



**NORTHERN KENTUCKY INDEPENDENT DISTRICT  
BOARD OF HEALTH  
QUARTERLY BUSINESS MEETING**

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

**Members Present**

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)  
Michael Jones, MD  
Charles Kenner, DMD, Immediate Past Chair  
Scott Kimmich (D-JE Knochelmann)  
Tony Kramer, RN (D-Mayor Guidugli)  
Jack Lenihan, DMD  
Chris Miller (D-Mayor Whalen)  
Sharon Noll  
Marie Schenkel, Vice Chair  
Lynn Shewmaker, OD  
William Ford Threlkeld, II, MD  
Shelly Voet, MD

**Members Absent**

Eric Haas (Ft. Thomas Mayor)  
Tiffany Horn, RN (D-JE Dills)  
Chris Reinersman (Independence Mayor)

**Staff/Guests Present**

Lynne Saddler, MD, MPH, District Dir. of Health  
Scott Baxley, Accounting Manager  
Steve Divine, Dir. of Environmental Health & Safety  
Karen Domaschko, Human Resources Administrator  
Robin Feltner, Public Health Impacts Administrator  
Pamela Millay, Dir. of Clinical Services  
George Moore, Dir. of Administration & Accounting  
Stephanie Vogel, Dir. of Population Health  
Mary Ann Stewart, Esq.

- I. **Welcome** – Chair, Mr. Tom Cahill Jr., welcomed everyone.
- 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 June 9, 2021 Agenda:** Chair, Mr. Tom Cahill, Jr. presented the June 9, 2021 proposed agenda for approval. **MOTION:** Dr. Charles Kenner moved to accept the June 9, 2021 proposed agenda. Dr. Michael Jones seconded. Motion carried unanimously.
- IV. Approval of Proposed April 14, 2021 Special District Board of Health Minutes:** Chair, Mr. Tom Cahill, Jr. presented the April 14, 2021 proposed special meeting minutes for approval. **MOTION:** Dr. Michael Jones moved to accept the April 14, 2021 proposed special meeting minutes as presented. Dr. Judi Godsey seconded. Motion carried unanimously.
- V. Closed Session:** There was no need for a closed session.
- VI. Old Business:**
- a. Interim Director(s) Appointment/Compensation** – Chair, Mr. Tom Cahill, Jr. presented the Proposal for Interim Co-Directors and Chain of Command Structure document (corrected proposal sent out to replace pages 6-10 of the mailing packet). **MOTION:** Dr. Lawrence Brennan 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. Mr. Jeff Earlywine seconded. Motion carried unanimously.
- VII. Reports:**
- a. District Director of Health Search Committee** - Chair, Mr. Tom Cahill, Jr. provided an update on the District Director of Health search, noting that the Committee met on May 19, 2021 to finalize the ad brochure and set the salary range between \$140,000-\$200,000. It is estimated that we could have a new District Director of Health by July or August. **MOTION:** Dr. Jack Lenihan moved to accept the report. Dr. Lawrence Brennan seconded. Motion carried unanimously.
- b. Executive Committee** – Chair, Mr. Tom Cahill, Jr. reported on the business conducted at the May 12, 2021 Executive Committee meeting and shared that the next meeting is August 11, 2021 tentatively at 6:00 PM at the District Office. **MOTION** – Dr. Shelly Voet moved to approve the Executive Committee report as presented. Dr. Lawrence Brennan seconded. Motion carried unanimously.
- c. Finance & Audit Committee** – Chair, Mr. Tom Cahill, Jr. reported that the Committee met on May 12, 2021 and reviewed the FY 2021 contract report as of April 30, 2021 and discussed that the FY 2022 Operational Plan will be ready for the June 9, 2021 DBOH mailing. Discussion ensued. **MOTION:** Dr. Judi Godsey moved to accept the Finance & Audit Committee report as presented. Mr. Tony Kramer seconded. Motion carried unanimously.
- d. Nominating Committee** – Chair, Mr. Tom Cahill, Jr.
- 1. Nomination of the FY 2022 District Board Officers and Executive Committee Members** – Chair, Mr. Tom Cahill, Jr. presented the Nominating Committee's nominations for the FY 2022 District Board Officers as: Marie Schenkel, Chair (Campbell), Jonathan Rich, DMD, Vice Chair (Grant) and Tom Cahill, Jr., as Immediate Past Chair (Kenton), and Executive Committee Members:

Boone County Members:

Jeff Earlywine (Designee for Judge Executive Gary Moore)

Richard Gaston, MD

Campbell County Members:

TBD

Tony Kramer, RN

Grant County Members:

Tiffany Horn, RN (Designee for Judge Executive Chuck Dills)

William Ford Threlkeld, II, MD (Chair, Grant County Local Board of Health)

Kenton County Members:

Scott Kimmich (Designee for Judge Executive Kris Knochelmann)

Chris Reinersman (Mayor of Independence)

**MOTION:** Dr. Jack Lenihan moved to approve the nominations of the FY 2022 District Board of Health Officers and Executive Committee Members as presented. Dr. Richard Gaston seconded. Motion carried unanimously.

