



Cheyenne Laramie County Public Health Board of Health

CLCPH Conference Room

Tuesday, June 18, 2024 @ Noon

Present:

Lorie Chesnut, DrPH, MPH, President

Dr. Tracie Caller, MD, MPH, Secretary

Dr. Max Silver, DDS, Member

Gus Lopez, Member

Staff Present:

Kathy Emmons, DMgt, Executive Director

Stan Hartman, MD, County Health Officer

Dalene Frantz, Director of Operation and Human Resources

Laura Malone, Director of Finance

Jennifer Escobedo, REHS, Director of Environmental Health

Terry Thayn, RN, Maternal Child Health Nurse Manager

Guests Present:

Commissioner Troy Thompson, Ex Officio

City Councilman Jeff White, Ex Officio

Tammy Deisch, Laramie County Treasurer

Absent:

Sue Hume, MS, RN (ret.), Vice President

Kasey Mullins, MSN, RN, Director of Nursing/Deputy Director

Brad Lund, Deputy County Attorney

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

Welcome Guests: President Chesnut welcomed Terry Thayn, RN, Maternal Child Health Nurse Manager.

Agenda: Dr. Chesnut asked for input or changes to the consent agenda which included the agenda for the June 2024 meeting, minutes from the May 21, 2024, meeting, Grant agreement between Wyoming Department of Health, Public Health Division and Cheyenne Laramie County Health Department to set forth the terms and condition by which the Subrecipient shall ensure its appointed County Health Officer (CHO) provides additional support to the Public Health Nursing Office in relation to public health response and preparedness; Grant Agreement between Wyoming Department of Health, Public Health Division and Cheyenne



Laramie County Health Department to set forth the terms and conditions by which the Subrecipient shall develop public health emergency preparedness and response capabilities in the jurisdiction; and a Memorandum of Understanding between the Wyoming Department of Health, Public Health Division and Cheyenne Laramie County Health Department to provide Public Health Nursing for the Maternal Child Health and Children's Special Health program services from July 1, 2024, through June 30, 2025. Mr. Lopez moved to accept the revised consent agenda, seconded by Dr. Caller. The motion carried unanimously.

Treasurers Report for May 2024: Ms. Deisch reviewed the treasurer's report for May 2024, reviewing cash in the bank account and the investment account balance. After discussion, Mr. Lopez moved to accept the treasurer's report with Dr. Caller seconding the motion. The motion carried unanimously.

Financial Reports for May 2024: Ms. Malone presented the March Revenue and Expense report noting that the goal point for the 11th month of the year is 92%. Nursing revenue is higher at 123.36%, Environmental Health's revenue is at 86.69% with total CLCPH department revenue at 100.44% of the budget. Operating expenses are just under 70.96% of the budget and total expenses, which also include payroll, are 82.83% of the budget. Dr. Chesnut complimented Ms. Deisch and Ms. Malone in respect to their work on the financial reports. After discussion, Dr. Caller moved to accept the financial report with Mr. Lopez seconding the motion. The motion carried unanimously.

Mental Health Moment: Dr. Emmons distributed a fact sheet from the National Alliance on Mental Illness (NAMI) specific to Wyoming. This information is from 2021 which is the most current information available. This included:

- » 44.3% of high school students aged 12-17 with depression did not receive any care.
- » 612 people in Wyoming are homeless and 1 in 8 live with a serious mental illness.
- » 147 lives were lost to suicide in Wyoming and 22,000 adults had thoughts of suicide in the last year.

Contracts and Agreements: Dr. Emmons discussed the following contracts:

- » Sublease agreement between Cheyenne Laramie County Public Health and State of Wyoming. Department of Administration & Information, General Services Division for 1,950 square feet of 100 Central Avenue for two years for the WIC program. After discussion, Mr. Lopez moved to accept the Sublease Agreement between Cheyenne Laramie County Public Health and the State of Wyoming. Department of Administration & Information, General Services Division, with Dr. Caller seconding the motion. The motion carried unanimously.



