



CASPER-NATRONA
COUNTY HEALTH DEPARTMENT

**CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Thursday, March 16, 2017; ELKHORN ROOM
5:30 PM**

I. AGENDA/MINUTES

Previous Meeting Minutes/Notes

January Board Meeting Minutes*

February Board Meeting Minutes*

Dr. Waring moved to approve January and February board minutes, Dr. Miller seconded, motion passed

II. BUDGET/FINANCIAL

a) Financials*

February 2017 Financials*

Mr. Cometto stated that he had reviewed the February financials. Mr. Cometto stated that the department is currently running 100,000.00 dollars in the red. Tammy Smith stated that with outstanding grants and fee for service reimbursement that can't be billed until the next month that the department is about 5,000.00 dollars in the black. Dr. Waring moved to approve February financials, Dr. Miller seconded, motion passed.

III. BOARD

Next Meeting Date

Scheduled for April 21, 2017 at 5:30pm*

Dr. Miller motioned for the next board meeting to be April 20, 2017 at 5:30 pm. Ms. Hansuld seconded, motion passed.

IV. HEALTH OFFICER

a) Health Officer Report

Dr. Dowel was unable to attend. Dr. Weidenbach reported an increase of gonorrhea and other STD's. There is still a cluster of HIV with three new cases that seem to be unrelated to the known clusters. There was a possible rabies exposure via animal bite, measles and pertussis. All of those incidents were found to be negative.

V. DIVISION REPORTS

1) ADMINISTRATION

a) General Administration

i) Review of new department website/branding

Dr. Weidenbach demonstrated the new department website, the goal is to be live in the next week.

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b) Public Health Preparedness/Medical Reserve Corp/CPR

i) MRC Volunteer Handbook*

Ms. Gray reported that the handbook was completed by Ms. Huckabay and she put a lot of working into the handbook. Ms. Huckabay reported that this handbook follows many of the same steps as the department's handbook. There are job descriptions for volunteers and background checks. This will allow the MRC to run smoothly.

Ms. Shickich motioned to approve the MRC Volunteer handbook. Ms. Hansuld seconded, motion passed.

ii) CPR Class Fee Schedule*

Ms. Gray reported that there is an addition to the fee schedule for classes for instructor training.

Ms. Hansuld, motion to approve the fee schedule as presented. Dr. Miller seconded, motion passed.

c) Wyoming AETC/Sexual Health

Ms. Kinder reported that she will be working on the six month report. The site visit has been rescheduled but a date has not been set yet. Ms. Kinder will be out of the office for a period of time this month and is working on getting all projects completed.

2) NURSING

a) Community Nursing Division

Ms. Christman reported that she is working with the clinic on a time study and participated with the interviews for the open clinic positions.

b) Adult Health Program

i) Updates on Medicaid Waiver Conflict Free Case Management implementation in Natrona County

Ms. Lembke reported that the home health services crisis has been corrected. There is currently 5 agencies that are providing home health services for the 40 patients that needed these services. The case load is getting bigger with 10 on a waiting list. Ms. Lembke reported that they are trying to fill a RN case manager position. The full time case load for a RN case manager is 40 and we have 20 patients ready for the new nurse.

c) Disease Prevention

i) Title X Update

Dr. Weidenbach stated that we have funding through September 2017. The rest of the funding will depend on what happens at the federal level. Dr. Weidenbach reported that the funding could be moved to Office of Population Health versus Office of Population Affairs, but at the state level will still come from the Wyoming Health Council.

Dr. Weidenbach reported that she will be filling the open clinic positions this week.

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d) Maternal and Child Health Program

Ms. Matson reported that she will be submitting an application for MCH and TANF funds tomorrow. This is the first time they are asking for applications for a mandated program. The state will announce awards by April 1, 2017.

3) ENVIRONMENTAL HEALTH DIVISION

a) Update on revisions and timeline for county wastewater regulations

Dr. Weidenbach reported that there are some minor changes being made the regulations and hope to have them for the May meeting for approval.

VII. CITY/COUNTY LIAISON REPORTS

Mr. Chadwick reported that the county numbers are coming in as they expected. They see little changes for the next year. The county hiring freeze is still in place and jobs lost will be to attrition. Mr. Chadwick reported that the Alcova temporary bridge should be starting soon.

VIII. BOARD MEMBER REPORTS

Mr. Cometto asked Ms. Gray if the MRC would be ready to help with soccer tournaments in April and May. Ms. Gray stated that the MRC would be covering these events.

Tia motioned for the meeting to be adjourned at 6:26pm. Ms. Shickich seconded, motion passed.

***Requires Board Action**