

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

Lower Level Conference Room  
610 Medical Village Drive, Edgewood KY 41017  
Wednesday, June 10, 2009, 6:30 p.m.

**MINUTES**

**MEMBERS PRESENT**

Wilbert Ziegler, Chair  
Kirk Kavanaugh, JD, MSW, Immediate Past Chair  
Dean Adams, MD  
Pat Dressman, (designee for Judge Pendery)  
Jeff Earlywine (designee for Judge Moore)  
Mary Enzweiler, RPh  
Jennifer Ihrig, RPh  
Stephen Hiltz, MD  
Charles Kenner, DMD  
Tony Kramer, RN (designee for Mayor Peluso)  
Annette Lavender, RN  
Steve Pendery, Judge Executive  
Jonathan Rich, DMD  
Daniel Sheridan, DMD  
Emma Shipp, RN  
Suzanne Wendt

**MEMBERS ABSENT**

Gregory Bach, DVM  
Eric Bosley, MD  
Denny Bowman, Mayor  
Thomas Bunnell, MD  
Brett Coldiron, MD  
Debbie Davis, RN

Ralph Drees, Judge Executive  
George Hall, MD  
Darrell L. Link, Judge Executive  
Michael Molony, DMD  
Richard E. Schuck, OD  
Wm. Ford Threlkeld, II, MD

### **STAFF/GUESTS PRESENT**

Steven R. Katkowsky, MD, District Director of Health  
Jody Christerson, Senior Health Educator  
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

### **WELCOME**

Chair Mr. Wilbert Ziegler welcomed everyone.

### **CALL TO ORDER**

Chair Mr. Wilbert Ziegler noted a quorum was present and called the meeting to order.

### **APPROVAL OF PROPOSED JUNE 10, 2009, AGENDA**

Chair Mr. Wilbert Ziegler presented the proposed June 10, 2009, agenda for approval. **Motion:** Judge Steve Pendery moved to approve the agenda as presented. Dr. Dean Adams seconded. Motion carried unanimously to approve the June 10, 2009, agenda as amended.

### **APPROVAL OF MARCH 25, 2009, PROPOSED MINUTES**

Chair Mr. Wilbert Ziegler presented the March 25, 2009, proposed minutes for approval. **Motion:** Dr. Dean Adams moved to accept the March 25, 2009, minutes. Mr. Tony Kramer seconded. Motion carried unanimously to approve the March 25, 2009, minutes as presented.

## **OLD BUSINESS**

There was no old business to address.

## **REPORTS**

### **Legal Counsel—Mary Ann Stewart**

Ms. Mary Ann Stewart reserved her report for the closed session pursuant to KRS 61.810 (1) (f) regarding pending or threatened litigation.

### **Chair—Wilbert Ziegler**

Chair Mr. Wilbert Ziegler presented an overview of the performance assessment of Dr. Steven Katkowsky, highlighting some of Dr. Katkowsky's accomplishments and adding that the Board is very pleased with his performance.

### **District Director of Health—Steven R. Katkowsky, MD**

Dr. Katkowsky reported and/or gave updates on the following:

- H1N1 Influenza (aka Swine flu)
- Budgets across the state
- President Obama's health care plan
- Special legislative session called by Governor Beshear to deal with \$1 billion deficit.

### **Resource: Kirk Kavanaugh, Chair**

Mr. Kirk Kavanaugh presented the report, Dr. Katkowsky's FY 2010 budget proposal memo, and recommendations of the Resource Committee noting the recommendations were later approved by the Executive Committee. Discussion followed. **Motion:** Mr. Kirk Kavanaugh moved that only projects or programs provided by the health district receive funding for the next fiscal year (FY 2010). Judge Steve Pendery seconded. Motion carried unanimously. **Motion:** Mr. Kirk Kavanaugh moved to adopt Dr. Katkowsky's budget proposal II, commenting that *“using the figures we currently have, estimated revenues and reserves in the amount of \$410,000 will be budgeted to fully cover all mandated, required and existing programs and services. This would keep the department whole as it currently exists. This budget proposal will be the same as the Board's FY 09 appropriation which allows use of reserves up to but not-to exceed \$410,000.”* Judge Steve Pendery seconded. Motion carried unanimously.

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

Mr. Moore presented the June 10, 2009, Financial Report. There was a brief discussion regarding restricted and unrestricted funds. **Motion:** Dr. Charles Kenner moved to accept the June 10, 2009, Financial Report as presented. Ms. Annette Lavender seconded. Motion carried unanimously to accept the June 10, 2009 Financial Report as presented.

**Bank Depository Evaluation:** Mr. Moore presented his evaluation on the bank depository RFP's received. **Motion:** Dr. Stephen Hiltz moved to remain with Fifth Third Bank for bank depository services. Dr. Dean Adams seconded. Motion carried unanimously.

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

Dr. Katkowsky presented the June 10, 2009, Personnel Board Report, noting the Board's primary item was review of the consultant's results. He noted the top two recommendations were to automate Human Resource (HR) functions and hiring of an HR director. The Committee also reviewed the Best Places to Work survey results, noting that the Department scored twenty percent higher than the last time we participated in the survey. Discussion followed. **Motion:** Dr. Stephen Hiltz moved to accept the June 10, 2009, Personnel Board Report as presented and an action plan to look at the top two concerns as recommended by the consultant. Mr. Tony Kramer seconded. Motion carried unanimously. Dr. Katkowsky noted that the Personnel Board will review RFP's. Motion carried unanimously to accept the June 10, 2009, Personnel Board report as presented.