- e. **Legal Counsel** – Ms. Mary Ann Stewart, Esq. reported on one pending litigation (Beans Café) matter where NKY Health has been dismissed from a lawsuit.
- f. **Financial** – Mr. George Moore presented a brief summary of the financial report of all programs as of April 30, 2021. Discussion ensued. **MOTION:** Dr. Michael Jones moved to approve the financial report as presented. Dr. William Ford Threlkeld, II, seconded. Motion carried unanimously.
- g. **District Director of Health** – Dr. Lynne Saddler summarized her report, provided an update on COVID-19 and vaccination figures and provided an update on division operations during the pandemic. Discussion ensued. **MOTION:** Mr. Tony Kramer moved to approve the District Director of Health report as presented. Dr. William Ford Threlkeld, II, seconded. Motion carried unanimously.
  1. **FY 2022 Budget Proposal/Operations Plan** – Dr. Lynne Saddler presented the FY 2022 Budget Proposal/Operational Plan which included the FY 2022 Budget Local Health Initiatives. She reported that the 2021 RS HB 8 additional retirement allocation is included in the budget. She noted that the budget request includes: pay adjustments previously approved but delayed due to spiking concerns, a 3% merit increase for non-red-lined staff, and a 3% one-time merit pay for red-lined staff per the Compensation Plan Proposal on pages 23-25 of the packet. Discussion ensued. Mr. Scott Kimmich noted that the 3% one-time merit pay for red-lined staff is only due to the hard work and effort all staff did during the COVID-19 pandemic, and that it should not be expected during more normal operations and conditions. **MOTION:** Mr. Jeff Earlywine moved to approve FY 2022 Budget Proposal/Operations Plan and FY 2022 Budget Local Health Initiatives as presented, acknowledging Mr. Scott Kimmich's note. Dr. Jack Lenihan seconded. Motion carried unanimously.
- h. **Personnel Board and Approval of Personnel Board Members** – Dr. Lynne Saddler reported that the Personnel Board met on April 7, 2021 to review and discuss the items outlined in the report, including the Personnel Action Report. Dr. Saddler also reported the Personnel Board recommends re-appointing Sandra Delaney, Sarah Mortensen Patton and Joseph Shriver for another two-year term beginning July 1, 2021. The next Personnel Board meeting is set for

July 14, 2021 at 5:15 PM. **MOTION:** Mr. Jeff Earlywine moved to accept the Personnel Board Report of April 7, 2021 and approve the re-appointments of Sandra Delaney, Sarah Mortensen Patton and Joseph Shriver for another two-year term beginning July 1, 2021. Dr. Jack Lenihan seconded. Motion carried unanimously.

#### **VIII. Committee Reports**

- a. Clinical Services – Dr. Richard Gaston, MD, Chair reported that the committee did not meet.
- b. Information & Education – Dr. Judi Godsey, Chair reported that the committee did not meet. Chair, Mr. Tom Cahill, Jr. appointed two new committee members, Dr. Lisa English Long and Dr. Karen Vietz.
- c. Population Health – Marie Schenkel, Chair, reported that the committee did not meet.
- d. Environmental Health & Safety – Mr. Tony Kramer, RN, Chair reported the committee did not meet.

#### **IX. Local Boards of Health Reports**

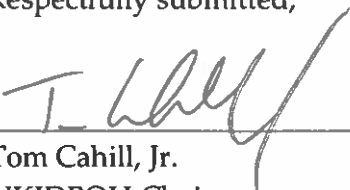
- a. **Boone County** – Dr. Charles Kenner, Chair, reported that the Local Board met on May 26 and approved the following: the FY 2020 Audit; funding for the Boone County Early Childhood Fund (\$25,000); a tax rate recommendation of 2.10 cents per \$100 of assessed value; and a district health department allocation of 1.9 cents per \$100 of assessed value.
- b. **Campbell County** – Dr. Lawrence Brennan, Chair, reported that the Local Board met on May 26 and approved the following: the FY 2020 Audit; funding of the chemical dependency programs for the Campbell County Detention Center (\$347,380); a tax rate recommendation of 2.40 cents per \$100 of assessed value; and a district health department allocation of 1.90 cents per \$100 of assessed value.
- c. **Grant County** – Dr. William Ford Threlkeld, II reported the Local Board met on May 21 and approved the following: the FY 2020 Audit; a tax rate of 2.7 cents per \$100 of assessed value; a district health department allocation of 1.9 cents per \$100 of assessed value; and funding special programs of the Grant County School-Based Health Center at \$77,500, Williamstown School-Based Health Center at \$25,000 and Fitness for Life around Grant County (FFLAG) program at \$8,000.
- d. **Kenton County** – Dr. Lynn Shewmaker, Chair, reported the Local Board met on May 19 and approved the following: the FY 2020 Audit; a tax rate recommendation of 2.50 cents per \$100 of assessed value; and a district health department allocation of 1.9 cents per \$100 of assessed value. The proposed building site for a new clinic with St. Elizabeth and the Kenton County Fiscal Court was delayed due to COVID 19 but is expected to start back up in 2022.


#### **X. Other –**

- a. **Recognition of Out-going Chair Tom Cahill Jr.** - Dr. Saddler will present Chair Mr. Tom Cahill, Jr. with a token of our appreciation and thanked him for a very productive year and his dedication and commitment to public health.
- b. **Recognition of Out-going Board Member – Dr. Jack Lenihan (Grant)** – Dr. Saddler will present Dr. Lenihan with a token of our appreciation and thanked him for his six years of dedicated service to the Board.

- XI. **Next District Board of Health Meeting** - The next meeting will be Wednesday, September 8, 2021 at 6:00 PM tentatively scheduled at the District Office located at 8001 Veterans Memorial Drive, Florence, Kentucky.
- XII. **Adjournment – MOTION:** Dr. Judi Godsey moved to adjourn the meeting. Dr. Charles Kenner seconded. Motion carried unanimously. Meeting adjourned at 7:05 PM.

Respectfully submitted,

  
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Tom Cahill, Jr.  
NKIDBOH Chair

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