



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

Lower Level Conference Room
610 Medical Village Drive, Edgewood KY 41017
Wednesday, June 22, 2011, 6:30 p.m.

MINUTES

MEMBERS PRESENT

Jonathan Rich, DMD, Chair
Kirk Kavanaugh, JD, MSW, Vice Chair
Pat Dressman, Immediate Past Chair
Gregory Bach, DVM
Brett Coldiron, MD
Stephen W. Hiltz, MD, (designee for Judge Pendery)
Jennifer Ihrig, RPh
Tony Kramer, RN (designee for Mayor Peluso)
Annette Lavender, RN
Richard E. Schuck, OD
Daniel Sheridan, DMD
Jerry Stricker (designee for Mayor Bowman)
Wm. Ford Threlkeld, II, MD
Suzanne Wendt
Pat Whitton, RN
Wilbert L. Ziegler (designee for Judge Arlinghaus)

MEMBERS ABSENT

Dean Adams, MD
Debbie Davis, RN
Jeff Earlywine, County Administrator
Mary Enzweiler, RPh
Angela Ervin, RN
Jordan Hsu, MD
Charles Kenner, DMD
Darrell L. Link, Judge Executive
Michael Molony, DMD
Garry Neltner, DPM
Emma Shipp, RN
Terry Sievers



STAFF/GUESTS PRESENT

Lynne M. Saddler, MD, MPH, District Director of Health
Steve Divine, Director Environmental Health & Safety
Karen Domaschko, Human Resource Administrator
Emily Gresham Wherle, Public Information Administrator
Jennifer Hunter, Director of Clinical Services
Louise Kent, Administrator
Karen Y. McGarr, Executive Secretary
George A. Moore, II, Director of Administration and Accounting
Mary Ann Stewart, Attorney
Megan Folkherth
Michelle Eversole
Stephanie Vogel
Eleshia Scholes

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 6:35 p.m.

APPROVAL OF PROPOSED JUNE 22, 2011, AGENDA

Chair Dr. Jonathan Rich presented the proposed June 22, 2011, agenda for approval. **Motion:** Dr. Stephen Hiltz moved to approve the June 22, 2011, agenda. Mr. Wilbert Ziegler seconded. Motion carried unanimously to approve the June 22, 2011, proposed agenda as presented.

APPROVAL OF MARCH 9, 2011, PROPOSED MINUTES

Chair Dr. Jonathan Rich presented the March 9, 2011, proposed minutes for approval. He requested the minutes be corrected to include Dr. Dean Adams as present at the March 9, 2011, meeting. **Motion:** Ms. Pat Dressman moved to accept the March 9, 2011, proposed minutes as corrected. Ms. Pat Whitton seconded. Motion carried unanimously to approve the March 9, 2011, proposed minutes as corrected.



OLD BUSINESS

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

Dr. Lynne Saddler presented the proposed layoff plan. Discussion followed.

Motion: Mr. Wilbert Ziegler moved to approve the proposed layoff plan as presented. Ms. Pat Whitton seconded. Motion carried unanimously to approve the layoff plan as presented.

By-laws Amendments—Mary Ann Stewart, Esq.

Ms. Mary Ann Stewart presented the proposed By-laws amendments. Discussion followed. **Motion:** Dr. Brett Coldiron moved that the Board use Sturgis Rules of Order instead of Roberts Rules of Order. Discussion followed. Dr. Coldiron withdrew his motion. **Motion:** Mr. Kirk Kavanaugh moved to approve the amendments to the By-laws as presented. Ms. Pat Dressman seconded. Motion carried unanimously to approve the By-laws amendments as presented.

REPORTS

Legal Counsel—Mary Ann Stewart, Esq.

Ms. Mary Ann Stewart presented her report on the activities she has been working on for the Department, which included the By-laws amendments and Brookwood Swim Club issues.

Resources Committee—Kirk Kavanaugh, JD, MSW

Mr. Kirk Kavanaugh presented the Resources Committee report, noting two motions were presented and approved.

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

Budget Proposal/Program Implementation Plan: Dr. Saddler presented the Budget Proposal /Program Implementation Plan. Discussion followed. **Budget**

Proposal Motion: Ms. Pat Dressman moved to approve the budget proposal as presented. Ms. Pat Whitton seconded. Motion carried unanimously to approve the budget proposal as presented. **Program Implementation Plan:** Ms. Pat Dressman moved to approve the Program Implementation Plan as presented. Ms. Suzanne Wendt seconded. Motion carried unanimously to approve the Program Implementation Plan as presented.

Updates: Dr. Lynne Saddler presented updates on Shigella Outbreak, Health Insurance RFPs, the Kenton County Smoking Ordinance, and the Ludlow/Bromley Yacht Club sewage issues.



Bank Depository Proposal--George A. Moore, II, Director of Administration and Accounting

Mr. George Moore, II presented the bank depository proposal information with his recommendation to use Forcht Bank. Discussion followed. **Motion:** Mr. Kirk Kavanaugh moved to accept the Financial Report as presented. Dr. Stephen W. Hiltz seconded. Motion carried unanimously to use Forcht Bank for the Department's bank depository services.

