

**CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT  
BOARD OF HEALTH MEETING  
Thursday, April 21, 2016; 5:30 pm;  
North Platte Room**

**BOARD MEMBERS PRESENT:**

Mike Cometto, CPA  
Michael Miller, DO

**BOARD MEMBERS ABSENT:**

Jessi Waring, DDS  
Mary Lynn Shickich

Wade Morrison, DVM

**STAFF PRESENT:**

Kelly Weidenbach, DrPH, Executive Director  
Tammy Smith, Office Manager  
Ruth Heald, EH Program Manager  
Wendy Matson, MCH Program Manager

Beth Eveland, Director of Nursing  
Chris Corlis, HR Professional  
Audrey Gray, PHP Manager  
Anna Kinder, WYAETC Manager

**OTHERS PRESENT:**

Forrest Chadwick, Natrona County Commissioner

**Dr. Weidenbach called the meeting to order at 5:30 pm.**

**\*\* A quorum of board members was unavailable for this meeting therefore these documents represent notes of discussion and not official minutes. \*\***

**I. MINUTES/AGENDA**

**a) Previous Meeting Minutes**

No action taken on previous meeting minutes because a quorum of board members was unavailable.

**II. BUDGET/FINANCIALS**

**a) Financials**

Approval of the February and March 2015 financial statements were not reviewed because a quorum was unavailable.

### **III. BOARD BUSINESS**

#### **a) Next meeting dates**

Due to board member availability a change for the May 2016 meeting date was discussed.

**ACTION: Dr. Weidenbach will contact board members to determine the best date to meet in May.**

### **IV. HEALTH OFFICER**

Dr. Dowell was unavailable for this meeting and there was no report.

### **V. DIVISION REPORTS**

#### **a) General Administration**

- i) Dr. Weidenbach gave an update of fiscal year 2017 (FY 17) budget information discussing further reductions to some programs. The budget hearing with the Natrona County Commissioners is June 7, 2016 at 2:45 pm.
- ii) Dr. Weidenbach has received proposals for carpet installation to have the remainder of the building carpeted. Dr. Weidenbach reported the carpet with cost the Casper Natrona County Health Department (CNCHD) \$16,000 and the county will contribute \$4,000.

#### **b) Public Health Preparedness/Medical Reserve Corp/CPR**

- i) Ms. Gray discussed a grant request for the Medical Reserve Corps (MRC). A motion for the grant was tabled because a quorum of board members was unavailable.
- ii) Ms. Gray updated the board members on the memorandum of understanding (MOU) with the Natrona County Sheriff's Office for security for medical countermeasures for point of dispensing operations. No action was taken due to the lack of a quorum.

#### **c) Wyoming AETC**

- i) Ms. Kinder updated the meeting members on AETC activities. Ms. Kinder indicated HIV case management services were improving and recent events for HIV clients were successful. Ms. Kinder stated the Wyoming Health Council moved the Title X site visit to July.

## **2) NURSING DIVISION**

### **a) General Nursing**

i) Ms. Eveland updated the board members on the recent audit.

### **b) Adult Health (AH)**

i) Ms. Lemke stated the reimbursement rates for skilled nursing services increased.

ii) Ms. Lembke discussed the implications for the conflict free case management changes with the board members present.

### **c) Maternal and Child Health (MCH)**

i) Ms. Matson informed the board members that April is Child Abuse Prevention Month. She ordered pinwheels but they did not arrive on time.

ii) Ms. Matson updated the board on her outreach efforts in the community.

## **3) ENVIRONMENTAL HEALTH (EH) DIVISION**

a) Ms. Heald updated the board on the Department of Environmental Quality hearings on waste water regulations. The hearing will be in Casper on June 15, 2016.

b) Ms. Heald indicated she is working on a fee for service schedule for inspection services.

## **VI. CITY/COUNTY LIAISON REPORTS:**

Mr. Chadwick stated the budget reduction for the health department is 9.15 percent. Mr. Chadwick discussed other challenges for the county commissioners.

## **VII. BOARD MEMBER REPORTS**

Dr. Miller highlighted his recent efforts to work with the underserved populations and the need to get more residents involved with the health department.

## **VIII. EXECUTIVE SESSION**

The CNCHD Board went into executive session at 6:33 pm.