

**Sweetwater County District Board of Health**  
February 29, 2012

Present:

Board members:

Mark Sanders Chairman	Greg Erramouspe
Jeanine Cox, Vice Chairman	Cathie Hughes
Stephanie Wallendorff	Chad Franks
Craig Wolfing	

Board of Health Director:

Janet Gerken

Board Attorney:

Mike Stulken

Environmental Health Supervisor

Chuck Sykes

County Health Officer:

Dr. Jean Stachon

Commissioner Reid West

Nursing Staff

Guests:

Gerard Klein

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

Motion to approve the agenda was made by Jeanine. seconded by Stephanie. Motion carried.

Jeanine explained that there was a change in officers. Mark will assume the role of Chairman and Jeanine will occupy the Vice Chairman position.

Motion to approve minutes was made by Cathie H., seconded by Greg E. Motion carried.

Voucher procedure and recommendations for policy were discussed. DBOH reviewed policies and will approve them at the next DBOH mtg.

Motion to approve vouchers was made by Jeanine, seconded by Greg. Motion carried.

Janet told the DBOH members that an Advisory Committee Meeting needed to take place before the end of March. She will need two DBOH members to attend. Mark, Jeanine and Greg will attend on March 15, 2012 at 7:15 AM. The Advisory Committee will need to meet two times a year.

Janet passed around the signature card for board members for signatures for the Bank of the West. By signing the signature card, any board member will be able to sign checks. All 7 BOH members are on the account along with Robb Slaughter.

County Health Officer, Jean Stachon reported on her report for the month of February which was included in the DBOH packet.

Environmental Health Supervisor, Chuck reported on his report for the month of February which was included in the packet that went out in the mail.

Board of Health Director, Janet Gerken reported on her report for the month of February which was included in the packet that went out in the mail. Janet passed around an example of a financial report that Hospice uses for their board. Janet asked the DBOH members if this is what they would like to see each month. The DBOH thought it would be suitable. Janet discussed the option of looking outside of the agency to do the payroll which would cost the agency about \$2,200.00 per year or keeping it inside of the agency. Our agency did do payroll for the month of February and she thought it would not be any problem for our agency to do it. The board didn't have a problem with this.

Janet reported that application for 211 database had been submitted. Discussion on using 211 vs. using the Wyoming's Aging and Disability Resource Center (WADRC) for help. Cathie reported to use the 211 Card for non-emergency problems because they would end up referring them to WADRC anyway.

Janet reported we were paying well over \$700 every quarter for waste from Stericycle. The hospital said we could transport our waste up there. Because Gerard Klein, CEO of the hospital was at the meeting, he explained that the hospital could not do that and they could get into trouble with the Feds. He is going to do some research to find out who told us we could do that. Mark told Janet to call his office and see who they use and to get some prices.

Janet requested an executive session. A motion was made to go into executive session by Craig, seconded by Cathie. Motion carried.

A motion was made to adjourn meeting by Mark S., seconded by Craig. Motion carried. Meeting adjourned at 8:45.

Next Board of Health Meeting will be held March 28, 2012 at 7:15 AM.

Respectfully submitted,

Missy Allen  
Administrative Assistant  
SC District Board of Health