**CITY OF CASPER-NATRONA COUNTY HEA****LTH DEPARTMENT**

**BOARD OF HEALTH MEETING**

**Thursday August 18, 2022**

**Virtual by Zoom or in person in the ELKHORN Conference Room**

**ZOOM LINK:** https://us02web.zoom.us/j/86394091118

**Phone:** 1 253 215 8782   Passcode:  863 9409 1118

**5:30 PM**

**Present or by Zoom:** Anna Kinder, Tia Hansuld, Dr. Nelson, Eric Nelson, Dr. Jimada, Dr Wold, Emma Burton-Hopkins, Tonya Nolan, Ruth Heald, Tammy Smith, Janet Utech, Kendall Coursen, Mary Ann Lembke, Mr. Nicolaysen. Steve Freel and Sabrina Kempner.

1. **AGENDA/MINUTES**

5:31 PM meeting was called to order by Dr. Nelson.

1. **Previous Meeting Minutes/Notes**
2. Approving July Minutes with correction of instead of April Financials that it would be May Financials.

**Action: motioned to approve July Minutes Dr Jimada, Motion second by Dr. Wold. Motion passed.**

1. **BUDGET/FINANCIAL**
   1. **FINANCIALS – Tabled until the next meeting**
2. **BOARD**
   1. **Next Meeting Date**
      1. **Proposed Meeting Date September 15, 2022\***

**Motion to approve meeting date of September 15, 2022 was mad by Dr. Wold, seconded by Dr. Jimada. Motion Passed.**

1. **HEALTH OFFICER – Dr. Dowell**

**Health Officer Report**

Dr. Dowell reported Covid is going down a little bit, in the county. The Hospital has about 6 people give or take, no one in ICU due to Covid although there is a patient in there that was diagnosed with Covid but has something else going on. Dr. Dowell is worried the public will not reorder their free tests from the Federal Government, and the free option is ending soon. Dr. Dowell reported that we don’t have any way to track home positives if they don’t take the time to report then tothe state, it’s just a gross estimation. Covid is still all over the country. Dr. Dowell reported no cases of Monkeypox. There are cases in Colorado and surrounding States. Talking to some of our patients that are at high risk. General Discussion.

1. **DIVISION REPORTS – Ms. Kinder**

Ms. Kinder reported that department has plans for Monkeypox and Covid surges. Ms. Kinder reported the new Covid booster will be here soon and plana to offer them with the flu clinics. Ms. Kinder reported that Monkey Pox information is on our website. There is a major lack of information with people calling thinking they were in the risk factor groups to receive the vaccine. General Discussion followed.

**a. ADMINISTRATION**

* 1. **COVID-19 UPDATE**
     1. Update-Testing/Vaccination
     2. Ms. Kinder reported we continuing to give vaccinations. Novavax vaccine has arrived and we have limited supplies. These are scheduled vaccines to limit wasted does. We have administered one.

1. **General Administration –**

* 1. Reporting grid-updated, please review. Ms. Kinder stated that if there are any questions to please let her know.
  2. Strategic Planning for Board – Mapp

Strategic Planning for Board and Community Partners will be October 13th and 14th, there are spaces for 30 attendees. Ms. Kinder reported she is seeking a wide group of participations that we work with in the community that will have great knowledge and input on that plan. Ms. Kinder reported that department will complete training Monday, August 29th. Ms. Kinder reported 15 people in the department have been selected with various positions included. Ms. Kinder reported great progression and feels the process is coming along nicely. Ms. Kinder reported that she has received confirmations from people in the community that will attend the MAPP training. Ms. Kinder reported that the MAPP process is going to be great for the department and community.

* 1. Building update

Ms. Kinder reported that ARPA Grant has been submitted. Ms. Kinder reported notification should be sometime in September. Ms. Kinder reported that we are still working on location. Ms. Kinder stated that she will be submitting an additional building grant due September 1st. General Discussion followed.

* 1. MOU with Community Action Partnership

Mr. Nelson reported that there needs to be more delineation of duties in the MOU. Community Action Partnership has approved the MOU. Ms. Kinder asked the Board to have further legal review of the MOU to include more delineation of duties. General discussion followed.

**Motion to approve MOU with further review from legal team was made by Dr. Jimada, seconded by Dr. Wold. Motion passed.**

* 1. Grant- Enroll WY

Ms. Kinder reported that she is declining this grant due to lack of staff.

* 1. Mills Contract

Ms. Kinder reported we have two contracts. The first is a contract for the work we will be doing for them over the next year. Ms. Kinder stated these are the services we provided in the space in Mills. The second is in regards to the building they have given us for use. Ms. Kinder reported the first contract is good and she has no questions. Ms. Kinder reported that the second contract has the department paying for utilities. Ms. Kinder asked Ms. Kempner if the department is required to pay for utilities and how we would get them in the departments name. Ms. Kempner stated that it would be revised for us not to pay the utilities as it would be very difficult at this time to get them separated from the city bill. Payment of utilities can be revisited at a later time if needed. General Discussion followed.

