



**CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT**

**BOARD OF HEALTH MEETING**

**FEBRUARY MEETING CANCELED**

**MARCH 21, 2024**

**5:30 PM**

Present: Mike Cometto, Dr. Kirsch, Tia Hansuld, Dr. Nelson, Dr. Wold, Dr. Dowell, Anna Kinder, Tonya Nolen, Amanda May, Tammy Smith, Hailey Bloom, County Attorney Jared Holbrook, City of Mills Sabrina Kemper, and County Commissioner Peter Nicolaysen

Meeting was called to order at 5:30 p.m.

- **AGENDA/MINUTES**
  - **Previous Meeting Minutes/Notes**
    - JANUARY meeting minutes\*

Mr. Cometto asked if there were any additions or corrections to the January 18, 2024 Board of Health meeting minutes. There were none.

**Ms. Hansuld motioned to accept the January 2024 Board of Health minutes. Dr. Nelson seconded, motion passed**

- FEBRUARY meeting canceled

- **BUDGET/FINANCIAL**
  - **FINANCIALS**

General discussion followed on the January and February Financials.

- JANUARY Financials\*

**Ms. Hansuld motioned to approve the January 2024 financials. Dr. Nelson seconded, motion passed**

- FEBRUARY Financials\*

**Dr. Nelson motioned to approve the February 2024 financials. Ms. Nelson seconded, motion passed.**

- Wyoming Government Investment Fund\*

Mr. Cometto discussed increasing our possible increase in investment with WGIF. Mr. Cometto stated that Ms. Bayne is suggesting we move all the WYPSTAR 2 funds to the WGIF account. Mr. Cometto at this time would like to leave WYOSTAR 1 funds where they are and watch what happens. General discussion followed.

**Dr. Nelson motioned to move our WYOSTAR 2 funds to the WGIF account. Ms. Hansuld seconded motion passed.**

Dr. Nelson asked about investing our checking account funds for short term investing. Mr. Cometto stated there are other businesses that use SWEEP funds in this way to increase the revenue funds you earn. General discussion followed.

**Ms. Hansuld motioned to create a form that will give the cash at hand balances to the Executive Director and Board of Health to review so that we can invest funds quickly and earn the most we can from our funds. Dr. Nelson seconded, motion passed.**

- Revised FY 24 budget\* General discussion followed.

**Ms. Hansuld motioned to approved the FY24 revised budget. Dr. Nelson seconded, motion passed.**

- Proposed FY 25 budget\* General discussion followed. Ms. Kinder stated the budget included raises based on the market study structure.

**Ms. Hansuld motioned to approved the FY25 budget. Dr. Nelson seconded, motion passed.**

- City presentation Ms. Kinder reported that they will be meeting with the City of Casper on Monday to discuss the upcoming budget.
- County presentation Ms. Kinder reported that she is scheduled to meet with he Commissioners on May 21, at 10:30 am

- **BOARD**

- **Next Meeting Date**

- **Proposed Meeting Date: April 18, 2024**

Ms. Hansuld motioned to approve the next meeting date to be April 18, 2024. Dr. Nelson seconded, motion passed.

- **HEALTH OFFICER**
  - Health Officer Report

Dr. Dowell reported that there is still some COVID in the hospital and the Flu is down. Dr. Dowell reported that there currently are no measles cases in Wyoming. Dr. Dowell reported that the infections in the nation are due to unvaccinated people. General discussion followed on vaccination rates and what is happening nationwide.

- **DIVISION REPORTS**
  - **ADMINISTRATION-Anna**
    - **General Administration**
      - Reporting grid-updated, please review FY24, changes to come  
Ms. Kinder reported that the grid will be updated to match more with the state reporting information.
      - MAPP (Mobilizing for Action through Planning and Partnerships)- Initiating MAPP 2.0 process  
Ms. Kinder reported that she is working on getting this going forward
      - SOPs- ongoing  
Ms. Kinder reported that this is an ongoing project.
      - 2024 Behavioral Health Training Institute Cohort 9
        - Central Wyoming Counseling Center- Jim Cowser
          - Narcan support
          - Problematic Gambling

Ms. Kinder reported that she is working to get a training on this and has been working with legal to make sure we are following

all the necessary steps. Ms. Kinder reported that she has sent out an email to find out which staff are interested in taking the class. Dr. Dowell stated that everyone at the department should do the training and all the staff should carry Narcan after fully trained.

Ms. Kinder reported that Gambling addiction handbooks and information is being created to work with Central Wyoming Counseling Center.

- Building update

Ms. Kinder reported that there is not a lot to report. Ms. Kinder reported that a ground-breaking ceremony is scheduled for April 22, with gold shovels.

- Wyoming Legislature Appropriations-HB 74, signed on March 5, 2024

Ms. Kinder reported that HB 74 has passed and signed by the Governor.

- Master Gardner's April 27

Ms. Kinder reported that we will have a presentation on Lead and Soil at this event.

