



Cheyenne Laramie County Public Health Board of Health
Cheyenne Regional Medical Center – Meeting Room C

Tuesday, July 18, 2023 @ Noon

Present:

Lorie Chesnut, DrPH, MPH, President
Sue Hume, MS, RN (ret.), Vice President
Dr. Tracie Caller, MPH, Secretary
Gus Lopez, Member
Dr. Max Silver, Member

Staff Present:

Kathy Emmons, DMgt, Executive Director
Kasey Mullins, MSN, RN, Director of Nursing/Deputy Director
Dalene Frantz, Director of Operation and Human Resources
Jennifer Escobedo, Director of Environmental Health
Laura Malone, Director of Finance
Stan Hartman, MD, Chief Health Officer
John Goetz, RN, Adult Team Manager

Guests Present:

City Councilman Jeff White, Ex Officio
Commissioner Troy Thompson, Ex Officio
Tammy Deisch, Laramie County Treasurer
Rebekha Dostal, Deputy County Attorney

President Chesnut called the meeting to order at 12:02 pm.

Dr. Chesnut introduced John Goetz, RN, Adult Health Nurse Manager.

Consent Agenda: Dr. Chesnut asked for input or changes to the consent agenda which included the agenda for July 2023, and minutes from the June 20, 2023, meeting. Dr. Caller moved to accept the consent agenda, Ms. Hume seconded, the motion approved unanimously.

Treasurers Report for June 2023: Ms. Deisch reviewed the treasurer's report for June 2023, the end of the fiscal year, reviewed cash in the bank account, the cash flow, and the investment account balance. The bank name is changing as of September 5, 2023, as Bank of the West has been sold to BMO, Bank of Montreal. Ms. Hume moved to accept the treasurer's report with Dr. Caller seconding the motion. The motion carried unanimously.

Revenues and Expenses for June 2023: Ms. Malone presented the June Revenue and Expense report. CLCPH ended the fiscal year with Nursing revenues just under 120% anticipated budget;



EH at 87.5% and down due to changes in economy; and Grants came in at 170% due to MRU reimbursement. Total revenue for the organization came in at 117% of projections. All County and City support for FY2023 has been received. Dr. Silver moved to approve the June Revenues and Expenses and Mr. Lopez seconded the motion. The motion carried unanimously.

FY2024 Budget: Ms. Malone presented the final FY2024 Budget for approval by the Board. The budget includes all funding sources (City of Cheyenne, Laramie County, State of Wyoming, and Grants). Ms. Malone made modifications necessary through June 30, 2023, from the original FY2024 Preliminary Budget that was presented in March 2023. Dr. Chesnut asked if there are any major changes from last year in the budget. Ms. Malone stated a few small changes including one new grant in Maternal Child Health (MCH) and adjustments to the building expenses to be reflective of historical costs. Dr. Emmons also reminded the board that the 2024 budget did have a 4% salary increase for staff as was initially approved by the board in March of 2023. After discussion, Mr. Lopez moved to accept the FY2024 budget as presented, with Ms. Hume seconding Motion carried unanimously.

Mental Health Moment: Dr. Caller discussed that yesterday was a ribbon cutting and Business After Hours Chamber event for Ciara Coral an outpatient facility that focuses on treating addiction and mental health disorders.

Dr. Chesnut also discussed the report by the State of Wyoming that was included in the Board Packet on Violent Deaths in Wyoming for 2019-2020. This report is based on a CDC grant and a link was included in the Board Agenda if you would like to read the report.

Contracts and Agreements

- » Dr. Emmons reviewed two resolutions for Board approval. One is creating the Overdose Fatality Review Committee and the other is creating the Suicide Fatality Review Committee. These two committees are in existence today with many community groups including but not limited to the coroner's office, CRMC, mental health facilities, CLCPH, and the military. The goal is to reduce the number of suicides and overdoses within our community and help identify care gaps. The staffing of these committees is done by Wyoming Institute of Population Health at CRMC under a grant. After discussion, Ms. Hume moved to adopt the resolutions (add names) as presented, with Dr. Caller seconding Motion carried unanimously.

