



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

THURSDAY, JUNE 24TH, 2021

Virtual by Zoom or in person

<https://us02web.zoom.us/j/86311432968>

Phone 1-253-215-8782 passcode 863 1143 2968

5:30 PM

Board Members Present:

Mike Cometto

Dr. Andy Dunn, *via Zoom*

Tia Hansuld

Dr. Matthew Wold, *via Zoom*

Staff Present:

Anna Kinder, Executive Director

Hailey Bloom, Prevention Manager

Mary Ann Lembke, Adult Health Manager

Manager

Emma Burton-Hopkins Communicable Disease Manger

Tammy Smith, Bookkeeper

Hilary Cage, Disease Prevention Manager

Ruth Heald, Environmental Health

Others Present:

Absent:

Christie Nelson Board Member

Tonya Nolen, MCH Manager

Meeting called to order at 5:30.

Mr. Cometto moved Community Prevention report to the Health Officer spot on the Agenda

I. AGENDA/MINUTES

a. Previous Meeting Minutes/Notes

a.i. MAY meeting minutes*

ACTION: Ms. Hansuld motioned to approve the May 2021 meeting minutes. Motion was seconded by Dr. Wold. Motion passed.

II. BUDGET/FINANCIAL

a. **Financials**

a.i. MAY financial report *

- a.i.1. May Financial Report approval was tabled until June for minor corrections.

III. **BOARD**

a. **Next Meeting Date**

a.i. **Proposed Meeting Date JULY 15TH, 2021 ***

- a.i.1. Meeting date has been changed to July 22nd, 2021 at 5:30 pm.

IV. **HEALTH OFFICER**

a. Health Officer Report

- a.i. Ms. Kinder reported that Dr. Dowell is concerned about the Delta variant but is happy with everything we have done to date.

V. **DIVISION REPORTS**

a. **ADMINISTRATION**

a.i.1. **COVID-19 UPDATE**

a.i.1.a. Update-Testing/Vaccination

- a.i.1.a.i. Ms. Kinder reported that he department is working on a plan if cases begin to increase. Ms. Kinder reported that we will be deploying the testing/vaccine trailer at community events and cities/towns in the county to continue to get the public vaccinated.

a.i.1.b. CVC Plans.

- a.i.1.b.i. The CVC has completed its last mass vaccination clinic. The department will have all of the equipment moved by June 30, 2021. Ms. Kinder reported that the mall was super accommodating and ready for us if we need them again. Ms. Kinder reported that the space was ideal for vaccinating mass amount of people.

a.i.1.c. #213195 AMENDMENT 1-CONTRACT *

Action: Ms. Hansuld motioned to approve the extended date of the contract, seconded by Dr. Dunn. Motion passed.

a.i.1.d. #212339 CONTRACT-CRISIS *

Action: Ms. Hansuld motioned to approve the crisis contract, seconded by Dr. Dunn. Motion passed.



CASPER-NATRONA
COUNTY HEALTH DEPARTMENT

- a.i.2. **General Administration**
 - a.i.2.a. Reporting grid
 - a.i.2.a.i. Ms. Kinder will create a new grid for FY22. Ms. Kinder reported that the data is used for many different reporting requirements.
 - a.i.2.b. Strategic Planning for Board
 - a.i.2.b.i. Ms. Kinder will look at dates for September to schedule the strategic planning.
 - a.i.2.c. LGLP Board Training June 24th
 - a.i.2.c.i. Ms. Kinder reported that the training was really good and will send information to Dr. Nelson and Dr. Wold as they were unable to attend.
 - a.i.2.d. FOIA policy-tabled
 - a.i.2.e. Performance evals plan to have completed July 1
 - a.i.2.e.i. Ms. Kinder reported that she has received most of the departments evals and will be completing her section to get back to the staff.
 - a.i.2.f. RFP for IT-
 - a.i.2.f.i. Due to the length of time since the RFP have been received the department at this time will continue with the current contract.
 - a.i.2.g. Building update
 - a.i.2.g.i. Ms. Kinder reported that after meeting with Commissioner Kaufman there is another entity that is interested in the land that the department is currently on. They are looking at various options including relocating us to a temporary location. Ms. Kinder is working with NACCHO to help analysis and develop a plan for what we need now and into the future.
 - a.i.2.h. City/County funding
 - a.i.2.h.i. Ms. Kinder reported that we have not been notified of what our funding will be from either entity at this time.
 - a.i.2.i. City of Mills update
 - a.i.2.i.i. Ms. Kinder reported that we have received a generic MOU from the City of Mills attorney. Eric Nelson will be looking at it and giving us some revisions.
 - a.i.2.j. CURE MD- CONTRACT

