



## NORTHERN KENTUCKY INDEPENDENT DISTRICT BOARD OF HEALTH

### **Quarterly Business Meeting**

**Chair:** Charles Kenner, DMD

**Vice Chair:** Tom Cahill, Jr.

**Immediate Past Chair:** Jack Lenihan, DMD

**Secretary:** Lynne M. Saddler, MD, MPH

Wednesday, December 11, 2019, 6:00 PM

District Office, 8001 Veterans Memorial Drive, Florence, Kentucky

Training Conference Room

### PROPOSED AGENDA

- I. **Welcome:** Charles Kenner, DMD, Chair
- II. **Call to Order:** Charles Kenner, DMD, Chair
- III. **Public Comments**
- IV. **Approval of Proposed December 11, 2019 Agenda:** Charles Kenner, DMD, Chair  
*(Pages 1-2, action required)*
- V. **Approval of Proposed September 11, 2019 Minutes:** Charles Kenner, DMD, Chair  
*(Pages 3-5, action required)*
- VI. **NKY Public Health Hero Award** – Kentucky Representative Kim Moser
- VII. **Old Business**
- VIII. **Reports:**
  - a. **Finance & Audit Committee:** Charles Kenner, DMD, Chair
    1. **Presentation of Audit:** Representative from VonLehman CPA & Advisory Firm  
*(See separate Audit attachments, action required)*
    2. **Internal Control Manual Review/Approval:** George Moore, Director of Administration & Accounting *(Pages 6-43, action required)*
  - b. **Executive Committee:** Charles Kenner, DMD, Chair *(action may be required)*
  - c. **Legal Counsel:** Mary Ann Stewart, Esq.
  - d. **Financial:** George Moore, Director of Administration & Accounting *(Pages 44-50, action required)*
  - e. **District Director of Health:** Lynne M. Saddler, MD, MPH *(Pages 51-59, action required)*
    1. **Code of Ethics:** Change in language for appeals from Kenton County to Boone County Circuit Court. *(Pages 60-73, action required)*
    2. **Salary Survey:** *(Page 74, action required)*
  - f. **Personnel Board:** Lynne M. Saddler, MD, MPH, District Director of Health *(Pages 75-96, action required)*

- IX. Committee Reports**
  - a. Clinical Services:** Richard Gaston, MD, Chair
  - b. Information & Education:** TBD, Chair
  - c. Population Health:** Marie Schenkel, Chair
  - d. Environmental Health & Safety:** Tony Kramer, RN, Chair
- X. Local Boards of Health Reports**
  - a. Boone County:** Charles Kenner, DMD
  - b. Campbell County:** Lawrence Brennan, MD
  - c. Grant County:** Wm. Ford Threlkeld, II, MD
  - d. Kenton County:** Lynn Shewmaker, OD
- XI. Other:** Non-action Items
- XII. Next District Board of Health Meeting:** Wednesday, March 11, 2020 6:00 PM
- XIII. Closed Session**
- XIV. Adjournment:** Charles Kenner, DMD, Chair (*action required*)