

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

Lower Level Conference Room
610 Medical Village Drive, Edgewood KY 41017
Wednesday, May 13, 2009, 6:30 p.m.

MINUTES

MEMBERS PRESENT

Wilbert Ziegler, Chair
Kirk Kavanaugh, JD, MSW, Immediate Past Chair
Pat Dressman, (designee for Judge Pendery)
Jeff Earlywine (designee for Judge Moore)
Stephen W. Hiltz, MD
Charles Kenner, DMD
Jerry Peluso, Mayor
Tony Kramer, RN (designee for Mayor Peluso)
Steve Pendery, Judge Executive

MEMBERS ABSENT

Ralph Drees, Judge Executive
Darrell L. Link, Judge Executive
Wm. Ford Threlkeld, MD

STAFF/GUESTS PRESENT

Steven R. Katkowsky, MD, District Director of Health
Steve Divine, Director Environmental Health & Safety
Jennifer Hunter, Director of Clinical Services
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 at 6:08 p.m.

APPROVAL OF PROPOSED MAY 13, 2009, AGENDA

Chair Mr. Wilbert Ziegler presented the proposed May 13, 2009, agenda for approval. Discussion followed. **Motion:** Judge Steve Pendery moved to approve the agenda with a

Resource Committee report added as item VI.d. and renumbering remaining items. Dr. Stephen Hiltz seconded. Motion carried unanimously to approve the May 13, 2009, agenda as amended.

APPROVAL OF FEBRUARY 25, 2009, PROPOSED MINUTES

Chair Mr. Wilbert Ziegler presented the February 25, 2009, proposed minutes for approval.

Motion: Mr. Tony Kramer moved to accept the February 25, 2009, minutes. Judge Steve Pendery seconded. Motion carried unanimously to approve the February 25, 2009, minutes as presented.

OLD BUSINESS

There was no old business to address.

REPORTS

Legal Counsel—Mary Ann Stewart

No report.

Chair—Wilbert Ziegler

Chair Mr. Wilbert Ziegler presented an overview of the Performance Review Committee's assessment of Dr. Steven Katkowsky's performance during the past year. He highlighted Dr. Katkowsky's accomplishments, noting that the Board is very pleased with his performance. The Committee's recommendation is that Dr. Katkowsky receive a 3.25% COLA increase, the same as was given to all employees except him in July 2008, and that it be retroactive to July 1, 2008 and then continue July 1, 2009. Discussion followed. **Motion:** Mr. Scott Kimmich moved to accept the recommendation that Dr. Katkowsky receive a 3.25% COLA increase, the same as was given to all employees except him in July 2008, and that it be retroactive to July 1, 2008 and then continue beginning July 1, 2009. Dr. Stephen Hiltz seconded. Motion carried unanimously to forward the recommendation for Dr. Katkowsky's compensation to the District Board for approval.

District Director of Health—Steven R. Katkowsky, MD

Dr. Katkowsky presented his report.

Resource Committee Report

Mr. Kirk Kavanaugh, Resource Committee chair, presented Dr. Katkowsky's FY 2010 budget proposal memo and recommendations of the Resource Committee. Discussion followed. The Executive Committee approved the following to be presented to the District Board with a recommendation for approval:

1. Projects or programs not already funded shall not be funded during FY 2010.
2. Adopt Dr. Katkowsky's budget proposal "*Proposal II: 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.

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

Mr. Moore presented the June 10, 2009, Financial Report, noting that the FY 2010 budget recommendation was presented by Mr. Kavanaugh. Discussion followed. **Motion:** Dr. Charles Kenner moved to approve the financial report as presented. Mr. Jeff Earlywine seconded. Motion carried unanimously.

Bank Depository Evaluation: Mr. Moore presented his evaluation on the bank depository RFP's received. Discussion followed. **Motion:** Dr. Stephen Hiltz moved to remain with 5th/3rd for bank depository services. Dr. Charles Kenner 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 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 that an action plan to look at the top two concerns as recommended by the consultant, Cathi Miller, and bring back a recommendation to the Board. Mr. Jeff Earlywine seconded. Motion carried unanimously to accept the June 10, 2009, Personnel Board report and to forward this item to the District Board with a recommendation for approval.

Nominating: Wilbert Ziegler, Esq., Chair

Chair Mr. Ziegler appointed the Executive Committee as the Nominating Committee. Following discussion it was agreed that Grant and Campbell would rotate their counties for the chair seat. The following slate was approved for recommendation to the District Board:

Officers

Chair: Pat Dressman

Vice Chair: Jonathan Rich, DMD

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, II, M.D.

Kenton County: Judge Executive Ralph Drees and Ms. Debbie Davis, RN

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

CLOSED SESSION

There was not a closed session.

REVIEW/APPROVAL OF JUNE 10, 2009 DISTRICT BOARD OF HEALTH AGENDA

Following discussion, Dr. Stephen Hiltz moved to approve the June 10, 2009, District Board proposed agenda with the following amendments: move Resource Committee Report under the Financial Report, renumber Committee Reports, add Closed Session as item IX, and renumber remaining items. Mr. Jeff Earlywine seconded. Motion carried unanimously.

OTHER

Mr. Tony Kramer introduced Jerry Peluso, Mayor of Newport. It was added that Mr. Kramer will serve as Mayor Peluso's designee.

ADJOURNMENT

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

Respectfully submitted,

Wilbert Ziegler, Esq.
NKIDBH Chair

Steven R. Katkowsky, MD
NKIDBH Secretary