



Cheyenne Laramie County Public Health Board of Health
Cheyenne Regional Medical Center – Meeting Room C
Tuesday, May 16, 2023 @ Noon

Present:

Lorie Chesnut, DrPH, MPH, President
Sue Hume, Vice President
Gus Lopez, Member
Dr. Max Silver, Member

Staff Present:

Dr. Kathy Emmons, Executive Director
Kasey Mullins, RN, Director of Nursing/Deputy Director
Dalene Frantz, Director of Operation and Human Resources
Laura Malone, Director of Finance
Dr. Stan Hartman, Chief Health Officer
Tiffany Gaertner, Environmental Health Supervisor

Guests Present:

Commissioner Troy Thompson, Ex Officio
City Councilman Jeff White, Ex Officio
Rebekha Dostal, Deputy County Attorney

Absent:

Dr. Tracie Caller, MPH, Secretary
Tammy Deisch, Laramie County Treasurer
Jennifer Escobedo, Director of Environmental Health

President Chesnut called the meeting to order at 12:00 pm.

Consent Agenda: Dr. Chesnut asked for input or changes to the consent agenda which included the agenda for May 2023 and minutes from the April 18, 2023, meeting. Mr. Lopez moved to accept the consent agenda, Ms. Hume seconded, the motion approved unanimously.

Treasurers Report for April 2023: Ms. Laura Malone, Director of Finance reviewed the treasurer's report for April 2023 in Ms. Deisch's absence. Ms. Malone reviewed the cash in the bank account, the cash flow and in the investment account. Ms. Hume moved to accept the treasurer's report with Mr. Lopez seconding the motion. The motion carried unanimously.

Revenues and Expenses for April 2023: Ms. Malone presented the April Revenue and Expense report. Ms. Malone noted there are two months left in the fiscal year with nursing over 100% in revenue compared to budget, Environmental Health at 71% of revenue compared to budget, and



grant revenue over 100% and grant expenses at 88% of budget. Mr. White told the board there is a Committee of the Whole meeting tomorrow, May 17, 2023, to discuss the FY2024 budget requests allowing public comments. Mr. Lopez moved to approve the April Revenues and Expenses and Ms. Hume seconded the motion. The motion carried unanimously.

Mental Health Moment: Dr. Chesnut discussed that May is Mental Health Awareness month. Dr. Chesnut reviewed the Fast Fact sheet on Mental Health Awareness contained in the May Board Packet.

Contracts and Agreements

- » Ms. Mullins discussed the annual contract with Wyoming Health Council to provide clinical family planning services to Laramie County residents under Title X of the Public Health Services Act. After discussion, Ms. Hume moved to approve the contract, with Mr. Lopez seconding the motion. Motion carried unanimously.
- » Dr. Emmons discussed the annual contracts with the Wyoming Department of Health, Public Health Division. The first contract is for Public Health Emergency Preparedness and Response Capabilities and the second contract is for the County Health Officer (CHO) support, both for Laramie County. After discussion, Ms. Hume moved to approve the contract, with Mr. Lopez seconding the motion. Motion carried unanimously.
- » Dr. Emmons and Tiffany Gaertner discussed a new contract with Vector Disease Control International (VDCI). VDCI is the new vendor for mosquito management in Laramie County and in Cheyenne with the City of Cheyenne Weed and Pest Department. VDCI will also employ the Mosquito Technicians that we have employed as temporary employees during the summer in the past for the mosquito management program. After discussion, Ms. Hume moved to approve the contract incorporating any changes from the Laramie County Legal Department, with Dr. Silver seconding the motion. Motion carried unanimously.

Official Business

- » Dr. Chesnut provided copies of the review tool and discussed the current process for the Executive Director Annual Review. Each Board member will be receiving an email from Dalene Frantz, Director of Operations and Human Resources with a review template to complete. Ms. Frantz will also email a copy of the self-review once completed by Dr. Emmons. There is an option for "unknown" on each item and each Board member should feel comfortable using this option if they feel they are unable to provide a rating of Dr. Emmons on a particular performance element.

Information for the Board:

Executive Director Update

- » Dr. Emmons discussed that we are in clinic season with Nurses providing vaccinations for 6th graders using the MRU. Ms. Mullens stated that they went to Burns, Albin, Pine Bluffs



and Carpenter, including vaccinating some teachers and employees in these schools. In addition, they went to all elementary schools within Cheyenne.

- » Dr. Emmons stated last week was Nurses week. The Employee Engagement Committee had events and celebration items for our Public Health Nursing Team including root beer floats on Friday for all staff.
- » Dr. Emmons reported that we are continuing to work on accreditation with the Strategic Plan almost complete.
- » Dr. Emmons stated the mayor has recommended to the City Council all but \$4,554 of our budget request.
- » Dr. Emmon reminded the Board that on May 11th, the COVID emergency pandemic status ended although COVID has not ended. This means we will no longer get free vaccine other than for those children on low-income programs. This may result in a significant change to the budget.
- » We will be receiving a \$183,000 grant for workforce development covering a five-year period through the State of Wyoming. This will give opportunities for training to build our staff's knowledge and increase abilities.

Environmental Health Division – Ms. Gaertner reported one of our new Environmental Health Specialist has complete his 25 septic inspections so will be able to be in the field on his own. In addition, the other new Environmental Health Specialist is in the process of completing his 25 septic inspections. An additional Environmental Health Specialist has been hired who will be starting in June as Josie Prince, Environmental Health Specialist, will be leaving this summer as her husband and family are being transferred with the military. The Environmental Health Team is continuing to work through Healthspace issues. Ashton Brodahl, Environmental Health Specialist, has passed her Certified Professional in Food Safety (CPFS).

Nursing Division - Ms. Mullins discussed our implementation of CureMD and that staff have worked effectively through implementation issues. The next phase is getting ready to be implemented, which is kiosk registration to minimize our paper usage. School nurses were great partners to help us get the children vaccinated with required vaccines We will be going back out in August for the same vaccinations with the same group but at the Junior Highs. We have hired three nurses with one nurse left to hire in Maternal Child Health. John Goetz, a staff Adult Health Nurse has taken on the Manager position and Adult Health will have an outreach each month with eastern Laramie County per quarter.

Human Resources Presentation - Ms. Frantz discussed the Life of an Employee from posting a position until the employee leaves employment with CLCPH. In addition, Ms. Frantz discussed other responsibilities related to Ms. Frantz's position.

With no further business, Dr. Chesnut adjourned the meeting at 1:08 p.m.