



Cheyenne Laramie County Public Health Board of Health
Cheyenne Regional Medical Center – Meeting Room C
Tuesday, August 15, 2023 @ Noon

Present:

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

Staff Present:

Kathy Emmons, DMgt, Executive Director
Kasey Mullins, MSN, RN, Director of Nursing/Deputy Director
Jennifer Escobedo, Director of Environmental Health
Laura Malone, Director of Finance
Stan Hartman, MD, County Health Officer
James Jones, Environmental Health Specialist I

Guests Present:

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

Absent:

Dalene Frantz, Director of Operation and Human Resources

President Chesnut called the meeting to order at 12:03 pm.

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

Treasurers Report for July 2023: Ms. Deisch reviewed the treasurer's report for July 2023, the end of the fiscal year, reviewed cash in the bank account, the cash flow, and the investment account balance. Ms. Deisch also discussed the bank name change. As of now the health department account sweeps funds out every night to be invested to earn interest and then sweeps the funds back into the account every morning. Beginning August 21, 2023, the sweep ability will no longer be available. This means the account will not earn interest. Ms. Deisch has been given a couple of options to remedy this by BMO. The first option is BMO offers a sweep where the funds are swept and put into an investment, however that is not collateralized. Ms.



Deisch was not sure this was the safest way to remedy the issue. Ms. Deisch has chosen instead to open a money market account for the health department and move the bulk of the checking account funds to this account. This account will earn interest. When the transition to BMO is complete the current Bank of the West checking account and the new money market account will be linked so that if the regular account goes below a certain amount the money market account will automatically transfer funds to the account to bring it back to the same target balance. This way the bulk of the funds held in the checking accounts will earn interest and be collateralized. Ms. Deisch will monitor how this is working and reanalyze at the end of September. After discussion, Dr. Caller moved to accept the treasurer's report with Mr. Lopez seconding the motion. The motion carried unanimously.

Revenues and Expenses for July 2023: Ms. Malone presented the July Revenue and Expense report noting this was the first month into the new fiscal year and we have collected 12% of our expected revenues, expended 7% of our payroll budget and under 6% of the operations budget. Historically, the first quarter is a bit higher in our operations expenditures due to several one-time expenses that happen this time of year. Ms. Malone stated she expects that will continue to be true for this year and the next couple of months will see those higher costs. Currently, we have received the city funding for the 1st quarter of this Fiscal Year.

The Finance Department has begun the single source audit for Laramie County for last fiscal year. As of the end of the 2023 fiscal year we realized \$17,951 in income which was put into our reserves. This being the first year that is traceable for income, Ms. Malone will begin tracking a running total adding each subsequent year. Dr. Caller moved to approve the July Revenues and Expenses and Mr. Lopez seconded the motion. The motion carried unanimously.

Mental Health Moment: Dr. Caller discussed U.S. Senator John Barrasso, R-WY and Michael Bennet, D-CO, introduced bipartisan legislation (Accelerating the Development of Advanced Psychology Trainees (ADAPT Act) to increase access and coverage of behavioral, psychological, and mental health services in rural areas. This would help rural areas across the country expand access to services for seniors, improve recruitment of mental and behavioral health providers, and maintain the mental health care workforce.

Contracts and Agreements - None

Official Business

- » Dr. Emmons reviewed the Strategic Plan Objectives, how they were developed, and the Strategic Plan Objectives are in line with the Public Health Accreditation Board. The Strategic Plan will be a 3-year plan from 2024-2026. The support for priority two will come from the new Workforce Development Grant. Priority three ties directly to the Community Needs Assessment.



Information for the Board:

Executive Director Update

- » Dr. Emmons discussed a presentation presented by Better WYO called “Not in our Town” Bullying Campaign (<https://www.niot.org/>) at the Library on Friday at 4:00 pm.
- » There has been a slight uptick of COVID cases which has been anticipated due to people remaining inside because of the heat. The new variant strain of COVID is called EG.5. The new strain has shown an increase in hospital stays, but a decrease in those that die from the strain. A new COVID Vaccine will be available in the fall.
- » Ty Snarr, Public Health Response Coordinator has been chosen by the State to lead a Chemical Pack tabletop exercise.
- » Dr. Emmons extended an invitation to the Board Members to join the staff at our Annual Staff Picnic on Thursday, August 24, 2023, at Noon at Romero Park.
- » Dr. Emmons informed the Board of a public meeting on August 24, 2023, at 3:00 PM at the library to discuss the LT101 program and the expanded Medicaid waiver.
- » Dr. Emmon invited Board Members to a meeting on August 22, 2023, sponsored by Better Wyoming to discuss findings of their community health assessment.
- » Dr. Emmons, Ms. Mullins, and Ms. Escobedo met with the new Public Health Commander at the F.E. Warren Air Force Base.
 - » Operations & Human Resources – Dr. Emmons commented in Ms. Frantz’s absence that the electronic Human Resource system is fully installed, and employees can use the Employee Web Service (EWS) portal to enter their daily worked time, enter leave requests, view leave balances, personal information, benefits, and more. The employees began using EWS the first week of August and are entering their daily worked time in both the electronic system and in a spreadsheet timecard for this payroll to make sure there are no issues with the system and employees are paid correctly. The goal is to have employees only use the system going forward after the August 2023 paycheck.
 - » Environmental Health – Cheyenne Frontier Day’s Recap and Vector Presentation – Ms. Escobedo and Mr. Jones discussed the Temporary Food Safety Training that is provided to all food vendors during Cheyenne Frontier Days. In addition, they also discussed Mosquitos and West Nile Virus and how to protect your home against mosquitos.

With no further business, Dr. Chesnut adjourned the meeting at 1:22 p.m.