- Council of State and Territorial Epidemiologist's Building STLT Capacity: Improving Data Collection for Disproportionately Affected Populations during Case Investigations of Reportable Diseases. -Pilot testing started

Ms. Kinder reported that we are nearing the end of this grant.

- Next projects: Job descriptions, onboarding, performance evaluation, SMART HR-input of data now

Ms. Kinder stated that this is an ongoing project and she is working on getting this completed.

- CredibleMind - launched

<https://healthynatrona.crediblemind.com/>

Ms. Kinder reported that this has launched and there are 45 people signed up at this time. Ms. Kinder reported that the partners were starting first and then introduced to the public.

- Workforce Development Next steps: Strategic Planning/HR/Processes/Board/Manager/Staff

Ms. Kinder reported she is continuing to work on these.

- Collective Health Trust- Boost Grant

Ms. Kinder reported that she has submitted a application for the Boost Grant

- Development of workgroups in department: Workforce, Outreach, QI, Marketing, Magic Squad

Ms. Kinder reported that staff have been assigned to various workgroups and they are meeting a working to develop items.

- NACCHO 360- Detroit MI, July 23-26, 2024

Ms. Kinder asked that if any board members were interested in going to please let her know soon.

- Gambling Ms. Kinder reported on this above.
- Lead Ms. Kinder reported on this above.

- **COMMUNITY PREVENTION-Hailey**

- Community Prevention

Ms. Bloom reported that she is working on her re-application which is due in June. Ms. Bloom is working on completing awards for her RFP's for subcontractors.

- Wyoming Cancer Resource Services (WCRS)

Ms. Bloom reported that the state has extended for another year so there is no reapplication this year.

- Wyoming Cancer Coalition (WYCC)

Ms. Bloom reported that the state has extended for another year so there is no reapplication this year.

- Healthy Heart/Healthy U

Ms. Bloom reported that Ms. Quick has completed a Cancer Healthy U course with partnership of another Cancer specialist in the state,

- Wyoming AIDS Education and Training Center (WyAETC)

Ms. Bloom reported that AETC has a virtual site visit coming in April. Ms. Kinder reported at this time the feds have not cut any funding for this program.

- HIV Case Management

Ms. Bloom stated that she is getting reacquainted with the program and the services of the HIV case management program.

- **ENVIRONMENTAL HEALTH-Ruth**

- Food rule exemptions\*

Ms. Heald reported that guidelines for exemptions have been completed and reviewed by the county attorney. Mr. Holbrook stated that the exemptions looked good and a starting place for the them. General discussion followed.

**Dr. Nelson motioned to approve the food rule exemptions. Ms. Hansuld seconded, motion passed.**

- Home and Garden Show

Ms. Heald reported that this was a very successful event. Ms. Strong and Ms. Quick gave out information to the public on Septic's, Lead, and Radon. There were 100 Radon kits ordered for the public.

- **NURSING PROGRAMS**

- DISEASE PREVENTION CLINIC-Amanda

- EXPEDITION

Ms. May reported that Ms. Kemmer the new nurse is doing really well. Ms. Kemmer is still training but she is catching on quickly. Ms. Grimes has completed a training for Expedition and is working on her presentations and making contacts with partners to start the training schedule.

- ADULT HEALTH PROGRAM-Mary Ann

Ms. Lempke is excused from the meeting.

- MATERNAL CHILD HEALTH PROGRAM- Tonya

Ms. Nolen stated she will not be filling the administrative assistant position in her department. The current nurses have absorbed the

duties. Ms. Nolen stated they are getting ready for the family game night that was rescheduled due to weather. Ms. Nolen reported that the community baby shower event is scheduled for April.

- **PUBLIC HEALTH PREPAREDNESS-** Tammy

Ms. Smith reported that we received a about a 20,000 dollar cut in our Base funding. Ms. Smith reported that the application for FY25 is uploaded and will meet with the state in the near future. Ms. Smith reported that we are using a new form that we tested earlier for budget application. Ms. Smith reported that some of the columns were adding incorrectly. Ms. Smith reported that hopefully all the bugs will be worked out soon. Ms. Smith reported that all the deliverables have been completed for the current quarter. Ms. Smith reported that Ms. Trimmer and Ms. Christensen are attending the Preparedness Summit.

- **City of Casper/City of Mills/County Liaison**

Ms. Kemper stated that the City of Mills newsletter will be going out soon if there is anything the Health department would like to run please get the information to her. Ms. Kemper had nothing else to report.

Commissioner Nicolaysen stated that the discussion about being mindful of our funds was appreciated. Thank you for all you do for the community.

- **Board Member Reports**

Dr. Nelson reported she attended NACCHO last year and found it very worthwhile. Dr. Nelson encouraged others to attend if they have the time.

Mr. Cometto thanked everyone for all their hard work. There is a lot of activity with everyone being really busy.

- **ADJOURN\***

**Dr. Nelson motioned to adjourn the meeting at 6:15 p.m. Ms. Hansuld seconded, motion passed.**

