



**CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT  
BOARD OF HEALTH MEETING  
Thursday, November 17, 2016; 5:30 pm;  
Elk Horn Conference Room**

**BOARD MEMBERS PRESENT:**

Mike Cometto, CPA  
Tia Hansuld, FNP

Jessi Waring, DDS  
Michael Miller, DO

**BOARD MEMBERS ABSENT:**

Mary Lynn Shickich

**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

Mark Dowell, MD, CHO  
Susan Christman, CND Director  
Chris Corlis, HR Professional  
Ruth Heald, EH Program Manager  
Audrey Gray, PHP Program Manager

**OTHERS PRESENT:**

Forrest Chadwick, Natrona County Commissioners  
Heather Duncan-Malone, Natrona County Attorney  
Brady Gillum, News 13

Mr. Cometto called the meeting to order at 5:34 pm.

**I. PUBLIC HEARING – ENVIRONMENTAL HEALTH FEE SCHEDULE**

- a) Mr. Cometto opened the public hearing portion of the meeting to receive comments on the Environmental Health Fee Schedule. Mr. Cometto requested comments speaking in favor of the fee schedule. No comments were received. Mr. Cometto requested comments speaking against the fee schedule. No comments were received. Mr. Cometto closed the public hearing.



**ACTION: Dr. Miller motioned to approve the Environmental Health Fee Schedule; seconded by Dr. Waring. Motion carried.**

## **II. MINUTES/AGENDA**

### **a) Previous Meeting Minutes**

**ACTION: Ms. Hansuld motioned to approve the October 2016 meeting minutes; seconded by Dr. Miller. Motion carried.**

## **III. BUDGET/FINANCIALS**

### **a) Financials**

Mr. Cometto reviewed the financials and stated he is awaiting the reconciliation of capital assets with the Natrona County audit. Ms. Smith reported on invoicing issues and personnel changes.

**ACTION: A motion was made by Dr. Waring to approve the October 2016 financials; seconded by Dr. Miller. Motion carried.**

## **IV. BOARD BUSINESS**

### **a) Next meeting date**

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

**ACTION: Ms. Hansuld motioned to schedule the next board meeting for Thursday, December 15, 2016 at 5:30 pm; seconded by Dr. Waring. Motion carried.**

## **V. HEALTH OFFICER**

- i) Dr. Dowell reported an increase in HIV and syphilis infections in Wyoming and Natrona County. Dr. Dowell indicated heterosexual drug users both male and female were responsible for the increased cases. Dr. Dowell stated the Wyoming Department of Health is conducting an epidemiological investigation on these new infections.



## **VI. DIVISION REPORTS**

### **a) General Administration**

- i) Dr. Weidenbach updated the board on the Midwest School Gas Leak. Dr. Weidenbach indicated the school district will have a public meeting in Midwest on Monday, November 21, 2016 to discuss the issues surrounding this event. The Wyoming Department of Health will present the results of the epidemiological surveys at this meeting and Geosyntec will discuss the mitigation plans. The school district has the goal of reopening the school by the 2017 Spring Break. Dr. Weidenbach stated there has been a tremendous amount of collaboration from multiple entities in response to this event.

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

- i) Ms. Gray had nothing to add to her written report.

### **c) Wyoming AETC/Sexual Health**

- i) No further information to the written report was provided.

## **2) NURSING DIVISION**

### **a) Adult Health (AH)**

- i) Ms. Lembke stated staff are working with 79 active clients. The number of clients is decreasing due to more client disqualifications. Ms. Lembke reported one small agency is closing down.

### **b) Disease Prevention**

- i) Ms. Goehring reported on the number of vaccinations and immunizations provided during the recent flu clinics. Staff have provided 1,096 flu vaccinations approximately fifty (50) percent the normal number of vaccinations provided by staff. CNCHD may have some flu clinics December to use up the remaining vaccine.
- ii) Ms. Goehring updated the board on the recent Title X audit at Casper College. The previous audit in July could not audit Casper College services because the college was closed. Ms. Goehring reported there were a few findings to improve upon but the audit was mostly positive.



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

- i) Ms. Matson stated there is a part-time MCH nurse position open. Ms. Matson will look at how to structure that position.
- ii) Ms. Matson reported the MCH retreat went well.

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

- a) Ms. Heald reported she had sent the new waste water regulations to the Natrona County Attorney. CNCHD will need to update policies to come into compliance with the new regulations.

**VII. CITY/COUNTY LIAISON REPORTS:**

- a) Commissioner Chadwick had no information to report.

**VIII. BOARD MEMBER REPORTS**

- a) Dr. Waring reported she is involved with starting a new business.
- b) Mr. Cometto and Dr. Miller discussed options for providing concussion protocol services to the soccer club.

**IX. EXECUTIVE SESSION**

The board went into Executive Session at 6:00 pm.