



NORTHERN KENTUCKY INDEPENDENT DISTRICT  
BOARD OF HEALTH  
QUARTERLY BUSINESS MEETING

Tom Cahill, Jr., Chair  
Wednesday, September 9, 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 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**

<p><u>Members Present</u>  Tom Cahill, Jr., Chair  Lawrence Brennan, MD  Jason Burcham, DVM  Jeff Earlywine (D-JE Moore)  Richard Gaston, MD  Judi Godsey, PhD, MSN, RN (D-Mayor Meyer)  Eric Haas (Ft. Thomas Mayor)  Michael Jones, MD  Charles Kenner, DMD, Immediate Past Chair  Scott Kimmich (D-JE Knochelmann)  Jack Lenihan, DMD  Sharon Noll  Chris Reinersman (Independence Mayor)  Marie Schenkel, Vice Chair  Lynn Shewmaker, OD  Wm. Ford Threlkeld, II, MD  Shelly Voet, MD  Josh Wice (D-Mayor Whalen)</p>	<p><u>Members Absent</u>  Tiffany Horn, RN (D-JE Dills)  Tony Kramer, RN (D-Mayor Peluso)</p> <p><u>Staff/Guests Present</u>  Lynne Saddler, MD, MPH, District Dir. of Health  Steve Divine, Dir. of Environmental Health &amp; Safety  Karen Domaschko, Human Resources Administrator  Robin Feltner, Public Health Impacts Administrator  Pamela Millay, Dir. of Clinical Services  Kim Monaco, District Secretary  George Moore, Dir. of Administration &amp; Accounting  Stephanie Vogel, Dir. of Population Health  Mary Ann Stewart, Esq.</p>
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- I. **Welcome** – Chair, Mr. Tom Cahill, Jr. welcomed everyone and introduced and welcomed new members Ms. Sharon Noll appointed by Judge Executive Knochelmann as a Kenton County Representative on the Board and Dr. Michael Jones appointed by Judge Executive Gary Moore as a Boone County Representative on the Board.

- II. **Call to Order** – Chair, Mr. Tom Cahill, Jr. noted a quorum was present and called the meeting to order at 6:02 PM.
- III. **Approval of Proposed September 9, 2020 Agenda:** Chair, Mr. Tom Cahill, Jr. presented the September 9, 2020 proposed agenda for approval. **MOTION:** Dr. Shelly Voet moved to accept the September 9, 2020 proposed agenda. Dr. Richard Gaston seconded. Motion carried unanimously.
- IV. **Approval of Proposed June 10, 2020 Proposed Minutes:** Chair, Mr. Tom Cahill, Jr. presented the June 10, 2020 proposed minutes for approval. **MOTION:** Dr. Jack Lenihan moved to accept the June 10, 2020 proposed minutes as presented. Mr. Jeff Earlywine seconded. Motion carried unanimously.
- V. **Old Business** – There was no old business to bring before the Board.
- VI. **Reports:**
- a. **Executive Committee** – Chair, Mr. Tom Cahill, Jr. reported on the business conducted at the August 12, 2020 Executive Committee meeting. In addition to the reports accepted which were presented at this evening’s Board meeting, Chairman Cahill reported that the Committee went into closed session to discuss a specific personnel matter pursuant to KRS 61.810(1)(f). Chair, Mr. Tom Cahill, Jr. reported that the next Executive Committee meeting is November 4, 2020 at 6:00 PM. **MOTION** – Mayor Chris Reinersman moved to approve the Executive Committee report as presented. Dr. Lynn Shewmaker seconded. Motion carried unanimously.
  - b. **Legal Counsel** – Ms. Mary Ann Stewart, Esq. reported on two pending legal actions. Proof of claim was filed on behalf of the Health Department and the Local Boards of Health in the Purdue Pharma bankruptcy action. The Florence Speedway case is pending in the Kentucky Supreme Court, with oral arguments set to begin September 17<sup>th</sup>. The Health Department was not required to file a brief, as they are tangential to the case. Ms. Mary Ann Stewart also reported that she and the Board Chair are entering into contract negotiations on the District Director of Health contract that is entering its final year. A draft will be ready to review at the December District Board of Health meeting.
  - c. **Financial** – Mr. George Moore presented a summary of the financial report for all programs as of the close out for June 30, 2020. Discussion ensued. **MOTION:** Mr. Scott Kimmich moved to approve the financial report as presented. Dr. Charles Kenner 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 a restricted account for future payments for our unfunded liability pension costs. Discussion ensued. **MOTION:** Mr. Jeff Earlywine moved to designate \$4.5 million of excess unrestricted reserves for future payments for our unfunded liability pension costs as presented. Mayor Chris Reinersman seconded. Motion carried unanimously.

