



Cheyenne Laramie County Public Health Board of Health
CLCPH Conference Room
Tuesday, December 16, 2025 @ Noon

Present:

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

Staff Present:

Kathy Emmons, DMgt, Executive Director
Kasey Mullins, MSN, RN, Director of Nursing/Deputy Director
Dalene Frantz, Director of Operations and Human Resources
Jennifer Sewell-Escobedo, Director of Environmental Health

Guests Present:

Commissioner Don Hollingshead, Ex Officio
Tammy Deisch, Laramie County Treasurer

Absent:

City Councilman Jeff White, Ex Officio
Dr. AJ Meares, County Health Officer

Dr. Caller called the meeting to order at 12:02 pm.

Consent Agenda: Dr. Caller asked for input or changes to the consent agenda which included the agenda for the December 2025 meeting and minutes from the November 18, 2025, meeting. Ms. Hume moved to accept the consent agenda, seconded by Mr. Lopez. The motion carried unanimously.

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

Financial Reports for November 2025: Dr. Emmons presented the November Revenue and Expense report noting that this is the 5th month of the fiscal year. Nursing revenue is 48.76%, Environmental Health's revenue is 49.60% with total CLCPH department revenue at 43.69% of the budget. Operating expenses are 43.68% of the budget and total expenses, which also



include payroll, are 35.21% of the budget. After discussion, Ms. Hume moved to accept the financial report with Dr. Chesnut seconding the motion. The motion carried unanimously.

Public Health Moment:

- » Dr. Emmons discussed the CDC Overdose Prevention dashboard specific to Wyoming. The CDC's State Unintentional Drug Overdose Reporting System (SUDORS) collects data on unintentional and undetermined intent drug overdose deaths from death certificates, medical examiner or coroner reports, and postmortem toxicology results. In 2024, there were 53,336 total overdose deaths with 67% of those people having at least one potential opportunity for an intervention. Of these deaths, 95 were in Wyoming with 47.7% having at least one potential opportunity for intervention. 23% were in current treatment for substance use disorder, 12.8% had a mental health diagnosis, and 4.7% were recently released from an institutional setting. The overdose deaths in Wyoming were mainly prescription Opioids.

Contracts and Agreements:

- » Dr. Emmons discussed the amendment to the sublease agreement between Cheyenne Laramie County Public Health and State of Wyoming. The contract with the Department of Administration and Information, General Services Division is for 1,950 square feet of space at 100 Central Avenue for an additional two years for the WIC program. After discussion, Ms. Hume 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 Mr. Lopez seconding the motion. The motion carried unanimously.

Board Member Appreciation:

- » Dr. Emmons presented Lorie Chesnut and Gus Lopez with a plaque thanking them for their 5 years of service on the Cheyenne Laramie County Public Health Board of Health.

Official Business:

- » Dr. Emmons discussed Tyler Technologies program for Environmental Health. The goal was to bring food, daycare, restaurants, massage, body art and septic/well programs onto an electronic platform. We have worked with Healthspace to move to their Cloud system for the last 6 years, but the program is still not complete and even though we have worked with them for 3 years on well and septic programs, they are also not complete. This spurred the need to look at options for software. We looked at Inspectigo, Healthspace, and Tyler Technologies. Inspectigo cannot meet our needs. Tyler Technologies is a very large company, and the county uses many of the Tyler Technologies' programs. A comparison between Healthspace and Tyler Technologies was presented to the Board. The annual fee for Tyler Technologies is between \$12,000 to \$25,000. Dr. Emmons requested spending up to \$160,000 for



implementation fees from reserves. Ms. Hume asked the timeframe for implementation. Dr. Emmons stated that it would take approximately a year. After discussion, Ms. Hume moved to approve up to \$160,000 for implementation fees to move to Tyler Technologies, with Dr. Silver seconding the motion. The motion carried unanimously.

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

- » We had a wonderful holiday party last week which was planned by the Employee Engagement committee with a carry-in and other activities.
- » The county and city will be voting on our new board members this week and next.
- » Budgets need to be to the city by February 28, 2026, so we will be starting budget meetings internally in January 2026.
- » Advisory Committee on Immunization Practices (ACIP) decided to remove the infant Hepatitis B vaccine from the vaccination schedule.
 - » Operations & Human Resources – Ms. Frantz reported:
 - » Reviewed the marketing and outreach report.
 - » Trane is working on a quote for the county on some equipment replacement. It is anticipated that the estimated cost to replace some of the equipment will be placed on the 6th penny ballot.
 - » We currently have a PRN (As Needed) position for a Women Infants and Children Competent Professional Authority and a position for a Maternal Child Health Registered Nurse.
 - » An Accounting Specialist has been hired and began working on December 1, 2025.
 - » Public Health Response – Ms. Frantz reported:
 - » Ms. Lentz joined the Southeast Wyoming Healthcare Coalition Coordinator and a representative from the American Red Cross for a personal preparedness panel discussing during the Wyoming Development Disabilities Conference.
 - » PHRC Lentz began working with CRMC, Southeast Wyoming Healthcare Coalition, Cheyenne Laramie County Emergency Management Agency and Cheyenne Fire/Regional Emergency Response Team #7 on HAZMAT planning for Laramie County.
 - » Environment Health – Ms. Escobedo reported:
 - » November 162 inspections completed.
 - » A fire suppression system was deployed at Pour Decisions. Pour Decisions publicly appreciate all the help provided by Tiffany Gaertner and James Jones as a result of the fire.
 - » Mongolian Grill has changed ownership.
 - » Paris West is now operating the Hatchet House and provides food and beverages.



- » Jennifer completed the ICS400 class with Kasey and Dalene last week.
- » The staff is working with Tiffany Fernandez on video content for social media.
- » Public Health Nursing – Ms. Mullins reported:
 - » First pediatric flu death in the United States was in the Denver area.
 - » Primary virus is Flu A, with the variant H2N2 with sub-K. Even though the flu vaccine was not based on this variant, the vaccine does help decrease severe illness and hospitalization.
 - » Colorado reported 4 times as many hospitalizations this year as compared to last year at the same time.
 - » Wastewater testing is being done in Laramie County for Flu A and B.
 - » Measles elimination status for Canada has been removed, and the United States will be reviewed in January. This does affect travel.
 - » The second death to Avian Flu was on the west coast.
 - » Pertussis cases exceeded the highest number (134) since 2000.
 - » Baby formula which tested positive for botulism was recalled, but there were no cases in Wyoming.
 - » Purchased sleep sacks with the Cheyenne Regional Medical Center (CRMC) grant. These will be utilized during hospital rounds. The patient supply budget line item will be over budget until we receive reimbursement from the CRMC grant.

Presentation:

- » Dalene Frantz, Director of Operations and Human Resources, gave a presentation on Total Rewards, Turnover, Exit Interviews and the Recruitment Process highlighting:
 - » Turnover has been steadily declining since CY2021.
 - » Exit Interviews continue to provide actionable information and recommendations from the employee perspective.
 - » The life cycle of the recruitment process was reviewed giving action items for each step of the process.

With no further business, Dr. Caller adjourned the meeting at 1:16 p.m.