



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

THURSDAY, November 18, 2021

Virtual by Zoom or in person in the North Platte Conference Room

ZOOM LINK: <https://us02web.zoom.us/j/82729162691>

Phone: 1 253 215 8782 Passcode: 827 2916 2691

5:30 PM

Present or by Zoom: Anna Kinder, Tia Hansuld, Dr. Dowell, Dr. Nelson, Mike Cometto, Emma Burton-Hopkins, Tonya Nelson, Ruth Heald, Tammy Smith, April Daley, Mary Ann Lembke, Kendall Coursen, Mayor Freel, Dr. Wold, Brook Kaufman

I. AGENDA/MINUTES

5:31 PM meeting was called to order by Mr. Mike Cometto

a. Previous Meeting Minutes/Notes

a.i. November meeting minutes*

General discussion meeting changed to January 2, 2022.

Action: Ms. Hansuld motioned to approve the date change and November meeting minutes.

Motion was second by Dr. Nelson, motion passed.

II. BUDGET/FINANCIAL

a. FINANCIALS

Financials tabled to next meeting January 20th, 2022

III. BOARD

a. Next Meeting Date

a.i. **Proposed Meeting Date January 20th, 2022***

ACTION: Ms. Hansuld motioned to approve the next Meeting date of January 20th, 2022. Dr. Nelson seconded the motion, motion passed.

a.ii. Elections for new Board Chair

Nomination for Vice Chair Dr. Nelson to move to Chair.

Action: Dr. Nelson accepted the nomination, Mr. Mike Cometto second the motion. Board voted Dr. Nelson to Chair.

Nomination for Ms. Tia Hansuld to move to Vice Chair.

Action: Ms. Hansuld accepted the nomination, Mr. Mike Cometto second the motion. Board voted Ms. Tia Hansuld to Vice Chair.

IV. HEALTH OFFICER

a.i. Health Officer Report

Dr. Dowell reports steady patient population with more than 30 for the past month. Delta Variant is still in the city and the Omicron Variant is in the state, and is the most contagious variant so far. Symptoms are milder with cold like symptoms in vaccinated and even less severe with those who have their booster, less hospitalizations. Dr. Dowell discussed future possible treatments, went to general discussion. Dr. Dowell reported that there is still reports of Flu, and some reports of Flu and Covid at the same time with hospitalizations.

Ms. Kinder asked for a recommendation to make the booster a requirement for staff. Dr. Dowell recommended updating the policy to vote on in January Meeting.

V. DIVISION REPORTS

a. ADMINISTRATION

a.i. COVID-19 UPDATE

a.i.1. Update-Testing/Vaccination

a.i.1.a. Temporary Structure

Ms. Kinder reported the department completed the last Clinic for the year on December 11th with 243 vaccinated. Few kids and older population. People still continue to come in daily to get vaccinated. Ms. Kinder reported that December 15th, 2021 mark the one year anniversary for providing Covid Vaccinations.

Temporary Structures: Ms. Kinder asked for an approval for a change to the current budget, regarding the temporary structures, discussed what the plan looks like and the changes that need to be made, the budget will not exceed the current bid, she will have a new quote next week.

Action: Ms. Hansuld made a motion to approve the changes to the budget with the provision that it does not exceed the current bid. Dr. Nelson second the motion with the provision that the changes to not exceed the current bid, motion passed.

a.i.2. Staffing concerns

We hired a Covid Nurse who will be dedicated to Covid.

a.i.2.a.i. General Administration

a.i.2.a.i.1. Reporting grid-updated, please review

Ms. Kinder reported that the Grid is still being updated.

a.i.2.a.i.2. Strategic Planning for Board-tabled until January 2022- received Strategic Planning Ms. Kinder is asking to postpone until possibly February 2022.

a.i.2.a.i.3. NACCHO needs assessment

a.i.2.a.i.4. FOIA policy-tabled

a.i.2.a.i.5. Performance evals- progressing

a.i.2.a.i.6. Building update- presentation to County Commissioners

Ms. Kinder reported that planning was presented to the city, at this time they are looking to combine WIC and 12th street. They are still working on several items including existing buildings or building new. They are also looking at timelines.

a.i.2.a.i.7. City of Mills MOU-satellite

Ms. Kinder reports, we have not received the MOU from Mill's, at this time we are looking at what will make sense, they will look at Title 10 for now.

b. COMMUNICABLE DISEASE

b.i. HIV Case Management

Ms. Burton-Hopkins reported the CDU Outreach grant is current and billing up through November. Still doing education in the community and met with Rocky Mountain Infectious Disease. She is learning new processes put in place by the feds for billing. Expedition is approved and has been submitted, she should have it by next week.

c. COMMUNITY PREVENTION

c.i. Community Prevention

Ms. Kinder reported that Ms. Bloom is out on maternity leave, the grant is in a good place, they are working with Mercer, Casper Pride and Boys and Girls Club.

WCRS-The WYCC contract renewed and sent to the board for approval.

Dr. Nelson motioned to approve. Ms. Hansuld second the motion, motion passed.

d. ENVIRONMENTAL HEALTH

Ms. Heald reported that they will begin to include the number of lead levels from 10 to 5 to 10 to 3.5, this will increase the questionnaires and will increase the reporting.

e. NURSING PROGRAMS

e.i. DISEASE PREVENTION CLINIC

Ms. Kinder reported that Kendall Coursen our new Clinic Manager is developing new processes- she has one nurse out on maternity leave. The title 10 grant has been submitted.

e.ii. ADULT HEALTH PROGRAM

Ms. Lembke reported that as of the last week in November they are back out in the community and nursing homes.

e.iii. MATERNAL CHILD HEALTH PROGRAM

Ms. Nolan reported that they are currently completing interviews for an open position for a Maternal Child Health Nurse. She reported they have had several cancelations with clients do to RSV.

f. PUBLIC HEALTH PREPAREDNESS- Tammy

f.i. Preparedness

f.ii. CPR

Ms. Smith reported that there were 4 interviews scheduled for the position for Public Health, only 2 showed up, an offer was made to a Mr. Brian House and he will start January 1st, 2022. Joel went to Florida and will be training.

g. City/County Liaison

Ms. Kaufman reported that she is happy to see the space move forward and thanked everyone for all we do.

Mayor Freel reported that, they can and will re-evaluate the 18 month term when needed for an extension.

h. Board Member Reports

Mr. Mike Cometto thanked Anna and the staff for everything they have done.

i. Adjourn

Action: Ms. Hansuld motioned to adjourn the meeting and go into executive session at 6:351pm. Dr. Nelson seconded the motion, motion passed.

j. Executive Session- Personnel