



**CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Thursday, June 22, 2017; ELKHORN
ROOM
5:30 PM**

BOARD MEMBERS PRESENT:

Jessi Waring, DDS
Michael Miller, DO
Tia Hansuld, FNP

Mike Cometto, CPA
Mary Lynne Shickich

BOARD MEMBERS ABSENT:

STAFF PRESENT:

Kelly Weidenbach, Executive Director
Susan Christman, Director of Community Nursing
Mark Dowell, MD, CHO
Audrey Gray, Public Health Preparedness Manager
Mary Ann Lembke, Adult Health Program Manager
Jamie Cardine, Disease Prevention Clinic Director
Tammy Smith, Office Manager
Wendy Matson, MCH Program Manager
Ruth Heald, EH Program Manager

I. AGENDA/MINUTES

a) Previous Meeting Minutes/Notes

May Board Meeting Minutes*

The May minutes were not received by the Board in their Board packets. The minutes will be voted on at the July 2017 meeting.

II. BUDGET/FINANCIAL

a) Financials*

May 2017 Financials*

Mr. Cometto reported that the financials look good. The revenue is coming in and the department is looking positive. Tammy Smith reported that there is an issue with the Wyoming Department of Health in getting the total Base Preparedness contract amount. Wyoming Department of Health assured Tammy that it would be paid soon.



III. BOARD

Next Meeting Date

Ms. Shickich motioned that the next Board meeting be July 20, 2017. Ms. Hansuld seconded, motion passed.

IV. HEALTH OFFICER

a) Health Officer Report

Dr. Dowell reported that the hospital has hired a new CEO. Dr. Dowell is waiting to see what type of interaction will be with the public and staff. The new hire is very qualified for the position and Dr. Dowell thinks it will be good.

V. DIVISION REPORTS

1) ADMINISTRATION

a) General Administration

i) Proposed Fee Schedule for Clinical Services (nursing programs)*

Ms. Hansuld motioned to approve the proposed fee schedule. Ms. Waring seconded, motion passed.

ii) FY18 Employee/Employer Health Insurance Premiums*

Straw poll for increased rate needs to be ratified by the Board. Ms. Waring motioned to ratify the new insurance rates. Ms. Hansuld seconded, motion passed.

Dr. Weidenbach explained that the Department will begin the national accreditation process for Public Health. This accreditation is not required at the current time but it takes approximately 3-4 years to complete. Dr. Weidenbach believe grants will be requiring this in the future and it is best to start early. Dr. Weidenbach reported that other public health departments our size took 4 years and average of \$140,000.00 dollars to complete. This is the next step in quality improvement and evidence-based practice.

b) Public Health Preparedness/Medical Reserve Corp/CPR

Ms. Gray reported that Amanda Huckabay have been working really hard for the MRC. The MRC currently has 12 volunteers. Ms. Gray reported that she thinks membership will continue rise.

i) Wyoming Department of Health Public Health Emergency Preparedness Contract for Base and Cities Readiness Initiative*

Ms. Shickich motioned to approve the Public Health Emergency Preparedness Contract. Dr. Waring seconded, motion passed.

ii) Wyoming Department of Health Public Health Emergency Preparedness Contract for County Health Officer*

Dr. Waring motioned to approve the County Health Officer contract. Ms.



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Hansuld seconded, motion passed.

c) Wyoming AETC/HIV Case Management

Ms. Kinder is at a training. There is nothing additional to report.

2) NURSING

a) Community Nursing Division

b) Adult Health Program

Ms. Lembke reported that waiver is slow and steady. Ms. Lembke reported that there are 7 total agencies in town that are providing skilled nursing for Medicaid Waiver programs.

c) Disease Prevention

Ms. Cardine reported that the clinic has been really busy with events and patients. Ms. Cardine has updated policies and lab manual. Ms. Cardine reported that Ms. Ross has been hired as the new sexual health coordinator.

d) Maternal and Child Health Program

i) Wyoming Department of Health Maternal and Child Health Contract*

Contract has not been received from the state. Dr. Weidenbach hopes to have it for the next meeting.

3) ENVIRONMENTAL HEALTH DIVISION

Ms. Heald reported that Chase Constantine has been hired and she is fully staffed.

Ms. Heald reported that the staff is working hard on Fair and Rodeo and then will move to the Eclipse.

VII. CITY/COUNTY LIAISON REPORTS

Commissioner Chadwick reported that the Westwind interchange will go out to bid in September. Commissioner Chadwick reported that the new commissioner has started and will be a really good fit.

VIII. BOARD MEMBER REPORTS

Ms. Waring reported that she will be doing Dancing with the Stars on October 28, 2017 and everyone should come and watch.

Dr. Weidenbach reported that she has reached out to six different dentists regarding the vacant Board position. None of them have shown interest in joining the board. The board will continue to reach out and hope to fill the

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position soon.

Dr. Weidenbach thanked Dr. Waring for her service to the Board. Dr. Waring will be missed.

Dr. Waring motioned to adjourn the meeting. Ms. Hansuld seconded, motion passed.

***Requires Board Action**