



**NKYHEALTH**  
NORTHERN KENTUCKY HEALTH DEPARTMENT



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

March 14, 2018, 6:30 PM  
8001 Veterans Memorial Drive, Florence, KY

**Members Present**

Tony Kramer (designee-Mayor Peluso), Chair  
Charles Breen, MD  
Tom Cahill (designee-Mayor Hermes)  
Jeff Earlywine (designee-JE Moore)  
Timothy Franxman, MD  
Charles Kenner, DMD  
Jack Lenihan, DMD  
Julie Metzger Aubuchon, OD (designee-Mayor Whalen)  
James Middendorf, DVM  
Chris Reinersman, Mayor of Independence  
Marie Schenkel (designee-JE Pendery)  
Lynn Shewmaker, OD  
Shelly Voet, MD  
Wilbert Ziegler (designee-JE Knochelmann)

**Members Absent**

Eva Ballard  
Lawrence Brennan, MD  
John Muller (designee-Mayor Haas)  
Scott Kimmich (designee-JE Wood)  
Linda Wermeling (designee-Mayor Meyer)  
Wm. Ford Threlkeld, II, MD

**Staff/Guests Present**

Lynne M. Saddler, MD, MPH, District Director of Health  
Rose M. Croley, District Secretary  
Steve Divine, Director, Environmental Health & Safety  
Karen Domaschko, Human Resources Administrator  
Emily Gresham Wherle, Public Information Administrator  
Jennifer Hunter, Director of Clinical Services  
Louise Kent, Planning Administrator  
George A. Moore, Director, Administration & Accounting  
Stephanie Vogel, Director, Population Health  
Mary Ann Stewart, Attorney  
Pat Dressman

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1. **Welcome/Call to Order** - Chair, Mr. Tony Kramer noted a quorum was present, welcomed everyone, and called the meeting to order at 6:34 PM. He welcomed new member Mr. Tom Cahill, designee for Tyson Hermes, Mayor of Erlanger.
  2. **Approval of March 14, 2018 Proposed Agenda** - Chair, Mr. Tony Kramer presented the March 14, 2018 Proposed Agenda for approval. **MOTION:** Mr. Tom Cahill moved to accept the March 14, 2018 Proposed Agenda as presented. Dr. Shelly Voet seconded. Motion carried unanimously.
  3. **Recognition of Outgoing Board Member, Pat Dressman** – Chair, Mr. Tony Kramer and Dr. Lynne Saddler thanked Ms. Pat Dressman for her many years of service and dedication to the

Health Department and to the public. Ms. Dressman was appointed in July 1999 to serve on the District Board of Health as Judge Executive Steve Pendery's designee and has served as Board Chair and on many committees.

4. **Approval of December 13, 2017 Proposed Minutes** - Chair, Mr. Tony Kramer presented the December 13, 2017 Proposed Minutes for approval. **MOTION:** Mayor Chris Reinersman moved to accept the December 13, 2017 Proposed Minutes as presented. Dr. Charles Kenner seconded. Motion carried unanimously.
5. **Old Business** – There was no old business to bring before the District Board of Health.
6. **Reports**
  - a. **Executive Committee** – Mr. Tony Kramer, Chair, reported the Executive Committee met on February 14, 2018. The Committee heard reports from Mr. Scott Kimmich on the Building Committee, Dr. Saddler on health department activities and the potential impacts of the unfunded KERS (pension) increase, and Ms. Mary Ann Stewart regarding the draft by-laws amendments for the Board's consideration. **MOTION:** Dr. James Middendorf moved to accept and approve the February 14, 2018 Executive Committee Report as presented. Mayor Chris Reinersman seconded. Motion carried unanimously.
  - b. **Building Committee** – Mr. George Moore gave an update on the building project budget as of February 28, 2018. He noted that staff began operating in the new District Office on February 19, 2018. Discussion ensued. **MOTION:** Mr. Wilbert Ziegler moved to create a resolution by the Health Department recognizing the efforts of the Board's Building Committee, District Director of Health and Director of Administration & Accounting in successfully completing the construction of the agency's new District Office on time and under budget. Mayor Chris Reinersman seconded. Motion carried unanimously. **MOTION:** Mr. Wilbert Ziegler moved to accept the Building Committee report as presented. Dr. James Middendorf seconded. Motion carried unanimously.
  - c. **Legal Counsel** – Ms. Mary Ann Stewart reviewed a memo regarding the Attorney General decisions on "Making Private E-mail Accounts of Public Officials Subject to the Preservation and Disclosure of Requirements of the Kentucky Open Records Act" and said more information could be gathered from the Kentucky League of Cities website. As a result, Dr. Saddler indicated that any correspondence from the Health Department will be sent to the Board Member's Health Department public email address only.
    1. **By-laws Amendments** - Ms. Stewart reviewed the proposed updates to the Board by-laws. Discussion ensued. Chair, Mr. Tony Kramer, tabled the Board By-Laws to the next meeting to give Board members time to review and bring comments back to next meeting for discussion/approval. **MOTION:** Mr. Jeff Earlywine moved to accept Legal Counsel's report as presented. Dr. Jack Lenihan seconded. Motion carried unanimously.
  - d. **Financial** – Mr. George Moore gave the financial report of the Health Department for the first six months ending December 31, 2017. Discussion ensued. **MOTION:** Dr. Charles Kenner moved to accept the Financial report as presented. Dr. Shelly Voet seconded. Motion carried unanimously.
  - e. **District Director of Health** – Dr. Lynne Saddler presented Mr. George Moore with the Director's Award for the role of the Health Department's Project Manager of the new District Office, overseeing the construction of the new building, overseeing the sale of two buildings and the coordination of staff moves. She thanked Mr. Moore for his hard work and dedication to the project that was completed on time and under budget. Dr. Saddler then summarized her FY 2018 goals and gave a legislative update on the proposed increase in KERS and gave handouts of a message from the Kentucky Health Department Association on the impact of such an increase and not funding local health departments. Discussion ensued. Dr. Saddler then gave updates on flu activity, the heroin response plan, and the HIV cluster investigation. She reported that on February 26 the Newport City

