

# INFORMATION PACKET

Thursday, October 27, 2022



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### AGENCIES, BOARDS AND COMMITTEES DOCUMENTS & INFORMATION

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C.A.S.P.E.R.

Communication Accountability Stewardship Professionalism Efficiency Responsiveness

**The Grid**  
A working draft of Council Meeting Agendas

**November 1, 2022** Councilmembers Absent:

<b>Regular Council Meeting Agenda Items</b>	<b>Est. Public Hearing</b>	<b>Public Hearing</b>	<b>Ordinances</b>	<b>Resolutions</b>	<b>Minute Action</b>
Pre-Meeting: Judge Quarterly Update					
Pre-Meeting: Budget Calendar					
Approval of 10/4 Minutes					C
Approval of 10/4 Executive Session Minutes					C
Approval of 10/18 Minutes					C
Approval of 10/18 Executive Session Minutes					C
Establish Public Hearing for Transfer of Ownership for Retail Liquor License No. 36 From Urban Market Wines, LLC d/b/a Urban Bottle Wine & Spirits, Located at 410 South Ash Street to Occasions by Cory, LLC d/b/a The Drinkery – A Modern Bar + Venue by Cory, Located at 410 South Ash Street.	C				
Establishing November 15, 2022 as the date of public hearing for consideration of an Ordinance approving a vacation, replat, subdivision agreement and zone change for the Pasadena Addition.	C				
Public Hearing: Non-Discrimination Ordinance		N			
Public Hearing: Private Intrusion Alarms		N			
Public Hearing: Consideration of a Resolution certifying Annexation Compliance with Title 15, Chapter 1, Article 4 of the Wyoming State Statutes to determine if the Annexation of 2.0 Acres described as Tract 8, Dowler No 2 Subdivision complies with W.S. §15-1-402.		N			
3rd Reading: Consideration of an Annexation of 2.0-Acres described as Tract 8, Dowler No. 2 Subdivision (3025 Paradise Drive), Establishing the Zoning of Said Parcel as C-2 (General Business), and Rezoning 8.2-acres Described as the Paradise Acres Addition (3041 Paradise Drive) as C-2 (General Business)			N		
Authorizing a Contract for Professional Services with Civil Engineering Professionals, Inc. in the amount of \$12,400 per year for three years, for a total amount of \$37,200, for ongoing water system updates and modeling for the City of Casper, Project No. 19-013.				C	
Authorizing a contract for Professional Services with HDR Engineering, Inc., for Ongoing Studies, Tasks, and Activities Regarding Water Rights and Water Supply Activities in an amount not to exceed \$75,000.				C	
Authorize a Contract for Outside-City Water and Sewer Service with Meador Environmental Consulting, LLC for Lot 17 and 18 of the Air-Rail Industrial Park Addition, 2199 Pyrite Road.				C	
Authorizing a Contract for Professional Services with Civil Engineering Professionals, Inc., in the Amount of \$135,000.00, for the Wolf Creek Road Improvements, Project No. 21-066.				C	
Authorizing a Contract for Professional Services with WWC engineering for a not-to-exceed amount of \$80,000 for the College Drive Improvements, Project No. 21-060.				C	

# The Grid

A working draft of Council Meeting Agendas

## November 1, 2022 (continued) Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Authorizing a Contract for Professional Service with Hall's Custom Paving and Excavation Inc., in the Amount of \$170,000, for the Transit Facility Parking Improvements, Project No. 22-040				C	
Authorizing a Contract for Professional Services with Caspar Building Systems, in the Amount of \$84,696, to Repair the South Garage Door of the Material Recovery Facility Located at the Casper Solid Waste Facility, Project No. 22-076.				C	
A resolution authorizing a contract between the City of Casper and Felsburg, Holt, & Ullevig for the Casper Area Impact Fee Study				C	
Authorizing a Professional Services Agreement with JTL Group Inc, dba Knife River, in the amount of \$56,875.00, for the Drill Tower Training Pad, Project No. 22-059				C	
Appointing Three (3) New Members to Casper's Council of People with Disabilities for a Term of Three (3) Years Beginning November 1, 2022.					C
Accepting a Grant from Rocky Mountain Power Foundation, in the Amount of \$8,0000, to be Used to Fund Elements of First Street Gateway.					C
Executive Session: Land Acquisition, Personnel, & Litigation					

## November 8, 2022 Councilmembers Absent:

Work Session Meeting Agenda Items	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Drug Court Update	Information Only	4:35	20 min
Ice Arena Subsidy & Expansion	Direction Requested	4:55	30 min
Fire Station Safe Zones and Cameras	Direction Requested	5:25	30 min
North Platte Subdivision Master Plan	Direction Requested	5:55	30 min
Agenda Review		6:25	20 min
Legislative Review		6:45	20 min
Council Around the Table		7:05	20 min
Approximate Ending Time:			7:25

**The Grid**  
A working draft of Council Meeting Agendas

**November 15, 2022** Councilmembers Absent:

<b>Regular Council Meeting Agenda Items</b>	<b>Est. Public Hearing</b>	<b>Public Hearing</b>	<b>Ordinances</b>	<b>Resolutions</b>	<b>Minute Action</b>
Pre-Meeting: Winds Henge					
Approval of 11/1 Regular Meeting Minutes					C
Approval of 11/1 Executive Session Minutes					C
Approval of 10/15 Special Meeting Minutes					C
Establish Public Hearing for Transfer of Ownership for Retail Liquor License No. 37 From Charger Holdings, LLC d/b/a Yellowstone Garage Located at 355 West Yellowstone to 307 Repair, Inc. d/b/a Yellowstone Garage Bar and Grill, Located at 355 West Yellowstone.	C				
Public Hearing: Transfer of Ownership for Retail Liquor License No. 36 From Urban Market Wines, LLC d/b/a Urban Bottle Wine & Spirits, Located at 410 South Ash Street to Occasions by Cory, LLC d/b/a The Drinkery – A Modern Bar + Venue by Cory, Located at 410 South Ash Street.		N			
Public Hearing - Ordinance approving a vacation, replat, subdivision agreement and zone change for the Pasadena Addition.		N			
2nd Reading: Non Discrimination			N		
2nd Reading: Private Intrusion Alarms			N		
Authorizing a Lease Agreement with the Natrona County School District for Use of Lot 12 at the Ford Wyoming Center to Conduct Drivers' Education Classes				C	
Authorizing Amendment No. 1 to the Agreement with HA Baseball LLC D.B.A Casper Horseheads for the Use and Operation of the Mike Lansing Baseball Stadium Concessions Stand.				C	
Resolution on LWCF Grant - Parks				C	
A resolution authorizing a Professional Services Contract for transit services with Natrona County for Fiscal Year 2023.				C	
A resolution authorizing a Professional Services Contract for transit services with the Town of Evansville, a Wyoming municipality, for Fiscal Year 2023.				C	
A resolution authorizing a Professional Services Contract for transit services with the Town of Bar Nunn, a Wyoming municipality, for Fiscal Year 2023.				C	
Approving the Vacation and Replat creating the Valley West Business Center No. 2 Addition, and the associated Subdivision Agreement.				C	