**COMMITTEE REPORTS**

**Executive:** Wilbert Ziegler, Esq., Chair

Chair Mr. Wilbert Ziegler reported the Committee reviewed the items mentioned earlier in tonight's meeting, the District Director of Health Performance Committee's report and recommended compensation plan for Dr. Katkowsky, and served as the Nominating Committee. Prior to presenting the proposed compensation plan for Dr. Katkowsky, Mr. Ziegler stated that Dr. Katkowsky had requested that he not be treated differently than other staff as he felt this would not be appropriate. Mr. Ziegler added that the District Director of Health Performance Committee and the Executive Committee did not feel that Dr. Katkowsky's exemplary performance should go unrewarded; and, therefore his pay should not remain at the same level as when he was hired over 1-1/2 years ago. Chair Mr. Ziegler presented the Executive Committee's recommendation that Dr. Katkowsky receive a 3.25 percent COLA increase which is the same as was given to all employees except him in July 2008. He further stated the Committee's

recommendation is that the increase be retroactive to July 1, 2008, noting that this would result in a \$4,225 lump sum payment for the period of July 1, 2008 through June 30, 2009, thus increasing Dr. Katkowsky's annual salary to \$134, 225 for the period of July 1, 2008 through June 30, 2009. In addition, Dr. Katkowsky's annual salary would remain in effect at \$134,225 until his next review. Discussion followed. **Motion:** Dr. Dean Adams moved to accept the Executive Committee's recommendation for Dr. Katkowsky's salary as presented by Mr. Wilbert Ziegler. Judge Steve Pendery seconded. Motion carried unanimously.

**Nominating: Wilbert Ziegler, Esq., Chair**

Chair Mr. Wilbert Ziegler presented the District Board slate of officers and the Executive Committee nominations for vote. He pointed out that Grant and Campbell had agreed to rotate their county's chairmanship. Discussion followed. **Motion:** Being no other nominations for officers, Mr. Kirk Kavanaugh moved to appoint Ms. Pat Dressman as the FY 2010 District Board chair and Dr. Jonathan Rich as FY 2010 District Board vice chair. Dr. Daniel Sheridan seconded. Motion carried unanimously.

**Motion:** Being no other nominations for committee members, Mr. Tony Kramer moved to approve the nominations for FY 2010 Executive Committee members as follows:

**Boone County:** Judge Executive Gary Moore and Dr. Charles Kenner

**Campbell County:** Judge Executive Steve Pendery and Mayor Jerry Peluso

**Grant County:** Judge Executive Darrell L. Link and Dr. Wm. Ford Threlkeld, II, MD.

**Kenton County:** Judge Executive Ralph Drees and Ms. Debbie Davis, RN  
Ms. Annette Lavender seconded. Motion carried unanimously to approve the nominations as set forth above.

Chair Mr. Ziegler noted that the FY 2010 Board officers and Executive Committee members will take office on July 1, 2009, adding that if the Board stays with the same rotation Grant County will hold the chairmanship in FY 2011.

**Diabetes Education: Thomas Bunnell, MD, Chair**

In the absence of Chair Dr. Bunnell, Ms. Pat Dressman presented the report, highlighting that the program was again recognized by the ADA.

**I&E:** Tony Kramer, RN, Chair

Chair Mr. Kramer noted that the Committee met on June 9, 2009. He gave a brief overview of the Committee's purpose, noting the Department is mandated to have this Committee since we accept Title X funding. He stated noted that IUD services will be coming back to the Health Department.

**Clinical:** George Hall, MD, Chair

No report.

**Community Health Promotion:** Daniel Sheridan, DMD, Interim Chair  
Interim Chair Dr. Sheridan reported. The committee met April 21 and discussed the budget.

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

Mr. Steve Divine reported the committee's meeting was cancelled and will be rescheduled.

#### **LOCAL BOARDS OF HEALTH REPORTS**

**Boone County:** Charles Kenner, DMD, Chair

Chair Dr. Kenner reported activities of the Board's April 29, 2009 meeting.

**Campbell County:** Richard E. Schuck, OD, Chair

Judge Pendery reported the building should be ready for occupancy in October 2009.

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

No report.

**Kenton County:** Stephen W. Hiltz, MD, Chair

Dr. Hiltz reported the Board met once in April and once in May. He added that Ms. Davis has been appointed as his successor as Chair and will take office on July 1, 2009. He announced he will be retiring from the KCLBH on December 31, 2009, as he is no longer a Kenton County resident and will serve as the Judge Executive's designee from Campbell County.

#### **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. Stephen Hiltz moved to come out of closed session and reconvene the regular session. Dr. Dean Adams seconded. Motion carried unanimously. Dr. Hiltz noted that no action was taken during the closed session.

**OTHER**

Chair Mr. Wilbert Ziegler announced that this is his last meeting as chair and thanked the Board and Dr. Katkowsky for their assistance during his term of office.

**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.

Respectfully submitted,

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Wilbert Ziegler, Esq.  
NKIDBH Chair

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Steven R. Katkowsky, MD  
NKIDBH Secretary