



**NKYHEALTH**  
NORTHERN KENTUCKY HEALTH DEPARTMENT



**NORTHERN KENTUCKY INDEPENDENT DISTRICT HEALTH DEPARTMENT  
CAMPBELL COUNTY LOCAL BOARD OF HEALTH MEETING**

Lawrence Brennan, MD, Chair  
Monday, May 18, 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 CAMPBELL COUNTY LOCAL 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**

**MINUTES**

**MEMBERS PRESENT**

Lawrence Brennan, MD, Chair  
Carla Austin, RN  
James Ernst, OD  
Kevin Hanson, PE  
Judith Harrer, RPh  
Brandon Heineke, DVM  
Steve Pendery, Judge Executive  
Daniel Sheridan, DMD

**MEMBERS ABSENT**

Jerry Peluso, Mayor of Newport

**STAFF/GUESTS PRESENT**

Lynne M. Saddler, MD, MPH, District Director of Health  
Laura Brinson, Public Health Impacts Administrator  
Pamela Millay, RN, MSN, Director of Clinical Services  
Kim Monaco, District Secretary  
George A. Moore, Director of Administration & Accounting  
Elizabeth Rosenacker, BSN, RN, CLC, Clinic Manager  
Michael Meier, MD, Campbell County Detention Center

**WELCOME/CALL TO ORDER**

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

### **APPROVAL OF MAY 18, 2020 CCLBOH PROPOSED AGENDA**

Chair Dr. Lawrence Brennan presented the May 18, 2020 Proposed Agenda for approval.

**MOTION:** Dr. Daniel Sheridan moved to accept the May 18, 2020 Proposed Agenda as presented. Dr. James Ernst seconded. Motion carried unanimously.

### **APPROVAL OF APRIL 8, 2019 PROPOSED MINUTES**

Chair Dr. Lawrence Brennan presented the April 8, 2019 Proposed Minutes for approval.

**MOTION:** Mr. Kevin Hanson moved to accept the April 8, 2019 Proposed Minutes as presented. Dr. James Ernst seconded. Motion carried unanimously.

### **FY 2019 AUDIT REPORT**

Mr. George Moore presented the FY 2019 Audit Report as prepared by VonLehman noting it was an unqualified opinion on the basis of cash and no material internal control weaknesses were found. Discussion ensued. **MOTION:** Dr. James Ernst moved to accept the FY 2019 Audit Report as presented. Mr. Kevin Hanson seconded. Motion carried unanimously.

### **DIRECTOR'S REPORT**

Dr. Lynne Saddler referred to her written report and shared updated information on pensions and the Health Department's ongoing response efforts to the COVID-19 pandemic. Discussion ensued.

### **SPECIAL PROJECTS**

#### **a. Campbell County Safety Net Program**

Dr. Lynne Saddler and Ms. Pamela Millay reported on the Campbell County Safety Net Program. Due to changes in the overall detention center program in FY 2020 that included the Health Department services, the Health Department did not request funding for FY 2021. The Campbell County Health Center will continue to be a referral source for the detention center program and to assist women released in accessing health care services. Discussion ensued.

#### **b. Campbell County Detention Center's Chemical Dependency Program**

Mr. James A. Daley, Jailer asked the Campbell County Local Board of Health to continue funding the program for FY 2021. The submitted proposal requested funding for four staff members and non-personnel costs. Dr. Michael Meier presented statistics for review in support of continuing the program. Discussion ensued.

### **FINANCIAL REPORT/CASH POSITION STATEMENT**

Mr. George Moore presented the Cash Position Statement as of April 30, 2020. Discussion ensued. **MOTION:** Mr. Kevin Hanson moved to approve the Financial Report/Cash Position Statement as presented. Dr. Daniel Sheridan seconded. Motion carried unanimously.

### **SET TAX RATE AND APPROPRIATION TO THE DISTRICT HEALTH DEPARTMENT BUDGET**

**a. Approve Tax Rate Recommendation**

**MOTION:** Dr. James Ernst moved to recommend to the Campbell County Fiscal Court that the public health tax rate for FY 2021 be set at 2.50 cents per \$100 of assessed property valuations. Mr. Kevin Hanson seconded. Motion carried unanimously.

**b. Set Appropriation to the District**

**MOTION:** Mr. Kevin Hanson moved to approve the annual appropriation to the District for FY 2021 at 1.90 cents per \$100 of property valuations. Dr. Daniel Sheridan seconded. Motion carried unanimously.

**c. Set Allocations for Special Projects**

**MOTION:** Ms. Judith Harrer moved to approve funding the Campbell County Detention Center's Chemical Dependency Program at \$268,525 for FY 2021. Dr. Daniel Sheridan seconded. Motion carried unanimously.

**AUDIT CONTRACT**

**MOTION:** Dr. James Ernst moved to authorize Chair Dr. Lawrence Brennan to sign the FY 2021 audit contract. Mr. Kevin Hanson seconded. Motion carried unanimously.

**OTHER**

Dr. Lawrence Brennan inquired about the steps of Contact Tracing in reference to COVID-19. Dr. Lynne Saddler reported the steps and the process. Judge Executive Steve Pendery thanked the Northern Kentucky Independent District Health Department for all the hard work to date regarding the COVID-19 pandemic.


**ADJOURN**

**MOTION:** Dr. James Ernst moved to adjourn the Campbell County Local Board of Health meeting. Mr. Kevin Hanson seconded. Motion carried unanimously. Meeting adjourned at 7:01 PM.

Respectfully submitted,

  
Lawrence Brennan MD (Jun 9, 2021 18:20 EDT)

Lawrence Brennan, MD, Chair  
Campbell County Local Board of Health

  
Lynne M. Saddler, MD, MPH  
Lynne M. Saddler, MD, MPH, Secretary  
Campbell County Local Board of Health