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

Mr. George Moore, II presented the Financial Report. Discussion followed.

Motion: Mr. Kirk Kavanaugh moved to accept the Financial Report as presented. Mr. Wilbert Ziegler 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 April 19, 2011, Personnel Board Report. **Motion:** Mr. Wilbert Ziegler moved to accept the April 19, 2011, Personnel Board Report as presented. Dr. Daniel Sheridan seconded. Motion carried unanimously to accept the April 19, 2011, Personnel Board Report as presented.

COMMITTEE REPORTS

Nominating: Jonathan W. Rich, DMD, Chair

Dr. Rich reported. He presented the slate of officers and Executive Committee members nominated by the Nominating Committee for FY 2012. Dr. Rich opened the floor for additional nominations, being none, he closed nominations.

Chair Motion: Mr. Jerry Stricker moved to accept the Nominating Committee's nomination to appoint Mr. Kirk Kavanaugh as FY 2012 District Board chair. Dr. Sheridan seconded. Motion carried unanimously to appoint Mr. Kavanaugh as FY 2012 District Board Chair.

Vice Chair Motion: Mr. Wilbert Ziegler moved to nominate Mr. Kurt Pohlgeers as FY 2012 District Board vice chair. Dr. Sheridan seconded. Motion carried unanimously to appoint Mr. Pohlgeers as FY 2012 District Board Vice Chair.

Executive Committee Members Motion: Ms. Pat Dressman moved to accept the Nominating Committee's nomination to appoint the following persons as the FY 2012 Executive Committee

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

Kenton County:

Judge Executive Steve Arlinghaus and Ms. Debbie Davis

Ms. Pat Whitton seconded. Motion carried unanimously to approve the appointment of the FY 2012 Executive Committee members as nominated by the Nominating Committee.

Diabetes Education: Thomas Bunnell, MD, Chair

Ms. Pat Dressman reported on the Committee's recent meeting and activities.

I&E:

Dr. Jonathan Rich reported on Mr. Tony Kramer's resignation from the Committee; he thanked Mr. Kramer for his service on the committee and in his capacity as the committee's chair. Ms. Jennifer Hunter reported on the committee's recent meeting and activities. Ms. Emma Shipp is the incoming I&E Committee Chair.

Clinical: Jennifer Hunter, Clinical Services Director

There has not been a meeting since the last District Board meeting.

Community Health Promotion: Daniel Sheridan, DMD, Interim Chair

There has not been a meeting since the last District Board meeting.

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

Dr. Schuck reported on the Committee's recent meeting and activities

LOCAL BOARDS OF HEALTH REPORTS

Boone County: Charles Kenner, DMD, Chair

Mr. Kirk Kavanaugh presented the BCLBH report on behalf of Dr. Kenner. The Board met on May 20, 2011. They approved the tax rate recommendation and allocation to the District. He highlighted that the Boone County Health Center's audit by state received a score of 596 out 600 and that it was the highest rating received statewide.



Campbell County: Richard E. Schuck, OD, Chair

Dr. Schuck reported. The Board met and approved the tax rate recommendation and allocation to the District. They are in the process of selling the 12 E. 5th Street building.

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

Dr. Threlkeld reported. The Board met in May. They approved the tax rate recommendation and allocation to the District. They approved funding for Grant County's school based health centers and Fitness for Life program.

Kenton County: Debbie Davis, Chair

Mr. George A. Moore, II, presented the report in Ms. Davis' absence. The Board met and approved the tax rate recommendation and allocation to the District.

CLOSED SESSION

There was not a closed session.

RECOGNITION OF DISTRICT BOARD MEMBERS

Dr. Jonathan W. Rich recognized FY 2012 incoming District Board members Ms. Roberta Lehmkuhl, Mr. Kirk Kavanaugh, Mr. Jeff Earlywine, Ms. Amy Arlinghaus, Ms. Michelle Wiest, and Mr. Kurt Pohlgeers. He presented service awards to Ms. Annette Lavender, Ms. Jennifer Ihrig, and Ms. Pat Whitton and thanked them for their service and dedication to the Board and their community. Mr. Terry Sievers and Ms. Enzweiler, who were absent, were also recognized for the service to the Board.

Dr. Lynne Saddler presented Dr. Jonathan Rich, retiring chair, with his service award and thanked him for his time, commitment, and willingness to serve.

Mr. Kavanaugh presented his closing remarks and thanked Dr. Rich for his service to the Board and Northern Kentucky. Mr. Kavanaugh announced that he had selected August 10, 2011, as the date for the next Executive Committee meeting and September 14, 2011, as the date for the next District Board meeting.

OTHER

There was no other business to come before the Board.



NEXT BOARD MEETING

The next meeting is scheduled for September 14, 2011.

ADJOURNMENT

Motion: With no further business to come before the Board, Dr. Stephen W. Hiltz moved to adjourn. Mr. Wilbert Ziegler seconded. The motion carried unanimously, the meeting adjourned.

Respectfully submitted,

Jonathan Rich, DMD
NKIDBH Chair

Lynne M. Saddler, MD, MPH
NKIDBH Secretary