



NORTHERN KENTUCKY INDEPENDENT DISTRICT BOARD OF HEALTH
EXECUTIVE COMMITTEE MEETING

Marie Schenkel, Vice Chair for Tom Cahill, Jr., Chair
Wednesday, May 12, 2021, 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

Lawrence Brennan, MD
Jeff Earlywine (D - JE Moore)
Richard Gaston, MD
Charles Kenner, DMD, Immediate Past Chair
Scott Kimmich (D - JE Knochelmann)
Tony Kramer, RN (D - Newport Mayor Peluso)
Chris Reinersman, Mayor Independence
Marie Schenkel (D - JE Pendery), Vice Chair
Wm. Ford Threlkeld, II, MD

MEMBERS ABSENT

Tom Cahill, Jr. (D - Erlanger Mayor Fette), Chair
Tiffany Horn (D - JE Dills)

D = Designee

STAFF / GUESTS PRESENT

Lynne M. Saddler, MD, MPH, District Director of Health
Scott Baxley, Accounting Manager
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
George A. Moore, II, Director of Administration & Accounting
Stephanie Vogel, Director of Population Health
Mary Ann Stewart, Esq.

- I. WELCOME/CALL TO ORDER – Ms. Marie Schenkel, Vice-Chair, welcomed everyone, noted a quorum was present and called the meeting to order at 6:00 PM.
- II. APPROVAL OF MAY 12, 2021 PROPOSED AGENDA – Ms. Marie Schenkel, Vice-Chair, presented the May 12, 2021 Proposed Agenda for approval. **MOTION:** Mr. Scott Kimmich

moved to accept the May 12, 2021 Proposed Agenda as presented. Mayor Chris Reinersman seconded. Motion carried unanimously.

- III. **APPROVAL OF PROPOSED FEBRUARY 10, 2021 MINUTES** – Ms. Marie Schenkel, Vice-Chair, presented the February 10, 2021 Proposed Minutes for approval. **MOTION:** Mr. Scott Kimmich moved to accept the February 10, 2021 Proposed Minutes as presented. Mr. Jeff Earlywine seconded. Motion carried unanimously.

- IV. **CLOSED SESSION - MOTION:** Pursuant to KRS 61.810(1)(f), Mayor Chris Reinersman moved to go into closed session to discuss a specific personnel matter. Mr. Tony Kramer seconded. Motion carried unanimously. Closed session began at 6:10 PM. **MOTION:** Mayor Chris Reinersman moved to come out of closed session. Mr. Tony Kramer seconded. Motion carried unanimously. Closed session ended at 6:22 PM. No action was taken in closed session.

- V. **OLD BUSINESS**
 - a. **Interim Director(s) Appointment/Compensation** – Ms. Marie Schenkel, Vice-Chair, presented the Proposal for Interim Co-Directors and Chain of Command Structure document (pages 5-8 of the mailing packet). **MOTION:** Mr. Jeff Earlywine moved to appoint, effective July 1, 2021, Mr. Steve Divine and Mr. George Moore as co-directors per the Proposal for Interim Co-Directors and Chain of Command Structure document and increase each of their salary by 10% during the appointment. Mayor Chris Reinersman seconded. Motion carried unanimously.

- VI. **REPORTS**
 - a. **District Director of Health Search Committee** – Ms. Marie Schenkel, Vice-Chair, provided an update on the District Director of Health search, noting that the Committee met on April 28, 2021 and is scheduled to meet on May 19, 2021 to finalize the ad brochure and salary range. It is estimated that we could have a new District Director of Health by July or August. **MOTION:** Dr. William Ford Threlkeld moved to accept the report. Mr. Scott Kimmich seconded. Motion carried unanimously.
 - b. **Finance & Audit Committee** - Ms. Marie Schenkel, Vice-Chair, provided an update on the Finance & Audit Committee which met immediately preceding this meeting on May 12, 2021, noting that the committee reviewed the FY 2021 Contract Report and received an update on the FY 2022 budget which is still being finalized but is expected to be a zero-based budget with a proposed merit increase factored in and no unrestricted reserves are expected to be needed. **MOTION:** Dr. Charles Kenner moved to accept the report. Dr. William Ford Threlkeld seconded. Motion carried unanimously.
 - c. **Legal Counsel** – Ms. Mary Ann Stewart, Esq. reported on one pending litigation matter where NKY Health has been dismissed from a lawsuit.

