

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

Lower Level Conference Room
610 Medical Village Drive, Edgewood KY 41017
Wednesday, November 4, 2009, 6:00 p.m.

MINUTES

MEMBERS PRESENT

Pat Dressman, Chair
Jonathan Rich, DMD, Vice Chair
Wilbert Ziegler, Immediate Past Chair
Jeff Earlywine (designee for Judge Moore)
Debbie Davis, Attorney
Stephen W. Hiltz, MD, (designee for Judge Pendery)
Scott Kimmich, Deputy Judge (designee for Judge Drees)
Tony Kramer, RN (designee for Mayor Peluso)
Stephen W. Hiltz, MD, (designee for Judge Pendery)
Wm. Ford Threlkeld, MD

MEMBERS ABSENT

Charles Kenner, DMD
Darrell L. Link, Judge Executive

STAFF/GUESTS PRESENT

Steven R. Katkowsky, MD, District Director of Health
Steve Divine, Director Environmental Health & Safety
Kathy Gavin, Director of Community Health Promotion
Jennifer Hunter, Director of Clinical Services
Karen Y. McGarr, Executive Secretary
George A. Moore, II, Director of Administration & Accounting
Mary Ann Mullins
Mary Ann Stewart, Attorney

WELCOME

Chair Ms. Pat Dressman welcomed everyone.

CALL TO ORDER

Chair Ms. Pat Dressman noted a quorum was present and called the meeting to order at 6:00 p.m.

APPROVAL OF PROPOSED NOVEMBER 4, 2009, AGENDA

Chair Ms. Pat Dressman presented the proposed November 4, 2009, agenda for approval. **Motion:** Mr. Scott Kimmich moved to amend the agenda by adding Item V. c. 1. Discussion and possible action on the creation of a long and short term plan for the establishment of the position of Deputy Director consistent with the recommendation of Dr. Steven R. Katkowsky. Dr. Stephen Hiltz seconded. Motion carried unanimously to approve the November 4, 2009, agenda to include Mr. Scott Kimmich's proposed amendment.

APPROVAL OF AUGUST 26, 2009, PROPOSED MINUTES

Chair Ms. Pat Dressman presented the August 26, 2009, proposed minutes for approval. **Motion:** Dr. Stephen Hiltz approve the minutes as presented. Ms. Debbie Davis seconded. Motion carried unanimously to approve the August 26, 2009, minutes as presented.

REPORTS

Legal Counsel—Mary Ann Stewart

No report at this time.

Chair—Pat Dressman

Chair Pat Dressman applauded staff for an outstanding job on the H1N1 immunization clinics.

District Director of Health—Steven R. Katkowsky, MD

Dr. Katkowsky presented his report. He presented updated information on H1N1 activities. Dr. Katkowsky thanked staff for their arduous efforts in accomplishing the H1N1clinics in such an efficient manner.

Item V.c.1: Discussion and possible action on the creation of a long and short term plan for the establishment of the position of Deputy Director consistent with the recommendation of Dr. Steven R. Katkowsky.

Dr. Katkowsky talked about his memo to them that discussed creating a line of succession for the District Director of Health position. He added that the position is needed for the accreditation process and to become an exemplary department. Discussion occurred regarding the best way to move forward with

the creation of a deputy director position. Following discussion of item V.c.1., Chair Pat Dressman created the Deputy Director Committee (DDC) to which she appointed herself, Mr. Scott Kimmich, Dr. Stephen Hiltz, Mr. Jeff Earlywine, and Dr. Jonathan Rich to serve. **Motion:** Mr. Scott Kimmich moved that he Executive Committee empower the previously appointed DDC to take those actions necessary to effectuate the creation of the position of deputy director, including but not limited to the development of legislation for presentation in the 2010 session of the Kentucky General Assembly and that the committee further be empowered, acting through the Executive Committee, to engage the services of a regional area local public health consultant to assist Dr. Katkowsky in ensuring the effective short term administration of the district. Dr. Stephen Hiltz seconded. Motion carried unanimously.

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

Mr. Moore presented the Financial Report. He noted that the Audit Review Committee would meet following tonight's meeting. **Motion:** Mr. Scott Kimmich moved to approve the financial report as presented. Dr. Stephen W. Hiltz seconded. Motion carried unanimously to accept the Financial Report as presented.

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

Dr. Katkowsky presented the Personnel Board Report. **Motion:** Dr. Stephen Hiltz moved to accept the Personnel Board Report as presented. Mr. Jeff Earlywine seconded. Motion carried unanimously.

CLOSED SESSION

There was not a closed session.

REVIEW/APPROVAL OF DECEMBER 9, 2009, DISTRICT BOARD OF HEALTH AGENDA

Following discussion, Ms. Debbie Davis moved to approve the December 9, 2009, District Board proposed agenda as presented. Mr. Tony Kramer seconded. Motion carried unanimously to approve the December 9, 2009, agenda as amended.

OTHER

Mr. Scott Kimmich stated for the record that he was very impressed with the first responders' clinic. He commended Steve Divine and the Department's staff for a job well done.

ADJOURNMENT

Motion: With no further business to come before the Board, Dr. Stephen Hiltz moved to adjourn. Ms. Debbie Davis seconded. The motion carried unanimously, the meeting was adjourned.

Respectfully submitted,

Pat Dressman
NKIDBH Chair

Steven R. Katkowsky, MD
NKIDBH Secretary