



**NORTHERN KENTUCKY INDEPENDENT DISTRICT HEALTH DEPARTMENT
KENTON COUNTY LOCAL BOARD OF HEALTH MEETING**

Lynn Shewmaker, OD, Chair
Wednesday, May 19, 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 KENTON COUNTY LOCAL 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**

MINUTES

MEMBERS PRESENT

Lynn Shewmaker, OD, Chair
Ray Erpenbeck, PE
Terry Foster, RN
Judi Godsey, PhD, MSN, RN (Designee-
Covington Mayor)
Gary Hampton, RPh
Garry Neltner, DPM
Charles Tirone, DPM
Shelly Voet, MD
Kevin Wall, DMD

MEMBERS ABSENT

Gregory Bach, DVM
Kris Knochelmann, Judge Executive
Kurt Pohlgeers

STAFF/GUESTS PRESENT

Lynne M. Saddler, MD, MPH, District Director of Health
Scott Baxley, Accounting Manager
Robin Feltner, Public Health Impacts Administrator
Julia Gottschalk, Manager
Pamela Millay, Director of Clinical Services
George A. Moore, II, Director of Administration and Accounting
Stephanie Allgeyer, CPA - VonLehman Advisory & CPA Firm

WELCOME/CALL TO ORDER

Chair, Dr. Shewmaker noted a quorum was present, welcomed everyone and called the meeting to order at 6:00 PM.

APPROVAL OF MAY 19, 2021 PROPOSED AGENDA

Chair, Dr. Shewmaker presented the May 19, 2021 Proposed Agenda for approval. **MOTION:** Mr. Erpenbeck moved to accept the May 19, 2021 Proposed Agenda as presented. Dr. Neltner seconded. Motion carried unanimously.

APPROVAL OF MAY 27, 2020 PROPOSED MINUTES

Chair, Dr. Lynn Shewmaker presented the May 27, 2020 Proposed Minutes for approval. **MOTION:** Dr. Neltner moved to accept the May 27, 2020 Proposed Minutes as presented. Dr. Tirone seconded. Motion carried unanimously.

FY 2020 AUDIT REPORT

Mr. Moore introduced Stephanie Allgeyer, CPA from VonLehman Advisory & CPA Firm who presented the FY 2020 Audit Report as prepared by VonLehman noting it was an unqualified opinion on the basis of cash and no material internal control weaknesses were found. Discussion ensued. **MOTION:** Dr. Neltner moved to accept the FY 2020 Audit Report as presented. Mr. Erpenbeck seconded. Motion carried unanimously.

DIRECTOR'S REPORT

Dr. Saddler referred to her written report and shared updated information on pensions and the Health Department's ongoing response efforts to the COVID-19 pandemic. Discussion ensued.

KENTON COUNTY LOCAL BOARD OF HEALTH BUILDING COMMITTEE UPDATE

Dr. Shewmaker reported that the Kenton County Local Board of Health's Building Committee last met in July 2020 to discuss a new proposed site on the St. Elizabeth property. This new site is closer to the main entrance. The Committee asked that a preliminary geotechnical survey be done to determine if the site had any issues that would affect the project. This was completed in November and no material issues were found to impact the project. As the Covid 19 pandemic became worse, staff focus and time shifted towards this emergency. Staff resources are still focused on these efforts. With Covid 19 efforts still ongoing and the District Health Department searching for a new District Director, it is recommended that work on this project remain on hold. It is estimated that efforts could start up again in early 2022. As a reminder of the project currently is projected to be:

- A 10,000sf one floor + 5,000sf basement facility on property owned by the Kenton County Fiscal Court near the St. Elizabeth Covington site entrance.
- Costs are currently estimated to be \$3.1-\$3.7 mil.
- Kenton County Local Board of Health will lease the land from the Kenton County Fiscal Court at \$1/annually.

Next Steps:

- Schedule a Building Committee meeting to update them on the project and finalize the project direction (location, agreements, building size and scope).
- Finalize lease agreement between KCLBOH and KCFC.
- Advertise design build RFP.

Dr. Godsey recommended that a Building Report Update be provided to the Building Committee and other stakeholders (City of Covington, Kenton County Fiscal Court and St. Elizabeth). **ACTION STEP:** Mr. Moore will prepare the report and send out.

FINANCIAL REPORT/CASH POSITION STATEMENT

Mr. Moore presented the Cash Position Statement as of April 30, 2021. Discussion ensued.

MOTION: Dr. Godsey moved to accept the Cash Position Statement as presented. Dr. Neltner seconded. Motion carried unanimously.

SET TAX RATE AND APPROPRIATION TO THE DISTRICT HEALTH DEPARTMENT BUDGET

Mr. Moore provided an update on 2020 RS SB 5, noting that although some language in the law conflicts with current statutes related to public health taxing district tax levies, the recommended amended proposed budget is based on the estimated compensating rate per 2020 RS SB 5. Mr. Moore explained that due to timing requirements of public health taxing district budgets, which is different than cities and counties, we are considering the rate used as an estimate until we get clarification from the Department for Local Government. The estimated compensating rate calculated is 2.5 cents per \$100 of assessed property valuations.

- a. **Approve Tax Rate Recommendation – MOTION:** Mr. Erpenbeck moved to recommend to the Kenton County Fiscal Court that the public health tax rate for FY 2022 be set at 2.50 cents per \$100 of assessed property valuations. Dr. Neltner seconded. Motion carried unanimously.
- b. **Set Appropriation to the District – MOTION:** Dr. Neltner moved to approve the annual appropriation to the District for FY 2022 at 1.90 cents per \$100 of property valuations. Dr. Godsey seconded. Motion carried unanimously.

AUDIT CONTRACT

MOTION: Dr. Wall moved to authorize Chair Dr. Lynn Shewmaker to sign the FY 2022 audit contract. Dr. Neltner seconded. Motion carried unanimously.

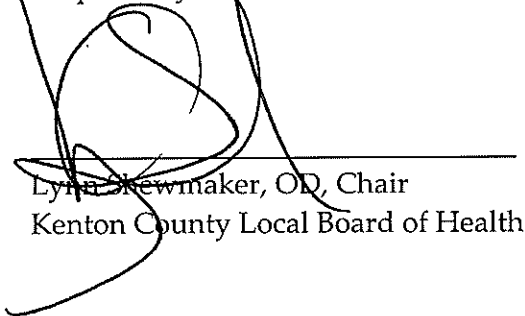
OTHER

There was no other business to bring before the Kenton County Local Board of Health.

ADJOURN

MOTION: Dr. Neltner moved to adjourn the Kenton County Local Board of Health meeting. Dr. Godsey seconded. Motion carried unanimously. Meeting adjourned at 6:53 PM.

Respectfully submitted,



Lynn Shewmaker, OD, Chair
Kenton County Local Board of Health

Lynne M. Saddler, MD, MPH
Lynne M. Saddler, MD, MPH (May 5, 2022 15:23 EDT)

Lynne M. Saddler, MD, MPH, Secretary
Kenton County Local Board of Health






5-19-21 KCLBOH Minutes (APPROVED for SIGNATURE)

Final Audit Report

2022-05-05

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|-----------------|--|
| Created: | 2022-05-05 |
| By: | George Moore (George.Moore@nkyhealth.org) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAAXv5In8O5XxwocNi1uZ_iEODMYg7KUdSh |

"5-19-21 KCLBOH Minutes (APPROVED for SIGNATURE)" History

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