



CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT

BOARD OF HEALTH MEETING

APRIL 20TH, 2023

Virtual by Zoom or in person in the ELKHORN Conference Room

ZOOM LINK: <https://us02web.zoom.us/j/87004530768>

Phone: 1 253 215 8782 Passcode: 87004530768

5:30 PM

I. AGENDA/MINUTES

a. Previous Meeting Minutes/Notes

- i. MARCH meeting minutes*

II. BUDGET/FINANCIAL

a. FINANCIALS

- i. MARCH Financials*
- ii. Payment History Report
- iii. WYOSTAR Transfer*
- iv. FY24 PROPOSED BUDGET*

III. BOARD

a. Next Meeting Date

- i. **Proposed Meeting Date May 18th, 2023***
- ii. Board Bylaws*
- iii. Board vacancies
- iv. Employee Handbook*
- v. Board Retreat

IV. HEALTH OFFICER

- i. Health Officer Report

V. DIVISION REPORTS

a. ADMINISTRATION-Anna

i. General Administration

1. Reporting grid-updated, please review
2. Strategic Planning MAPP (Mobilizing for Action through Planning and Partnerships -TABLED
3. Building update
4. Employee Market Study
 - a. Job descriptions, Handbook, SOPs, Market Study, onboarding, performance evaluation
5. Wyoming Department of Health Education opportunity
6. Job announcements
 - a. Nurse/HIV Case Management
7. Gambling-County Commissioners

b. COMMUNITY PREVENTION-Hailey

- i. Community Prevention
- ii. Wyoming Cancer Resource Services (WCRS)
- iii. Wyoming Cancer Coalition (WYCC)
- iv. Healthy Heart/Healthy U
- v. Wyoming AIDS Education and Training Center

c. ENVIRONMENTAL HEALTH-Ruth

- i. Voluntary National Retail Food Regulatory Program Standards-Discussion
- ii. Serve Safe

d. NURSING PROGRAMS

i. DISEASE PREVENTION CLINIC-Amanda

1. Site Visit

ii. ADULT HEALTH PROGRAM-Mary Ann

1. Expedition
2. HIV Case Management

iii. MATERNAL CHILD HEALTH PROGRAM- Tonya

1. Site Visit

e. PUBLIC HEALTH PREPAREDNESS- Tammy

1. Site Visit

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

g. Board Member Reports

h. Adjourn