



CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT

BOARD OF HEALTH MEETING

THURSDAY, JANUARY 20TH, 2022

Present or by Zoom: Anna Kinder, Tia Hansuld, Dr. Nelson, Mike Cometto, Dr. Wold, Dr. Dowell, Tammy Smith, Maryann Lembke, Kendall Coursen, Emma Burton-Hopkins, Connie Wilmes, Ruth Heald, Eric Nelson, Brook Kaufman

I. AGENDA/MINUTES

5:32 pm meeting was called to order by Dr. Nelson

Dr. Nelson added retention for Executive Director to the Administration section

a. Previous Meeting Minutes/Notes

a.i. December meeting minutes*

Mr. Cometto motioned to accept the December 16, 2021 minutes with corrections. Ms. Hansuld seconded, motion passes

II. BUDGET/FINANCIAL

a. FINANCIALS

a.i. November financials*

Mr. Cometto reported that he reviewed the November 2021 financials and has no concerns.

a.ii. December financials*

III. Mr. Cometto reported that when reviewing the December 2021 financials there are outstanding invoices with the state HIV program. Mr. Cometto reported that Ms. Smith has spoken with the state and they are working to find what happened after the HIV department had approved the invoices. Mr. Cometto stated we will need to make some line item amendments when Ms. Smith completes budget revisions in February.

Ms. Hansuld motioned to approve the November 2021 and December 2021 financials. Mr. Cometto seconded, motion passed.

IV. BOARD

a. **Next Meeting Date**

a.i. **Proposed Meeting Date February 17th, 2022***

Mr. Cometto motioned to approve the next meeting date as February 17, 2022. Ms. Hansuld seconded, motion passed.

a.ii. **Adopt County Holiday Schedule***

Mr. Cometto motioned to approve the county holiday schedule. Ms. Hansuld seconded, motion passed.

V. **HEALTH OFFICER**

a.i. Health Officer Report

Dr. Dowell reported that many other physicians are getting ill and are working to find a balance between staying home sick and going to work. Dr. Dowell stated that there are a lot of different departments struggling with sick staff and trying to have enough workers to keep things going. Dr. Dowell reported that we are still seeing some deaths and still having people hospitalized with COVID. Most of the people be admitted to the hospital are people who are not vaccinated. Dr. Dowell reported that people are getting treatment medication but there is a small supply. Dr. Dowell believes that Omicron will peak in six to eight weeks. Dr. Dowell believes things will calm down during the spring and summer and unsure what we will see in the fall and winter. Dr. Dowell stated that we are seeing Flu and RSV patient admissions to the hospital. Dr. Dowell reported that the Flu has not peaked in Wyoming yet.

VI. **DIVISION REPORTS**

a. **ADMINISTRATION**

Dr. Nelson asked for a motion to give the Executive Director the same retention plan as the CNCHD staff.

Mr. Cometto motioned to apply the CNCHD staff retention plan to the Executive Director. Ms. Hansuld seconded, motion passed.

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

a.i.1. Update-Testing/Vaccination

Ms. Kinder reported that CNCHD continued to do testing on January 17, 2022 even though it was a holiday. CNCHD completed over 200 tests that day. Testing has consistently stayed at over 200 a day all week. Ms. Kinder reported that we are doing risk-based testing in order to stretch the testing supplies. We have a good stock of CUE tests but are running low on the Binax

and curative tests. The state has not let us know when we will be getting more supplies. Ms. Kinder reported that we have suspended travel testing to ensure we have enough supplies.

a.i.1.a. Temporary Structure

Ms. Kinder reported that power should be completed by Friday. Temporary buildings are scheduled to arrive on February 2, 2022. This will create office and storage space. Ms. Kinder reported there are eight open positions at the department. Ms. Kinder reported the vaccine grant will pay for one building, testing grant will pay for one building and the department will pay for the third building.

a.i.1.b. WDOH Vaccine Contract*

Mr. Nelson reported the contract is a standard contract and he has no concerns.

