



Cheyenne Laramie County Public Health Board of Health
CLCPH Conference Room
Tuesday, July 15, 2025 @ Noon

Present:

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

Staff Present:

Kathy Emmons, DMgt, Executive Director
Dr. Stan Hartman, County Health Officer
Kasey Mullins, MSN, RN, Director of Nursing/Deputy Director
Jennifer Escobedo, REHS, Director of Environmental Health

Guests Present:

City Councilman Jeff White, Ex Officio
Tammy Deisch, Laramie County Treasurer
Commissioner Don Hollingshead, Ex Officio

Absent:

Dr. Max Silver, DDS, Secretary
Dalene Frantz, Director of Operations
Brad Lund, Deputy County Attorney

Sue Hume called the meeting to order at 12:01 pm.

Welcome Guests:

No guests were present. Dr. Emmons informed the board of a guest who shared intent to attend with concerns over three compartment sinks in food trucks. Mr. Lopez shared he was contacted a month and a half ago by the same person and shared the conversation and recommended contacting Jennifer Escobedo who would share guidelines and the requirements with her. Dr. Emmons had given her information about attending either in person or online.

Consent Agenda: Sue Hume chaired the meeting and asked for input or changes to the consent agenda which included the agenda for the July 2025 meeting and minutes from the June 17, 2025, meeting. Mr. Lopez moved to accept the consent agenda, seconded by Dr. Chesnut. The motion carried unanimously. President Caller assumed leadership of the meeting after the passage of consent agenda.



Treasurers Report for June 2025: Ms. Deitsch reviewed the treasurer's report for June 2025, reviewing cash in the bank account and the investment account balance. After discussion, Ms. Hume moved to accept the treasurer's report with Mr. Lopez seconding the motion. The motion carried unanimously.

Financial Reports for June 2025: Dr. Emmons presented the June Revenue and Expense report noting that the goal point for the 12th month of the fiscal year is 100%. Nursing revenue is 127.21%, Environmental Health's revenue is 109.39% with total CLCPH department revenue at 105.78% of the budget. Operating expenses are 106.08% of the budget and total expenses and payroll expenses are 96.22% of the budget. Dr. Emmons stated a little over \$400,000 will be moved into reserves. Ms. Hume asked how this year compares to previous years. Dr. Emmons stated in 2023 about \$350,000 moved into reserves and in 2024 about \$400,000 was moved into reserves. The final FY2025 budget report will be provided at the next meeting. After discussion, Dr. Chesnut moved to accept the financial report with Ms. Hume seconding the motion. The motion carried unanimously.

Budget: Dr. Emmons shared information on FY26 budget including a breakdown of revenue sources. Less money was requested from the County due to not requesting mosquito funds and the realignment of the city county funds. The City of Cheyenne will be providing 55% and Laramie County will provide 45% as agreed in the Memorandum of Understanding. The board approved a 3% salary increase for staff to help offset increased insurance costs. Dr. Chesnut asked about any major building issues. Dr. Emmons stated the main issue is the HVAC system which we are working with the county as our facility is owned by the county. Dr. Emmons also stated we may have to take some funds out of reserves for that, but no big projects have been identified. Dr. Emmons would like to see the carpet replaced at some point, but it is not currently planned. Dr. Chestnut asked how the WIC program impacts the budget. Dr. Emmons shared that the WIC costs are completely paid for by their grants. A small amount of city/county are budgeted to allow the WIC staff to participate in events, such as flu clinic. These events are used for preparedness. Ms. Mullins stated that a 5% administrative fee is earned, which helps to cover these expenses.

Dr. Emmons stated she feels good about the budget and accountability processes. Dr. Caller asked if there was any anticipated change to the CFO position. Dr. Emmons believes it is working well as it is today and does not anticipate making any changes. After discussion, Ms. Hume moved to accept the FY2026 Budget as presented, with Dr. Chesnut seconding the motion. The motion carried unanimously.

Major Equipment: Dr. Emmons discussed that any equipment expense that is \$500 or greater is currently considered major equipment. Dr. Emmons is requesting to move this dollar amount to \$5,000 and over, which is best practice. Mr. Lopez moved to increase the



dollar amount to \$5,000 to classify as major equipment, seconded by Ms. Hume. The motion carried unanimously.

Public Health Moment:

- » Dr. Caller requested an update on measles, West Nile virus and other diseases. Dr. Emmons discussed the two current measles cases with a toddler in Natrona County and an infant in Niobrara County. Neither are hospitalized nor connected to each other. This is concerning as community spread is possible. We were one of the last three states to have cases and Dr. Harrist put out a HAN to providers in preparation. The Wyoming State lab will begin testing for measles.
- » Pertussis cases are continuing in Laramie County. It's perplexing because most cases are vaccinated. Dr. Hartman stated immunity wanes with time after vaccinations. Message to the community is it's still worth getting vaccinated. Dr. Emmons commented on the span of ages. Ms. Hume asked if we are seeing people for the MMR vaccine. Ms. Mullins stated no, recommendations have not changed but we have had a small boost for titters. Laramie County has a 97% vaccine rate for MMR. People are pretty receptive to vaccination. Dr. Hartman stated due to vaccination coverage, we don't anticipate large outbreaks.

