



Cheyenne Laramie County Public Health Board of Health

**CLCPH Conference Room**

Tuesday, September 17, 2024 @ Noon

**Present:**

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

**Staff Present:**

Kathy Emmons, DMgt, Executive Director  
Dr. Stan Hartman, County Health Officer  
Dalene Frantz, Director of Operation and Human Resources  
Laura Malone, Director of Finance  
Jennifer Escobedo, REHS, Director of Environmental Health  
John Goetz, Adult Health Program Manager

**Guests Present:**

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

**Absent:**

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

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

**Welcome Guests:** Dr. Chesnut welcomed John Goetz, Nurse Manager for Adult Health who is sitting in for Kasey Mullens, MSN, RN, this month.

**Consent Agenda:** Dr. Chesnut asked for input or changes to the consent agenda which included the agenda for the September 2024 meeting and minutes from the August 16, 2024, meeting. Ms. Hume moved to accept the consent agenda, seconded by Mr. Lopez. The motion carried unanimously.



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

**Financial Reports for August 2024:** Ms. Malone presented the July Revenue and Expense report noting that the goal point for the 2<sup>nd</sup> month of the fiscal year is 16.67%. Nursing revenue is at 19.16%, Environmental Health's revenue is at 17.83% with total CLCPH department revenue at 20.79% of the budget. Operating expenses are just 17.38% of the budget and total expenses, which also include payroll, are 16.11% of the budget. After discussion, Ms. Hume moved to accept the financial report with Mr. Lopez seconding the motion. The motion carried unanimously.

Ms. Malone also reviewed the FY2024 State of Wyoming Annual Census Report explaining the need for this report to the State of Wyoming Audit Department. Ms. Malone explained each portion required (revenue; expenditures; debt and cash & investments) to develop the reconciliation to cash. After discussion, it was moved by Ms. Hume to approve the FY2024 State of Wyoming Annual Census Report, seconded by Dr. Silver. The motion carried unanimously.

**Mental Health Moment:** Dr. Emmons discussed a New York Times article published August 8, 2024, covering mental health struggles post COVID. Anxiety and depression have declined since the peak in November of 2020; however, it is still double the percentage pre-COVID. The share of young adults reporting anxiety and depression had been rising prior to COVID, and some of the causes are tied to economic issues (housing crisis, social isolation and political turmoil), and social conditions (women's right to choice issues for example). Distress in older adults is declining as adults get older, they tend to look back on memories more positively including COVID.

Dr. Chesnut discussed the Human Trafficking Training sponsored by the Zonta Club of Cheyenne during October. These events are for any community members to attend and cover topics addressing youth prevention, keeping kids safe, Human Trafficking for Professionals and First Responders and the Community.

**Contracts and Agreements:** None.

**Official Business:** None.



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

- » Covid is still active including Dr. Emmons had it since the last board meeting.
- » During the Epidemiology call it is reported that the COVID numbers are going up in Wyoming.
- » Also in the State, there have been several cases of anthrax with cattle and a moose. The anthrax is coming from the soil. The individuals who did an autopsy on some of the cattle, are being treated proactively.
- » On Monday, September 16, 2024, there was a white powder incident at the Wyoming Secretary of State's office. Similar packages were also received by elected official offices in Nebraska, Iowa, Kansas, Oklahoma and Tennessee. All tests of the white powder have been negative for toxic substances.
- » Continuing to work on the County Health Assessment with the Hospital and Workforce Grant to retain and find healthcare workers in the State of Wyoming.
  - » Operations & Human Resources – Dalene Frantz shared with following:
    - » Reviewed the Marketing & Outreach report in the board packet.
    - » Public Health Response & Outreach activities in August 2024.
      - » We shared several posts on social media about the importance of vaccines during National Immunization Awareness Month.
    - » PHR Functions in August:
      - » The PHR team is working on their Process Improvement project which is to review all PHR Plans for update and identify any gaps.
      - » They are also working on a Standard Operating Procedures for their work which has not existed in the past but will help with continuity of standard work.
    - » Employee Engagement Committee:
      - » We will celebrate Environmental Health Day on Thursday, September 26, 2024, with a treat for all employees and gift to the EH staff.
    - » Building Projects:
      - » Water fountains are complete and most of the selections for the front office remodel have happened. The Front Office remodel will begin the week of November 4<sup>th</sup>.
  - » Environmental Health – Jennifer Escobedo shared the following:
    - » Any fee changes will be presented in person to the City and County prior to change requests.
    - » A new Merchant ID was received from Global Pay to allow for credit card processing which is another step closer to the completion of online portal payments available to our customers across the organization.