2. **Appointment of Benjamin Reece, Boone County Treasurer, as Finance Officer for the Finance and Audit Committee** – Chair, Mr. Tom Cahill, Jr. appointed Benjamin Reece to serve as Finance Officer on the Finance and Audit committee.
- d. **District Director of Health** – Dr. Lynne Saddler highlighted the Health Department response efforts to COVID-19 focusing on the 4-Es: Education (for and in the community via social media, daily website updates), Epidemiology (positive COVID-19 case investigations and contact tracing), Enforcement (enforce the Governor’s Executive Orders as directed by the Cabinet for Health and Family Services and the Ky Dept. for Public Health) and Equipment (coordinate the distribution of personal protective equipment in the community). Dr. Saddler provided updates from each division in her written report to the board. Dr. Saddler introduced and welcomed Robin Feltner, new Public Health Impacts Administrator. Discussion ensued. **MOTION:** Dr. Wm. Ford Threlkeld, II, 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 noting that pension/staff retention as well as COVID-19 were factors in the final operational summary. Discussion ensued. **MOTION:** Dr. Jack Lenihan moved to accept the Implementation Report of the FY 2020 Operational Plan as presented. Dr. Michael Jones seconded. Motion carried unanimously.
- e. **District Director of Health Performance Review** – Mr. Tom Cahill, Jr., Chair reported that he and Immediate Past Chair, Dr. Charles Kenner, met on July 15<sup>th</sup> to work on Dr. Saddler’s Performance Review where she excelled in all performance categories. **MOTION:** Mr. Scott Kimmich moved to accept the District Director of Health Performance Review as presented. Dr. Richard Gaston seconded. Motion carried unanimously.
- f. **Personnel Board** – Dr. Lynne Saddler reported that 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 and reviewed exit questionnaires. The next Personnel Board meeting is set for October 14, 2020 at 5:15 PM. **MOTION:** Dr. Judi Godsey moved to accept the Personnel Board Report of July 7, 2020 as presented. Mayor Chris Reinersman seconded. Motion carried unanimously.

## VII. Committee Reports

- a. **Clinical Services** – Dr. Richard Gaston, MD, Chair reported that the committee did not meet.
- b. **Information & Education** – Dr. Judi Godsey reported that the committee has a meeting scheduled on September 23, 2020.
  1. **Appointment of Judi Godsey, PhD, as Chair of Information & Education Committee** - Chair, Mr. Tom Cahill, Jr. appointed Judi Godsey, PhD, to serve as Chair of Information & Education Committee.
- c. **Population Health** – Ms. Marie Schenkel, Chair, reported that the committee did not meet.
- d. **Environmental Health & Safety** – Dr. Lynne Saddler on behalf of Chair, Mr. Tony Kramer, RN, reported the committee did not meet.

**VIII. Local Boards of Health Reports**

- a. **Boone County** – Dr. Charles Kenner, DMD, Chair, reported that the Local Board did not meet.
- b. **Campbell County** – Dr. Lawrence Brennan, Chair, reported that 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 Building Committee along with representatives from St. Elizabeth and Kenton County Fiscal Court met on July 13<sup>th</sup> at the proposed construction site in Covington. The building site was changed to a different parcel with less development cost per St. Elizabeth. The property has been transferred to Kenton County Fiscal Court. Dr. Saddler and Dr. Shewmaker met with Mayor Meyer and David Johnson on July 22<sup>nd</sup> to discuss additional concerns. Next steps: lease agreement drafted between the Fiscal Court and the Local Board of Health, Design Build RFP and a soil evaluation of the proposed property. The final Bond Payment on the current Kenton County Health Center was made in early August.

**IX. 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 for FY 2021. MOTION:** Dr. Richard Gaston moved to accept the Schedule of Executive Committee and District Board of Health Meetings as presented. Dr. Lynn Shewmaker seconded. Motion carried unanimously.

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

**XI. Next District Board of Health Meeting** - The next meeting will be Wednesday, December 9, 2020 at 6:00 PM.

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

**XIII. Adjournment – MOTION:** Dr. Charles Kenner moved to adjourn the meeting. Dr. Michael Jones seconded. Motion carried unanimously. Meeting adjourned at 6:53 PM.

Respectfully submitted,

  
Thomas J Cahill (Dec 10, 2020 08:30 EST)

Tom Cahill, Jr.  
NKIDBOH Chair



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