Contracts and Agreements:

- » Dr. Emmons discussed the Grant Agreement between the Wyoming Department of Health, Public Health Division and CLCPH for FY2026. After discussion, Ms. Hume moved to approve the grant agreement, with Dr. Chesnut seconding the motion. The motion carried unanimously.
- » Dr. Emmons discussed the Grant Agreement between the Wyoming Department of Health, Public Health Division and CLCPH for the County Health Officer (CHO). This contract is for a four-year term. After discussion, Ms. Hume moved to approve the grant agreement, with Mr. Lopez seconding the motion. The motion carried unanimously.
- » Ms. Mullins discussed the Amendment to Extend Agreement terms for Title X services of the Wyoming Health Council Subrecipient Agreement agreeing to operate under the existing contract terms and. This contract is for a four-year term but is currently providing funds on a month-to-month basis, beginning July 1, 2025. After discussion, Ms. Hume moved to approve the amendment, with Dr. Chesnut seconding the motion. The motion carried unanimously.

Official Business:

- » None

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

- » We found out that WIC is being fully funded. Good news!
- » Working on closing out FY 25 and will provide that next month.
- » Staff evaluations are being done.



- » Invitation to the annual picnic on August 21 at Lions Park shelter by the pool from 12:30–4:30. The Employee Engagement team is planning some fun events.
- » Working on getting the new year budget started.
 - » Operations & Human Resources – Dr. Emmons shared with following:
 - » Reviewed the Marketing and Outreach report.
 - » Public Health Response and Outreach (PHR) activities in June 2025 including:
 - PHRC Sarah Lentz completed Modular Emergency Response Radiological Transportation Training. This training helps local jurisdictions respond to radiological contamination and transportation incidents.
 - PHRC Lentz and Southeast Wyoming Healthcare Coalition Coordinator Kori Bechtel met with the Executive Director and Administrative Specialist of the Wyoming Governor's Council on Developmental Disabilities (WGDD). During the meeting they discussed the organization's work and how public health and WGDD can work together to improve preparedness.
 - All deliverables for FY2025 were completed by June 30, 2025.
 - » Human Resources:
 - Reminder that the Executive Director's performance evaluation is due from each board member on Thursday, July 17, 2025.
- » Environment Health – Ms. Escobedo reported:
 - » June EH completed 182 inspections.
 - » Welcome new employee Jared Klodt and all positions are filled.
 - » Working hard on getting prepared for CFD. Fly traps are hung and filled, and inspections are taking place. Lake Absaroka temporary septic installed. The park is extra full this year due to construction. Parking was difficult for MRU and covered trailer.
 - » Closures – Senators, Candy stores in mall, Blendz and Ikes.
 - » Owens Hot Chicken planning to open.
 - » Little Max food truck opens.
 - » A couple of mosquito pools tested positive for West Nile Virus as well as one crow.
 - » Last week – fruit vendor issues. Set up and refusing to leave, no handwashing, sanitizer, did not apply for permits, etc. The sheriff's office was called in to help.
 - » Temporary event issue with inflatables, Pirate's Rebellion. Planning to continue without water.
 - » The new pool with one main drain is going to install two main drains.
- » Public Health Nursing – Ms. Mullins reported:
 - » Immunizations – New vaccine coordinator has been a tremendous help.



- » Plans for Jr. high clinics have been finalized.
- » Hired a new RN in Immunizations.
- » Immunizations team, MCH, WIC – FE Warren Health Fair to provide external resources.
- » WIC has its one-year anniversary. New baby to the WIC team. Casper is also going through the same transition. Reagan is seeing patients and picking up.
- » Donation for community baby shower by the Gordon family.
- » Ryan White – for 5 years Kasey has been trying to get Case Managers certified. Case managers are currently going through training which means higher billing with the same level of care. Asking for assistance - .5 non-medical case manager in the works to help with increase.

Presentation: Dr. Emmons presented the Community Health Assessment (CHA) and Community Health Improvement Plan (CHIP) highlighting:

- » Background – every three years a CHA is done by the community. Main folks involved are CRMC, CLCPH, CALC, LCCP. Hospitals are required to do as part of their population health work. We use the plan to help set goals and for any potential accreditation purposes. Recognition to Amy Spieker and any potential on all of their work to complete the assessment. Key findings include Youth – suicide is second leading cause of death 10-24. Behavioral health – suicide rate is higher than the rest of the nation. Older adults – 7.5% face food insecurity. Housing – rent in Laramie County has increased by 40+% since 2010. Neighborhoods – SNAP and Food stamps more prevalent in Southside. Next month we will share the CHIP and specific goals with the Board.

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