- » Two new employees, Nathan and Hayley have joined as EH Specialists this month.
- » Mosquito numbers are going down with 86 mosquitos in 6 traps.
- » This week is National Septic System Awareness month.
- » Public Health Nursing – John Goetz, Adult Health Program Manager, reported the following in Ms. Mullens absence:
  - » Kasey is in Lander at the State Public Health Nursing conference.
  - » Maternal Child Health: MESCH Panels are 86% full and Plans of Safe Care Panel is 85% full.
  - » Immunization: Junior High School Clinics - 173 kids vaccinated with 310 vaccines administered. This is an increase of 75 kids over the previous year and 147 more vaccines than previous year.
  - » Adult Team: received 23 more LT101 referrals and completed 20 more assessments than an average month. This team maintained a 7% request for extension rate (goal is less than 10%).
  - » WIC team celebrated World Breast Feeding month in August.
  - » New revenue line for Maternal Child Health looking back 12 months and billing for all Medicaid clients. Starting in August will also bill insurance for home visiting services.
  - » Community Baby Shower: September 14 at Storey Gym with over 200 attendees and 60 families and participation from 20 community partners.
  - » The first Birthing Class will begin October 8 with three two-hour sessions. These will be offered monthly.
  - » Nursing students from LCCC and UW started in August and will be with us through December. WIC also has an intern from CSU this year.
  - » Board report has been updated to include WIC data and monthly highlights. If you feel you need more information, please let Kasey know.
  - » All areas of nursing have started their PI projects.

**Presentation: Environmental Health Fee Increase**

- » Ms. Escobedo reviewed the proposal for Daycare Plan Reviews, Daycare Center Inspections, Home Daycare Center Plan Reviews and Inspections, Daycare Follow-up



and Daycare Walk-through costs discussing where we are currently and the percentage increase to be 100% sustainable.

- » Ms. Escobedo gave the same review for Plan Reviews and Inspections regarding:
  - » Pools and Spa's
  - » Septic Permits & Inspections, with a proposed installer inspection fee and proposed homeowner installation fee if they chose to install the septic themselves, partial septic inspections, and contractor tests and renewal for installers which is sustainable.
  - » Property Inspections with a passthrough lab fee, community water supply, removal of the water update, and a refinance fee if a bacterial sample only.
  - » Campground plan review, campground permit, and temporary campground permits.
  - » Body Art Establishment plan review, body artist new application and renewal, body art establishment application.
  - » Message therapist new application and renewal, massage establishment new application and renewal.
- » Dr. Emmons discussed different ways to define our goal asking for the board's input.
- » Mr. Lopez would like to see the final proposal before it goes to the City and County for approval. Ms. Escobedo stated that the Board would see the final proposal as it requires Board approval prior to moving forward in the process.
- » Dr. Silver asked if we had some comparisons for the rest of the state. Ms. Escobedo stated that we are comparable and most of the state sets their fees relative to ours.
- » Dr. Chesnut would like to hear Councilman White's and Commissioner Thompsons input on this.
- » Dr. Chesnut also asked that we show comparisons not only with Wyoming but also with Northern Colorado and Scottsbluff, NE.
- » Dr. Emmons stated we are the only county that does inspections for Home Loans and Massage in the State of Wyoming.
- » Ms. Escobedo also stated we can look at a step approach to get to the percentage of sustainability decided upon while remaining good stewards of public funds.
- » This will be discussed again at the next meeting with Ms. Frantz sending out the attachment via email from today's meeting. We will put this towards the beginning of the October 2024 meeting to have further discussion with Commissioner Thompson and Councilman White.

With no further business, Dr. Chesnut adjourned the meeting at 1:20 p.m.