

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

**BOARD OF HEALTH MEETING**

**THURSDAY, April 21, 2022**

**Virtual by Zoom or in person in the North Platte Conference Room**

**ZOOM LINK:** <https://us02web.zoom.us/j/81944613389>

**Phone:** 1 253 215 8782 Passcode: 81944613389

**5:30 PM**

**Present or by Zoom:** Anna Kinder, Tia Hansuld, Dr. Jimada, Dr. Nelson, Eric Nelson, Mike Cometto, Tonya Nolan, Kendall Coursen, Hailey Bloom, Ruth Heald, Tammy Smith, April Daley, Mary Ann Lembke, Dr. Wold, Sabrina Kemper, Lauren Mentor, Student Intern Annalese K

1. **AGENDA/MINUTES**

5:30 PM meeting was called to order by Dr. Nelson.

* 1. **Previous Meeting Minutes/Notes**
     1. March meeting minutes\*

Addendum to the February Meeting Minutes: Date needs to be changes to March 17,2022

**Action: Ms. Hansuld motioned to approve March Minutes with noted changes, Motion second by Mr. Cometto. Motion passed.**

1. **BUDGET/FINANCIAL**
   1. **FINANCIALS**
      1. March financials on hold

Tammy stated that March Financials are on hold as March was closed today.

* + 1. FY 22 Budget Revisions

Mr. Cometto stated that as a board we need to approve the revisions, he does not see any anything out of the ordinary, we need to approve roughly $885,000.00.

**Action: Ms. Hansuld motioned to approve, Mr. Cometto second the motion. Motion passed**

* + 1. FY 23 Projected Budget

Mills budget meeting will be May 10th @ 6pm, Natrona County budget meeting will be June 7th @ 10am, and the City of Casper is still TBD.

Mr. Cometto stated that the CRI needs to be corrected, and that he does not see anything unusual in the budget.

**Action: Mr. Cometto motioned to approve, Ms. Hansuld second the motion. Motion passed**

1. **BOARD**
   1. **Next Meeting Date**
      1. **Proposed Meeting Date May 19th 2022\***

Mr. Cometto stated he will be out of town that day, the remainder of the board is available. The board reached a quorum.

**ACTION: Ms. Hansuld motioned to approve the next Meeting date of April 21, 2022. Dr. Wold second the motion, motion passed.**

* + 1. **Dr. Jimada introduction**

The board welcomed Dr. Jimada, and introduced ourselves to him. Dr. Jimada stated he is excited to be a part of the team.

* + 1. **CNCHD celebrates Public Health Week**

Dr. Nelson stated she wants to thank everyone for all they do in appreciation of Public Health Week.

1. **HEALTH OFFICER – Dr. Dowell**
   * 1. **Health Officer Report**

Dr. Dowell was absent tonight, no report from the Health Officer

1. **DIVISION REPORTS – Ms. Kinder**
   1. **ADMINISTRATION**
      1. **COVID-19 UPDATE**

Ms. Kinder reports that we still continue to do vaccines every day, both the 1st and second booster. Ms. Kinder states that our funding goes through 2024, however we are in an uncomfortable position with Covid predictions, we do not know if the state will continue at this time. The board went into general discussion.

Mr. Cometto suggests we maintain for now and we will revisit again in the future.

* + 1. **General Administration -**

Reporting grid-updated, please review

Ms. Kinder reported that the Grid is still up and ready to view, the managers will be making adjustments as needed and this is where we will be pulling our reports from.

Strategic Planning for Board - Mapp

Anna stated that the Hospital has started their health needs assessment, we would like to have our own and the Mapp will do that. The Mapp and adding adaptive leadership would train our entire department on all of it and we could build on it. The adaptive leadership is an additional $21,000.00 however Mapp will carry us through the future and we do have the funds available in the budget. We do have additional community-based partners that have shown interest. The Board went into general discussion.