- » Agreement with Wyoming Department of Health, Public Health Division, Cheyenne-Laramie County WIC Program and Cheyenne Laramie County Public Health to set forth the responsibilities of the agency, local WIC agency, and CLCPH in providing program benefits of the United States Department of Agriculture, Food and Nutrition Services (USDA/FNS) Special Supplemental Nutrition Program for WIC. After discussion, Dr. Caller moved to accept the Agreement between the Wyoming Department of Health, Public Health Division, Cheyenne-Laramie County WIC Program and Cheyenne Laramie County Public Health with Mr. Lopez seconding the motion. The motion carried unanimously.

Official Business: None.

Information for the Board: Executive Director report – Dr. Emmons reported the following:

- » Crossroads is ready to move to their new building during the last week of June 2024.
- » Brad Lund is the new Laramie County Attorney who will be reviewing our contracts going forward.
- » The Community Health Assessment is in full swing with community partners working closely.
- » Public Health Response conducted the first ever offsite “no notice” response drill for all staff, meeting at the new barn location.
- » Each division is currently working on process improvement activities and all areas have implemented Lean Daily Management boards which are reviewed daily and or weekly dependent on the area.
- » Quality Improvement activities are also being worked on in each division with Kathy or Kasey facilitating the process.
- » Involvement in the Nextgen healthcare project to build a healthcare workforce in Laramie County.
- » Finished her 3rd public health class in Epidemiology. One more class and she will have her graduate certificate in Public Health.
- » The MRU was at Burns Day again this year providing information on the organization and giveaways. The MRU will also be at Super Day in Cheyenne providing information and giveaways.
 - » Operations & Human Resources – Dalene Frantz shared the following:
 - » A new Marketing report will be included with the board packet each month to show the activity of social media, advertising and website efforts.
 - » Public Health Response met with:
 - » American Red Cross about Shelter and Reunification planning.



- » Deaf Integrated Services and Vision Outreach Services to discuss preparedness and resiliency needs as well as shelter plans and gaps.
- » Public Health Response is finalizing the last of the deliverables for the end of the current 5-year budget period.
- » Environmental Health – Jennifer Escobedo shared the following:
 - » Complaint about a resident feeding seagulls cat food in town. This complaint has gone to the City, Game and Fish, Audubon Society, State Health Director, but there are no statutory regulations covering this issue regarding our department.
 - » More plan reviews are being received for new food facilities including Hobbs Elementary and Henderson Elementary which are remodeling their kitchens and many more food trucks.
 - » Another property that a septic permit cannot be approved due to lot size will go through the 201 process to receive an exception to allow a septic system on the property. It is approximately \$500,000 for a property owner to hook up to city sewer.
 - » Not a bad mosquito year this year and much less than last year. The Weed and Pest Division has developed some postcards that will be distributed during Super Day this weekend.
- » Public Health Nursing – Terry Thayn, RN, reported the following:
 - » MCH staff will start their visits with inmates at the jail as soon as the background checks are clear. MCH already has one referral.
 - » MCH has the highest number of referrals in the last 4 years. The team's consistent presence in the provider and community partner's offices is having a huge impact on the success of the MESCH programs panel size.
 - » Adult Health has a plan to bill the Wyoming Cancer Prevention Program for uninsured clients receiving a FIT test for colorectal screening as our Adult Health division is a pilot site for this program.
 - » The Family Planning nursing team was at Carey Junior High, East High School, and South High School providing reproductive health education.
 - » Family Planning staff met with the Wyoming Cancer Prevention Program on how to bill for HPV testing, pap smear, breast exam and office visits. A new process was developed after this meeting with the Front Desk and the Finance Department.



- » In addition, the staff met with the Laramie County Jail staff to improve STI testing.
- » Celebrated Nurses Week with different daily activities.

Presentation: FY2025 Budget – Dr. Emmons and Ms. Malone presented the FY2025 Budget with the following highlights:

- » Reviewed the FY 2025 City and County funding requests.
- » Reviewed the percentage of funding for both the City and County since FY2020.
- » Discussed the FY2025 overall projected revenue with 17% from the City; 19% from the County; 25% from Nursing fees and contracts; 6% from Environmental Health Fees; 26% from grants with the small balance from other revenue sources including, operating reserves.

After discussion, Dr. Silver moved to approve the FY2025 budget as presented with the understanding that if the Laramie County Commissioners make any changes to our funding request, the Board would revisit a revised budget at the July 2024 meeting, with Mr. Lopez seconding the motion. The motion carried unanimously.

With no further business, Dr. Chesnut adjourned the meeting at 12:58 p.m.