



NORTHERN KENTUCKY INDEPENDENT DISTRICT BOARD OF HEALTH
EXECUTIVE COMMITTEE MEETING

Tom Cahill, Jr., Chair
Wednesday, August 12, 2020, 6:00 PM

PURSUANT TO KRS 61.826 and OAG 20-05, THE STATE OF EMERGENCY REGARDING THE THREATS TO PUBLIC HEALTH PRESENTED BY THE NOVEL CORONAVIRUS (COVID-19) PANDEMIC, THIS MEETING OF THE NORTHERN KENTUCKY INDEPENDENT DISTRICT BOARD OF HEALTH'S EXECUTIVE COMMITTEE WAS CONDUCTED BY VIDEOCONFERENCE. MEETINGS WERE ATTENDED BY THE PUBLIC BY VIEWING THE VIDEO CONFERENCE **AT NKY HEALTH'S FACEBOOK PAGE ONLINE**

**AT: <https://facebook.com/nkyhealth/>
FACEBOOK LIVE**

MINUTES

MEMBERS PRESENT

Tom Cahill, Jr. (D – Erlanger Mayor Fette), Chair
Lawrence Brennan, MD
Jeff Earlywine (D - JE Moore)
Richard Gaston, MD
Tiffany Horn (D – JE Dills)
Charles Kenner, DMD, Immediate Past Chair
Scott Kimmich (D - JE Knochelmann)
Marie Schenkel (D - JE Pendery)

MEMBERS ABSENT

Tony Kramer, RN (D - Newport Mayor Peluso)
Chris Reinersman, Mayor Independence
Wm. Ford Threlkeld, II, MD

D = Designee

STAFF / GUESTS PRESENT

Lynne M. Saddler, MD, MPH, District
Director of Health
Steve Divine, Director of Environmental
Health and Safety
Karen Domaschko, Human Resources
Administrator
Robin Feltner, Public Health Impacts
Administrator
Pamela Millay, Director of Clinical Services
Kim Monaco, District Secretary
George A. Moore, II, Director of
Administration & Accounting
Stephanie Vogel, Director of Population
Health
Mary Ann Stewart, Esq.

- I. WELCOME – Mr. Tom Cahill, Jr., Chair, welcomed everyone.
- II. CALL TO ORDER – Mr. Tom Cahill, Jr., Chair, noted a quorum was present and called the meeting to order at 6:00 PM.
- III. APPROVAL OF PROPOSED AUGUST 12, 2020 AGENDA – Mr. Tom Cahill, Jr., Chair, presented the August 12, 2020 Proposed Agenda for approval. **MOTION:** Dr. Charles Kenner moved to accept the August 12, 2020 Proposed Agenda as presented. Mr. Scott Kimmich seconded. Motion carried unanimously.

