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# SWEETWATER COUNTY DISTRICT BOARD OF HEALTH

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Agenda  
April 3, 2013  
7:15

**Please use the door on the West side of the building**

1. Approval of Agenda(A)
2. Minutes approval (A)
3. Voucher approval (A)
4. Code of Ethics Acceptance (A)
5. By-Law Amendment Approval (A)
6. Review of Mission Statement (I)
7. Follow Up Discussion Regarding Fluoridation (I)
8. County Health Officer Report (I)
9. Environmental Health Report (I)
10. Director's Report (I)
11. Preliminary Budget Discussion (I)
12. Executive Session

**Next BOH Meeting - April 24, 2013**

- (A) Indicates board action required  
(I) Indicates information agenda items

**Sweetwater County District Board of Health**  
February 27, 2013

Present:

Board members:

Mark Sanders Chairperson  
Craig Wolfing, Vice Chairperson  
Stephanie Wallendorff, Secretary  
Jeanine Cox

Greg Erramouspe - absent  
Cathie Hughes – call in  
Chad Franks

Board of Health Director:

Janet Gerken

Board Attorney:

Mike Stulken - absent

County Health Officer:

Dr. Jean Stachon

Commissioner Reid West

Nursing Staff/Environmental Health Staff

Rocket-Miner

Meeting opened by Mark, Chairperson at 7:15 AM.

Janet asked to add Karla Roich, Emergency Preparedness Coordinator to agenda to give presentation. Motion to approve add-on to the agenda was made by Craig, seconded by Stephanie. Motion carried.

Motion to approve January minutes was made by Jeanine, seconded by Craig. Motion carried.

Motion to approve February vouchers was made by Stephanie, seconded by Craig. Motion carried.

County Health Officer, Dr. Stachon report given out at meeting.

Paul Ng, from Environmental Health report sent out in the packet. Paul and Sara attended both Rock Springs and Green River's City Council meetings in February to explain how their department serves the public.

Board of Health Director, Janet report sent out in the packet.

Janet will begin the budget process in March.

Bridget Giovale will be attending the April 24<sup>th</sup> board meeting to discuss Prevention Coalition.

The department of health grant is not looking promising for our agency to receive any monies for the Electronic Medical Records (EMR) program. Janet explained that we should be able to implement this program with our funds. She thinks that the

Nightingale Notes is looking like the best program out there that will be beneficial for our agency on all levels.

Janet shared with the board the plaque that our agency received from the Green River police department in appreciation for the WYO radios. She also shared that the Sheriff's office is using our mobile link radio. This unit is a \$10,000 unit. We will have a contract in place for them to use the unit. The Sheriff's office is very grateful.

Janet discussed that our grant fund will almost be the same as last year about \$2,000 difference. Reid asked if the State is looking at cuts for the next fiscal year. Janet explained that the MCH Programs are an essential function of public health service and that regardless of cuts to the program, duties must be performed at the local level. MCH funding currently pays for services for approximately  $\frac{3}{4}$  of year.

Mark asked what the full-time nurse will be doing. Janet said she is doing orientation right now, but she will be doing home health and public health.

Janet announced that we have a physical therapist now. Her name is Karen MacDonald. Janet is in the process of getting a contract signed.

Follow up discussion on fluoridation. Janet told the board that she sent a letter to the Cities re: public health being involved in the decision making of fluoride in the water. She has not heard from either Rock Springs or Green River. The board would like to be able to educate the public. Dr Stachon will gather national data and Janet will gather state data.

Karla, Emergency Preparedness coordinator gave a presentation to the board on Jurisdiction Risk Assessment. Karla also announced that she is doing a tabletop exercise March 28, 2013 at the Fire District #1 at 10 AM for first responders.

Janet discussed that the Medical Reserve Core is having an open house April 18, 2013 from 6-8 PM for recruitment. Janet will have brochures ready at that time.

Motion to go into executive session was made by Jeanine, seconded by Craig. Motion carried.

Motion to come out of executive session was made by Jeanine, seconded by Stephanie. Motion carried.

Next DBOH meeting will be March 27, 2013.

Respectfully submitted,

Missy Allen  
Administrative Assistant DBOH

**Sweetwater County District Board of Health Special Meeting**  
March 13, 2013

Present:

Board members:

Mark Sanders Chairperson  
Craig Wolfing, Vice Chairperson  
Stephanie Wallendorff, Secretary  
Jeanine Cox

Greg Erramouspe - absent  
Cathie Hughes  
Chad Franks - absent

Board of Health Director:

Janet Gerken

Board Attorney:

Mike Stulken

Meeting opened by Mark, Chairperson at 7:15 AM.

Motion to go into executive session to discuss legal matters was made by Craig, seconded by Cathie. Motion carried.

Out of executive session 8 AM. Motion to move the regular scheduled meeting March 27, 2013 to April 3, 2013 was made by Craig, seconded by Cathie. Motion carried.

Motion to move forward on code of ethics policy for board members to sign and understand the policy was made by Craig, seconded by Cathie.

Motion to adjourn meeting was made by Jeanine, seconded by Cathie.

Next DBOH meeting will be April 3, 2013.

Respectfully submitted,

Missy Allen  
Administrative Assistant DBOH