

**CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Thursday, August 18, 2016; 5:30 pm;
Elk Horn Conference Room**

BOARD MEMBERS PRESENT:

Mike Cometto, CPA
Tia Hansuld, FNP

Mary Lynn Shickich

BOARD MEMBERS ABSENT:

Jessi Waring, DDS

Michael Miller, DO

STAFF PRESENT:

Kelly Weidenbach, DrPH, Executive Director
Rita Goehring, DP Clinic Director
Tammy Smith, Office Manager
Wendy Matson, MCH Program Manager
Mary Ann Lembke, AH Program Manager

Beth Eveland, Director of Nursing
Audrey Gray, PHP Manager
Chris Corlis, HR Professional
Ruth Heald, EH Program Manager

OTHERS PRESENT:

None

Mr. Cometto called the meeting to order at 5:30 pm.

I. MINUTES/AGENDA

a) Previous Meeting Minutes

ACTION: Ms. Hansuld motioned to approve the July 2016 meeting minutes; seconded by Ms. Shickich. Motion carried.

II. BUDGET/FINANCIALS

a) Financials

Mr. Cometto reviewed the financials and indicated there were some questions on the year end assets matching the financials. Mr. Cometto recommended approval as preliminary statements.

ACTION: A motion was made by Ms. Shickich to approve the July 2016 financials; seconded by Ms. Hansuld. Motion carried.

III. BOARD BUSINESS

a) Next meeting date

The board members discussed the next possible meeting date in September 2016.

ACTION: Ms. Hansuld motioned to schedule the next board meeting for Thursday, September 22, 2016 at 5:30 pm; seconded by Ms. Shickich. Motion carried.

IV. HEALTH OFFICER

Dr. Dowell was unavailable for the meeting. Dr. Weidenbach informed the board about the Zika virus in Campbell County. The individual had a confirmed travel history.

V. DIVISION REPORTS

a) General Administration

- i) Dr. Weidenbach notified the board that Dr. Waring has resigned as Chairwoman for the Board of Health. Dr. Waring would like to remain on the board. Dr. Weidenbach read Dr. Waring's e-mail to the board. Mr. Cometto indicated he would serve as chairman.

ACTION: Ms. Shickich motioned to have Mr. Cometto become Board of Health Chairman; seconded by Ms. Hansuld. Motion carried.

- ii) Dr. Weidenbach updated the board on the Midwest School Gas Leak. The Center for Disease Control Agency for Toxic Substance and Disease Registry (ATSDR) has reviewed the testing results and is in the process of publishing a formal report. CNCHD will make the results public after ATSDR publishes the formal report. ATSDR is consulting with CNCHD and the school district on mitigation plans. Dr. Weidenbach stated this process normally does not go quickly. The school district has made contingency plans to bus the Midwest students to Casper for the upcoming school year.
- iii) Dr. Weidenbach presented the proposed logos and tag lines to the board. The board and staff discussed their ideas on the logo and tag lines. Dr. Weidenbach will work with the logo developer and present a final concept to the staff and board.

b) Public Health Preparedness/Medical Reserve Corp/CPR

- i) Ms. Gray reported the Medical Reserve Corps (MRC) volunteers worked 98 hours during the Bear Trap Festival. Ms. Gray conducted a satisfaction survey on the MRC with community partners. The comments were overwhelmingly positive noting the MRC volunteers were helpful and professional. Ms. Gray also noted she is busy planning the Prairie Eagle exercise in September.

2) NURSING DIVISION

a) General Nursing

- i) Dr. Weidenbach requested ratification of the State Public Health Nursing Contract.

ACTION: Ms. Shickich motioned to ratify the State Public Health Nursing Contract; seconded by Ms. Hansuld. Motion carried.

- ii) Ms. Eveland notified the board CNCHD staff had erred in services to a client. The Office of Healthcare Financing, Medicaid is requesting a recovery payment of \$4,224.00 that covered case management visits. Ms. Eveland apologized for this mistake.

b) Adult Health (AH)

- i) Ms. Lembke informed the board the new LT 101 process is going better than expected. The transition of services is going well. Ms. Lemke indicated there are more denials than normal. Ms. Lemke reported staff serving 84 active clients.

c) Disease Prevention

- i) Ms. Goehring reported the Title X audit went well. There was one finding for not having an Information and Education Committee meeting for Title X.
- ii) Ms. Goehring indicated staff are busy planning the Back to School Immunization Clinics.

d) Maternal and Child Health (MCH)

- i) Ms. Matson reported the WIC Director passed away. She was at WIC for over 20 years. MCH staff are handling the WIC Booth for the State of Wyoming at the Community Baby Shower.

3) ENVIRONMENTAL HEALTH (EH) DIVISION

- a) Ms. Heald reported Natrona County has agreed to rewrite the resolution allowing fees for additional services. The resolution should be ready for signature on September 6, 2016. The City of Casper has not provided any written documentation approving the fee for service concept approved by the city council.

VI. CITY/COUNTY LIAISON REPORTS:

None.

VII. BOARD MEMBER REPORTS

Mr. Cometto welcomed Ms. Hansuld back to the board.

Ms. Shickich motioned to move into Executive Session; Ms. Hansuld seconded the motion. Motion passed at 6:36 pm.