



**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/88444490902>

**Phone:** 1 253 215 8782 **Passcode:** 884 449 0902

**5:30 PM**

**Present or by Zoom:** Anna Kinder, Tia Hansuld, Dr. Dowell, Dr. Nelson, Mike Cometto, Eric Nelson, Emma Burton-Hopkins, Hailey Bloom, Ruth Heald, Tammy Smith, April Daley

**I. AGENDA/MINUTES**

5:30 PM meeting was called to order by Mike Cometto

**a. Previous Meeting Minutes/Notes**

a.i. October meeting\*

Addendum to meeting: We received a resignation from Dr. Dunn effective immediately. Dr. Dunn was assigned by the county with 4 years remaining on his assignment, we need to contact the county to fill his position.

**Action: Ms. Hansuld motioned to approve the September 2021 meeting minutes and the addendum. Motion was seconded by Dr. Nelson, motion passed.**

**II. BUDGET/FINANCIAL**

**a. FINANCIALS**

a.i. October Financials\*

a.ii. Board and Elected informational training December 1<sup>st</sup> @ 5:30pm

**Action: Ms. Hansuld motioned to approve the October 2021 financials. Motion was seconded by Dr. Nelson, motion passed**

iv. Board and Elected informational training November

General discussion of budget training for the Board of Health Members and Elected Officials is scheduled for December 01, 2021 at 5:30pm

III. **BOARD**

a. **Next Meeting Date**

a.i. **Proposed Meeting Date December 16<sup>th</sup>, 2021\***

**ACTION: Ms. Hansuld motioned to approve the next Meeting date of November 18<sup>th</sup>, 2021. Dr. Nelson seconded the motion, motion passed.**

IV. **HEALTH OFFICER**

a.i. Health Officer Report

Dr. Dowell reported Flu cases are low at this time, RSV cases are high. Dr. Dowell discussed future treatment options that we will be discussed further as they are approved by the state of Wyoming for distribution.

V. **DIVISION REPORTS**

a. **ADMINISTRATION**

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

a.i.1. Update-Testing/Vaccination

Ms. Kinder reported the department completed an average of 200 test per day for the month of October. Monday the 29<sup>th</sup> was the worst day. Ms. Kinder reported that we have completed multiple mass clinics with an average of 300 people a day and 70 kids. Things are slowing in the building with the exception of Friday afternoons.

Ms. Kinder reported that everything is color coded and we are allowing anyone who wants the boosters get them that are above the age of 18.

a.i.2. Staffing concerns

Ms. Kinder reported that we have 3 current openings and are working to get those positions filled. We will be making a decision on a Clinic Manager by Monday November 22<sup>nd</sup>, 2021. We had 1 new Covid Respond Nurse start. Volunteers have been amazing and a huge help to all of us. Dr. Dowell stated we need to come up with some kind of recognition for the vaccinators, maybe some kind of bonus, FB post or maybe a news article recognizing them.

a.i.3. Community Impacts

Ms. Kinder reported that she is asking the city for a temporary structure in the lot across the street and to move the trailer out of the alley way, do to traffic and sanitation concerns, the

trash pickup is being blocked by the lines of cars, and with the mandate for vaccination or weekly testing we are anticipating an increase in testing. The city is at a 40% vaccination rate and the school district is looking at around 200 per day for testing. We do not have the numbers for the county or testing supplies.

a.i.3.a.i.1. Strategic Planning for Board-tabled until January 2022

Ms. Kinder reported that she has completed review of all the evaluations and plan on giving them to all employees.

a.i.3.a.i.2. Building update

Ms. Kinder reported that things are moving forward.

a.i.3.a.i.3. City of Mills MOU\*

**Ms. Hansuld motioned to accept Mills funding. Mrs. Cometto second the motion. Motion passed**

Ms. Kinder reported possibly March 2022.

**b. COMMUNICABLE DISEASE**

b.i. HIV Case Management

Ms. Burton-Hopkins stated they worked with 101 patients in October, 19 HIV Tests, HIV/Cephalis rapid tests, 1 reactive Hepatitis C case. Attended the yearly Department Case Management Meeting, and she is working on job description.

**c. COMMUNITY PREVENTION**

c.i. Community Prevention

Ms. Bloom reported she is continuing to work hard to get things complete before she starts her maternity leave. Ms. Bloom is training staff to complete some duties while she is out on leave.

**d. ENVIRONMENTAL HEALTH**

Ms. Heald reported that things are running like normal and has no issues.

**e. NURSING PROGRAMS**

e.i. DISEASE PREVENTION CLINIC

Ms. Kinder reported that the clinic is has 2 candidates for Clinic Manager, they hope to make a decision by Monday November 22, 2021. We have an opening for a full time provider, we are currently working with someone to start part time and move into full time.

e.ii. ADULT HEALTH PROGRAM

e.iii. MATERNAL CHILD HEALTH PROGRAM

Ms. Kinder reported that we do have a position open for a Maternal Health Nurse.

f. **PUBLIC HEALTH PREPAREDNESS- Tammy**

f.i. Preparedness

f.ii. CPR

Ms. Smith reported that the AAR for the COVID period of March 2020 thru June 30, 2021 has been completed and uploaded to the state. The state has not given any feedback at this time on the AAR. Ms. Smith reported we currently have an opening for a Preparedness Specialist.

CPR classes we are currently being done for recertification as we do not have the space or man power to do more. Joel may be helping the County with FIT testing. Joel is headed to Orlando for the Health Care Conference.

g. **City/County Liaison**

**Nothing to add today.**

h. **Board Member Reports**

**The Board of Health members would like to thank all the staff for their continued hard work and to keep your chins up, you are doing a great job.**

i. **Adjourn**

**Action: Dr. Nelson motioned to adjourn the meeting and go into executive session at 6:35 pm. Ms. Hansuld seconded, motion passed.**

j. **Executive Session- Personnel**