



**CITY OF CASPER- NATRONA COUNTY HEALTH DEPARTMENT
BOARD OF HEALTH MEETING
Thursday May 17, 2018; 5:30 pm
Elk Horn Room**

BOARD MEMEBERS PRESENTS:

Mary Lynne Shickich
Sara Smith, DDS

Tia Hansuld, FNP
Mike Cometto, CPA –VIA Phone

BOARD MEMBERS ABSENT:

Michael Miller, DO

STAFF PRESENT:

Kelly Weidenbach, DrPH, Executive Director
Tammy Smith, Office Manager
Wendy Matson, MCH Program Manager
Mary Ann Lembke, AH Program Manager
Jamee McKittrick, Admin. Assistant

Mark Dowell, CHO
Anna Kinder, WYAETC Manager
Ruth Heald, EH Program Manager
Audrey Gray, PHP Program Manager

OTHERS PRESENT:

Forrest Chadwick, Natrona County Commissioners
Amee Jolley, Director of Early Kincare

I. MINUTES/AGENDA

- a. Previous Meeting Minutes

ACTION: Ms. Shickich motioned to approve the February 2018 meeting minutes; seconded by Ms. Hansuld. Motion carried.

II. BUDGET/FINANCIALS

a. Financials

Mr. Cometto reviewed the financials for March and April 2018 and stated they looked fairly clear. Stated that the department was in the back in the black.

ACTION: Ms. Hansuld motioned to approve the March and April 2018 financials; seconded by Ms. Shickich. Motion Carried

CasperPublicHealth.org

Phone: 307.235.9340 **Fax:** 307.237.2036 **Address:** 475 S. Spruce Street, Casper, WY 82601



III. BOARD BUSINESS

a. Next Meeting Date

The board members discussed the next possible meeting date in June. There will be quorum for June 21, 2018.

ACTION: Ms. Hansuld motioned to schedule the next board meeting for Thursday, June 23, 2018 at 5:30 pm; seconded by Mr. Cometto. Motion Carried.

b. New Board Member

Sara Smith, DDS was appointment to the board by City Council on March 20th, 2018.

IV. HEALTH OFFICER

a. Contract

Contract from Wyoming Department of Health is identical from last year.

ACTION: Ms. Hansuld motioned to approve contract; Ms. Shickich seconded; Motion Carried. The contract must be submitted to County Commissioners for approval.

V. DIVISION REPORTS

a. General Administration

- i. Dr. Weidenbach stated the department should receive level funding from City of Casper. Requested \$60,000 extra.
- ii. Dr. Weidenbach updated the board on the Community Health Needs Assessment. Stated that new employee, Sara Pederson, should have Community Health Status report done by next board meeting. After that, there will be a process of choosing priorities for community through community listening sessions and health agency stakeholder meetings. Groups will work on Community Health Improvement Plan objectives related to the priorities chosen over a six month period.
- iii. Suicide and Prevention Funding
 1. Dr. Weidenbach updated the board on the Suicide and Substance Abuse Prevention Funding. Each county decides where the funding will go within the community. Our department feels that it can cover the work load.
 2. Forrest Chadwick stated that there could possibly be an issue with the County Commissioners overseeing the deliverables.
 3. Dr. Weidenbach stated to the board the only other group showing interest in the funding would be Mercer Family Resource Center.

CasperPublicHealth.org

Phone: 307.235.9340 **Fax:** 307.237.2036 **Address:** 475 S. Spruce Street, Casper, WY 82601



- iv. The combine contracts for Public Nursing, Maternal Child Health and Public Preparedness needs to be approved.

ACTION: Ms. Shickich motioned to approve combine contract for Maternal Child Health and Public Preparedness; seconded by Ms. Hansuld. Motion Carried.

b. Public Health Preparedness

Ms. Gray reported to the board about the requirements of administrative preparedness regarding account receivables being delivered in 3 days. Requested board to approve expenditures policy.

ACTION: Ms. Hansuld motioned to approve policy; seconded Ms. Shickich. Motion Carried

c. Wyoming AETC/Ryan White

Ms. Kinder requested the board to approve the University of Washington contract funding was amended to increase. Last year of this grant cycle.

ACTION: Ms Hansuld motion to approve contract; seconded by Ms. Shickich. Motion Carried

d. Environmental Health

Ms. Heald reported to the board that everything in program is going good. Septic and food trucks are picking up due to the weather becoming nicer outside. All EH staff went to FDA Plan Review training.

e. Adult Health

Ms. Lembke reported to the board the success of A1C clinic that Adult Health was able to create. A grant from Wyoming Department of Health Diabetes Prevention Program will help sustain the clinics, and we will be responsible for offering group courses for pre-diabetics. Ms. Lembke also reported she was able to attend Wyoming Rural Health Conference. Ms. Lembke is also concerned with the increase cost of assisted living and the increase in the elderly having a safe place to go.

f. Disease Prevention

Ms. Cardine updated the board on the Hepatitis A clinics. The jail staff were vaccinated in March. They will be receiving the 2nd dose in May/June. Staff also went to Casper Re-entry Center. This was successful as well. There are still 582 doses for high risk individuals left. We will be hosting walk-in clinics for food service workers.

Ms. Cardine also updated the Board on the TDAP clinics for incoming 7th graders that were a success at Dean Morgan and Centennial.



Ms. Cardine requested approval for the fee schedule for two new vaccines, Shinrex and Men B.

ACTION: Ms. Hansuld motion to approve fee schedule for the two new vaccines, Ms. Shickich seconded. Motion Carried.

g. Maternal Child Health

Ms. Matson requested the board approve the contract Healthy Births and Infant Brains. Ameer Jolley from Health Births and Infant Brains Foundation was in attendance. With the contract, MCH will be able to hire a part time nurse and full time case manager.

ACTION: Ms. Shickich motion to approve the Healthy Births and Infant Brains Contract, seconded by Ms. Hansuld. Motion Carried.

VI. CITY/COUNTY LIAISON REPORTS

- a. Commissioner Chadwick reported on the THC legalization in Colorado. Conference in January. Colorado reported it is a mess in their state. Wyoming needs to be prepared because we are adjacent state.

VII. BOARD MEMBER REPORTS

- a. Sara Smith, DDS updated on Give Kids a Smile. There were 74 kids seen that day.

VIII. EXECUTIVE SESSION

ACTION: Ms. Hansuld motioned to move into Executive Session; Seconded by Ms. Shickich. Motion Carried

Meeting was adjourned at 6:54 p.m.