Official Business

- » Dr. Chesnut discussed a meeting with Jennifer James, NP, Doctor of Nursing Practice and Sue Hume, MS, RN (ret.) earlier this month at Dr. James new clinic in Burns, Wyoming. She will be working with adult/senior health a couple days a week. The next meeting with Dr. James will be with Dr. Emmons, Ms. Mullens, and Mr. Goetz. Ms. Hume suggested having a get-well card sent to her husband and her as her husband had a major accident on their farm last Sunday.



Information for the Board:

Executive Director Update

- » Dr. Emmons attended the National Association of City and Council Health Officials conference in Denver last week. Some of the conferences focus was on the most prevalent issue with mental/behavioral health across the country; staff mental/physical health especially those that went through the pandemic, and we need to be very cognizant of this at the health department; many leadership discussions and staff development/shortages across the country; advocacy and policy development; sharing our story and purpose. She came away feeling that we are heading in the right direction, including electronic services, continuing to make sure we can develop a policy agenda to move forward for the organization, supporting our staff and telling our story in the future. Reset, Restore and Renew was the theme of the conference. Mr. Lopez asked if accreditation was a topic of discussion. Dr. Emmons stated yes with some health departments stating they may not complete reaccreditation due to the amount of work. PHAB has a program called Pathways that allows organizations to take the full accreditation in 2 phases which will be more manageable. Dr. Hartman agreed that we need to promote all the services that we provide at CLCPH moving forward.

- » Operations & Human Resources – Ms. Frantz stated that during the Executive Director’s review a comment came from a Board Member recommending we provide additional compensation for our staff that are Certified Medical Translators. We do currently provide compensation in addition to their regular wage and have for over a year. Ms. Frantz also discussed the new storage building that will be located at Archer. The estimated completion time is April 2024.

- » Environmental Health Division – Ms. Escobedo reported there have been more mosquitos with the rain, but we have not had an increase in complaints. There has been evidence of the mosquito that carries the West Nile virus, but with a very low rate of those mosquitoes testing positive. EH staff has been working on fly control at CFD in addition to working with the food vendor (Fun Biz), training their staff on properly handling food, hand washing, not working while sick, sanitizer and food safety. The Environmental Health team is inspecting every food vendor at the park 2-3 times per day over this week and next.

- » Nursing Division - Ms. Mullins reported Maternal Child Health has been granted funds from the State of Wyoming for Plans of Safe Care due to the success of our MCH team. This will allow for an additional team member as all nurses in MCH will have a role to include components of the program. Adult Health and front desk staff will be distributing 9,000 condoms at different businesses and at CFD park during Cheyenne Frontier Day week. Public Health Nursing is preparing for school vaccines in August. Ms. Mullins and Ms. Thayn are going to Denver for lead investigation training under a grant.



» Adult Health Nursing Presentation - Mr. Goetz stated that nursing was a second career for him. After earning his nursing degree, he worked at Life Care, CRMC, University of Wyoming Primary Care and now CLCPH. Mr. Goetz explained the activities performed by our Adult Health Nurses including outreach activities and the two programs:

» The Ryan White Program provides a comprehensive system of care to ensure people living with HIV/ AIDS receive optimal care and treatment. Any HIV positive individual with proof of state residency can apply for services; however, due to the funding restrictions, an individual's income plays a part in determining the level of services a client receives. In Wyoming, the Ryan White Program is managed by the Department of Health's Communicable Disease Unit (CDU). CDU in turn pays the County Health Departments to deliver holistic case management services. Currently CLCPH has a team of five nurse-case managers serving 58 clients. The goal of the case managers is to connect clients with resources they need to remain healthy and independent.

» The LT101 Level of Care Assessment is a standardized instrument for measuring an individual's ability to function across thirteen activities of daily living. It was developed by the Wyoming Department of Health, Division of Healthcare Financing (Division) to ensure statewide consistency when evaluating an individual's initial or ongoing eligibility for the following Wyoming Medicaid programs:

- » Long-Term Care
- » Community Choice Waiver
- » Acquired Brain Injury Waiver

When performing assessments, PHNs use their best clinical judgement to determine an individual's level of functioning and document the rationale for their determination. Factors consider potential day-to-day variations due to an individual's health or ability fluctuations. The average assessments completed by the five Adult Health Nurses is 53 per month.

With no further business, Dr. Chesnut adjourned the meeting at 1:19 p.m.