a.i.2.j.i. Ms. Kinder reported that we have committed to changing our EMR to CUREMD. The difficulty will be getting our data from Patagonia. This could cost us up to 15,000 dollars.

a.i.3. **PUBLIC HEALTH PREPAREDNESS/CPR-**

a.i.3.a. FY22 contract

a.i.3.a.i. Ms. Kinder reported that the contract is the same as last year, only the dates have changed.

**Action: Ms. Hansuld motioned to approve the PHRC contract, seconded by Dr. Wold.
Motion passed**

4. WYAETC/HIV CASE/RW PROGRAMS/WCRS/WYCC-

- a. Ms. Kinder reported that Ms. Burton-Hopkins has been hired as the Communicable Disease Manager.
- b. Ms. Kinder reported that we have an opening in the WYAETC program as the former employee left without notice. Many items were incomplete or not done. Ms. Kinder will be working to wrap up grant for FY20.
- c. Ms. Kinder reported that Ms. Anderson is on maternity leave and other staff members are working to cover the case load while she is out.
- d. Ms. Kinder reported that the state has contacted her about funding opportunities to possible hire DIS specialists. Ms. Kinder will continue to work with the state and explore the possibilities.
- e. Ms. Kinder reported that we will have a site visit for the WYCC contract in July 2021.

a.i.4. **COMMUNITY PREVENTION PROGRAM-**

a.i.4.a. Ms. Bloom reported that the Assist training was June 21 and 22. 16 people with lots of school district employees.

a.i.4.b. Ms. Bloom reported that she met with Commissioner Kaufman and Ms. Kinder to talk about the grant and what was happening. Reporting that the grant will have some amendments due the travel budget not being spend in FY21. Ms. Bloom will continue to meet with Commissioner Kaufman and give updates as this contract comes from the commissioners who get it from the state.



b. ENVIRONMENTAL HEALTH DIVISION-

- b.i. Ms. Heald reported that the EH is gearing up for fair week.
- b.ii. Ms. Heald reported the Ms. Lang has passed her REHS exam.
- b.iii. Ms Heald reported that Motel 6 is still not licensed but they do have a company that they are working with to correct the issues.
- b.iv. Ms. Heald stated that we are taking public comment on the new fees that the City of Casper Counsel and County Commissioners have approved.

c. NURSING-

c.i.1. DISEASE PREVENTION CLINIC

- c.i.1.a. Ms. Cage reported that the clinic is doing well and we are doing routine appointments along with COVID testing and vaccination.
- c.i.1.b. Ms. Cage reported that Travel and Immigration has picked up and the clinic finally has yellow fever vaccine.
- c.i.1.c. Ms. Cage reported that the department has plenty of vaccine and there seems to be plenty in the state at this time.

c.i.2. ADULT HEALTH PROGRAM

- c.i.2.a. Ms. Lembke reported that 83 LT's were completed in June
- c.i.2.b. Ms. Lembke reported that they were transitioning waiver patients to other agencies. There are currently 17 other agencies in town. Ms. Lembke reported that we had 117 to transfer and 65 have been completed to date.

c.i.3. MATERNAL CHILD HEALTH PROGRAM

- c.i.3.a. Ms. Kinder reported that MCH has a new staff member and will be doing independent visits soon.

VI. CITY/COUNTY LIASION REPORTS - NONE

VII. BOARD MEMBER REPORTS - NONE

VIII. ADJOURN – Meeting was adjourned at 6:15 pm

IX. EXECUTIVE SESSION