**Motion to approve Mills Contract with the removal of the CNCHD responsibilities of the payment of monthly utilities was made by Dr. Wold, seconded by Dr. Jimada. Motion passed.**

* 1. Job Announcements

Ms. Kinder, reported that we have 4 job positions posted right now. They have been posted for a couple of weeks or longer. We have received a grand total of 5 applications. Ms. Kinder reported that this is very disheartening and disconcerting. The WYCC program will be vacant as of August 18, 2022. Ms. Kinder reported that we have no one to working this program until the position is filled. The clinic is short a nurse and this is creating challenges. General discussion followed.

a. COVID Nurse-Wyoming Community Foundation

b. DP Nurse

c. WYCC – Full-time

d. HIV Case manage/Cardiac

1. **COMMUNICABLE DISEASE**

i. Expedition- Ms. Burton-Hopkins reported things are going well, it’s been busy. Maintaining all of our education spots and testing spots. Wyoming Health Counsel reached out for Ms. Burton-Hopkins to complete some sex education via zoom for them.

1. WyAETC- Ms. Burton-Hopkins reported that the WyAETC and Clinic have a MOU in place for a practice transformation project that was approved by HRSA so we can work to improve HIV Testing and Prep. General discussion followed.

**Motion to approve MOU with WyAETC and clinic was made by Ms. Hansuld. Motion seconded by Dr. Jimada. Motion passed.**

1. HIV Case Management- Ms. Burton-Hopkins reported the state completed a site visit this week, and everything went well. Burton-Hopkins reported that deliverables were more defined for the Detailing and DIS moving forward. Staff have begun working on these deliverables. General discussion followed.
2. **COMMUNITY PREVENTION –**

i. Community Preventions

1. Contract Big Brothers Big Sisters

2. Contract Mercer

General discussion on the Big Brothers Big Sisters and Mercer grants were had. Ms. Kinder reported that these are grants that were awarded thru an FRP process to completed grant deliverables for the community prevention grant.

**Ms. Hansuld motioned to approve the Big Brothers Big Sisters contract, Dr. Jimada seconded. Motion passed.**

**Ms. Hansuld motioned to approve the Mercer contract, Dr. Jimada seconded. Motion passed.**

3. Cardiac Contract – Ms. Kinder reported that this is a new contract to work with reducing Cardiac illness in the community. General discussion followed.

**Ms. Hansuld motioned to approve the Cardiac contract, Dr. Jimada seconded. Motion passed.**

1. WCRS

1. Healthy U Ms. Kinder reported that we have three trained staff for this program.

1. WYCC Ms. Kinder reported that Mr. Poste last day is August 19, 2022. Hope to have the position filled soon. Ms. Kinder reported that we have not had a lot of applications.

1. **ENVIRONMENTAL HEALTH**

Ms. Heald stated that there was nothing much to add beyond the grid information. Septic systems have been steady and expect them to stay this way until the weather changes. Ms. Heald reported that the motel water samples are back and negative for Legionella. The State wants use to repeat testing in two more months. General discussion followed.

1. **NURSING PROGRAMS**

i. DISEASE PREVENTION CLINIC

Ms. Coursen reported the biggest thing for the clinic is Susan Budig starting. August 18th was her first day and it went really great. Ms. Budig was able to prescribe PREP and also received two more referrals that will be coming in next week. Ms. Coursen reported that Monkey Pox vaccine have begun administration to patients on Monday August 15. 2022, and we have the ability to test as people qualify. Ms. Coursen reported that we have the Novavax Covid vaccine. We are scheduling for Novavax because the State has asked that we not waste the vaccine. Ms. Coursen reported that she has two job openings. General discussion followed.

1. ADULT HEALTH PROGRAM

Ms. Lembke reported the main stress last month was that she was short staffed due to illness for a week. Ms. Lempke reported with only a two-person department this made things difficult. Ms. Lembke gave credit to Ms. Fancher for completing the extra job duties. Ms. Lempke reported working with Ms. Burton-Hopkins for training to become a HIV case manager. Ms. Lempke has reported working a couple session in Mills for blood pressure clinics.

1. MATERNAL CHILD HEALTH PROGRAM

Ms. Nolan reported July was a big month for Maternal Health, we had 100 prenatal referrals and 67 births in Natrona County. Ms. Nolan reported with all of our other referrals the total was 179. There is currently no wait list at this time, have been doing everything we can get their services they need. Ms. Nolan reported receiving 5 full scholarships for Maternal Mental Health Certificate training in September. It is usually $480 per person; the staff is very excited attend and get great knowledge to help moms.

1. **PUBLIC HEALTH PREPAREDNESS- Ms. Smith**

Ms. Smith reported that preparedness program and department staff will be at the airport on Saturday August 20, 2022. The airport is completing a full-scale exercise plane crash and victims. Preparedness staff gathered and provided most of the volunteers for the airport exercise. They are very excited. General discussion followed.

1. **City/County Liaison**

**Councilmen Freel had no updates.**

**Commissioner Nicolaysen had no updates.**

**Ms. Kempner** for the city of Mills stated that they are sharing CNCHD posts on the Mills site. Ms. Kempner is asking if there was anything they city of Mills can do to help with marketing for the Health Department. Ms. Kinder reported that they are continuing to evaluate and will reach out if she finds anything. General discussion followed.

1. **Board Member Reports**

**Nothing no updates.**

1. **Adjourn**

**Ms. Hansuld motioned to adjourn the meeting and go into executive session at 6:13pm. Mr. Jimada seconded the motion, motion passed.**

1. **Executive Session**