Commission approved operation of a Syringe Access Exchange Program using a mobile unit to be parked in the St. Elizabeth Urgent Care parking lot in Newport. **MOTION:** Dr. Timothy Franxman moved to approve the District Director of Health report as presented. Dr. James Middendorf seconded. Motion carried unanimously.

- f. **Personnel Board** – Dr. Lynne Saddler reported the Personnel Board met on January 16, 2018 and reviewed the Personnel Action Report and Exit Questionnaires for 10/1/2017 through 12/31/2017. She reported the next Personnel Board meeting will be April 17, 2018 at 5:15 PM. **MOTION:** Mayor Chris Reinersman moved to accept the Personnel Board report as presented. Dr. Shelly Voet seconded. Motion carried unanimously.

#### 7. Committee Reports

- a. Clinical Services – Dr. Julie Metzger Aubuchon, Chair, reported the committee has not met.
- b. Information & Education – Dr. Julie Metzger Aubuchon, Chair, reported the committee has not met.
- c. Population Health – Dr. Charles Breen, Chair, reported the committee has not met.
- d. Environmental Health & Safety – Dr. James Middendorf, Chair, reported the committee has not met.

#### 8. Local Boards of Health Reports

- a. Boone County – Dr. Charles Kenner, Chair, reported the Boone County Local Board of Health is scheduled to meet on Wednesday, May 2 at 8:00 AM.
- b. Campbell County – Mr. George Moore reported the Campbell County Local Board of Health is scheduled to meet on Monday, April 23 at 6:00 PM.
- c. Grant County – Mr. George Moore reported the Grant County Local Board of Health is scheduled to meet on Friday, April 27 at 7:30 AM.
- d. Kenton County – Dr. Lynn Shewmaker, Chair, reported the Kenton County Local Board of Health is scheduled to meet Monday, May 2 at 6:00 PM.

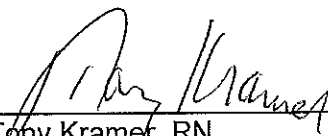
9. **Closed Session** – There was no need to go into closed session.


10. **Other** – There were no non-action items to bring before the District Board.

11. **Next District Board of Health Meeting** - The next meeting will be Wednesday, June 13, 2018 at 6:30 PM, 8001 Veterans Memorial Drive, Florence, KY 41042.

12. **Adjournment** – **MOTION:** Mr. Tom Cahill moved to adjourn the meeting. Mr. Wilbert Ziegler seconded. Motion carried unanimously. Meeting adjourned at 7:40 PM.

Respectfully submitted,

  
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Tony Kramer, RN,  
NKIDBOH Chair

  
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Lynne M. Saddler, MD, MPH,  
District Director of Health  
NKIDBOH Secretary