

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

**BOARD OF HEALTH MEETING**

**JANUARY 18, 2024**

**5:30 PM**

Present: Dr. Nelson, Mike Cometto, Dr. Kirsch, Tia Hansuld, Dr. Wold, Dr. Dowell, Anna Kinder, MaryAnn Lembke, Tonya Nolen, Amanda May, Tammy Smith, County Attorney Jared Holbrook, Brandy Haskins, Sabrina Kemper, and Peter Nicolaysen

The meeting was called to order at 5:30 pm.

1. **AGENDA/MINUTES**
   1. **Previous Meeting Minutes/Notes**
      1. DECEMBER meeting minutes\*

Dr. Nelson asked if there were any corrections to the December 2023 minutes. Mr. Cometto stated that she should be changed to him in the financial section.

Ms. Hansuld motioned to approve the December 2023 Board of Health meeting minutes with her correction to be in the financial section. Mr. Cometto seconded, and the motion passed.

1. **BUDGET/FINANCIAL**
   1. **FINANCIALS**
      1. DECEMBER Financials\*

A general discussion followed about the financials. Mr. Cometto motioned to approve the December 2023 financials. Ms. Hansuld seconded, motion passed

* + 1. Wyoming Government Investment Fund\*
       1. Resolution (pending Board decision) \*
       2. Joan Evans will be present for questions and potential logistics

Mr. Cometto clarified that this resolution was to approve the Wyoming Government Investment Fund as an approved depository, and the Board can decide later if the Board wants to move money. Mr. Cometto stated we are not losing money; we are just not making as much money as possible. Mr. Cometto would like to leave funds at WYOSTAR and make the decision at the next meeting. Mr. Cometto motioned to approve the Wyoming Government Investment Fund as an approved depository. Ms. Hansuld seconded, motion passed.

1. **BOARD**
   1. **Next Meeting Date**
      1. **Proposed Meeting Date: February 15, 2024\* (Anna will be out of town)**

A general discussion followed. Mr. Cometto motioned to approve the next meeting date as March 21, 2024, at 5:30 p.m. Dr. Kirsch seconded, and the motion passed.

* + 1. Board Retreat Minutes – These minutes will be approved at the March meeting
    2. Board Elections\*

Dr. Nelson opened the nominations for the Chair of the Board of Health.

Ms. Hansuld motioned Mr. Cometto to be the board chair. Mr. Cometto accepted the motion. Dr. Nelson asked if there were any other nominations, but there were none. Ms. Hansuld motioned to approve Mr. Cometto for the Chair of the Board of Health position. Dr. Kirsch seconded, motion passed.

Dr. Nelson opened the nominations for the Board of Health Vice Chair. Dr. Wold nominated Ms. Hansuld as vice chair of the board of health. Ms. Hansuld accepted the motion. Dr. Nelson asked if there were any other nominations, but there were none. Dr. Wold motioned to approve Ms. Hansuld as the Vice Chair of the Board of Health. Dr. Kirsch seconded, motion passed.

1. **HEALTH OFFICER**
   * 1. Health Officer Report

Dr. Dowell reported that the hospital has many COVID and some Flu patients. Most of the COVID patients were there for other reasons, and COVID was found to be secondary. Dr. Dowell stated that Diabetic care and Primary Care are not good in the county, and many people don’t know where to get help. Dr. Dowell stated that navigators would really help these people in these situations. A general discussion followed about the county's diabetic care options.

1. **DIVISION REPORTS**
   1. **ADMINISTRATION-**Anna
      1. **General Administration**

Reporting grid-updated, please review FY24

Ms. Kinder reported that new staff continue to fill in the information.

MAPP (Mobilizing for Action through Planning and Partnerships)- in DC January 28-31 for MAPP 2.0 Pilot Testing

Ms. Kinder reported that she will be in Washington, DC, for this training and has set up meetings with our delegation to discuss the needs of the county and the building.

SOPs

Ms. Kinder reported that the managers are reviewing the last of these and hope to complete them soon.

2024 Behavioral Health Training Institute Cohort 9

Central Wyoming Counseling Center- Jim Cowser

I. Narcan support

Ms. Kinder stated that training will be provided in our facility

ii. Problematic Gambling

Ms. Kinder reported that she is working to make referrals for addiction to Gambling to a possible local agency. Ms. Kinder watched the presentation to state legislatures on gambling and discovered that Converse County has more gambling places than anyone else. Ms. Kinder reported that we received over $80,000 last year to help with problem gambling.

