



CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT

BOARD OF HEALTH MEETING

OCTOBER 20TH, 2022

Virtual by Zoom or in person in the ELKHORN Conference Room

ZOOM LINK: <https://us02web.zoom.us/j/89324623265>

Phone: 1 253 215 8782 Passcode: 89324623265

5:30 PM

Present or by Zoom: Anna Kinder, Tia Hansuld, Dr. Nelson, Eric Nelson, Emma Burton-Hopkins, Tonya Nolen, Hailey Bloom, Ruth Heald, Tammy Smith, Janet Utech, Mary Ann Lembke, Kendall Coursen, Dr. Dowell, and Dr. Wold.

I. AGENDA/MINUTES

a. Previous Meeting Minutes/Notes

- i. SEPTEMBER meeting minutes*

Ms. Hansuld motioned to approve the September 15, 2022 Board Minutes. Dr. Wold seconded, motion passed.

II. BUDGET/FINANCIAL

a. FINANCIALS

- i. SEPTEMBER Financials* General discussion of outstanding purchase orders and supplies occurred.

Ms. Hansuld motioned to approve the September Financials. Dr. Wold seconded, motion passed.

- ii. PROPOSED BUDGET REVISION FY23*

Ms. Hansuld motioned to approved the revised FY23 budget. Dr. Wold seconded, motion passed.

III. BOARD

a. Next Meeting Date

- i. Proposed Meeting Date NOVEMBER 17th, 2022*

Ms. Hansuld motioned to approved the next meeting date of November 17, 2022. Dr. Wold seconded motion passed.

IV. HEALTH OFFICER

- i. Health Officer Report – Dr. Dowell reported very few cases of COVID in the hospital. Most of the case were detected when the patients came in for other reasons. Dr. Dowell reported that the county had a West Nile case that was very interesting and the patient has recovered and completing rehab. Dr. Dowell reported that there have been a lot of interesting cases in the hospital for an infectious disease doctor. Dr. Dowell reported that there has been some flu in the county and thinks the flu season could be bad based on what happened in the southern hemisphere and Australia.

V. DIVISION REPORTS

a. ADMINISTRATION-Anna

i. General Administration

1. Reporting grid-updated, please review Ms. Kinder reported that the grid has lots if information for the board. Ms. Kinder reported that the staff have been very busy with vaccine clinics. Ms. Kinder reported that there are five remaining clinics. The staff will be able to slow down a little after the clinics are completed.
2. Strategic Planning MAPP (Mobilizing for Action through Planning and Partnerships) Follow up Ms. Kinder reported that the MAPP training was very successful with lots of community partners participating. Ms. Kinder is excited to continue with the process.
 - a. Health and Wellness Expo (population health). Ms. Kinder reported that she would like the department to be the second line sponsor of this event. Ms. Kinder reported that the department would be the stage sponsor and be able to give a presentation on the department. Possibly complete the 2cents process and talk about programs that are not COVID related.
3. Building update. Ms. Kinder reported that the SLIB meetings will be held in early November. That is the only update on the building at this time.
4. Employee Compensation and Retention. Ms. Kinder reported that small improvement with salaries now that the revised budget has been approved. Ms. Kinder reported she is working with county HR to evaluate the marketplace for positions. Ms. Kinder reported that she is

rewriting all job descriptions. Ms. Kinder will be meeting with the County Commissioners within the next three meetings to present on her market evaluation. Ms. Kinder reported meeting with the City Manager Carter Naipier and discussed the difficulties in hiring. Ms. Kinder reported that we can't be compete with other entities but trying to find other alternatives for working at the department.

5. Job announcements Ms. Kinder reported that following openings.

- a. COVID Nurse-Wyoming Community Foundation
- b. Disease Prevention Nurse x 2
- c. Environmental Health position
- d. Clinic Reception
- e. HIV Case Management

b. COMMUNICABLE DISEASE-Emma

- i. Expedition (Community Outreach) Ms. Burton-Hopkins reported that they just completed a very successful CARE-Fair. The most successful since 2019.
 1. Disease Intervention Specialist
 2. Public Health Detailer
- ii. Wyoming AIDS Education and Training Center (WyAETC)
- iii. HIV Case Management Ms. Burton-Hopkins reported 43 active clients. Ms. Burton-Hopkins reported that they will be attending CAPPA tomorrow.

c. COMMUNITY PREVENTION-Hailey

- i. Community Prevention
 1. Contract Seton House*

Ms. Hansuld motioned to approve the Seton House contract. Dr. Wold seconded motion passed.

- ii. Wyoming Cancer Resource Services (WCRS) Ms. Bloom reported that Ms. Quick completed a Breast Screening event where her program was able to screen some individual who didn't have insurance. The event allowed fifteen people to be screened and two were found to need further follow-up.
- iii. Wyoming Cancer Coalition (WYCC) Ms. Bloom reported the new contract is for transition from a half time position to a full-time position.
 1. Contract Wyoming Department of Health *

Ms. Hansuld motioned to approve the WYCC contract. Dr. Wold seconded, motioned passed.

- iv. Healthy Heart

1. Contract Wyoming Department of Health (Signature only)

d. ENVIRONMENTAL HEALTH-Ruth

1. Contract Wyoming Dept of Health Lead (Signature only)

Ms. Heald reported that the nice weather has allowed for septic inspections continuing to be high. Ms. Heald reported that Ms. Strong is in Baltimore attending a Lead conference to continue to build the Lead program. General discussion of the Lead program followed.

e. NURSING PROGRAMS

i. DISEASE PREVENTION CLINIC-Kendall

Ms. Coursen reported that the Flu/COVID clinics have been very successful. Ms. Coursen reported that there is one Large community clinic and a walk-in late-night clinic remaining. Ms. Coursen reported that she has three openings in the clinic at this time but was able to hire one nurse and she is doing very well. Ms. Coursen reported that back to school vaccines were busy and that regular appointments continue.

ii. ADULT HEALTH PROGRAM-Mary Ann

Ms. Lempke reported that they are maintaining well. Ms. Lempke has been able to complete Crucial conversations and HIV Case management updates. Ms. Lempke reported that the LT101's has been increasing.

iii. MATERNAL CHILD HEALTH PROGRAM- Tonya

Ms. Nolen reported that they have been keeping up with those who want services. Ms. Nolen reported that the MOM to MOM walks have been successful and many moms are working with each other. Ms. Nolen is working on renewing the grant with the High-Risk Trust Funds.

f. PUBLIC HEALTH PREPAREDNESS- Tammy

Ms. Smith reported that PHRC staff are currently taking the ICS300 course in Cheyenne. Ms. Smith reported the PHRC staff have been very busy writing plans and coordinating the Flu/COVID clinics. Ms. Smith reported all deliverable have been completed and submitted for the first quarter.

g. City of Casper/City of Mills/County Liaison

h. Board Member Reports

Ms. Hansuld reported that the MAPP training was good. Ms. Hansuld reported that the community members interaction was good. Ms. Hansuld reported that the department will have to take the lead on the MAPP process.

Dr. Nelson thanked the staff for all their hard work.

- i. **Adjourn** Meeting was adjourned at 6:03 pm.