



Cheyenne Laramie County Public Health Board of Health  
**Cheyenne Regional Medical Center – Meeting Room C**  
Tuesday, October 17, 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  
Dalene Frantz, Director of Operation and Human Resources  
Terry Thayn, Maternal Child Health Nurse Manager  
Stan Hartman, MD, County Health Officer  
Rebekha Dostal, Deputy County Attorney

***Guests Present:***

Commissioner Troy Thompson, Ex Officio  
Tammy Deisch, Laramie County Treasurer  
Moira Lewis, MCH Epidemiology/PRAMS Project Manager  
Joe Grandpre, PhD, MPH, Chronic Disease/Maternal and Child Health Epidemiology Unit Manager

***Absent:***

Laura Malone, Director of Finance  
Jennifer Escobedo, Director of Environmental Health  
City Councilman Jeff White, Ex Officio

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

**Introduction of Guests:** Dr. Chesnut introduced Moira Lewis, MCH Epidemiology/PRAMS Project Manager and Joe Grandpre, PhD, MPH, Chronic Disease/Maternal and Child Health Epidemiology Unit Manager with the Wyoming Department of Health to present on the Pregnancy Risk Assessment Monitoring System (PRAMS).

**Consent Agenda:** Dr. Chesnut asked for input or changes to the consent agenda which included the agenda for October 2023, and minutes from the September 19, 2023, meeting. Mr. Lopez moved to accept the consent agenda, Ms. Hume seconded, the motion approved unanimously.



**Treasurers Report for September 2023:** Ms. Deisch reviewed the treasurer's report for September 2023, reviewing cash in the bank account, the cash flow, and the investment account balance. Ms. Deisch also stated the interest on the new money market for the month of September was over \$7,000. After discussion, Ms. Hume moved to accept the treasurer's report with Mr. Lopez seconding the motion. The motion carried unanimously.

**Financial Reports for September 2023:** Dr. Emmons thanks Ms. Deisch for her work to increase our interest income. Dr. Emmons presented the September Revenue and Expense report noting department incomes stayed steady at 25% of the budget for the month and the overall revenue is at 30% of budget amounts.

Total payroll is right at the expected amount of 23% of budget. We stayed fully staffed with only some short breaks in various areas. Overall operations expenses are also at 23%. The only areas that are over the expected amounts are those that are front loaded in the year, such as liability and building insurance, admin grant expenses, contract services (used for mosquito grants), and advertising. No concerns have been brought forward in our internal finance meetings.

Operations and immunizations are the only 2 departments showing an expense of operations greater than employee expenses. In operations this is always true as there is only 1 employee and operational expenses are higher than that. For immunizations this will even out as we go through the year, the cost of vaccines is skewed in the first part of the year. After adjustments, the current Net Profit is \$246,029.

Dr. Emmons stated that Ms. Malone changed this report to better identify for the board members what the checks are for and removed information that was not helpful. The month of September has included checks for vaccines as we prepared for the clinics in October. There will be additional expenses in October as well. Aside from the higher immunization bills, the accounts payable stayed steady for the month. After discussion, Ms. Hume moved to accept the Financial Report with Mr. Lopez seconding the motion. The motion carried unanimously.

**Mental Health Moment:** Dr. Called updated that a new child and adolescent psychiatrist has started in the county. Dr. Emmons reviewed the 2023 Annual Report of the Laramie County Suicide Fatality Review Team. This team is a multidisciplinary review team that meets quarterly and reviews suicides in the county with the specific approval of the family members. One of the common themes is that many of the suicides were people who lived/stayed in trailer/RV short term parks. There are now support materials available on site for these residents. Dr. Hartman stated CRMC is training medical personnel to respond to calls with the City of Cheyenne Police Department funded by the Care Prevention Grant the hospital receives from the State of Wyoming.



**Presentation:** Moira Lewis, MCH Epidemiology/PRAMS Project Manager with the Wyoming Department of Health presented the Wyoming Pregnancy Risk Assessment Monitoring System (PRAMS) with the mission to improve the health of mothers and babies in Wyoming. This program is a partnership between Wyoming in the Centers for Disease Control (CDC). The benefit of new mothers answering the PRAMS survey about their pregnancy, delivery, and postpartum experience is input to help improve programs available for moms and babies statewide.

**Contracts and Agreements** – None for October.

**Official Business:**

- » Crossroads Clinic - Dr. Emmons recapped discussions with Community Action of Laramie County board president and secretary related to the security/safety issues that have been escalating on site. Dr. Emmon expressed concern for the safety of patients, their families, and health department employees and shared several examples with the Board. At least three calls to law enforcement were made during the month of October. During the meeting with the CALC board representatives, Dr. Emmons hand delivered a letter that we will not be renewing their rental contract after June 30, 2024, when the contract expires. Mr. Lopez stated that when they began the contract, the escalation of security issues remained in the back of his mind. The current contract does have a 90-day written termination clause that can be initiated by either party. After discussion, Ms. Hume made a motion to give Dr. Emmons the authority to initiate the 90-day written termination clause if deemed necessary prior to June 30, 2024, seconded by Mr. Lopez. Motion carried.
- » Dr. Chesnut gave a brief overview of the final Strategic Plan included in this month's board packet. Dr. Chesnut asked that the board members review the Strategic Plan for discussions during the November meeting.

**Information for the Board**

- » Dr. Emmons thanked Dr. Chesnut for compiling and authoring the Strategic Plan.
- » Dr. Emmons discussed the annual all staff training day, which was held on Monday, October 9, 2023. The day included Mayor Patrick Collins sharing his vision and goals for the city, review of the strategic plan and an active shooter training conducted by the City of Cheyenne Police Department.
- » Dr. Emmons also let the board know that our new part-time Outreach employee is working diligently to update our social media and website.
  - » Operations & Human Resources – Ms. Frantz gave an update on the new storage facility. The exterior walls are in place and the roof was completed last week. The completion is still on target for April 2024. Ms. Frantz also stated that the air conditioning unit for the main floor of the Public Health Building has been down for 3 weeks, and Trane is having difficulty finding the part needed. Ms. Frantz is also working closely with the County Maintenance department as most of the exterior globes are not in working order again.



- » Nursing – Ms. Mullins discussed the very successful flu clinics during the first half of October and will provide an update on all the flu clinics at the November board meeting. Currently, approximately 2 out of 3 patients are also requesting the COVID-19 booster shot. We are purchasing COVID and RSV as needed to keep in stock as they are expensive. Covid is about \$11,000 for 100 doses. RSV is running \$320 per dose, and we have given out 60 doses so far. We continue to work closely with insurance companies for reimbursement. Dr. Emmons also pointed out to the board the phenomenal MCH survey results which were included in the board packet.

With no further business, Dr. Chesnut adjourned the meeting at 1:15 p.m.