10/27/2022

**The Grid**  
A working draft of Council Meeting Agendas

**November 22, 2022** Councilmembers Absent:

<b>Work Session Meeting Agenda Items</b>	<b>Recommendation</b>	<b>Begin Time</b>	<b>Allotted Time</b>
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Council Leadership Process	Direction Requested	4:35	10 min
Golf Subsidy	Direction Requested	4:45	30 min
Unsafe Structures Update	Information Only	5:15	30 min
Council Goals Update	Information Only	5:45	45 min
Agenda Review		6:30	20 min
Legislative Review		6:50	20 min
Council Around the Table		7:10	20 min
Approximate Ending Time:			7:30

**December 6, 2022** Councilmembers Absent:

<b>Regular Council Meeting Agenda Items</b>	<b>Est. Public Hearing</b>	<b>Public Hearing</b>	<b>Ordinances</b>	<b>Resolutions</b>	<b>Minute Action</b>
Pre-Meeting: One Cent Community Projects Applications and Reports					
Approval of 11/15 Minutes					C
Public Hearing for Transfer of Ownership for Retail Liquor License No. 37 From Charger Holdings, LLC d/b/a Yellowstone Garage Located at 355 West Yellowstone to 307 Repair, Inc. d/b/a Yellowstone Garage Bar and Grill, Located at 355 West Yellowstone.		N			
2nd Reading - Ordinance approving a vacation, replat, subdivision agreement and zone change for the Pasadena Addition.			N		
3rd Reading: Non-Discrimination Ordinance			N		
3rd Reading: Private Intrusion Alarms			N		
Resolution on Service Fees Police Response to Alarms				C	

**December 13, 2022** Councilmembers Absent:

<b>Work Session Meeting Agenda Items</b>	<b>Recommendation</b>	<b>Begin Time</b>	<b>Allotted Time</b>
Recommendations = Information Only, Move Forward for Approval, Direction Requested			
Meeting Follow-up		4:30	5 min
Recreation/Sports Subsidy	Direction Requested	4:35	30 min
Council Leadership Straw Poll	Direction Requested	5:05	10 min
Utility Rate Model Review	Direction Requested	5:15	45 min
Project Safe Update	Direction Requested	6:00	45 min
Agenda Review		6:45	20 min
Legislative Review		7:05	20 min
Council Around the Table		7:25	20 min
Approximate Ending Time:			7:45

10/27/2022

**The Grid**  
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**December 20, 2022** Councilmembers Absent:

Regular Council Meeting Agenda Items	Est. Public Hearing	Public Hearing	Ordinances	Resolutions	Minute Action
Approval of 12/6 Minutes					C
3rd Reading - Ordinance approving a vacation, replat, subdivision agreement and zone change for the Pasadena Addition.			N		

**December 27, 2022** Councilmembers Absent:

No Work Session	Recommendation	Begin Time	Allotted Time
Recommendations = Information Only, Move Forward for Approval, Direction Requested			

## Future Agenda Items

### Council Items:

Item	Date	Estimated Time	Notes
Formation of Additional Advisory Committees			
Excessive Vehicle Storage			
Graffiti Abatement & Alternatives			After January 2023
Safe Place Program Implementation & Resolution			
Code Enforcement - Municipal Code?			
Class and Compensation Study Follow-up			After January 2023
Parking Garage Lease			Summer 2024
Detox Funding Discussion			
LGBTQ Advisory Committee Update			
Budget Amendment #2 Discussion			
Livability/Marketing Follow-up			
Special Event Permitting Process			
Banner Health and Fire Agreement			
Wind Sculpture Follow-up			

### Staff Items:

City Inspectors Authority/Oversight of Licensed Contractors			
Recreation Refunds			
Sign Code Revision			
Speed Limit Ordinance Review			
Part 2 Ford Wyoming Center			
SRO Contract			
Sponsorships and Naming Rights (Tentative)			
Poplar St. and CY St. Intersection			
Judge's Quarterly Update			Recurs Quarterly
Enterprise Proforma Review			
Rocky Mountain Power Update			
Ford Wyoming Center Subsidy			

### Potential Topics-- Council Thumbs to be Added:

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### Future Regular Council Meeting Items:

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### Retreat Items:

Economic Development and City Building Strategy
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October 27, 2022

MEMO TO: Carter Napier, City Manager 

FROM: Zulima Lopez, Parks, Recreation and Public Facilities Director  
Phil Moya, Recreation Manager  
Edwin Luers, Recreation Supervisor - Aquatics

SUBJECT: Aquatics Follow-up Items for City Council

**Action Type**

Information Only

**Summary**

At the City Council Work Session on October 11, 2022, a Councilmember inquired about the net cost of closures due to mechanical failure at the pools. The inquiry required some additional data gathering by staff. The chart below summarizes closures at the aquatic facilities due to mechanical failure and the estimated impact of those closures.

The Aquatics Division did incur revenue loss from closures forced by mechanical failure at the Aquatics Center and Mike Sedar Pool in the last year. However, money was actually saved when PV Pool was closed for 11 days late this season, which highlights the fact that outdoor pool operations are subsidized at each location except Mike Sedar, where daily pool admissions during the height of the outdoor swim season will generally cover the cost to operate (not including capital investments).

Pool	Mechanical Failure	Dates of Closure due to Mechanical Failure	Total Closure Days	Estimate Lost Revenue	Estimated Expenses Not Incurred	Estimated Net Loss
*CFAC Leisure Pool	filter pump motor bearings	10/17/2021 - 10/27/2021	10	\$ 3,000	\$ 175	\$ 2,825
*CFAC Leisure Pool	filter pump motor bearings	1/20/2022 - 1/29/2022	9	\$ 2,000	\$ 175	\$ 1,825
*CFAC Leisure Pool	filter pump motor bearings	10/3/22 - 10/6/22	3	\$ 1,200	\$ 50	\$ 1,150
Mike Sedar Pool	pump motor failure	7/5/2022	1	\$ 2,000	\$ 250	\$ 1,750
**PV Pool	broken pump impeller	7/15/22 - 7/26/22	11	\$ 4,000	\$ 5,800	\$ (1,800)
Total Net Loss						\$ 5,750

\* When CFAC Leisure pool is closed, spa and lap pool remain open and staffed for public use

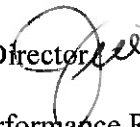
\*\* PV Pool had to be drained for repair so realized additional savings in heating and chemicals

As stated in the work session, staff is currently undergoing an analysis of the financial impact from modifying swim lesson and open swim hours during the 2022 summer season. More information on this analysis will be provided to Council when the final business plan for Aquatics is presented early in 2023.



October 27, 2022

MEMO TO: J. Carter Napier, City Manager

FROM: Jill Johnson, CPA, Financial Services Director 

SUBJECT: Q3 First Interstate Bank Investment Performance Report

Info Packet  
October 27, 2022

The City's Investment Advisor, First Interstate Bank (FIB), presented the Q3 Investment Performance Report to the City's Investment Advisory Committee on October 27, 2022. This is the first performance report provided to the City in many years.

The report starts with current economic conditions and then reports on the City's investments by account. The yield to maturity shows as increasing for all accounts over the past year which equates to increased interest income to the City. The investment advisor is recommending continuing with a shorter maturity/duration until there is indication that the economic conditions are changing.

The City's investments are benchmarked to various indexes, depending on the investment. While all investments have declining market value, the City's investments have not declined as much as the benchmark. Additionally, the City does not typically sell its investments but holds them to maturity. This strategy alleviates the potential loss from the change in market value which would be realized if the bond was sold.

The City currently has three separate investment accounts with FIB. Because the City allocates interest by investment balance in each fund, the three investment accounts are not necessary. To streamline the investment process, the three investment accounts will be combined into one account over the next quarter.