Ms. Hansuld motioned to approve the WDOH contract. Mr. Cometto seconded, motion passed.

a.i.2. Community Impacts

Ms. Kinder reported that some facilities are working emergency schedules. Ms. Kinder reported this time around we don't have a PPE shortage we have a staffing shortage.

a.ii. **General Administration**

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

Ms. Kinder reported that managers are working to complete the grid monthly and will change based on deliverables for contracts.

a.ii.1.a.i.2. Strategic Planning for Board-tabled until further notice

a.ii.1.a.i.3. Building update

Ms. Kinder reported that they are looking at various sites and there is a meeting with the Commissioners in February. Ms. Kinder reported that she has had eight separate meeting with State Legislative officials from Natrona county to talk about the need for the new building and possible ARPA funding. Ms. Kinder reported that meetings have gone well and it has opened more communication with the state legislatures.

a.ii.1.a.i.4. City of Mills-satellite

Ms. Kinder reported we are working with the City of Mills and hope to be offering family planning services the beginning of March 2022. They are very excited to have us there.

b. COMMUNICABLE DISEASE

b.i. Expedition

Ms. Burton-Hopkins reported that we are advertising for both a DIS and Detailer position in the Expedition grant. Hope to have them filled soon. Ms. Burton-Hopkins will be working with Project Homless with other divisions in the department. This event will happen later in January.

- b.ii. WyAETC
- b.iii. HIV Case Management

c. **COMMUNITY PREVENTION**

- c.i. Community Prevention

Ms. Kinder reported that Ms. Bloom will be back in March with a lot of activities.

- c.ii. WCRS

- c.ii.1. Review WDH contract*

Mr. Nelson reported no concern with the contract and the Board can approve with pending AG office approval.

Ms. Hansuld motioned to approve the contract as long as there are no substantial changes are made by the State AG office. Ms. Cometto seconded, motioned passed.

- c.iii. WYCC

d. **ENVIRONMENTAL HEALTH**

- d.i. Review of new proposed fees

Ms. Heald reported that the Commissioners stated to her that the fees were lower that they should be. These proposed fees are slight increases of current fees for the Board to review. Ms. Heald reported that she was working with county zoning and fire to get a new fishing lodge properly licensed.

e. **NURSING PROGRAMS**

- e.i. DISEASE PREVENTION CLINIC

Ms. Coursen reported that they have been giving Evasheid and continue to see more patients. The physicians have been sending scripts for the Paxlovid and we are almost out of supply. Ms. Coursen reported we are waiting for more to come from the state. Ms. Coursen reported we have a supply of Molnupiravir on hand. Ms. Coursen stated we are giving 40-50 COVID Vaccines a day. Ms. Coursen reported that the clinic will be participating in the Project Homeless event.

- e.ii. ADULT HEALTH PROGRAM

Ms. Lembke reported that Adult Health completed 93 LT101's in the month of December. dMs. Lembke reported that Adult Health is hanging in there.

- e.iii. MATERNAL CHILD HEALTH PROGRAM

Ms. Huber reported that she is filling in for Ms. Nolen who is at the Kinskey board meeting. Ms. Huber reported that Lauren Menter has been hired as a new TANF nurse and is doing well with

her training. Ms. Huber reported that the MCH FY23 application has been completed for the state. Ms. Huber reported that they will begin working with the student nurses and that they really enjoy this program.

f. PUBLIC HEALTH PREPAREDNESS

f.i. Preparedness

Ms. Smith reported that all the deliverables for quarter two have been completed and submitted. Program is working with the COVID response helping with things they need.

f.ii. Staff

Ms. Smith reported that we have two vacancies in the preparedness at the moment, we are advertising and hope to fill them soon. Ms. Smith reported that the department will continue working on deliverables and handle it with a group approach until the position is filled.

f.iii. CPR

Ms. Smith reported that CPR is on hold until we get the preparedness positions filled.

g. City/County Liaison

Commissioner Kaufman reported that she is excited about the possible new building and the Ms. Kinder has done some great work with the state legislators.

h. Board Member Reports

Mr. Cometto thanked all the staff for their hard work during the last two years.

i. Adjourn

Mr. Cometto motioned to adjourn the meeting and enter executive session at 6:19 pm. Ms. Hansuld seconded, motion passed.

j. Executive Session- Personnel