Sweetwater County District Board of Health
November 18, 2015

Present:
Board members:
Chuck Sykes, Chairperson - absent
Elina Chernyak
Mark Sanders
Kathy Luzmoor
Craig Wolfing – Vice Chairperson
Brett Stokes - absent
Donald West, Secretary
Board of Health Director: Grant Christensen
Board Attorney: Charles Barnum - absent
County Health Officer Dr. Jean Stachon - absent
Commissioner Reid West - absent
Nursing Staff/Environmental Health Staff
Rocket Miner Newspaper - absent

Meeting opened by Craig, Vice Chairperson at 7:15 AM.

Motion to approve November agenda was made by Dr. West, seconded by Kathy. Motion carried.

Motion to approve September 30, 2015 and October 28, 2015 minutes was made by Kathy, seconded by Dr. West. Motion carried.

Motion to approve September/October vouchers was made by Dr. West, seconded by Mark. Motion carried.

Grant explained to the board why our TANF audit was questioned and why our numbers did not match. The State provides a database for the nurses to record their daily visits which is called the PHNI. Quarterly Grant pulls the numbers from that database to do the quarterly reports for the TANF/MCH report. He felt the only reason the numbers could be off would be a possibility the nurses were entering their visits after he ran his reports. Grant spoke with a director from Cheyenne and she said she was having the same problems with her reporting. Come to find out the database was corrupted. Grant said the State plans on reporting this to the County Commissioners and let them know it was beyond their control. The system is being updated.

Grant explained to the board the County Commissioners approved a resolution approving additional official holidays for County Employees for the year 2015. Grant stated we have always followed suit with the County. Motion to approve the additional days off for County Employees was made by Kathy, seconded by Dr. West. Motion carried.

Grant also explained to the board the County Commissioners also approved a $1,500 bonus for full-time County Employees in lieu of no cost of living raise this fiscal year due

to insurance premiums increasing. Part-time employees will also receive a prorated bonus. Grant said the cost of bonuses will be around $30, 000. Motion to approve a bonus for County Employees was made by Mark, seconded by Kathy. Motion carried.

County Health Officer reported on the month of October. She added the Life RU Ready was a success and they are already planning for next year.

Environmental health reported they are wrapping up the 2015 year.

Director's report – Grant asked the board to look at the policy manual regarding the education assistance policy. He feels like the policy is broad and he would like the board to give him some feedback on the policy. He also suggested rewriting that policy to be more specific. He has two employees that would like to further their education and needs more specifics. One of the main concerns would be if we have the money in the budget to allow the two employees to seek their degree. Grant said there is money in the budget for staff development, but not for employees to seek a degree. One other concern would be to make sure the degree they are seeking would be to determine how their education would benefit the agency. The board would also like to have in writing that employees would have to work for the agency for a period of time after completing their degree. The board would like Grant to write a policy including cap amount, school options, passing classes, employee to work for the agency after the degree is completed etc. and report to the board what he comes up with and they will go from there. Kathy suggested Grant put a line item for education in the budget for the next fiscal 2016-2017 budget year since the money is not there at this time.

Kim Lionberger expressed to the board that she just finished her Master's Degree in August and was not reimbursed for any of her tuition. She said she was not aware she had an option of being reimbursed for her tuition. The previous director told her that she had to ask and get it approved by the board before she enrolled. She was not aware of this and asked the board if they would be willing to pay some of her tuition. Dr. Chernyak asked Kim how many hours she spent a week for school while working a full time job. Kim answered that she put in 20-25 hours per week plus working full-time. Kathy said that she thinks Kim should be grandfathered in since it was no fault of hers. Kathy feels like Kim should be reimbursed her tuition in the 2015-2016 budget year.

Motion to have the December meeting earlier in the month because of the Christmas holiday was made by Kathy, seconded by Dr. West.

Motion to adjourn meeting was made by Kathy, seconded by Dr. West. Motion carried.

Next DBOH meeting will be Wednesday, December 16, 2015.

Respectfully submitted,

Missy Allen
Administrative Assistant