If you have questions regarding this material, please let me know.



## *Economic & Portfolio Review*

*October 27, 2022*

***Prepared For:***

City of Casper

***Prepared By:***

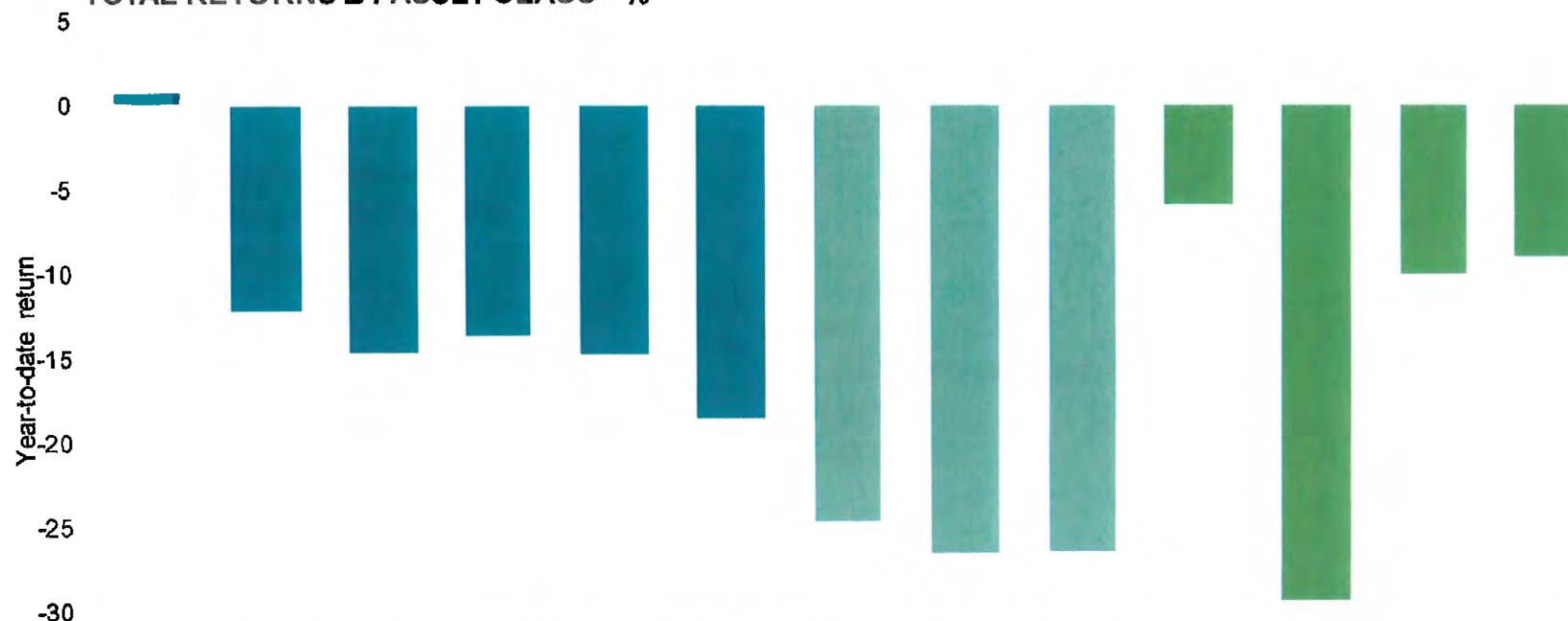
Christine Stack, CTFA, CFP®  
Vice President, Wealth Advisor  
First Interstate Wealth Management  
Casper, WY

Kate McNally  
Trust Specialist  
First Interstate Wealth Management  
Casper, WY

Paul F. McKean, CFA, CFP®  
Vice President, Senior Portfolio Manager  
First Interstate Wealth Management  
Billings, MT

# ASSET CLASS RETURNS

TOTAL RETURNS BY ASSET CLASS - %



	RISK CONTROL						RISK ASSETS						
	FIXED INCOME						EQUITIES			REAL ASSETS			
	Cash	Municipal Bonds	Inv. Grade	TIPS	High Yield	EM Debt	U.S.	Dev. Ex-U.S.	Emerging Markets	Natural Resources	Gbl. Real Estate	Gbl. Listed Infra.	Gold
■ ■ ■ YTD	0.6	-12.1	-14.6	-13.6	-14.7	-18.6	-24.7	-26.6	-26.5	-5.9	-29.4	-10.1	-9.1
2021	0.0	1.5	-1.5	6.0	5.3	-8.7	26.1	12.9	0.1	25.2	23.3	11.9	-3.5
2008-YTD	0.6	3.2	2.6	3.0	5.9	1.0	8.4	1.6	0.6	1.1	2.4	2.9	4.8

Source: Northern Trust Asset Management, Bloomberg. Gross total returns in USD, year-to-date through 9/30/2022. Equity proxies are MSCI Investable Market Indexes

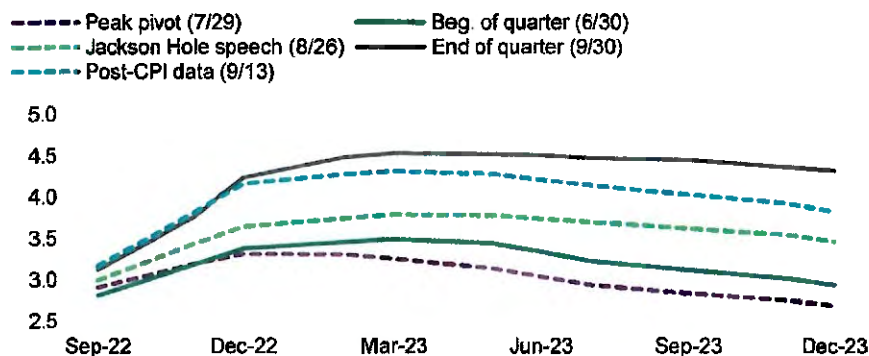
Past performance is no guarantee of future results. Periods greater than one year are annualized except where indicated. Returns reflect the reinvestment of dividends and other earnings and are shown before the deduction of investment management fees, unless indicated otherwise. Returns of the indexes also do not typically reflect the deduction of investment management fees, trading costs or other expenses. It is not possible to invest directly in an index. Indexes are the property of their respective owners, all rights reserved

# KEY DEVELOPMENTS

## TIGHTER FOR LONGER

*Inflation has been stickier than expected, with implications for Fed policy (tighter for longer) and economic growth (weaker).*

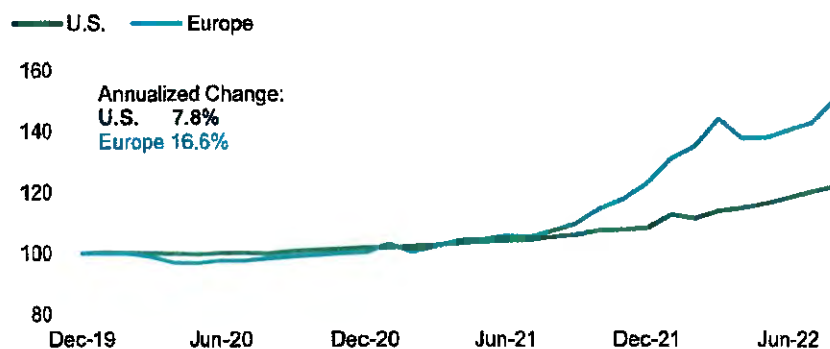
### EXPECTED FED POLICY TRAJECTORY (%)



