



Cheyenne Laramie County Public Health Board of Health

CLCPH Conference Room

Tuesday, June 17, 2025 @ Noon

Present:

Dr. Tracie Caller, MD, MPH, President
Sue Hume, MS, RN (ret.), Vice President
Dr. Max Silver, DDS, Secretary
Lorie Chesnut, DrPH, MPH, Member
Gus Lopez, 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
Jennifer Escobedo, REHS, Director of Environmental Health
Matthew Hartay, Environmental Health Specialist

Guests Present:

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

Absent:

Dr. Stan Hartman, County Health Officer
Brad Lund, Deputy County Attorney

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

Welcome Guests: None.

Consent Agenda: Dr. Caller asked for input or changes to the consent agenda which included the agenda for the June 2025 meeting and minutes from the May 20, 2025, meeting. Ms. Hume moved to accept the consent agenda, seconded by Mr. Lopez. The motion carried unanimously.

Treasurers Report for May 2025: Ms. Deitsch reviewed the treasurer's report for May 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 May 2025: Dr. Emmons presented the May Revenue and Expense report noting that the goal point for the 11th month of the fiscal year is 92%. Nursing revenue is 120.61%, Environmental Health's revenue is 99.85% with total CLCPH department revenue at 101.97% of the budget. Operating expenses are 99.43% of the budget and total expenses, which also include payroll, are 88.76% of the budget. After discussion, Mr. Lopez moved to accept the financial report with Ms. Hume seconding the motion. The motion carried unanimously.

Public Health Moment:

- » Dr. Emmons discussed a letter to the editor from the Executive Committee of the Wyoming Chapter of the American Academy of Pediatrics discussing vaccines as a successful public health tool. Mr. Kennedy fired the seventeen members of the Advisory Committee on Immunization Practices (ACIP) but has hired eight new members. The ACIP's next meeting will be on June 23, 2025.

Contracts and Agreements:

- » Dr. Emmons discussed the rental agreement between Laramie County, Cheyenne Laramie County Public Health, and Dr. Joy Magruder of Big Sky Direct Family Care PLLC to use a clinic room and office space providing contractual Worker's Compensation medical examinations and assessments to clients for Wyoming Workforce Services. After discussion, Ms. Hume moved to approve the rental agreement, with Mr. Lopez seconding the motion. The motion carried unanimously.

Official Business:

- » Dr. Hartman is retiring as County Health Officer and Dr. Caller, Ms. Hume and Dr. Emmons interviewed Dr. A.J. Meares yesterday and are recommending his appointment as the incoming County Health Officer. After discussion, Ms. Hume moved to approve the appointment of Dr. Meares as the County Health Officer, with Dr. Silver seconding the motion. The motion carried unanimously.

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

- » Environmental Health Fees have been approved by the City which was the final approval and will go into effect on July 1, 2025.
- » The city has approved the FY2026 budget. The County will hear the budget on June 26, 2025, for approval.
- » Attended the SE Wyoming Builders Association meeting and feel it is very important to be visible with the building, real estate and other associated external groups as we are involved in their process.
- » Working to deal with outstanding debt owed in Nursing and Environmental Health including a new process. After 3 months of attempts to collect, the outstanding debt



will be sent to a collection agency. We receive \$.30 on the dollar if collected from the collection agency.

