



CASPER-NATRONA  
COUNTY HEALTH DEPARTMENT

**City of Casper-Natrona County Health Department  
Board of Health Meeting  
May 20<sup>th</sup>, 2021  
North Platte Room  
5:30 pm**

**Board Members Present:**

Mike Cometto  
Dr. Mark Dowell  
Dr. Matthew Wold, *via Zoom*

Tia Hansuld  
Dr. Andy Dunn, *via Zoom*

**Staff Present:**

Anna Kinder, Executive Director  
Tonya Nolen, MCH Manager  
Stephanie Rogers, Admin. Assistant  
Mary Ann Lembke, Adult Health Manager  
Ruth Heald, Environmental Health Manager

Tammy Smith, Bookkeeper  
Hailey Bloom, Prevention Manager

**Others Present:**

Steve Freel, Mayor of Casper, *via Zoom*

**Absent:**

Hilary Cage, Disease Prevention Manager

Christie Nelson

*Meeting called to order at 5:32.*

- I. **Agenda/Minutes**
  - a. **Previous Meeting Minutes/Notes**
    - a.i. April Meeting Minutes

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

- II. **Budget/Financial**
  - a. Financials

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



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a.i. March Financial Report

**ACTION:** Ms. Hansuld motioned to approve financial reports for March 2021. Motion was seconded by Dr. Dunn. Motion passed.

a.ii. April Financial Report

**ACTION:** Dr. Dunn motioned to approve financial reports for April 2021. Motion was seconded by Ms. Hansuld. Motion passed.

III. Board

a. Next Meeting Date

a.i. Proposed Meeting Date of June 17<sup>th</sup>, 2021

a.i.1. Meeting date has been changed to June 24<sup>th</sup>, 2021 at 5:30 pm.

IV. Health Officer

a. Health Officer Report

a.i. Wyoming Medical Center has 7 to 12 Covid-related hospitalizations at any given time. Testing throughout the county has gone way down. Wyoming is in the bottom ten states for adults receiving vaccinations, and in the top ten states for active positive cases. There are some states throughout the United States that have 70% of their adult populations vaccinated. It is also expected that more of the state health orders will be relaxed in the future. Currently we are looking forward to a good summer, but the fall and winter are still questionable.

V. Division Reports

a. Administration

a.i. Covid-19 Update

a.i.1. Update – Testing/Vaccination

a.i.1.a. This week, we will be taking our trailer to Kelly Walsh High School for state track. The goal is to offer vaccine to kids from other counties where Pfizer is not accessible. Tomorrow, May 21<sup>st</sup>, we will be holding the Covid Block Party at the CVC. The goal is to help draw people in for their vaccine, with various incentives for receiving their vaccination. Prizes were donated by local businesses and we will be holding a raffle until June 30<sup>th</sup>.



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- a.i.1.b. We will be continuing to go out in to the community to continue giving vaccines and reaching out in to the population.
- a.i.1.c. Testing has picked up slightly and we are looking at expanding the hours again in the near future to accommodate the influx.
- a.i.1.d. The testing tent in the alley will be donated to David Street Station for the summer to be used as a sunshade. We will also have sunscreen dispensers placed within it.
- a.i.2. CVC Plans
  - a.i.2.a. We lose access to the old Macy's location at the Eastridge Mall, as well as the SOLV scheduling system, at the end of June.
- a.ii. General Administration
  - a.ii.1. Reporting Grid
  - a.ii.2. Strategic Planning for Board – *Tabled*
  - a.ii.3. LGLP Board Training on June 24
    - a.ii.3.a. This is slated before the board meeting.
  - a.ii.4. FOIA Policy – *Tabled*
  - a.ii.5. Performance Evals
    - a.ii.5.a. Plan to have completed by July 1<sup>st</sup>, 2021
  - a.ii.6. RFP for IT – *Tabled*
  - a.ii.7. Health One Request
    - a.ii.7.a. Health One is a facility out of Colorado that has reached out to Ms. Kinder numerous times regarding a neutral space to bring providers in to the community to see patients. These are primarily pediatric providers. Ms. Kinder and the board have agreed to do more research on this matter before a decision is made.
  - a.ii.8. Tia Hansuld Board Re-Appointment
    - a.ii.8.a. Ms. Kinder reports that Ms. Hansuld has been re-appointed to the CNCHD Board of Health for another five year term.
  - a.ii.9. Building Update
    - a.ii.9.a. Ms. Kinder reports that she has been in touch with a consultant regarding a proposal for a new building to accommodate what we do in our community. There are currently a lot of moving pieces in determining what we need.
  - a.ii.10. City/County Funding

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- a.ii.10.a. Ms. Kinder presented to the city twice regarding funding for the health department. The presentation went very in depth and was very informative for where funds are currently going. She will meet with the mayor of Mills tomorrow, May 21<sup>st</sup>, and then present to the town of Mills and the county in June.
- a.iii. Public Health Preparedness/CPR
  - a.iii.1. Joel is in training this week. He has been going out in to the community frequently to complete CPR classes.
- a.iv. WYAETC/HIV Case Management/Ryan White Programs/WCRS/WYCC
  - a.iv.1. All programs doing well at this time.
  - a.iv.2. Wendy Matson will be leaving the department at the end of the month.
- b. **Community Prevention Program**
  - b.i. Ms. Bloom reports that she has been out on numerous trainings involving a lot of travel as things return to normal.
- c. **Environmental Health Division**
  - c.i. Proposed Fee Schedule

**ACTION: Ms. Hansuld motioned to approve the proposed Environmental Health fee schedule. Motion was seconded by Dr. Dunn. Motion passed.**

- d. **Nursing**
  - d.i. Disease Prevention Clinic
    - d.i.1. Proposed Sliding Fee Schedule

**ACTION: Ms. Hansuld motioned to approve the proposed Disease Prevention clinic fee schedule. Motion was seconded by Dr. Dunn. Motion passed.**

- d.ii. Adult Health Program
  - d.ii.1. Working hard and cases are at max capacity. Actively working to avoid dropping any clients, but also trying to avoid taking on any new clients; However, no one will be turned away.
- d.iii. Maternal Child Health Program
  - d.iii.1. New nurse started with the department on May third. She is currently deep in her required training.
  - d.iii.2. In home and office visits are being completed. However, the nurse's time cannot be billed for in office. Home visits will be prioritized. The state will still reimburse for office visits. The



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department as a whole is still actively transitioning to the new program.

**d.iii.3. WDH MCH Contract**

**d.iii.3.a.** Previous edition was reviewed two months ago, this is the final revision.

**d.iii.3.a.i.** No vote from the board as the contract draft was approved in March of 2021.

**VI. City/County Liasion Reports**

a. Mayor Freel has nothing to add at this time.

**VII. Board Member Reports**

a. The board members have nothing to add at this time.

**VIII. Adjourn**

**Ms. Hansuld motioned to adjourn the meeting and move to executive session. Motion was seconded by Dr. Dunn. Motion passed.**

*Meeting adjourned at 6:25 pm.*

**IX. Executive Session**

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