## ENERGY PAINS

*Energy bills have been painful for many – but nowhere more so than in Europe due to its heavy dependence on Russian gas.*

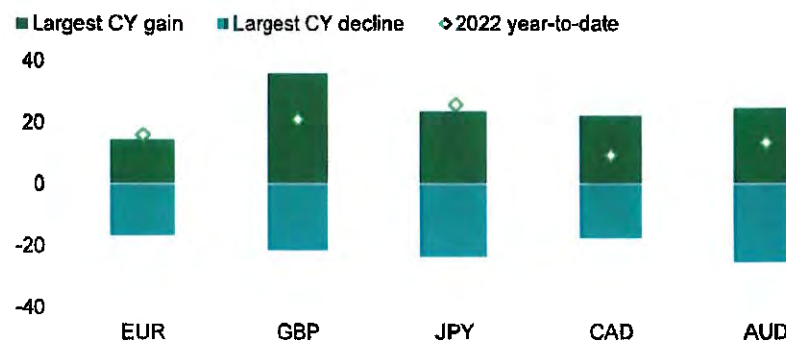
### ELECTRICITY INFLATION - INDEXED TO 100



## LONG LIVE THE U.S. DOLLAR

*U.S. dollar strength, which has been felt across the world, is posing a challenge to non-U.S. central banks fighting inflation.*

### U.S. DOLLAR CURRENCY MOVES (%) VERSUS...



## RESILIENT EARNINGS

*Developed market earnings expectations have proved resilient – most of the negative returns have been driven by valuation declines.*

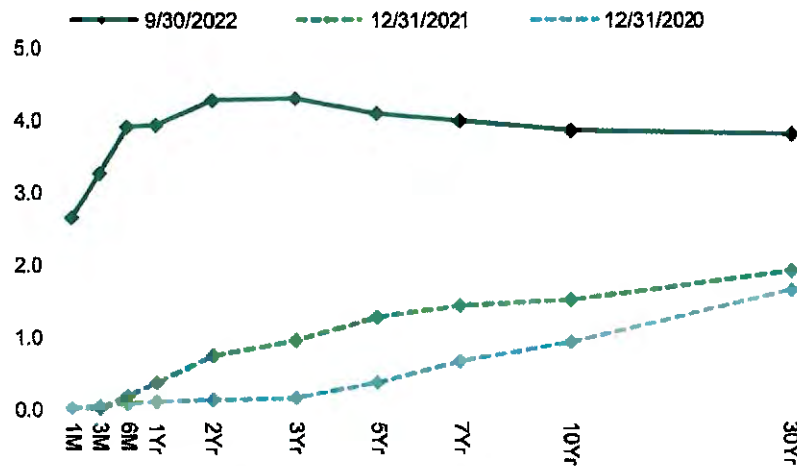
### YEAR-TO-DATE RETURN BREAKDOWN (%)



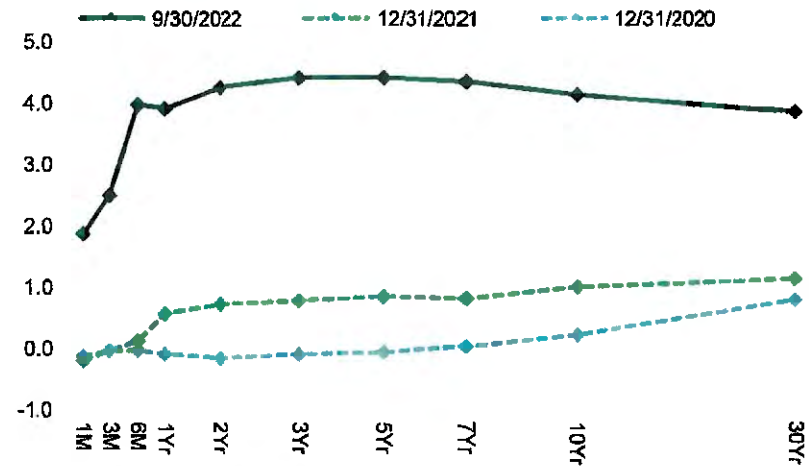
Source: Northern Trust Asset Management, Bloomberg. CY = calendar year. Data as of 9/30/2022.

# FIXED INCOME: YIELD CURVES

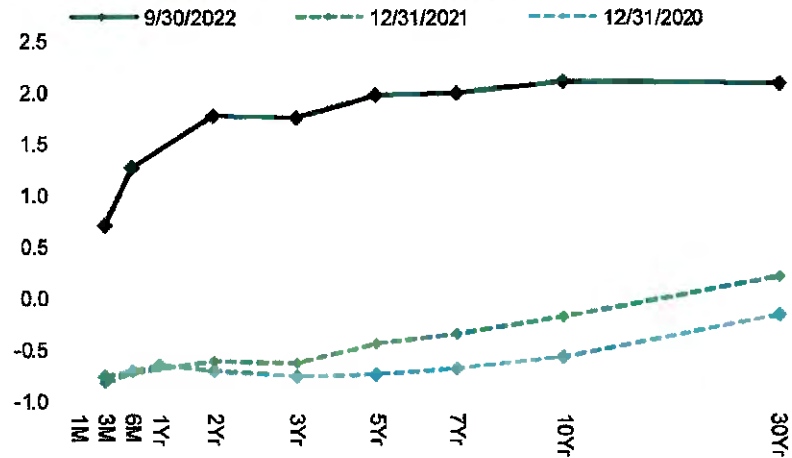
U.S. TREASURY YIELD CURVE - %



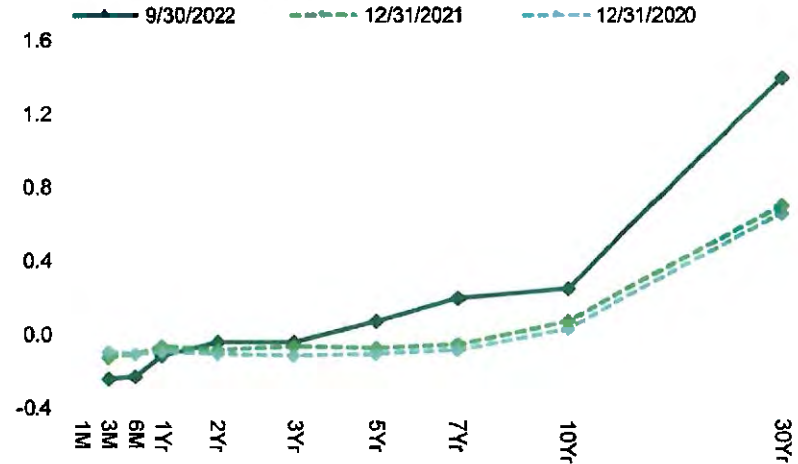
U.K. GOVERNMENT YIELD CURVE - %



EURO BENCHMARK YIELD CURVE - %



JAPAN GOVERNMENT YIELD CURVE - %



Source: Northern Trust Asset Management, Bloomberg. Data as of 9/30/2022.

