



NKYHEALTH
NORTHERN KENTUCKY HEALTH DEPARTMENT



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

Marie Schenkel, Chair

Wednesday, September 8, 2021, 6:00 PM

<p><u>Members Present</u> Tom Cahill, Jr., Immediate Past Chair Jeff Earlywine (D-JE Moore) Richard Gaston, MD Judi Godsey, PhD, MSN, RN (D-Mayor Meyer) Tiffany Horn, RN (D-JE Dills) Michael Jones, MD Charles Kenner, DMD Chris Reinersman (Independence Mayor) Jonathan Rich, DMD, Vice Chair Marie Schenkel, Chair Lynn Shewmaker, OD Shelly Voet, MD</p> <p>D=Designee</p>	<p><u>Members Absent</u> Lawrence Brennan, MD Jason Burcham, DVM Eric Haas (Ft. Thomas Mayor) Scott Kimmich (D-JE Knochelmann) Tony Kramer, RN (D-Mayor Guidugli) Chris Miller (D-Mayor Whalen) Sharon Noll Wm. Ford Threlkeld, II, MD</p> <p><u>Staff/Guests Present</u> Steve Divine, Dir. of Environmental Health & Safety George Moore, Dir. of Administration & Accounting Stephanie Vogel, Dir. of Population Health Mary Ann Stewart, Esq. Rose Croley</p>
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- I. **Welcome:** Chair, Marie Schenkel, welcomed everyone.
- II. **Call to Order:** Chair, Marie Schenkel, noted a quorum was present and called the meeting to order at 6:00 PM.
- III. **Approval of Proposed September 8, 2021 Agenda:** Chair, Marie Schenkel, presented the proposed September 8, 2021 Agenda for approval. Mr. George Moore requested two items (VI.d.1. Internal Control Manual Review and 2. FY 2021 Unrestricted Reserves Update) be added to the agenda under his Financial report. **MOTION:** Mr. Tom Cahill, Jr. moved to accept the September 8, 2021 Agenda with the addition of items VI.d.1 and 2 under Financial. Dr. Jonathan Rich seconded. Motion carried unanimously.

IV. Approval of Proposed June 9, 2021 District Board of Health Minutes: Chair, Marie Schenkel, presented the proposed June 9, 2021 District Board of Health minutes for approval. **MOTION:** Dr. Charles Kenner moved to approve the proposed June 9, 2021 District Board of Health minutes as presented. Dr. Michael Jones seconded. Motion carried unanimously.

V. Old Business – There was no old business to bring before the Board.

VI. Reports:

a. District Director of Health Search Committee: Mr. Tom Cahill, Jr., Chair, reported the Committee interviewed candidates and agreed they were not a good match for the position. He reported the Committee is postponing the search until the Covid crisis slows down and the pool of candidates is expected to be deeper.

b. Executive Committee: Chair, Marie Schenkel, reported the Executive Committee meeting was canceled due to lack of a quorum.

c. Legal Counsel: Ms. Mary Ann Stewart, Esq., gave an update on the special session called by Gov. Beshear, reporting his emergency order is no longer in effect and that meetings are required to be in person, and although there is language to allow a member to attend virtually, it involves them making their virtual location open to the public and being announced prior to the meeting.

d. Financial: Mr. George Moore, Co-Interim District Director of Health, reported the FY2021 Audit field work has been completed and will be reported on at the next Executive Committee meeting. Discussion ensued. **MOTION:** Mayor Chris Reinersman moved to accept the Financial report as presented. Mr. Tom Cahill, Jr., seconded. Motion carried unanimously.

1. Review of the Internal Control Manual Changes – Mr. George Moore presented changes for approval: 9/2021 • Pages 9, 10, 22 and 26: Increase cash control by adjusting DA&A, Accounting Specialist/Coordinator and Accounting Manager duties and updating relevant Environmental and Clinical cash receipt control descriptions. Discussion ensued. **MOTION:** Mr. Jeff Earlywine moved to approve the increased cash control by adjusting DA&A, Accounting Specialist/Coordinator and Accounting Manager duties and updating relevant Environmental and Clinical cash receipt control descriptions. Dr. Charles Kenner seconded. Motion carried unanimously.

