



**NORTHERN KENTUCKY INDEPENDENT DISTRICT BOARD OF HEALTH  
EXECUTIVE COMMITTEE MEETING**

Marie Schenkel, Chair

Wednesday, February 9, 2022, 6:00 PM

**MINUTES**

**MEMBERS PRESENT**

Tom Cahill, Jr. (D – Erlanger Mayor Fette)  
Jeff Earlywine (D - JE Moore)  
Richard Gaston, MD  
Chris Reinersman, Mayor of Independence  
Jonathan Rich, DMD, Vice-Chair  
Marie Schenkel (D - JE Pendery), Chair

**MEMBERS ABSENT**

Tiffany Horn (D – JE Dills)  
Tom Guidugli, Mayor of Newport  
Scott Kimmich (D-JE Knochelmann)  
Wm. Ford Threlkeld, II, MD

**STAFF / GUESTS PRESENT**

Scott Baxley, Accounting Manager  
Steve Divine, Director of Environmental  
Health and Safety and Co-Interim  
District Director of Health  
Karen Domaschko, HR Administrator  
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.  
Rose Croley, Staff Assistant

D = Designee

- I. **WELCOME/CALL TO ORDER** – Ms. Marie Schenkel, Chair, welcomed everyone, noted a quorum was present and called the meeting to order at 6:02 PM.
- II. **APPROVAL OF FEBRUARY 9, 2022 PROPOSED AGENDA** – Ms. Marie Schenkel, Chair, presented the proposed agenda for approval. **MOTION:** Mr. Tom Cahill, moved to accept the proposed agenda as presented. Mayor Chris Reinersman seconded. Motion carried unanimously.
- III. **APPROVAL OF PROPOSED NOVEMBER 10, 2021 MINUTES** – Ms. Marie Schenkel, Chair, presented the proposed minutes for approval. **MOTION:** Dr. Richard Gaston moved to accept the proposed minutes as presented. Mr. Jeff Earlywine seconded. Motion carried unanimously.
- IV. **OLD BUSINESS**
  - a. Staff Recognition Plan Discussion – Ms. Marie Schenkel, Chair, summarized a staff recognition plan that will reward all staff as their efforts have been tremendous during the COVID-19 pandemic, one of the worst public health events in the past century. She reported a proposal has been drawn up to reward all NKY Health employees with a one-time lump sum payment. Discussion ensued. **MOTION:** Dr. Jonathan Rich moved to accept the staff recognition plan including all

employees and send the recommendation to the District Board for approval. Mayor Chris Reinersman seconded. Motion carried unanimously.

V. **REPORTS**

- a. **District Director of Health Search Committee** – Mr. Tom Cahill, Jr., Chair, reported he and Mr. George Moore had a discussion with the DDH search consultant who agreed it is not currently a good time to re-advertise the position.
- b. **Legal Counsel** – Ms. Mary Ann Stewart, Esq. had nothing to report.
- c. **Financial** – Mr. George Moore summarized the financial report as of 12/31/2021. Discussion ensued. **MOTION:** Mr. Jeff Earlywine moved to accept the financial report as presented and forward to the District Board for approval. Mr. Tom Cahill, Jr. seconded. Motion carried unanimously.
  1. **By-Laws Change (Suggested change to by-laws having the Executive Committee assume Finance & Audit Committee duties)** – Mr. George Moore presented the amended by-laws of Articles Eight and Nine transitioning the duties of the Finance & Audit Committee to the Executive Committee. Discussion ensued. **MOTION:** Mayor Chris Reinersman moved to accept the amendment to the By-Laws and forward to the District Board for approval. Dr. Jonathan Rich seconded. Motion carried unanimously.
- d. **District Director of Health** – Mr. Steve Divine, provided an update on the COVID-19 pandemic response and summarized activities of each of the Divisions. Discussion ensued. **MOTION:** Dr. Jonathan Rich moved to accept the District Director of Health report as presented and forward to the District Board. Mr. Jeff Earlywine seconded. Motion carried unanimously.
- e. **Personnel Board Report** – Mr. George Moore reported the Personnel Board met on January 12, 2022 to review and discuss the items outlined in the report. He reported the next Personnel Board meeting is April 13, 2022 at 5:15 PM. **MOTION:** Mr. Jeff Earlywine moved to accept the Personnel Board Report as presented and forward to the District Board for approval. Mr. Tom Cahill, Jr. seconded. Motion carried unanimously.

VI. **REVIEW/APPROVAL OF MARCH 9, 2022 DISTRICT BOARD OF HEALTH**

**AGENDA** - Ms. Marie Schenkel, Chair, presented the District Board of Health Agenda for approval. **MOTION:** Dr. Jonathan Rich moved to approve the agenda with the addition of Staff Recognition document. Mayor Chris Reinersman seconded. Motion carried unanimously.

VII. **CLOSED SESSION** – There was no need to go into closed session.

VIII. **NEXT EXECUTIVE COMMITTEE MEETING** – Wednesday, May 11, 2022, 6:00 PM.

IX. **ADJOURNMENT** - **MOTION:** Mr. Jeff Earlywine moved to adjourn the Executive Committee meeting. Mayor Chris Reinersman seconded. Motion carried unanimously. Meeting adjourned at 6:35 PM.

Respectfully submitted,



Marie Schenkel,  
NKIDBOH Chair



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