# FIXED INCOME PERFORMANCE

FIXED INCOME		WEIGHT	YTD	1-MONTH	3-MONTH	6-MONTH	1-YEAR	3-YEAR	5-YEAR	10-YEAR
<b>Cash</b>			<b>0.6%</b>	<b>0.2%</b>	<b>0.5%</b>	<b>0.6%</b>	<b>0.6%</b>	<b>0.6%</b>	<b>1.1%</b>	<b>0.6%</b>
<b>U.S. TIPS</b>			<b>-13.6%</b>	<b>-6.6%</b>	<b>-5.1%</b>	<b>-10.9%</b>	<b>-11.6%</b>	<b>0.8%</b>	<b>2.0%</b>	<b>1.0%</b>
<b>U.S. Investment Grade</b>			<b>-14.6%</b>	<b>-4.3%</b>	<b>-4.8%</b>	<b>-9.2%</b>	<b>-14.6%</b>	<b>-3.3%</b>	<b>-0.3%</b>	<b>0.9%</b>
Sector	Securitized	29.9%	-13.4%	-4.9%	-5.2%	-8.9%	-13.8%	-3.5%	-0.8%	0.6%
	U.S. Treasury	41.0%	-13.1%	-3.5%	-4.3%	-8.0%	-12.9%	-3.1%	-0.2%	0.5%
	Corporate	23.9%	-18.7%	-5.3%	-5.1%	-11.9%	-18.5%	-3.7%	-0.0%	1.7%
	Agency	1.8%	-8.5%	-2.1%	-2.7%	-4.5%	-9.0%	-1.6%	0.4%	0.9%
	Government-Related	3.5%	-12.7%	-3.5%	-3.9%	-7.7%	-12.7%	-2.9%	0.0%	1.0%
Rating	AAA	73.6%	-13.1%	-4.0%	-4.7%	-8.3%	-13.2%	-3.2%	-0.4%	0.6%
	AA	3.1%	-16.6%	-4.6%	-4.9%	-10.3%	-16.4%	-3.7%	-0.3%	1.0%
	A	10.8%	-17.8%	-5.2%	-5.2%	-11.3%	-17.7%	-3.7%	-0.2%	1.5%
	BBB	12.5%	-19.3%	-5.3%	-4.8%	-12.4%	-19.0%	-3.6%	0.1%	1.8%
<b>Credit</b>				<b>-5.1%</b>	<b>-4.9%</b>	<b>-11.5%</b>	<b>-17.9%</b>	<b>-3.6%</b>	<b>-0.0%</b>	<b>1.6%</b>
Sector	Corporate	85.6%	-18.7%	-5.3%	-5.1%	-11.9%	-18.5%	-3.7%	-0.0%	1.7%
	Industrial	49.8%	-19.9%	-5.6%	-5.4%	-12.9%	-19.5%	-4.1%	-0.2%	1.5%
	Utility	7.2%	-21.5%	-6.2%	-6.0%	-14.0%	-21.3%	-4.8%	-0.7%	1.5%
	Financial Institutions	28.6%	-15.8%	-4.5%	-4.2%	-9.7%	-16.0%	-2.6%	0.4%	2.1%
	Non-Corporate	14.4%	-14.0%	-3.9%	-4.3%	-8.8%	-13.9%	-3.3%	-0.1%	1.1%
<b>U.S. High Yield</b>			<b>-14.7%</b>	<b>-4.0%</b>	<b>-0.6%</b>	<b>-10.4%</b>	<b>-14.1%</b>	<b>-0.5%</b>	<b>1.6%</b>	<b>3.9%</b>
Rating	Ba	51.6%	-14.5%	-3.6%	-0.7%	-9.1%	-13.8%	0.3%	2.2%	4.2%
	B	36.7%	-14.5%	-4.1%	-0.7%	-11.3%	-13.8%	-1.3%	1.3%	3.5%
	Caa	10.9%	-16.7%	-5.2%	-0.4%	-13.3%	-16.3%	-1.4%	-0.3%	3.7%
<b>Municipals</b>			<b>-12.1%</b>	<b>-3.8%</b>	<b>-3.5%</b>	<b>-6.3%</b>	<b>-11.5%</b>	<b>-1.9%</b>	<b>0.6%</b>	<b>1.8%</b>
<b>Emerging Market Debt (local)</b>			<b>-18.6%</b>	<b>-4.9%</b>	<b>-4.7%</b>	<b>-12.9%</b>	<b>-20.6%</b>	<b>-7.1%</b>	<b>-3.9%</b>	<b>-2.4%</b>
<b>Emerging Market Debt (hard)</b>			<b>-23.9%</b>	<b>-6.4%</b>	<b>-4.6%</b>	<b>-15.5%</b>	<b>-24.3%</b>	<b>-7.2%</b>	<b>-2.6%</b>	<b>1.1%</b>

Source: Northern Trust Asset Management, Bloomberg. Total returns through 9/30/2022. Periods > 1 year annualized. Weights updated as of 9/30/2022.

Past performance is no guarantee of future results. Periods greater than one year are annualized except where indicated. Returns reflect the reinvestment of dividends and other earnings and are shown before the deduction of investment management fees, unless indicated otherwise. Returns of the indexes also do not typically reflect the deduction of investment management fees, trading costs or other expenses. It is not possible to invest directly in an index. Indexes are the property of their respective owners, all rights reserved.



# SUMMARY OUTLOOK

10/4/2022

## U.S. Economic Outlook & Asset Allocation (6-9 Months)

<b>Indicator</b>	<b>Outlook</b>
Gross Domestic Product	Declining ↓
Consumer Spending	Softening
Business Spending	Moderating
Govt. Spending	Moderating
Housing	Moderating
Manufacturing	Declining ↓
Labor Markets	Neutral
Inflation	Elevated
Monetary Policy	Tightening
Global Listed Infrastructure	Positive
Natural Resources	Positive
Global Real Estate	Overweight
<b>Asset Allocation</b>	<b>View</b>
Cash	Neutral
Fixed Income	Underweight
Equities	Overweight
Alternatives	Neutral

↑↓ Indicates a change from prior period

## Capital Markets (6-9 Months)

<b>Equities Sector</b>	<b>Outlook</b>
Corporate Earnings	Positive
Profit Growth Rate	Slowing
Valuations	Neutral
Stock Prices (Directional)	Positive
Growth vs. Value	Neutral
Large Cap	Underweight
Mid Cap	Neutral
Small Cap	Overweight
International - Developed	Overweight
International - Emerging	Overweight
International - Small Cap	Neutral
<b>Fixed Income Sector</b>	<b>Outlook</b>
Interest Rates - Direction	Neutral
Interest Rates - Level	Neutral ↑
Duration vs. Benchmark	Shorter
Yield Curve	Neutral
U.S. Treasuries	Neutral ↑
TIPS	Underweight
Government Agencies	Underweight
Mortgages	Underweight
Corporate (Investment Grade)	Overweight
High Yield/Floating Rate	Overweight
International	Underweight
Municipals	Underweight



## **City Of Casper Perpetual Care Prin Funds**

Investment Objective: All Fixed Income - Government Only

**Investment Activity Through 09/30/2022**



**City Of Casper Perpetual Care Prin Funds (REDACTED)**

**Reporting period: September 30, 2022**

**Managed since: August 01, 2015**

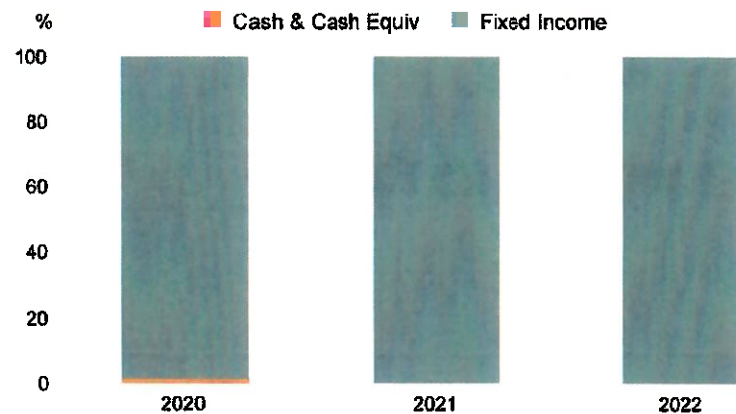
**Allocation Overview**

	Market Value	% of Mkt Val
Cash & Cash Equiv	\$ 128,438	.5 %
Fixed Income	\$ 24,929,602	99.5 %
<b>Total</b>	<b>\$ 25,058,040</b>	<b>100.0 %</b>

