



Cheyenne-Laramie County Board of Health
Cheyenne Regional Medical Center – Meeting Room C
Tuesday, June 21, 2022 @ Noon

Present:

Gus Lopez, Chairman
Sue Hume, Vice Chair
Dr. Brad Kincheloe, Secretary
Dr. Tracie Caller
Dr. Lorie Chestnut
Commissioner Troy Thompson, Ex Officio

Staff Present:

Dr. Stan Hartman, CHO
Dr. Kathy Emmons, Executive Director
Kasey Mullins, RN, Director of Nursing
Roy Kroeger, Environmental Health Director
Laura Malone, Chief Financial Officer

Minutes of the May meeting: Lorie Chestnut pointed out three spelling typos in the minutes under the Information for the Board. Sue Hume made a motion to accept the May minutes with the corrections, Lorie Chestnut seconded the motion, and the motion was approved unanimously.

Treasurers Report for May 2022: Trudy Eisele was unable to attend so Laura Malone, CFO reviewed the Treasurer's Report. Sue Hume moved and Dr. Kincheloe seconded approval of the Treasurer's Report and the motion was approved unanimously.

Revenues and expenses for May 2022: Laura Malone, CFO presented the financial report. Laura also explained new graphs that will be added monthly to provide more in-depth information regarding the CLCHD financial picture including by programs and investment benefits. Chairman Lopez thanked Laura for the report which is both quick and easy to understand. Dr. Kincheloe moved for approval of the revenues and expense report and Sue Hume seconded. The motion was approved unanimously.

Contracts and Agreements:

The contract between the CLCHD and the Wyoming Department of Health for \$9,600 was presented by Dr. Emmons. The contract is the annual renewal for the County Health Officer (CHO) Contract. Dr. Hartman is the CHO, but the contract is between the State and the CLCHD. Sue Hume acknowledged and thanked Dr. Hartman for everything he does as the CHO. Sue Hume moved to approve the contract for the CHO and Dr. Caller seconded the motion. The motion passed unanimously.

The contract between the Wyoming Department of Health, Public Health Division and CLCHD for a crisis contingency fund was presented by Dr. Emmons. This contract is for 5 years and is only activated by the Public Health Division in case of a crisis situation. Dr. Emmons explained that these funds were the first resources mobilized when COVID hit Wyoming. In the past this has been an annual contract, but it has been changed to a 5-year period. There were questions regarding what would trigger release of these funds that Dr. Emmons will

research and present at the next board meeting. Sue Hume moved and Dr. Kincheloe seconded approval of the contract, the board approved it unanimously.

The last contract was between the Wyoming Department of Health, Public Health Division and CLCHD. Kasey Mullins explained that this contract is for the general Public Health Nursing (PHN) and Maternal and Child Health (MCH) resources. She also explained that we are experiencing approximately a 41% cut in funding from the State of Wyoming and TANF federal funds. She also explained that after meeting with representatives from the State Health Department they agreed to meet with us again in 6 months for further discussion about increased resources. Dr. Kincheloe moved and Sue Hume seconded approval of the PHN/MCH contract for the biennium and the board approved unanimously.

Official Businesses: There was no additional business brought before the Board of Directors.

Information for the Board:

Executive Director Update – Dr. Emmons:

- COVID numbers are continuing to rise across both Laramie County and the State of Wyoming.
- COVID vaccinations are now available for infants as young as 6 months, and we have begun vaccinating this age group.
- Dorena Determann submitted her resignation as of June 17, 2022. Dalene Frantz has been hired as the new Director of Operations and will begin on July 1, 2022.
- The State contract with Curative will end on July 1, 2022, and they will no longer be housed at CLCHD.
- The Laramie County Community Health Plan has been completed by CRMC and will be distributed at the next board meeting.

Accreditation: Dr. Chestnut briefed the board on the ongoing Public Health Accreditation Board (PHAB) actions. The customer service survey has been completed and the employee engagement survey will close on June 22nd. The results will be presented at the next Board meeting.

FY 23 Budget: Lara Malone presented the FY2022-23 budget to the Board for final approval. The City of Cheyenne has finalized their budget so the city funds have been determined and the County Commissioners will approve the County budget on June 30th. Dr. Kincheloe approved passage of the budget as presented with the understanding that changes may still occur at the county level. Dr. Chestnut seconded the motion, and it was approved unanimously. Chairman Lopez thanked Laura for all the outstanding work she has done with development of the budget this year.

Practicum – Roy Kroeger: Roy Kroeger presented the EH Strategic Plan document that he completed as part of his master's degree Practicum project. Roy reviewed the power point content and Plan document that all members received with their board packets. Chairman Lopez recognized and thanked him for all the hard work he had done on the Plan. Dr. Chestnut who worked with him through his practicum also recognized his efforts on the Division Strategic Plan.

Dr. Chestnut explained the SWOT analysis which is the next piece of the strategic plan that is under way. She will be sending out a SWOT analysis to the board to complete in July. Dr. Emmons stated that she hoped to have both the employee engagement and customer satisfaction results to present at the next board meeting.

Chairman Lopez adjourned the meeting at 1:00 p.m.

Gus Lopez, Chairman

Dr. Brad Kincheloe, Secretary