

# NKYHEALTH

NORTHERN KENTUCKY HEALTH DEPARTMENT



## NORTHERN KENTUCKY DISTRICT BOARD OF HEALTH EXECUTIVE COMMITTEE MEETING

Jack Lenihan, DMD, Chair

Wednesday, August 8, 2018, 6:00 PM

8001 Veterans Memorial Drive, Florence KY 41042

### MINUTES

#### MEMBERS PRESENT

Lawrence Brennan, MD  
Timothy Franxman, MD  
Charles Kenner, DMD  
Kris Knochelmann, KC Judge Executive  
Jack Lenihan, DMD  
Marie Schenkel (Designee for JE Pendery)

#### MEMBERS ABSENT

Eva Ballard  
Jeff Earlywine (Designee for JE Moore)  
Scott Kimmich (Designee for JE Wood)  
Tony Kramer, RN (Designee for Newport Mayor)  
Wm. Ford Threlkeld, II, MD

#### STAFF / GUESTS PRESENT

Lynne M. Saddler, MD, MPH, District  
Director of Health  
Rose Croley, District Secretary  
Steve Divine, Director of Environmental  
Health and Safety  
Karen Domaschko, Human Resources  
Administrator  
Pamela Millay, Director of Clinical Services  
George A. Moore, II, Director of  
Administration & Accounting  
Mary Ann Stewart, Esq.

#### WELCOME / CALL TO ORDER

Dr. Jack Lenihan, Chair, noted a quorum was present, welcomed everyone and called the meeting to order at 6:00 PM.

#### APPROVAL OF AUGUST 8, 2018 PROPOSED AGENDA

Dr. Jack Lenihan, Chair, presented the August 8, 2018 Proposed Agenda for approval.

**MOTION:** Dr. Charles Kenner moved to accept the August 8, 2018 Proposed Agenda as presented. Ms. Marie Schenkel seconded. Motion carried unanimously.

#### APPROVAL OF MAY 9, 2018 PROPOSED MINUTES

Dr. Jack Lenihan, Chair, presented the May 9, 2018 Proposed Minutes for approval. **MOTION:**

Dr. Lawrence Brennan moved to accept the May 9, 2018 Proposed Minutes as presented. Dr. Timothy Franxman seconded. Motion carried unanimously.

#### OLD BUSINESS

There was no old business to bring before the Executive Committee.

## REPORTS

- a) **Pension Committee** – Dr. Lynne Saddler refreshed the Executive Committee that the Chair appointed an Ad hoc committee to examine the option to opt out of KERS provided in HB 362 and make recommendations to the District Board. The Pension Committee met on June 27 but had learned that a subsequent bill HB 487 had removed the option to opt out. The Committee then discussed the issue of designating local health departments as quasi governmental entities. They asked Ms. Mary Ann Stewart to provide a legal opinion on this issue and directed Dr. Saddler to educate and inform the NKY mayors and Judges Executive about the pension issue for local health departments.
- b) **Legal Counsel** - Ms. Mary Ann Stewart added on to Dr. Saddler's Pension Committee report that she did research on quasi governmental entities and shared the information with the Committee. She asked the Executive Committee for permission to share her research with the KHDA (Kentucky Health Departments Association) to help educate and advocate for the Health Department as a SPGE (Special Purpose Government Entity). The Executive Committee agreed that she share her research.
- c) **Financial** – Mr. George Moore summarized the financial report for the twelve months ending June 30, 2018 and before close of FY 2018. Discussion ensued. **MOTION:** Dr. Charles Kenner moved to accept the financial report as presented. Dr. Lawrence Brennan seconded. Motion carried unanimously.
- d) **District Director of Health** – Dr. Lynne Saddler provided the Committee with updates on status of the Hepatitis A response; progress on the launch of the mobile Syringe Access Exchange Program in Newport and Covington; and the formal request from Mayor Skinner regarding enforcement of the City of Williamstown's proposed smoke-free ordinance. She also recommended a joint meeting of the Population Health and Clinical Services Committees to review the issue of medical marijuana and legalization of marijuana and statewide policies. **MOTION:** Judge Executive Kris Knochelmann moved to accept the District Director of Health report as presented. Dr. Lawrence Brennan seconded. Motion carried unanimously.
  1. **Strategic Plan 2016-2020 Mid-Implementation Progress Report and Updated Strategic Plan 2016-2020** - Dr. Saddler gave update on the mid-course progress report on implementation of NKYHealth's strategic plan and presented a proposed updated strategic plan. **MOTION:** Dr. Charles Kenner moved to accept the Strategic Plan 2016-2020 Mid-Implementation Progress Report and Updated Strategic Plan 2016-2020 as presented. Dr. Timothy Franxman seconded. Motion carried unanimously.
- e) **District Director of Health Performance Review** – Dr. Jack Lenihan, Chair reported that he and Immediate Past Chair, Mr. Tony Kramer, worked on Dr. Saddler's Performance Review where she excelled in all categories. Research was done in April comparing Dr. Saddler's salary to that of similar positions in this region and it was noted that her salary was approximately 14% below market average. Based on this research, Dr. Lenihan would like to recommend the District Board approve a 4% salary increase for Dr. Saddler to be effective

the first payroll in November. **MOTION:** Dr. Charles Kenner moved to forward the recommendation of a 4% salary increase for Dr. Saddler, effective the first payroll in November, to the District Board of Health for approval. Ms. Marie Schenkel seconded. Motion carried unanimously.

- f) **Personnel Board** – Dr. Lynne Saddler reported the Personnel Board met on July 17 and summarized the meeting. She reported the next meeting is set for October 16 at 5:15 PM. **MOTION:** Dr. Lawrence Brennan moved to accept the Personnel Board report as presented. Dr. Timothy Franxman seconded. Motion carried unanimously.

**REVIEW/APPROVAL OF PROPOSED SEPTEMBER 12, 2018 DISTRICT BOARD OF HEALTH AGENDA**

Dr. Saddler requested adding Item 3. under VII. e. for Enforcement of Williamstown Tobacco Free Ordinance. **MOTION:** Judge Executive Kris Knochelmann moved to accept the Proposed September 12, 2018 District Board of Health Agenda with added item request. Dr. Charles Kenner seconded. Motion carried unanimously.

**CLOSED SESSION** – It was determined there was no need for a Closed Session.


**OTHER: NON-ACTION ITEMS** – There were no non-action items.

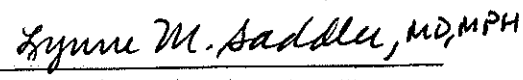
**NEXT EXECUTIVE COMMITTEE MEETING**

November 14, 2018, 6:00 PM at the District Office - 8001 Veterans Memorial Drive, Florence, KY.

**ADJOURNMENT** - **MOTION:** Dr. Charles Kenner moved to adjourn the Executive Committee meeting. Ms. Marie Schenkel seconded. Motion carried unanimously. Meeting adjourned at 6:30 PM.

Respectfully submitted,

  
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Jack Lenihan, BMD,  
NKIDBOH Chair

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