**Action: Mr. Cometto motioned to approve the additional funding, Ms. Hansuld second the motion. Motion passed**

Building update

Ms. Kinder reports that we are still looking at 2 sites and that everything is moving forward while County Commissioners are still working to move forward with this project and looking at all possible options.

a. WYOSTAR2

Ms. Kinder and the board discussed what amount we may be able to invest into this fund; the board will look into this a visit it further. Went into general discussion

* + - * 1. 501(c)3/501(c)4
        2. Loans and Grants

Ms. Kinder and the board are reviewing additional options and working with County Commissioners

4. City of Mills – satellite – open

Ms. Kinder reported that the we opened April 11th, Ms. Coursen stated that everything went great, the building is beautiful and everything went very well. Ms. Kinder reported that a mailer will go out next week and we are looking into the future possibility of a Covid Clinic. Ms. Kemper from Mill’s stated that we should have WIFI there soon.

5. Annual Report

Ms. Kinder reported we are were we need to be with the annual report and will be pulling the numbers from the grid.

6. Vacancy

Ms. Kinder stated that we do have a vacancy as April will be leaving, We will be doing interviews for the Nurse Practitioners position the week of May 9th.

7. Addendum – Grants

Ms. Kinder went over 8 grant options that she has on her desk, went into general discussion regarding these grants, what is required and if we will be able to apply for them.

* 1. **COMMUNICABLE DISEASE – Ms. Burton-Hopkins**
     1. Expedition
        1. Positions

Ms. Burton-Hopkins is in Jackson, WY for a conference, Tammy reported that we do have a few transitions, Kalyn has transferred back to the clinic and the Expedition position is open again.

* + 1. WyAETC

We have an upcoming site visit in June.

* + 1. HIV Case Management

HIV Case Management continues to work as is.

* 1. **COMMUNITY PREVENTION – Ms. Bloom**
     1. Community Prevention

Ms. Bloom reported that she is currently working on the reapplication for the grant for her program, the funding for the RFP was released and will be going over it tomorrow. Billing is behind do to changes while she was on maternity leave.

* + 1. WCRS

Ms. Bloom reports that Daima has accepted the WCRS position.

* + 1. WYCC

Ms. Bloom reports Garret is doing well with WYCC.

* 1. **ENVIRONMENTAL HEALTH – Ms. Heald**
     1. Complete Streets

Ms. Heald reported with weather changes they are getting a lot of requests for Septic. The department is getting caught up on inspections schedules and are completing some online training. Ms. Heald reported they are attempting to get funding for a lead program.

* 1. **NURSING PROGRAMS**
     1. DISEASE PREVENTION CLINIC – Ms. Coursen

Ms. Coursen reported the clinic has been very busy, our numbers have almost doubled in the last month. The VFC site visit went very well. Ms. Coursen reported that out title X funding did drop by about $8000.00.

Staffing – Ms. Coursen states that we are loosing 2 Nurses, Allic is leaving us and Beverly is retiring, we have filled one of the positions with Kalyn, and we have another nurse starting Monday.

* + 1. ADULT HEALTH PROGRAM – Ms. Lembke

Ms. Lembke reported they are continuing to complete LT’s in the community and is updating the grid. They are now requiring LT’s in nursing homes and their numbers have almost doubled since last year.

* + 1. MATERNAL CHILD HEALTH PROGRAM – Ms. Nolan

Ms. Nolan reported that the grid has been updated, Lauren is now working independently and building her case load, she is up to 5 cases.

Ms. Nolan reports there is nothing new, her and Kendal continue to work together with both departments to help the patients, expecting mothers and those that would like to become pregnant. The nurses went to a Meth conference and it was very informative and they have the community baby shower coming up on May 7th.

* 1. **PUBLIC HEALTH PREPAREDNESS- Ms. Smith**
     1. Preparedness
        1. Crisis Grant

Ms. Smith reported that 7 of them went to the Preparedness Summit, Anna is going to GIS. The state has had 14 overturns in this department throughout. Travis and Jenny are currently in Cheyenne for more training.

Ms. Smith reports the Crisis Grant is $222,000.00 Dr. Nelson stated there is no issues.

**Action: Mr. Cometto motioned to approve, Ms. Hansuld second the motion Approved.**

* 1. **City/County Liaison**

Ms. Kemper with Mills will work with the Chamber of Commerce to schedule a ribbon cutting.

* 1. **Board Member Reports**

Mr. Nelson stated that they do have a replacement for Ms. Kaufman’s position. We should know who our next liaison will be by next week.

* 1. **Adjourn**

**Action: Mr. Cometto motioned to adjourn the meeting, Ms. Hansuld seconded the motion, motion passed.**