**Allocation Detail**

	Market Value	% of Mkt Val
Cash & Cash Equivalents	\$ 128,438	.5 %
US Treasuries	\$ 11,872,059	47.4 %
Government Agencies	\$ 12,992,240	51.8 %
Mortgage Backed Securities	\$ 65,303	.3 %
<b>Total</b>	<b>\$ 25,058,040</b>	<b>100.0 %</b>

**Annual Allocation**



Reporting period: September 30, 2022

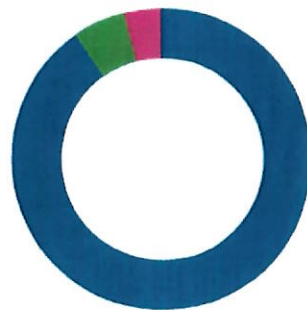
City Of Casper Perpetual Care Prin Funds **REG-271,41007**

Managed since: August 01, 2015

# Fixed Income Analysis

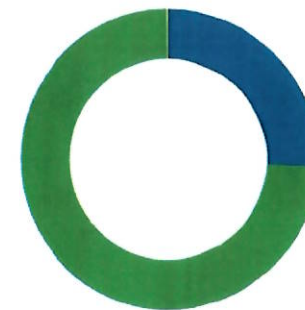
	09/30/2022	06/30/2022	03/31/2022	12/31/2021	09/30/2021
Coupon	1.90%	1.81%	1.81%	1.81%	1.84%
Current Yield	1.96%	1.83%	1.81%	1.75%	1.77%
Yield to Maturity	4.12%	2.81%	2.03%	.77%	.42%
Maturity	2.22	2.10	2.25	2.53	2.34
Duration	2.17	2.06	2.21	2.48	2.29
Face Amount	\$ 26,214,391	\$ 25,016,596	\$ 26,228,029	\$ 26,236,045	\$ 25,993,466
Market Value	\$ 24,825,696	\$ 24,201,877	\$ 25,691,838	\$ 26,530,735	\$ 26,557,206
Cost	\$ 26,253,907	\$ 25,049,702	\$ 26,260,996	\$ 26,269,040	\$ 26,021,954

Quality Allocation by Market Value



● Aaa ● N/A ● WR

Maturity Allocation by Market Value



● Less than 1 Year ● Short (1-5 Years)  
● Intermediate (5-10 Years) ● Long (Over 10 Years)

Reporting period: September 30, 2022

City Of Casper Perpetual Care Prin Funds (██████████)

Managed since: August 01, 2015

Portfolio Holdings

	ID	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield
<b>Cash &amp; Cash Equivalents</b>										
Invesco Treasury Portfolio	825252406	128,153.840	1.00	128,153.84	1.00	128,438.27	.5	.02	3,044.94	2.376
<b>Total for Cash &amp; Cash Equivalents</b>				<b>128,153.84</b>		<b>128,438.27</b>	<b>.5</b>		<b>3,044.94</b>	<b>2.376</b>
<b>Notes and Bonds</b>										
United States Treasury Note/Bond 6.25% 1 6.250% 08/15/2023	912810EQ7	1,000,000.000	113.26	1,132,806.99	101.72	1,025,212.34	4.1	6.25	62,500.00	6.144
United States Treasury Note/Bond 1.875% 1.875% 08/31/2024	9128282U3	1,200,000.000	99.84	1,198,125.00	95.63	1,149,426.79	4.6	1.88	22,500.00	1.861
United States Treasury Note/Bond 2.625% 2.625% 02/28/2023	9128284A5	1,500,000.000	99.77	1,496,484.38	99.58	1,496,756.90	6.0	2.63	39,375.00	2.637
United States Treasury Note/Bond 1.625% 1.625% 02/15/2026	912828P46	1,000,000.000	99.83	996,250.00	91.83	920,395.41	3.7	1.63	16,250.00	1.770
United States Treasury Note/Bond 1.5% 31 1.500% 10/31/2024	912828YM6	1,200,000.000	99.24	1,190,906.25	94.56	1,142,288.60	4.6	1.50	18,000.00	1.586
United States Treasury Note/Bond 1.375% 1.375% 01/31/2025	912828Z52	1,500,000.000	99.53	1,492,968.75	93.68	1,408,434.87	5.6	1.38	20,625.00	1.468
United States Treasury Note/Bond .375% 3 .375% 11/30/2025	91282CAZ4	1,750,000.000	100.01	1,750,136.72	88.66	1,553,755.44	6.2	.38	6,562.50	.423
United States Treasury Note/Bond .125% 1 .125% 02/15/2024	91282CBM2	1,000,000.000	99.74	997,421.88	94.46	944,729.65	3.8	.13	1,250.00	.132
United States Treasury Note/Bond 1.125% 1.125% 10/31/2026	91282CDG3	1,500,000.000	99.50	1,492,500.00	88.66	1,336,978.13	5.3	1.13	16,875.00	1.269
United States Treasury Note/Bond 1.125% 1.250% 11/30/2026	91282CDK4	1,000,000.000	100.16	1,001,562.50	88.99	894,080.82	3.8	1.25	12,500.00	1.405
<b>Total for Notes and Bonds</b>				<b>12,748,962.47</b>		<b>11,872,058.95</b>	<b>47.4</b>		<b>216,437.50</b>	<b>1.829</b>
<b>Bullets</b>										
Federal Home Loan Banks 2.375% 08 Mar 20 2.375% 03/08/2024	3130AB3H7	1,500,000.000	98.86	1,482,835.50	97.20	1,460,291.04	5.8	2.38	35,625.00	2.443
Federal Home Loan Banks .5% 14 Apr 2025 .500% 04/14/2025	3130AJHU6	1,000,000.000	99.90	999,018.00	90.77	910,029.44	3.6	.50	5,000.00	.551
Federal Farm Credit Banks Funding Corp 2 2.080% 11/01/2022	3133EHM91	1,500,000.000	100.07	1,501,089.50	99.89	1,511,335.01	6.0	2.08	31,200.00	2.082
Federal Farm Credit Banks Funding Corp 2 2.020% 10/17/2022	3133EHS53	1,000,000.000	97.80	877,970.00	99.95	1,008,582.22	4.0	2.02	20,200.00	2.021

Reporting period: September 30, 2022

City Of Casper Perpetual Care Prin Funds (██████████)