- » Steve Carroll's last day was yesterday with our organization as he is moving out of state. He started with us as a contact tracer.
- » The legislature last year passed House Bill 172 – Repeal of Gun Free Zone – this will affect our department requiring policies to address concealed carry with our staff. The hope is to bring this policy back to the Board next month.
 - » Operations & Human Resources – Dalene Frantz shared with following:
 - » Reviewed the Marketing and Outreach report.
 - » Public Health Response and Outreach (PHR) activities in May 2025 including:
 - Funding for Budget Period 2, July 1, 2025, to June 30, 2026. At this time, CDC Division of State and Local Readiness will award partial funding to the Wyoming Department of Health, Public Health Division. This award is approximately 72% of the normal funding. This affects the PHEP Base grant and the County Health Officer grant agreements and most likely the City Readiness Initiative grant agreement.
 - The Public Health Division's priority is to limit the usage of the funds for salary and benefits for PHR staff until a final funding amount has been awarded.
 - » Human Resources:
 - Discussed the executive director's annual review with Dr. Caller and made small modifications to the review form. Dr. Emmon's will complete her self-evaluation by June 26th. Once completed, her self-evaluation and evaluation form will be sent to the Board by June 30, 2025, with each board members form returned by July 16, 2025. The goal is to complete Dr. Emmon's review by the end of July 2025.
 - » Building Projects:
 - We began using a new janitorial service on June 1, 2025.
 - Currently working with Trane on our HVAC units with the 1st floor being cool and the 2nd floor being hot.
 - Trane is repairing an exhaust fan which has been down since August of 2024. The curb for the replacement exhaust fan was ordered too small and they are currently waiting for new curbing to be fabricated to replace the exhaust fan.
- » Environment Health – Ms. Escobedo reported:
 - » Matthew Hartay, Environmental Health Specialist was a guest today and has been with us for about a year.
 - » In May there were 145 inspections and 9 plan reviews.



- » Beach Please will be opening a new location, H Ramen House, Cheba Hut and Derby Club should open this week.
- » Penny's Diner had a fire and will be closed a few more weeks. Dairy Queen also had a fire at an outlet but were only closed for a few hours. Starbucks on Dell Range in their reach in freezer caught on fire and reopened in a few hours.
- » Hotel – new pool only has 1 drain and must have 2 drains according to Federal Guidelines so they will need to resolve this to be licensed.
- » Maverick was out of water for 10 days as a fiber optic company hit their sewer line.
- » Vendors for the CFD food side (100 permits) are expected to be submitted soon.
- » A new EH Specialist will start on July 7, 2025.
- » 201 inquiries include a property on Pershing Blvd. with city sewer close to the property and a property Skyline Drive with sewer about a ¼ of a mile away.
- » Public Health Nursing – Ms. Mullins reported:
 - » Grant from CRMC Foundation for the MCH Sleep Sack program.
 - » Had 6 participants and 5 support people largest birthing class
 - » Ryan White invoices have been received and will be received going forward on the 15th of each month
 - » Received \$500 from Cheyenne Regional Medical Center to promote FIT Kits with on screen advertising at Capital City Cinemas.
 - » Funding for Title X will be changing. Gail Wilson, Executive Director of Wyoming Health Council stated "Effective this month, clinic funding payments will be disbursed at the end of the month, aligning with our previous practice. This change better reflects a reimbursement model for services rendered rather than preloading funds. This also aligns with our efforts to ensure consistency and fairness by linking payment schedules with the timely completion and submission of required deliverables. Additionally, as our current contracts are set to end this month and we have not yet received the second OPA/HHS award for the remainder of the grant year, we are considering an addendum to extend the existing contract term until more concrete funding information becomes available."
 - » Currently we have not received a funding notification for Title X beginning July 1, 2025.
 - » Positive Client Story related to program collaboration and one stop services: We recently had a client with a positive pregnancy test in Family Planning. She was referred to MCH for assistance in setting up Medicaid which resulted in her prenatal enrollment to MCH. MCH



referred her to WIC for additional assistance. While at her WIC visit, she saw the flyer for the birthing class. She attended the birthing class in April and successfully delivered her child in May. This is just one example of how seamlessly a client can receive care.

- » One new case of pertussis and currently no measles cases in Wyoming at this time.

Presentation: Ms. Escobedo and Ms. Gaertner gave a presentation on the 201-program including:

- » Tabled to July 2025 Board Meeting due to severe weather situation.

With no further business, Dr. Caller adjourned the meeting at 12:54 p.m.