

Sweetwater County District Board of Health

August 28, 2013

Present:

Board members:

Mark Sanders Chairperson

Craig Wolfing, Vice Chairperson

Chuck Sykes

David Okano

Brianne Crofts

Cathie Hughes

Donald West

Board of Health Director:

Janet Gerken

Grant Christensen

Board Attorney:

Mike Stulken - absent

County Health Officer:

Dr. Jean Stachon

Commissioner Reid West

Nursing Staff/Environmental Health Staff

Rocket-Miner

Guest – Nell Johnson

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

Motion to approve the agenda was made by Donald, seconded by Cathie. Motion carried.

Motion to approve July minutes was made by Craig, seconded by David. Motion carried.

Motion to approve August vouchers was made by Chuck, seconded by Donald. Motion carried.

Dr. Stachon, CHO reported for the month of August. She also added that she was involved with a documented pertussis case. She notified Sweetwater County School District #1.

Environmental Health reported for the month of August. It was recommended that Sara and Paul be vaccinated for rabies.

Director reported for the month of August. Janet has been working with Grant Christensen in the month of August to initiate him into his new role as director.

Janet reported that she added a line item in the budget for staff and development.

Janet reported that the archiving is all finished. As soon as the second thumb drive comes, Grant will have to work with Tim Knight from IT to get them stored on the server. The computers were ordered and delivered. The cost of the new computers was

\$14,000 and the board approved \$20,000. Training for the Electronic Medical Records has been scheduled for October 22, 23 & 24, 2013 here in are office.

The auditor was here August 27, 2013. He has finished with our agency and was pleased. Reid announced that the County will be using a different company for the audit for next fiscal year. It is recommended to change auditors every few years.

Janet announced that the flu vaccine has arrived and have already scheduled flu clinics for Rock Springs and Green River's Senior Centers for the month of September.

Teresa Weyer with Parents as Teachers would like to be on the September agenda to educate the board on the new program.

Janet said that there is going to be a meeting in the fall to educate on water fluoridation. At that time the board can decide what direction they want to go.

Brianne asked if we were fully staffed now. Janet said that we have one full time nurse position open at this time.

District Board of Health members expressed to Janet what an excellent job and hard work she has done to get this agency up and running to its full capabilities and much more in the years she served as director. She was given an appreciation and dedication plaque.

Motion to go into executive session for personnel reasons and to do an exit interview with Janet was made by Cathie, seconded by Brianne. Motion carried.

Open session - Janet's last day will be September 4, 2013. She has agreed to work a couple of days in September for payroll and Quarterly reports. Motion to Janet working a few days in September and to prorate her salary was made by Cathie, seconded by Donald. Motion carried.

Motion was made to adjourn the meeting by Brianne, seconded by Craig. Motion carried.

Next DBOH meeting will be September 25, 2013.

Respectfully submitted,

Missy Allen
Administrative Assistant DBOH