2. Plan to restrict excess unrestricted funds – Mr. George Moore presented an Undesignated (Unrestricted) Reserves Update with a request that the Board to do the same as last fiscal year, restrict \$4.5 million to a restricted account for future payments related to our KPPA (formerly KERS) pension liability expenses due to our being over the allowable maximum unrestricted reserves. Discussion ensued. **MOTION:** Dr. Judi Godsey moved to approve the request to restrict \$4.5 million to a restricted account for future payments related to our KPPA (formerly KERS) pension liability. Dr. Richard Gaston seconded. Motion carried unanimously.

- e. **District Director of Health:** Mr. Steve Divine, Co-Interim District Director of Health gave a broad overview of current Covid-19 status, reporting substantial case increases continue to be seen within all four counties. He reported that hospitalizations remain high and cases are being seen in patients of all ages, with a significant amount of them being in younger individuals. He shared case numbers for the state of Kentucky, Northern Kentucky and local counties. He gave a summary of vaccinations, Covid testing and case investigations.

- f. **Personnel Board:** Mr. George Moore, Co-Interim District Director of Health reported that the Personnel Board met on July 14, 2021 to review and discuss the items outlined in the report, including the Personnel Action Report. He reported the next Personnel Board meeting is set for Wednesday, October 13, 2021 at 5:15 p.m. **MOTION:** Mayor Chris Reinersman moved to accept the Personnel Board Report of July 14, 2021 as presented. Dr. Michael Jones seconded. Motion carried unanimously.

VII. Committee Reports

- a. **Clinical Services:** Dr. Richard Gaston, Chair, reported the Committee did not meet.
- b. **Information & Education:** Dr. Judi Godsey, Chair, reported the Committee did not meet.
- c. **Population Health:** Ms. Marie Schenkel, Chair, reported the Committee did not meet.
- d. **Environmental Health & Safety:** Mr. George Moore reported for Mr. Tony Kramer, RN, Chair, that the Committee did not meet.

VIII. Local Boards of Health Reports

- a. **Boone County:** Dr. Charles Kenner, Chair, reported the Local Board did not meet.
- b. **Campbell County:** Mr. George Moore reported for Dr. Lawrence Brennan, Chair, that the Local Board did not meet.
- c. **Grant County:** Mr. George Moore reported for Dr. Wm. Ford Threlkeld, II, Chair, that the Local Board did not meet.
- d. **Kenton County:** Dr. Lynn Shewmaker, Chair, reported the Local Board did not meet.

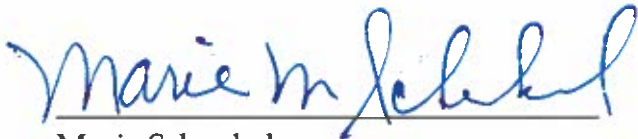
IX. Other: There were no Non-action Items to bring before the Board.

X. Next District Board of Health Meeting: Chair, Ms. Marie Schenkel reported the next District Board of Health meeting will be Wednesday, December 8, 2021 6:00 PM.

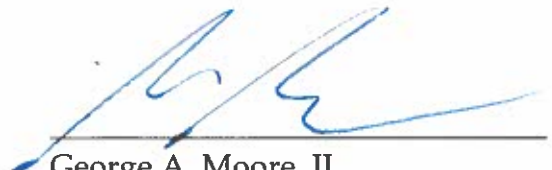
XI. Closed Session – There was no need for a closed session.

XII. Adjournment: MOTION: Dr. Charles Kenner moved to adjourn the meeting. Dr. Lynn Shewmaker seconded. Motion carried unanimously. Meeting adjourned at 6:48 PM.

Respectfully submitted,



Marie Schenkel,
NKIDBOH Chair



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