



NKYHEALTH

NORTHERN KENTUCKY HEALTH DEPARTMENT



NORTHERN KENTUCKY INDEPENDENT DISTRICT BOARD OF HEALTH MEETING

Charles Kenner, DMD, Chair

September 11, 2019, 6:00 PM

8001 Veterans Memorial Drive, Florence, KY

Members Present

Charles Kenner, DMD, Chair
Linda Ault, PhD, MSW (D-Mayor Meyer)
Eva Ballard
Tom Cahill, Jr., Vice Chair
Timothy Franxman, MD
Richard Gaston, MD
Scott Kimmich (D-JE Knochelmann)
Tony Kramer, RN (D-Mayor Peluso)
Jack Lenihan, DMD, Immediate Past Chair
Chris Reinersman (Independence Mayor)
Marie Schenkel (D-JE Pendery)
Lynn Shewmaker, OD
Wm. Ford Threlkeld, II, MD
Shelly Voet, MD
Josh Wice (D-Mayor Whalen)

Members Absent

Lawrence Brennan, MD
Jason Burcham, DVM
Jeff Earlywine (D-JE Moore)
Tiffany Horn (D-JE Dills)

Staff/Guests Present

Lynne Saddler, MD, MPH, District Dir. of Health
Laura Brinson, Public Health Impacts Administrator
Rose M. Croley, District Secretary
Steve Divine, Dir. of Environmental Health & Safety
Karen Domaschko, Human Resources Administrator
Pamela Millay, Dir. of Clinical Services
George Moore, Dir. of Administration & Accounting
Stephanie Vogel, Dir. of Population Health
Mary Ann Stewart, Esq.

Welcome/Call to Order - Chair, Dr. Charles Kenner noted a quorum was present, welcomed everyone, and called the meeting to order at 6:00 PM. Chair, Dr. Charles Kenner welcomed new members Mr. Scott Kimmich, Designee for Kenton County Judge Executive Kris Knochelmann and Mr. Josh Wice, Designee for Florence Mayor Diane Whalen.

Public Comments – Chair, Dr. Charles Kenner noted there were no members of the public who signed up to speak to the Board.

Approval of Proposed Amended September 11, 2019 Agenda - Chair, Dr. Charles Kenner presented the September 11, 2019 proposed agenda amended with the addition of Item VII h and the removal of Dr. Metzger-Aubuchon as Chair for the Clinical Services and Information and Education Committees as she has resigned from the Board, for approval. **MOTION:** Dr. Shelly Voet moved to approve the September 11, 2019 proposed amended agenda as presented. Dr. Wm. Ford Threlkeld, II, seconded. Motion carried unanimously.

Approval of June 12, 2019 Proposed Regular Meeting Minutes - Chair, Dr. Charles Kenner presented the proposed minutes for approval from the regular meeting on June 12, 2019. **MOTION:** Mr. Tony Kramer moved to approve the June 12, 2019 proposed minutes of the regular meeting as presented. Ms. Eva Ballard seconded. Motion carried unanimously.

Approval of June 12, 2019 Proposed Special Meeting Minutes – Chair, Dr. Charles Kenner presented the June 12, 2019 District Board of Health Special meeting minutes for approval. **MOTION:** Mayor Chris Reinersman moved to

approve the June 12, 2019 proposed special meeting minutes as presented. Dr. Richard Gaston seconded. Motion carried unanimously.

Old Business

- a. National Public Health Re-accreditation Plaque – Dr. Saddler passed around the plaque that was awarded to the Health Department for 5 year re-accreditation. Chair, Dr. Charles Kenner thanked Dr. Saddler for this achievement and all the staff that worked so hard with the same mission and vision.