Managed since: August 01, 2015

Portfolio Holdings

	ID	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield
Federal Farm Credit Banks Funding Corp 3 3.050% 02/09/2027	3133EJCJ6	1,200,000.000	100.01	1,200,072.00	95.81	1,155,018.67	4.6	3.05	36,600.00	3.183
Federal Farm Credit Banks Funding Corp 2 2.880% 08/19/2023	3133EJSD2	1,400,000.000	100.22	1,403,017.00	99.05	1,398,163.66	5.6	2.89	40,460.00	2.918
Federal Farm Credit Banks Funding Corp 2 2.950% 12/14/2023	3133EJWW5	1,500,000.000	99.65	1,484,887.00	98.50	1,490,712.09	5.9	2.95	44,250.00	2.995
Federal Farm Credit Banks Funding Corp . .680% 07/27/2026	3133EMV66	1,000,000.000	99.68	996,815.00	87.40	875,248.89	3.5	.68	6,800.00	.778
Federal Farm Credit Banks Funding Corp 2 2.920% 08/17/2027	3133ENG87	1,400,000.000	99.22	1,389,010.00	94.70	1,330,866.45	5.3	2.92	40,880.00	3.083
Federal Home Loan Mortgage Corp .125% 16 .125% 10/16/2023	3137EAEY1	1,000,000.000	99.63	996,270.00	95.80	958,552.92	3.8	.13	1,250.00	.130
<b>Total for Bullets</b>				<b>12,440,764.00</b>		<b>12,098,910.39</b>	<b>48.3</b>		<b>262,265.00</b>	<b>2.179</b>
<b>Callable</b>										
Federal Farm Credit Banks Funding Corp . .550% 09/16/2025	3133EL7K4	1,000,000.000	99.95	999,500.00	89.31	893,329.17	3.6	.55	5,500.00	.616
<b>Total for Callable</b>				<b>999,500.00</b>		<b>893,329.17</b>	<b>3.6</b>		<b>5,500.00</b>	<b>.616</b>
<b>Mortgage Backed Securities</b>										
Freddie Mac REMICS FHR 2355 CE 6.5% 15 S 6.500% 09/15/2031	3133TVEW2	5,743.420	102.47	5,885.05	104.35	6,024.29	.0	6.50	373.32	6.229
Fannie Mae Pool FN 256219 5.5% 01 Apr 20 5.500% 04/01/2036	31371MSG3	347.600	96.12	334.13	100.33	350.35	.0	5.50	19.12	5.482
Fannie Mae Pool FN 745895 Flt 01 Oct 203 4.024% 10/01/2036	31403DUU1	6,459.020	100.61	6,498.56	101.78	6,595.72	.0	4.02	259.91	3.954
Fannie Mae Pool FN 745998 Flt 01 Jul 203 2.570% 07/01/2036	31403DX46	8,106.730	100.72	8,165.07	101.56	8,249.33	.0	2.57	208.34	2.531
Fannie Mae Pool FN 806529 Flt 01 Feb 203 2.433% 02/01/2035	31406DA63	420.860	99.34	418.08	97.72	412.10	.0	2.43	10.24	2.490
Fannie Mae Pool FN 815639 Flt 01 Jun 203 3.348% 06/01/2035	31406PEL9	9,171.710	99.80	9,153.45	101.51	9,335.98	.0	3.35	307.07	3.298
Fannie Mae Pool FN 834918 Flt 01 Jul 203 3.565% 07/01/2035	31407MSF3	8,010.230	99.62	7,979.87	102.08	8,200.80	.0	3.56	285.56	3.492
Fannie Mae Pool FN 852435 Flt 01 Feb 203 2.448% 02/01/2036	31408JBC4	3,208.120	99.13	3,180.14	98.95	3,181.04	.0	2.45	78.53	2.474

Reporting period: September 30, 2022

City Of Casper Perpetual Care Prin Funds [REDACTED]

Managed since: August 01, 2015

Portfolio Holdings

	ID	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield
Fannie Mae Pool FN 888004 Flt 01 May 203 3.402% 05/01/2035	31410FRZ0	5,549.720	99.71	5,533.87	99.35	5,529.44	.0	3.40	188.80	3.424
Fannie Mae Pool FN 893082 Flt 01 Sep 203 3.800% 09/01/2036	31410PFX6	4,720.480	100.70	4,753.35	102.15	4,834.68	.0	3.80	179.38	3.720
Fannie Mae Pool FN 909426 Flt 01 Feb 203 1.924% 02/01/2037	31411JLF1	824.620	100.86	831.72	98.75	815.67	.0	1.92	15.87	1.948
Fannie Mae Pool FN 920973 Flt 01 Jan 203 3.471% 01/01/2037	31412CFN5	8,008.050	100.74	8,067.47	99.47	7,988.61	.0	3.47	277.98	3.490
Fannie Mae Pool FN 949636 Flt 01 Aug 203 3.090% 08/01/2037	31413MPV3	3,820.710	101.54	3,879.48	98.81	3,785.08	.0	3.09	118.06	3.127
<b>Total for Mortgage Backed Securities</b>				<b>64,680.24</b>		<b>65,303.09</b>	<b>.3</b>		<b>2,322.17</b>	<b>3.566</b>
<b>Total</b>				<b>26,382,060.55</b>		<b>25,058,039.87</b>	<b>100.0</b>		<b>489,569.60</b>	<b>1.962</b>

Reporting period: September 30, 2022

City Of Casper Perpetual Care Prin Funds (██████████)

Managed since: August 01, 2015

**Buys & Sells - Three Months**

Asset	Ticker	Trade Date	Settle Date	Units	Unit Price	Principal
Fixed Income						
<b>Purchases</b>						
Federal Farm Credit Banks Funding Corp 3.05% 09 Fe		07/06/2022	07/07/2022	1,200,000.000	100.006	-1,200,072.00
Federal Farm Credit Banks Funding Corp 2.92% 17 Au		08/18/2022	08/19/2022	1,400,000.000	99.215	-1,389,010.00
<b>Total: Fixed Income Purchases</b>						<b>-2,589,082.00</b>
<b>Total: Fixed Income Trades</b>						<b>-2,589,082.00</b>
<b>Total: Portfolio Purchases</b>						<b>-2,589,082.00</b>
<b>Total: Portfolio Sales</b>						<b>.00</b>
<b>Total: Portfolio Trades (Net)</b>						<b>-2,589,082.00</b>

Reporting period: September 30, 2022

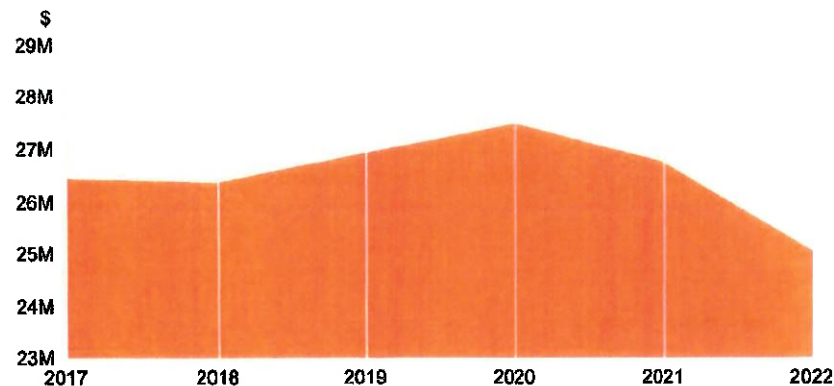
City Of Casper Perpetual Care Prin Funds (██████████)