- d. **Financial** – Mr. George Moore summarized the financial report as of 3-31-2021. Discussion ensued. **MOTION:** Mayor Chris Reinersman moved to accept the financial report as presented. Mr. Jeff Earlywine seconded. Motion carried unanimously.
- e. **District Director of Health** – Dr. Lynne Saddler provided an update on the COVID-19 pandemic with a focus on the vaccination roll out in the health district. Discussion ensued. **MOTION:** Mr. Tony Kramer moved to accept the District Director of Health report as presented. Dr. Richard Gaston seconded. Motion carried unanimously.
 - 1. **FY 2022 Budget Proposal/Operations Plan** - This item was deferred, noting the final budget proposal and operations plan will be ready and presented to the full District Board of Health at their June 2021 meeting.
- f. **Personnel Board Report** – Dr. Lynne Saddler reported the Personnel Board met on April 7, 2021 to review and discuss the items outlined in the report, including Personnel Board appointments that are due. **MOTION:** Dr. Charles Kenner moved to accept the Personnel Board Report as presented. Mr. Tony Kramer seconded. Motion carried unanimously.
 - 1. **Approval of Personnel Board Members** - **MOTION:** Mr. Jeff Earlywine moved to accept the Personnel Board’s recommendation to re-appoint Sandy Delaney, Sarah Mortenson Patton and Joseph Shriver for another two-year term beginning July 1, 2021 and forward to the District Board for approval. Dr. Charles Kenner seconded. Motion carried unanimously.

VII. **NOMINATING COMMITTEE** - Ms. Marie Schenkel, Vice-Chair appointed the Executive Committee as the Nominating Committee. **MOTION:** Mr. Scott Kimmich moved to accept the appointment of the Executive Committee as the Nominating Committee. Mayor Chris Reinersman seconded. Motion carried unanimously.

- a. **Nomination of the FY 2022 District Board Officers and Executive Committee Members** - Dr. Saddler presented the Nomination of the FY 2022 District Board Officers, which are Marie Schenkel (C) as Chair, Dr. Jonathan Rich (G) as Vice Chair and Tom Cahill (K) as Immediate Past Chair. Ms. Marie Schenkel, Vice Chair, asked the Nominating Committee if there were any more nominations, to which there were none stated. **MOTION:** Mr. Scott Kimmich moved to accept the Nomination of the FY 2022 District Board Officers as presented and move forward to the District Board for approval. Dr. William Ford Threlkeld seconded. Motion carried unanimously.


Dr. Saddler presented the Nomination of the FY 2022 Executive Committee members, which are: Boone County – Jeff Earlywine and Dr. Richard Gaston, Campbell County – Tony Kramer and a person To Be Determined, Grant County – Tiffany Horn and Dr. William Ford Threlkeld, and Kenton County – Scott Kimmich and Mayor Chris Reinersman. Ms. Marie Schenkel, Vice Chair, asked the

Nominating Committee if there were any more nominations, to which there were none stated. **MOTION:** Mr. Scott Kimmich moved to accept the Nomination of the FY 2022 Executive Committee members for Boone County as presented and move forward to the District Board for approval. Dr. Richard Gaston seconded. Motion carried unanimously. **MOTION:** Mr. Scott Kimmich moved to accept the Nomination of the FY 2022 Executive Committee member(s) for Campbell County as presented and move forward to the District Board for approval. Dr. Richard Gaston seconded. Motion carried unanimously. **MOTION:** Mr. Scott Kimmich moved to accept the Nomination of the FY 2022 Executive Committee members for Grant County as presented and move forward to the District Board for approval. Mr. Tony Kramer seconded. Motion carried unanimously. **MOTION:** Dr. Charles Kenner moved to accept the Nomination of the FY 2022 Executive Committee members for Kenton County as presented and move forward to the District Board for approval. Mr. Jeff Earlywine seconded. Motion carried unanimously.

- VIII. **REVIEW/APPROVAL OF JUNE 9, 2021 DISTRICT BOARD OF HEALTH AGENDA** – Ms. Marie Schenkel, Vice Chair, presented the June 9, 2021 District Board of Health Agenda for approval. **MOTION:** Dr. Richard Gaston moved to accept the June 9, 2021 District Board of Health Agenda as presented. Dr. Charles Kenner seconded. Motion carried unanimously.
- IX. **NEXT EXECUTIVE COMMITTEE MEETING** – August 11, 2021 at 6:00 PM.
- X. **ADJOURNMENT** - **MOTION:** Mr. Scott Kimmich moved to adjourn the Executive Committee meeting. Dr. Charles Kenner seconded. Motion carried unanimously. Meeting adjourned at 6:57 PM.

Respectfully submitted,


Marie Schenkel
NKIDBOH Vice Chair


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