINUTES

Chair Dr. Jonathan Rich presented the December 8, 2010, proposed minutes for approval. **Motion:** Mr. Jeff Earlywine moved to accept the December 8, 2010, proposed minutes as presented. Ms. Pat Dressman seconded. Motion carried unanimously to approve the December 8, 2010, proposed minutes as presented.

OLD BUSINESS

There was no old business to come before the Board.

REPORTS

Legal Counsel—Mary Ann Stewart

- i. Certificate of Corporate Resolution**—Ms. Stewart presented information regarding the Certificate of Corporate Resolution. Discussion followed. **Motion:** Mr. Terry Sievers moved to approve the resolution of the NKIDBH authorizing the District Director to enter into a contract with the City of Cincinnati, Ohio for funding and health services. Dr. Charles Kenner seconded. Motion carried unanimously to approve the resolution as follows:

**NORTHERN KENTUCKY INDEPENDENT
DISTRICT BOARD OF HEALTH**

**RESOLUTION OF THE NORTHERN KENTUCKY
INDEPENDENT BOARD OF HEALTH
AUTHORIZING THE DISTRICT DIRECTOR
TO ENTER INTO A CONTRACT WITH THE CITY OF
CINCINNATI, OHIO FOR FUNDING AND HEALTH SERVICES**

***NOW THEREFORE, BE IT RESOLVED BY THE NORTHERN KENTUCKY
INDEPENDENT DISTRICT BOARD OF HEALTH AS FOLLOWS:***



SECTION 1

That the Board of Directors hereby authorizes the District Director of Health, either individually or jointly, for and on behalf of the Health Department to execute, deliver, amend, replace, and substitute all documents, instruments, contracts and agreements and to receive funding, whether grant or loan or a combination thereof, from or through the City of Cincinnati as is necessary and appropriate. This grant of authority shall be retroactive to 01/21/2011 and shall remain in effect on a continuing year-to-year basis until and unless revoked by separate Resolution of the Board of Directors for the Northern Kentucky Independent Health District.

SECTION 2

That this Resolution be introduced, read, and adopted by the Board of Directors at the next regularly scheduled meeting on the 9th day of March, 2011.

SECTION 3

That this Resolution be signed by the Chair, and attested by the Secretary, and placed of record in the official records and shall be in effect at the earliest time provided by law.

APPROVED:

BY: _____
Jonathan Rich, DMD, Chair

DATE: _____

ATTEST: _____
Lynne M. Saddler, MD, MPH,
Secretary

DATE: _____

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ii. By-laws Amendment—Ms. Mary Ann Stewart reported that when reviewing the issue of the Certificate of Corporate Resolution, it was determined that contracts



should be added to the Board by-laws. She stated that she will be updating the Board By-laws and bringing the proposed amendments to the Executive Committee and Board for review/approval as required by the Board's By-laws.

District Director of Health—Lynne Saddler, MD, MPH

Prior to beginning her report, Dr. Lynne Saddler introduced Ms. Jennifer Hunter, Director of Clinical Services and asked her to report on the Faces of Colon Cancer project displayed in the lobby. Ms. Hunter presented an overview of the Faces of Colon Cancer Project. She noted that NKIDHD was the only Health Department in Kentucky to display the project.

- i. Budget Proposals and Reorganization:** Dr. Saddler provided her budget and reorganization proposals via a PowerPoint presentation. Following her presentation, Dr. Saddler recommended the Board proceed with Option 2. Discussion followed. **Budget Proposals Motion:** Mr. Kirk Kavanaugh moved to approve Option 2 as recommended by Dr. Lynne Saddler with a request that at the October Board meeting Dr. Saddler provides an update including possible next step. Dr. Dean Adams seconded. Discussion followed. **Budget Proposals Motion Amendment:** Mr. Kirk Kavanaugh amended his previous motion to include the creation of a proposed furlough policy that could be used in the event it is needed. Dr. Adams seconded. Motion carried unanimously to authorize Dr. Saddler to move forward with Option 2 of the budget proposals presented tonight; and, that at the October 2011 meeting she provides the Board with a status update, possible next steps, and a proposed furlough policy that could be used in the event it is needed. **Reorganization Motion:** Dr. Charles Kenner moved to approve the reorganization plan as presented tonight. Ms. Pat Whitton seconded. Motion carried unanimously to authorize Dr. Saddler to move forward with the reorganization plan as she presented tonight.
- ii. Strategic Plan and Map:** Dr. Lynne Saddler presented the proposed Strategic Plan and Strategic Map. She thanked staff for their efforts in developing both documents. **Motion:** Ms. Pat Dressman moved to approve the strategic plan and map as presented Ms. Suzanne Wendt seconded. Motion carried unanimously to approve the strategic plan and map as presented.
- iii. Health Insurance Option:** Dr. Lynne Saddler presented information and her request to look into a health insurance options for the Department. **Motion:** Mr. Jeff Earlywine moved to authorize Dr. Saddler to move forward with the RFP process for a broker of health insurance services in order to determine whether it would be cost effective to contract with a



broker. Bidding results are to be brought back to the Executive Committee for vote. Dr. Richard Schuck seconded. Motion carried unanimously.

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. Kirk Kavanaugh moved to accept the Financial Report as presented. Ms. Pat Dressman 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 January 18, 2011, Personnel Board Report. **Motion:** Ms. Pat Dressman moved to accept the January 18, 2011, Personnel Board Report as presented. Ms. Pat Whitton seconded. Motion carried unanimously to accept the January 18, 2011, Personnel Board Report as presented.

COMMITTEE REPORTS

Executive: Jonathan Rich, DMD, Chair

No report.

Diabetes Education: Thomas Bunnell, MD, Chair

No report.

I&E: Tony Kramer, RN, Chair

No report.

Clinical: Jennifer Hunter, Clinical Services Director

No report.

Community Health Promotion: Daniel Sheridan, DMD, Interim Chair

The CHP committee has met twice. They discussed obesity prevention and are working on a resolution on obesity as a whole and hope to have verbiage for the resolution by the next meeting.

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

No report.



LOCAL BOARDS OF HEALTH REPORTS

Boone County: Charles Kenner, DMD, Chair

The Board has not met; therefore, there was not a report.

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

Chair Dr. Jonathan Rich announced the passing of Mr. Gerry Patten. He asked that his following statement be reflected in the minutes:

“I would like to take a moment to recognize the passing of someone who served the Northern Kentucky Independent District Health Department and this community.

John Gerard “Gerry” Patten passed away on January 22 at the age of 67. Gerry served as the attorney for the Health District for more than 30 years and established the framework for the review and enforcement of Kentucky’s environmental statutes and regulations. He was the first attorney hired by the District, which included only Kenton and Campbell counties when Gerry began his service in 1977.

Gerry was an avid baseball and blues music fan. He is survived by his sister and two brothers along with his wife Dorcas Patten.

We, the Northern Kentucky Independent District Board of Health, would like to formally thank Mr. John Gerard Patten for his service and dedication to the Health District and the Northern Kentucky community.”



NEXT BOARD MEETING

The next meeting is scheduled for June 22, 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, Dr. Charles Kenner moved to adjourn. Ms. Pat Dressman seconded. The motion carried unanimously, the meeting adjourned at 8:07 p.m.

Respectfully submitted,

Jonathan Rich, DMD
NKIDBH Chair

Lynne M. Saddler, MD, MPH
NKIDBH Secretary