

**Campbell County Board of Health**  
**2301 South 4-J Road, Gillette, WY 82718**  
**March 18, 2021**

Present: Jane Glaser, MSN, RN, APHN Public Health Executive Director; Kelly Hubbard, RN, BSN; Reba Lindblom, RN, BSN, ANLC; Susie Hooker, Vice Chair; Val Amstadt, PA, Board Member; Ivy McGowan-Castleberry; Dr. K. Patel, County Health Officer; Sean Brown, County Attorney; Rebecca Jimenez, Senior Financial Specialist; Nick Bouzis, Chairman; Carol Seeger, Commissioners Administrative Director; Colleen Faber, County Commissioner, Kendra Anderson, Clerk; Rebecca Dow, Department of Agriculture, John Gallardo, Gillette News Record in person and Rusty Bell, County Commissioner; Robert Maul, County Commissioner; DG Reardon, County Commissioner via Teams.

The March 18, 2021 Board of Health Meeting was called to order by Chairman Nick Bouzis.

Introductions were made.

Susie Hooker moved to approve the January 21, 2021 Board of Health minutes, Val Amstadt second the motion, motion carried.

**FINANCIAL OFFICER'S REPORT:**

Purchase orders were completed by Rebecca, reviewed by Jane, clerk's office, and approved by commissioners. No issues were brought to our attention.

**CONSUMER HEALTH REPORT:**

Doug Evans was not present. His counterpart, Rebecca Dow, was present. Rebecca reports 70-80 food inspections. Summary of report was given about inspections, no paper copies available due to the person who runs that report being out of the office.

**HEALTH OFFICER REPORT:**

- Dr. Patel reports that variances have dropped. There have been some concerned citizen calls regarding people not picking up trash. Four new tattoo shops have opened during this pandemic. The County has done well to keep most events open through variance approvals. This week is one year from when this pandemic was declared. Campbell County has done well compared to other parts of the country and the world.

**COMMISSIONERS AGENDA:**

- Employee Update (Jane Glaser):

- Ivy McGowan-Castleberry—New PHRC: Randy retired 3/1/21 and was replaced by Ivy.
- Nurse Position—was approved last summer and will leave vacant due to the budget message.
- COVID-19 Activities (Jane Glaser):
  - Testing: COVID testing continues. Public Health has done 1,624 tests out of our office with 414 of those tests being positive which is a 25.5% positivity rate. There has been a decline in testing due to the other options in town.
  - Vaccines: Campbell County has received all three of the vaccines, Pfizer, Moderna, and Janssen (J&J). In the beginning Pfizer was mostly distributed to healthcare and first responders. We are not slotted to receive Pfizer in the near future. We have mainly received Moderna since the 1<sup>st</sup> of January and two weeks ago we received the J&J vaccine. We will continue giving the Moderna in our office and we are giving the J&J to the hospital. Walgreens provides Pfizer, Walmart also provides Moderna, and Albertsons should receive Moderna in the next week or so. This provides many avenues for people in the community to the vaccine of their choice. All locations require an appointment. We are not sure when we will get the next shipment of J&J. As of today, out of our office, we have provided 6,757 doses of vaccine and 2,502 of those doses are the second vaccine. The hospital has done about 1,300 doses of the Pfizer and should be close to being done with the 260 doses of J&J that we gave them. We are getting a good portion of the community immunized. All vaccines are entered into the State Wyoming Immunization Registry and reported to the CDC. There is also a date on the back of their vaccine card, and people are advised to call and make their appointment for their second vaccine.
    - Pfizer: Two dose series.
    - Moderna: Two dose series.
    - Janssen (J&J): One doses series. 15 inmates received the vaccine. 15 homeless residents in the shelter signed up to receive the vaccine next week.
    - County Agency Involvement: Jane recognized that for our Drive Thru clinics, there were multiple agencies involved. The CAMPLEX donated the space, Emergency Management donated volunteers, a couple of mines brought food and coffee, Sherriff's Office donated Deputies, and the Fire Department came to monitor carbon monoxide. It was a very large effort by a lot of people who made it very successful.
  - Tracing: The Wyoming Department of Health hired Waller Hall to conduct tracing. We receive the positive cases and they are forwarded to Waller Hall for follow up. Positive cases are going down.