Reports

- a. **Executive Committee** – Chair, Dr. Charles Kenner reported the committee met on August 14, 2019 and heard a report from the Pension Committee Chair, Mr. Jeff Earlywine, which the Executive Committee took action on and the Board will need to ratify. The Executive Committee unanimously moved to authorize and direct Dr. Saddler and Mr. George Moore to submit our application to KRS to have the actuarial costs of our unfunded liability prepared and sent back to us. Chair, Dr. Charles Kenner reported the next Executive Committee meeting is November 13, 2019 at 6:00 PM at the District Office. **MOTION** – Mr. Scott Kimmich moved to approve the Executive Committee report as presented and to ratify the action that the committee took to submit the application to KRS. Mayor Chris Reinersman seconded. Motion carried unanimously.
- b. **Pension Committee** – On behalf of Mr. Jeff Earlywine, Ms. Marie Schenkel reported the committee met on August 14, 2019 right before the Executive Committee meeting. Members reviewed 19 SS HB 1, which became law in July 2019 and also discussed cost estimates, length of service, Tier type by employee and important dates regarding the new law. Ms. Schenkel reported the Committee took action to recommend that the Executive Committee authorize and direct Dr. Saddler and Mr. Moore to immediately submit our application to KRS to have the actuarial cost of the unfunded liability prepared as this is the first step in the process.
- c. **Legal Counsel** – Ms. Mary Ann Stewart gave status updates on the pending litigation regarding the Johnson septic system case and the Kunkel varicella outbreak case.
- d. **Financial** – Mr. George Moore gave a brief summary of the financial report of all programs PRE-CLOSE June 30, 2019. He reported the audit is almost complete and the auditors will focus on the WIC program audit during September 17 and 18. VonLehman has appointed a different partner, Stephanie Allgeyer, to oversee our audit this year. Discussion ensued. **MOTION:** Dr. Jack Lenihan moved to approve the financial report as presented. Ms. Marie Schenkel seconded. Motion carried unanimously.
- e. **District Director of Health** – Dr. Lynne Saddler summarized her report, giving an update on her FY 2020 Goals and highlighting the Hepatitis A outbreak, harm reduction efforts including the syringe exchange program, and updates on Division activities. Discussion ensued. **MOTION:** Dr. Jack Lenihan moved to approve the District Director of Health report as presented. Dr. Linda Ault seconded. Motion carried unanimously.
 1. Implementation Report of the FY 2019 Operational Plan – Dr. Saddler summarized the plan explaining that this report describes our activities from last fiscal year and highlighted some of the accomplishments. Discussion ensued. **MOTION:** Dr. Wm. Ford Threlkeld, II, moved to accept the Implementation Report of the FY 2019 Operational Plan as presented. Dr. Timothy Franxman seconded. Motion carried unanimously.
- f. **District Director of Health Performance Review** – Chair, Dr. Charles Kenner reported that he and Immediate Past Chair, Dr. Jack Lenihan, worked on Dr. Saddler's Performance Review where she excelled in all categories and recommended a 4% performance increase. **MOTION:** Mayor Chris Reinersman moved to approve the District Director of Health Performance Review report and to approve a 4% merit increase. Dr. Wm. Ford Threlkeld, II, seconded. Motion carried unanimously.
- g. **Personnel Board** – Dr. Lynne Saddler reported the Personnel Board met on July 17, 2019 and reviewed and discussed several items including the Personnel Action Report which is included in the District Board's packet and reviewed a summary of revisions made to the NKY Health's Guide to Personnel Policies effective July 1, 2019. She reported the next Personnel Board meeting is October 9, 2019 at 5:15 PM.

MOTION: Mr. Tony Kramer moved to approve the Personnel Board report as presented. Dr. Wm. Ford Threlkeld, II, seconded. Motion carried unanimously.

- h. **Ky. Association of Local Boards of Health Meeting Report** – Dr. Linda Ault reported that she attended KALBOH’s web-based meeting on July 17, 2019 where election of officers occurred and the financial report was presented and approved. Dr. Ault gave a summary of other topics that were presented (Public Health Transformation in Kentucky, changes being explored for Board of Health statutes and regulations, and KALBOH membership engagement strategies).

Committee Reports

- a. Clinical Services – Chair TBD, committee did not meet.
- b. Information & Education – Chair TBD, committee did not meet.
- c. Population Health – Ms. Marie Schenkel, Chair, reported that the committee did not meet.
- d. Environmental Health & Safety – Mr. Tony Kramer, Chair reported the committee did not meet.

Local Boards of Health Reports

- a. Boone County – Dr. Charles Kenner, Chair, reported the Local Board did not meet.
- b. Campbell County – On behalf of Dr. Lawrence Brennan, Chair, Dr. Saddler reported the Local Board did not meet.
- c. Grant County – Dr. Wm. Ford Threlkeld, II, Chair, reported the Local Board did not meet.
- d. Kenton County – Dr. Lynn Shewmaker, Chair, reported the Local Board did not meet.


Other – There were no non-action items to bring before the board.


Closed Session – There was no need to go into Closed Session.

Next District Board of Health Meeting - The next meeting will be Wednesday, December 11, 2019 at 6:00 PM, 8001 Veterans Memorial Drive, Florence, KY 41042.

Adjournment – MOTION: Dr. Wm. Ford Threlkeld, II, moved to adjourn the meeting. Mr. Scott Kimmich seconded. Motion carried unanimously. Meeting adjourned at 6:43 PM.

Respectfully submitted,


Charles Kenner, DMD,
NKIDBOH Chair


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