NORTHERN KENTUCKY INDEPENDENT DISTRICT
BOARD OF HEALTH
EXECUTIVE COMMITTEE MEETING

Judith Harrer, RPh, PhD, Chair
Wednesday, May 13, 2026, 6:00 PM

MINUTES

MEMBERS PRESENT

Judith Harrer, RPh, PhD, Chair
Tom Cahill, Jr. (D – Mayor Fette)
Carol Franzen (D – Mayor Reinersman)
Tommy Guidugli, Jr., Mayor of Newport
Charles Kenner, DMD
Scott Kimmich (D – JE Knochelmann), Immediate Past Chair
Laura Pleiman (D – JE Moore)
Jonathan Rich, DMD, Vice Chair
Mark Schroer, MD
Shelby Sullivan, RN

D = Designee

STAFF / GUESTS PRESENT

Jennifer L. Mooney, PhD, MS, District Director of Health
Steve Divine, Director of Environmental Health and Safety
Pam Millay, Director of Clinical Services
Marie Schenkel, Deputy Director of Health
Stephanie Vogel, Director of Population Health
Mary Ann Stewart, Esq.

WELCOME/CALL TO ORDER – Dr. Judith Harrer, Chair, welcomed everyone, noted a quorum was present, and called the meeting to order at 6:00 PM.

APPROVAL OF PROPOSED MAY 13, 2026 AGENDA – Dr. Harrer, Chair, presented the proposed agenda for approval.
MOTION: Dr. Kenner moved to approve the proposed agenda. Mr. Guidugli seconded. Motion carried unanimously.

CONSENT AGENDA – Dr. Harrer, Chair, presented the consent agenda for approval.
MOTION: Ms. Pleiman moved to approve the consent agenda. Dr. Rich seconded. Motion carried unanimously.

The consent agenda included the following: approve minutes from February 11, 2026; accept the Financial Report as of March 31, 2026; and accept the District Director of Health Report.

OLD BUSINESS – There was no old business to bring before the Executive Committee.

REPORTS

Legal Counsel: Per Ms. Stewart, there was no legal report to present.

FY 2027 Budget Proposal

Dr. Mooney and Ms. Schenkel presented an overview of the proposed FY 2027 budget, noting that state fund allocations from KDPH have been delayed. Dr. Mooney outlined workforce considerations, including a proposed 3.0% – 3.5% COLA and a one-time 5.0% merit raise for high achievers. Brief discussion ensued.

MOTION: Mr. Kimmich moved to accept the budget, COLA, and merit raise proposals as presented, with expected adjustments once state allocations are received, and to forward to the Board. Dr. Kenner seconded. Motion carried unanimously.

Personnel Board

Dr. Mooney recommended that the current Personnel Board members remain.

MOTION: Mr. Kimmich moved to accept the recommendation and to forward to the Board. Dr. Rich seconded. Motion carried unanimously.

NOMINATING COMMITTEE – Dr. Harrer presented the slate of nominees for the FY 2027 District Board and Executive Committee. Discussion ensued regarding upcoming officer changes and vacancies for Boone and Kenton counties, noting that Carol Franzen will be leaving the Board.

MOTION: Ms. Franzen moved to accept the nominations and acknowledge that pending vacancies will need to be addressed. Ms. Pleiman seconded. Motion carried unanimously.

- **FY 2027 District Board Officers:**
    - Jonathan Rich, DMD, Chair (Grant County)
    - Laura Pleiman, Vice Chair (Boone County)
    - Judith Harrer, RPh, PhD, Immediate Past Chair (Campbell County)

- **FY 2027 Executive Committee Members:**
    - **Boone County** – Charles Kenner, DMD and TBD
    - **Campbell County** – Tom Guidugli, Jr. and Mark Schroer, MD
    - **Grant County** – Shelby Sullivan, RN and Chuck Dills, Judge Executive (or Designee)
    - **Kenton County** – Tom Cahill, Jr. and TBD

NEW BUSINESS

By-Laws Revision: Dr. Mooney and Ms. Schenkel presented proposed updates to the Board By-Laws. Key revisions include updating language to formalize the Executive Committee's existing function as the financial and audit committee (originally resolved by the Board in March 2022), providing a definition for "expenditure", and raising the dual-signature threshold for invoices from $50,000 to $100,000. Following discussion, Dr. Schroer recommended keeping the threshold at $50,000.

MOTION: Ms. Franzen moved to accept the proposed updates and forward them to the District Board, with the stipulation that staff obtain written verification from the auditing firm agreeing to the threshold change. Mr. Kimmich seconded. Motion carried (8 approving, 1 objecting).

APPROVAL OF PROPOSED JUNE 10, 2026 DISTRICT BOARD OF HEALTH AGENDA
Dr. Harrer, Chair, presented the proposed District Board of Health agenda for approval.
MOTION: Mr. Kimmich moved to approve the agenda as proposed. Mr. Guidugli seconded. Motion carried unanimously.

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

NEXT EXECUTIVE COMMITTEE MEETING – August 12, 2026 at 6:00 PM.

ADJOURNMENT – **MOTION:** Mr. Guidugli moved to adjourn the meeting. Ms. Pleiman seconded. Motion carried unanimously. Meeting adjourned at 7:05 PM.

Respectfully submitted,

Judith Harrer

Judith Harrer, RPh, PhD
NKIDBOH Chair

Jennifer L. Mooney, PhD, MS
District Director of Health, NKIDBOH Secretary