- Budget: Jane reports it was very helpful when the Commissioners asked to begin at the 17/18 budget. We have been able to decrease our budget by \$121,168.00 by not filling the Nurse position, employee medical cost share increasing, and reducing in some other areas. This is roughly a 10% decrease. Hopefully this will be enough that the Commissioners will be pleased.
- Other (Jane Glaser):
  - Public Health this Saturday night along with CCH, the Sherriff's Office, Gillette PD, and Fire Department are being honored at the Hockey game. Honorees will be dropping the puck and honoring the different departments.
  - Chief Bender, Fire Department, Public Health, Randy Bury, and Jane Glaser have been chosen to receive the Chief Award. That will be presented on 3/27/2021 at the banquet.
  - Jane reports that if you have completed your vaccine series and are two weeks from your vaccine you no longer have to wear a mask in our building unless with patients.

#### **PUBLIC HEALTH NURSING REPORT:**

- Personnel Changes:
  - Ivy McGowan-Castleberry—New PHRC: Randy retired and was replaced by Ivy.
  - Nurse Position—left vacant.

#### **UNFINISHED BUSINESS:**

- COVID-19 Testing: As discussed in Commissioners Agenda.
- COVID-19 Tracing: As discussed in Commissioners Agenda.
- COVID-19 Vaccine Clinics: As discussed in Commissioners Agenda.
- Unhappy Public (Jane Glaser): The majority of people are happy. After the clinic at the Senior Center, we received many hateful calls, emails, and letters. The Sherriff's Office did send a couple deputies to Public Health on a day that one particularly angry person was scheduled to come in for their second COVID vaccine. That visit went without incident.
- 6th Grade Immunization Clinics: We will begin to help get 6<sup>th</sup> graders ready for 7<sup>th</sup> grade in April by going to the schools to provide vaccinations. The schedule has been completed and the school is sending the paperwork home to the parents.

#### **NEW BUSINESS**

- 2021-22 Budget: Commissioners told all the Directors to look at a 15-25% budget cut. Then they asked to look at the 17/18 budget and start there. We were fortunate that we were only \$59,000.00 over that budget, so by keeping the Nurse position vacant that took the majority of our cut.

**OTHER BUSINESS:**

- Public Records Request (Carol Seeger): Reports that at the Commissioners Meeting on Tuesday during the public comment period a gentleman, by the name of Jacob Dalby, delivered a Public Records Request. It included all departments within the county. It requested the names of all county employees, list of credit card holders, and statement of all charges for a three year period beginning at 1/1/2018 ending 1/1/2021. In addition, it asks for the budget of every department and a list of every expenditure for that three year period. Carol that it is one of the largest requests she has seen in the twenty some odd years that she has seen while working for the county. She has spoken to First National Bank and they switched to a new system in March of 2019 and so statements prior to will not be available online. Cancelled cards will not be able to be accessed. Carol reports that we will identify ways in which we can respond and identify ways in which we can't. The volume of information is problematic, and Carol is waiting for Susan Saunders to return to see if she has any ideas. It will be a coordinated effort. Commissioner Maul asked about a fee and Carol responds that you can charge are reasonable fee if you have policy in place. We do not have a blanket countywide policy; some departments do have a policy, and some do not. Mr. Dalby delivered the request, Representative Fortner signed it, as did Terry Glass. Under the statue, we have to produce the information within 30 days unless we come to an agreement otherwise. If we cannot produce or come to an agreement within 30 days, then it goes before the State Ombudsman. Jane reports that as far as Public Health is concerned, we have three credit cards (with low limits) all with Campbell County Public Health and not issued to a specific person. One of them is used for Prevention Funds. All grants go through the county auditor, budgets, and salaries are already published. Rusty Bell requested that the request be forwarded to the commissioners. Carol will forward the request.
- Board of Health opening (Jane): We do have an opening on our Board of Health since Ivy has become an employee of Public Health. Carol Seeger has the information and it was advertised in the latest addition of the Gillette News Record.

Susie Hooker motioned to develop a Public Records Request policy for Public Health, Val Amstadt second the motion, motion carried.

The next Board of Health meeting will be May 20, 2021.

Val Amstadt moved to adjourn, Susie Hooker second the motion, motion carried.

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Susie Hooker, Vice-Chairman                      Date

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Rebecca Jimenez, Secretary                      Date