- IV. **APPROVAL OF PROPOSED MAY 13, 2020 MINUTES** – Mr. Tom Cahill, Jr., Chair, presented the May 13, 2020 Proposed Minutes for approval. **MOTION:** Mr. Jeff Earlywine moved to accept the May 13, 2020 Proposed Minutes as presented. Ms. Marie Schenkel seconded. Motion carried unanimously.
- V. **OLD BUSINESS** – There was no old business to bring before the Executive Committee.
- VI. **REPORTS**
- a. **Legal Counsel** – Ms. Mary Ann Stewart, Esq. reported on two pending litigation matters. Proof of claim was filed on behalf of the Health Department on a class action suit related to opioid use and education. The Florence Speedway case is currently pending in the Kentucky Supreme Court, with the Supreme Court staying all Circuit Court orders related to the Governor’s COVID-19 orders and asking for briefs in late September.
- b. **Financial** – Mr. George Moore summarized the financial report as of 6-30-2020 and discussed the effects of Covid-19 and the pension uncertainty. **MOTION:** Dr. Lawrence Brennan moved to accept the financial report as presented. Ms. Marie Schenkel seconded. Motion carried unanimously.
1. **Designate Excess Reserves for Unfunded Liability Pension Costs** – Mr. George Moore presented the request to designate \$4.5 million of excess unrestricted reserves to unfunded liability pension costs. Discussion ensued. **MOTION:** Mr. Jeff Earlywine moved to designate \$4.5 million of excess unrestricted reserves to unfunded liability pension costs as presented. Mr. Scott Kimmich seconded. Motion carried unanimously.
- c. **District Director of Health** – Dr. Lynne Saddler introduced and welcomed Robin Feltner, new Public Health Impacts Administrator. Dr. Saddler highlighted the Health Department response efforts to COVID-19 and provided updates from each division from her written report to the Board. Contact tracing process was discussed. Discussion ensued. **MOTION:** Dr. Richard Gaston moved to accept the District Director of Health report as presented. Dr. Lawrence Brennan seconded. Motion carried unanimously.
1. **Implementation Report of the FY 2020 Operational Plan** – Dr. Lynne Saddler reported on the implementation results of the FY 2020 Operational Plan. **MOTION:** Dr. Charles Kenner moved to accept the Implementation Report of the FY 2020 Operational Plan as presented. Dr. Lawrence Brennan seconded. Motion carried unanimously.
- d. **District Director of Health Performance Review** – Mr. Tom Cahill, Jr., Chair reported that he and Immediate Past Chair, Dr. Charles Kenner, met on July 15th to work on Dr. Saddler’s Performance Review where she excelled in all categories. **MOTION:** Mr. Scott Kimmich moved to accept the District Director of Health Performance Review as presented. Mr. Jeff Earlywine seconded. Motion carried unanimously.
- e. **Personnel Board Report** – Dr. Lynne Saddler reported the Personnel Board met on July 7, 2020 to review and discuss the items outlined in the report, including the Personnel Action

Report from 4-1-2020 through 6-30-2020. Dr. Saddler noted that hiring and recruiting have resumed remotely at this time. The next Personnel Board meeting is set for October 14, 2020 at 5:15 PM. **MOTION:** Dr. Lawrence Brennan moved to accept the Personnel Board Report as presented and move forward to the District Board for approval. Mr. Scott Kimmich seconded. Motion carried unanimously.

VII. **SCHEDULE OF REGULAR EXECUTIVE COMMITTEE AND DISTRICT BOARD OF HEALTH MEETINGS** – Mr. Tom Cahill, Jr., Chair presented the Schedule of Regular

Executive Committee and District Board of Health Meetings. **MOTION:** Dr. Charles Kenner moved to accept the Schedule of Executive Committee and District Board of Health Meetings as presented and move forward to the District Board for approval. Dr. Lawrence Brennan seconded. Motion carried unanimously.

VIII. **REVIEW / APPROVAL OF SEPTEMBER 9, 2020 DISTRICT BOARD OF HEALTH**

AGENDA – Mr. Tom Cahill, Jr., Chair, presented the September 9, 2020 District Board of Health Agenda for approval. **MOTION:** Dr. Richard Gaston moved to accept the September 9, 2020 District Board of Health Agenda as presented. Dr. Lawrence Brennan seconded. Motion carried unanimously.

IX. **CLOSED SESSION** – **MOTION:** Pursuant to KRS 61.810(1) (f), Dr. Lawrence Brennan moved to go into closed session to discuss a specific personnel matter. Mr. Jeff Earlywine seconded. Motion carried unanimously. Closed session began at 6:40 PM. **MOTION:** Mr. Jeff Earlywine moved to come out of closed session. Dr. Lawrence Brennan seconded. Motion carried unanimously. Closed session ended at 6:53 PM. No action was taken in closed session.

X. **OTHER** – There were no non-action items to bring before the Executive Committee.

XI. **NEXT EXECUTIVE COMMITTEE MEETING** – November 4, 2020 6:00 PM

XII. **ADJOURNMENT** - **MOTION:** Dr. Richard Gaston moved to adjourn the Executive Committee meeting. Dr. Lawrence Brennan seconded. Motion carried unanimously. Meeting adjourned at 6:55 PM.

Respectfully submitted,


Thomas Cahill, Jr. (Nov 5, 2020 08:15 EST)

Tom Cahill, Jr.
NKIDBOH Chair



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