

NORTHERN KENTUCKY INDEPENDENT DISTRICT BOARD OF HEALTH
EXECUTIVE COMMITTEE MEETING

Marie Schenkel, Chair

Wednesday, November 10, 2021, 6:00 PM

MINUTES

MEMBERS PRESENT

Tom Cahill, Jr. (D – Erlanger Mayor Fette)
Jeff Earlywine (D - JE Moore)
Richard Gaston, MD
Scott Kimmich (D - JE Knochelmann)
Jonathan Rich, DMD, Vice-Chair
Marie Schenkel (D - JE Pendery), Chair
Wm. Ford Threlkeld, II, MD

MEMBERS ABSENT

Tiffany Horn (D – JE Dills)
Tony Kramer, RN (D - Newport Mayor Peluso)
Chris Reinersman, Mayor Independence

D = Designee

STAFF / GUESTS PRESENT

Scott Baxley, Accounting Manager
Steve Divine, Director of Environmental
Health and Safety and Co-Interim
District Director of Health
Pamela Millay, Director of Clinical
Services
George A. Moore, II, Director of
Administration & Accounting and
Co-Interim District Director of Health
Stephanie Vogel, Director of Population
Health
Mary Ann Stewart, Esq.
Tim Furbush, VonLehman CPA &
Advisory Firm
Rose Croley

- I. **WELCOME/CALL TO ORDER** – Ms. Marie Schenkel, Chair, welcomed everyone, noted a quorum was present and called the meeting to order at 6:00 PM.
- II. **APPROVAL OF NOVEMBER 10, 2021 PROPOSED AGENDA** – Ms. Marie Schenkel, Chair, presented the November 10, 2021 Proposed Agenda for approval. **MOTION:** Dr. Wm. Ford Threlkeld, II, moved to accept the November 10, 2021 Proposed Agenda as presented. Mr. Tom Cahill, Jr. seconded. Motion carried unanimously.
- III. **APPROVAL OF PROPOSED MAY 12, 2021 MINUTES** – Ms. Marie Schenkel, Chair, presented the May 12, 2021 Proposed Minutes for approval. **MOTION:** Mr. Jeff Earlywine moved to accept the May 12, 2021 Proposed Minutes as presented. Dr. Richard Gaston seconded. Motion carried unanimously.
- IV. **OLD BUSINESS** – There was no old business to bring before the Executive Committee.

V. **REPORTS**

- a. **Finance & Audit Committee** - Ms. Marie Schenkel, Chair, provided an update on the Finance & Audit Committee which met immediately preceding this meeting on November 10, 2021, noting that the committee reviewed and accepted the FY 2021 Audit Report, which was an unmodified opinion on the regulatory basis of accounting and moved to forward to the Executive Committee for review and acceptance.
 1. **Presentation of FY 2021 Audit:** Mr. George Moore introduced Mr. Tim Furbush from VonLehman CPA & Advisory Firm who summarized the FY 2021 Audit, noting it was an unmodified opinion on the regulatory basis of accounting. Discussion ensued. **MOTION:** Mr. Scott Kimmich moved to accept the FY 2021 Audit Report noting there were no findings of deficiencies and that it was an unmodified opinion based on the regulatory basis of accounting. Dr. Jonathan Rich seconded. Motion carried unanimously.
- b. **District Director of Health Search Committee** – Mr. Tom Cahill, Jr., Chair, reported the committee met in August and interviewed 2 applicants that were deemed to not be a good fit for the Health Department and the third applicant had accepted a job with another agency. Discussion ensued. Mr. Scott Kimmich requested to formally discuss at the December’s District Board meeting, to keep record of Board activity related to the hiring.
- c. **Legal Counsel** – Ms. Mary Ann Stewart, Esq. reported she had nothing to report.
- d. **Financial** – Mr. George Moore, II, summarized the financial report as of 9-30-2021. Discussion ensued. **MOTION:** Dr. Wm. Ford Threlkeld, II, moved to accept the financial report as presented. Dr. Jonathan Rich seconded. Motion carried unanimously.
- e. **District Director of Health** – Mr. Steve Divine, provided an update on the COVID-19 pandemic summarizing case levels, vaccinations and COVID testing. He then summarized the activities of each of the Divisions. Discussion ensued. **MOTION:** Mr. Tom Cahill, Jr., moved to accept the District Director of Health report as presented. Dr. Wm. Ford Threlkeld, II, seconded. Motion carried unanimously.
 1. **FY 2021 Operational Plan Report** – Mr. Steve Divine presented the FY 2021 Operation Plan. Discussion ensued. **MOTION:** Dr. Jonathan Rich moved to accept the FY 2021 Operational Plan Report as is and forward to the District Board for approval. Mr. Scott Kimmich seconded. Motion carried unanimously.
- f. **Personnel Board Report** – Mr. George Moore, II, reported the Personnel Board met on October 13, 2021 to review and discuss the items outlined in the report. He reported the next Personnel Board meeting is January 12, 2022 at 5:15 PM. **MOTION:** Dr. Wm. Ford Threlkeld, II, moved to accept the Personnel Board Report as presented and forward to the District Board for approval. Mr. Jeff Earlywine seconded. Motion carried unanimously.


VI. **REVIEW/APPROVAL OF DECEMBER 8, 2021 DISTRICT BOARD OF HEALTH**

AGENDA – Ms. Marie Schenkel, Chair, presented the December 8, 2021 District Board of Health Agenda for approval. **MOTION:** Dr. Jonathan Rich moved to accept the December

8, 2021 District Board of Health Agenda as presented. Mr. Tom Cahill, Jr., seconded. Motion carried unanimously.

- VII. **CLOSED SESSION** – There was no need to go in to Closed Session.
- VIII. **NEXT EXECUTIVE COMMITTEE MEETING** – February 9, 2022, 6:00 PM.
- IX. **ADJOURNMENT - MOTION:** Dr. Wm. Ford Threlkeld, II, moved to adjourn the Executive Committee meeting. Mr. Scott Kimmich seconded. Motion carried unanimously. Meeting adjourned at 6:40 PM.

Respectfully submitted,



Marie Schenkel
NKIDBOH Chair



George A. Moore, II,
District Director of Health, NKIDBOH Secretary