Ford Wyoming Center Health Fair- January 13th

Ms. Kinder reported that the weather predicts this to be the coldest day of the year. Ms. Kinder is unsure what kind of turnout we will get for the event.

Point in Time Count- January 25th

Ms. Kinder reported that we will work on this event at our Mills location. CAP would like more locations to ensure we reach all the potential people. Ms. Kinder reported that staff will be trained to take the correct information and report it back to CAP.

Building update

Ms. Kinder reported that there is not a lot to update. Ms. Kinder reported that she will be speaking at the Commissioner meeting on February 6th, 2024

Wyoming Legislature Appropriations-white paper

Ms. Kinder reported that she has completed the white paper and will be at the Appropriations meeting to support it. Ms. Kinder reported that this would increase funding for independent counties when state public health nurses get increases.

Master Gardner’s April 27 Soil Study

Ms. Kinder reported this is on hold and is waiting to confirm with Colorado.

Council of State and Territorial Epidemiologist’s Building STLT Capacity: Improving Data Collection for Disproportionately Affected Populations during Case Investigations of Reportable Diseases. -Pilot testing in March

Ms. Kinder stated there is nothing to report at this time.

Next projects: Job descriptions, onboarding, performance evaluation, SMART HR-input of data now

Ms. Kinder reported that there is nothing to report at this time.

Wyoming Department of Health- Workforce Grant ratification\*

Ms. Kinder reported that Credible Mind software was paid for by CAP as the contract was not executed at the time of purchase. Ms. Kinder reported that CAP and CNCHD staff employees will be invited to use the software first before rolling out to the county.

Mr. Cometto motioned to ratify the Workforce Grant approval. Dr. Kirsch seconded motion passed.

* 1. **COMMUNITY PREVENTION-**Hailey
     1. Community Prevention
     2. Wyoming Cancer Resource Services (WCRS)
     3. Wyoming Cancer Coalition (WYCC)
     4. Healthy Heart/Healthy U
     5. Wyoming AIDS Education and Training Center (WyAETC)

Ms. Bloom was excused from the meeting tonight.

* 1. **ENVIRONMENTAL HEALTH-**Ruth
     1. Food rule exemptions- tabled to next meeting

Ms. Heald was excused from the meeting tonight.

* 1. **NURSING PROGRAMS**
     1. DISEASE PREVENTION CLINIC-Amanda
        1. Open position

Ms. May reported that the new Federal poverty limits had been uploaded to Cure and will be in place for February 1, 2024, patient demographics. She also reported that the clinic has an opening for a nurse, and advertising has begun. Ms. May hopes to fill the position soon.

* + 1. ADULT HEALTH PROGRAM-Mary Ann
       1. Expedition
          1. Open position

Ms. Lempke reports that advertising has begun for the open Expedition position and hopes to fill it soon.

* + - 1. HIV Case Management

Ms. Lempke reports that the HIV case management has been busy and working hard.

Ms. Lempke reports that the LT101s have been really busy, and they keep plugging along.

* + 1. MATERNAL CHILD HEALTH PROGRAM- Tonya

Ms. Nolen reports that they had a really good meeting with True Care. Ms. Nolen stated that they talked about science and getting prenatal referrals. Ms. Nolen stated that they are a faith-based women’s care, and she is building collaboration. Ms. Hansuld stated that the Wyoming Health Council doesn’t like to refer to them. A general discussion followed about True Care services and the Maternal Health program.

* 1. **PUBLIC HEALTH PREPAREDNESS-** Tammy

Ms. Smith reported that Ms. Trimmer will be completing SNS training in Aniston, GA, at the end of January. Ms. Trimmer and Ms. Christensen have completed all deliverables for the second quarter, and the state preparedness office has signed off on all deliverables. Ms. Smith reported that we worked with the state to pilot their new billing process. She stated that we are awaiting those results.

* 1. **City of Casper/City of Mills/County Liaison**

**There were no reports given.**

* 1. **Board Member Reports**

Ms. Kinder asked the Board how they would like to receive the Board manual. Would you like an electronic or paper copy? The consensus was for an electronic copy.

Mr. Cometto motioned to adjourn and move to executive session at 6:15 pm. Dr. Kirsch seconded, motion passed.

* 1. **Executive Session- Personnel\***
  2. **ADJOURN\***
  3. **Executive Session- Personnel**