Managed since: August 01, 2015

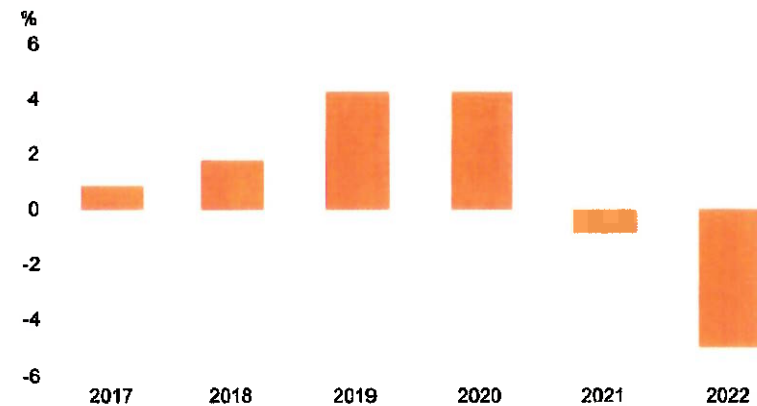
### Investment Summary

	1 Month	3 Months	6 Months	9 Months	1 Year
Beginning Portfolio Value	25,400,668.73	25,642,731.17	25,924,489.93	26,767,345.84	27,030,143.02
Net Contributions/Withdrawals	-21,883.08	-142,842.45	-258,604.88	-386,110.50	-502,081.86
Fees Deducted	.00	.00	.00	.00	.00
Income Earned	40,566.85	121,209.22	233,741.52	349,271.92	465,557.81
Market Appreciation	-361,312.63	-563,058.07	-841,586.70	-1,672,467.39	-1,935,579.10
Ending Portfolio Value	25,058,039.87	25,058,039.87	25,058,039.87	25,058,039.87	25,058,039.87

### Annual Portfolio Value



### Annual Net Returns



Reporting period: September 30, 2022

City Of Casper Perpetual Care Prin Funds **[REDACTED]**

Managed since: August 01, 2015

**Performance**

	Market Value	Quarter to Date (3 Months)	Year to Date (9 Months)	1 Year	3 Years	5 Years	Inception to Date 08/01/2015
<b>Account Net of Fee</b>	<b>25,058,040</b>	<b>-1.73</b>	<b>-4.97</b>	<b>-5.49</b>	<b>-.49</b>	<b>.75</b>	<b>.81</b>
<b>Cash &amp; Cash Equivalents</b>	<b>128,438</b>	<b>.41</b>	<b>.56</b>	<b>.56</b>	<b>.43</b>	<b>1.06</b>	<b>.87</b>
<b>Fixed Income</b>	<b>24,929,602</b>	<b>-1.74</b>	<b>-5.02</b>	<b>-5.54</b>	<b>-.49</b>	<b>.75</b>	<b>.82</b>
<b>US Treasuries</b>	<b>11,872,059</b>	<b>-1.93</b>	<b>-6.20</b>	<b>-6.88</b>	<b>-.84</b>	<b>.46</b>	<b>.63</b>
BB Intermediate US Government Bond Index (USD)		-3.05	-8.65	-9.18	-1.71	.18	.48
<b>Government Agencies</b>	<b>12,992,240</b>	<b>-1.59</b>	<b>-3.95</b>	<b>-4.34</b>	<b>-.14</b>	<b>.98</b>	<b>.94</b>
BB Intermediate US Government Bond Index (USD)		-3.05	-8.65	-9.18	-1.71	.18	.48
<b>Mortgage Backed Securities</b>	<b>65,303</b>	<b>-.25</b>	<b>-1.70</b>	<b>-1.77</b>	<b>.66</b>	<b>1.41</b>	<b>1.31</b>
BB GNMA Index (USD)		-5.12	-12.60	-12.99	-3.53	-.91	-.07



## **City Of Casper, Long-Term Investments**

Investment Objective: All Fixed Income - Government Only

**Investment Activity Through 09/30/2022**

Reporting period: September 30, 2022

City Of Casper, Long-Term Investments (AGG52714000)

Managed since: August 01, 2015

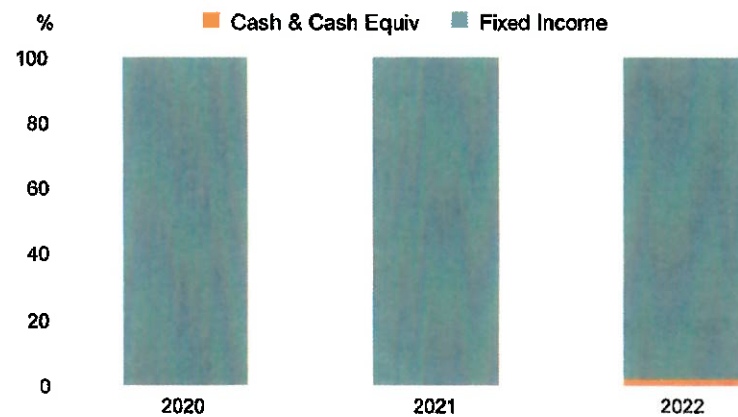
Allocation Overview

	Market Value	% of Mkt Val
Cash & Cash Equiv	\$ 1,324,636	1.8 %
Fixed Income	\$ 72,884,479	98.2 %
<b>Total</b>	<b>\$ 74,209,115</b>	<b>100.0 %</b>

Allocation Detail

	Market Value	% of Mkt Val
Cash & Cash Equivalents	\$ 1,324,636	1.8 %
US Treasuries	\$ 29,255,121	39.4 %
Government Agencies	\$ 43,593,140	58.7 %
Mortgage Backed Securities	\$ 36,218	.0 %
<b>Total</b>	<b>\$ 74,209,115</b>	<b>100.0 %</b>

Annual Allocation



Reporting period: September 30, 2022

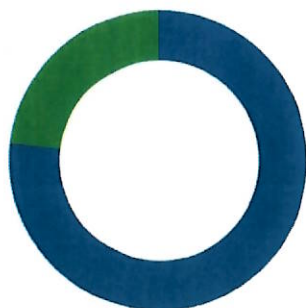
City Of Casper, Long-Term Investments

Managed since: August 01, 2015

Fixed Income Analysis

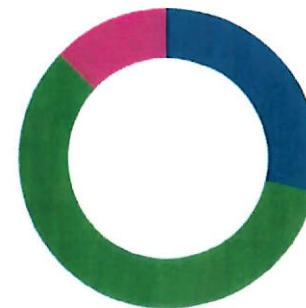
	09/30/2022	06/30/2022	03/31/2022	12/31/2021	09/30/2021
Coupon	1.40%	1.36%	1.44%	1.45%	1.48%
Current Yield	1.47%	1.38%	1.45%	1.43%	1.45%
Yield to Maturity	3.81%	2.87%	2.04%	.71%	.38%
Maturity	2.47	1.85	1.95	2.09	2.16
Duration	2.38	1.83	1.93	2.07	2.14
Face Amount	\$ 76,836,001	\$ 24,536,815	\$ 26,538,406	\$ 26,541,883	\$ 26,547,197
Market Value	\$ 72,646,556	\$ 23,670,388	\$ 25,896,265	\$ 26,623,249	\$ 26,869,565
Cost	\$ 75,220,723	\$ 24,501,998	\$ 26,473,830	\$ 26,466,296	\$ 26,461,066

Quality Allocation by Market Value



● Aaa ● N/A

Maturity Allocation by Market Value



● Less than 1 Year ● Short (1-5 Years)  
● Intermediate (5-10 Years) ● Long (Over 10 Years)

Reporting period: September 30, 2022

City Of Casper, Long-Term Investments (██████████)

Managed since: August 01, 2015

Portfolio Holdings

	ID	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield
<b>Cash &amp; Cash Equivalents</b>										
Invesco Treasury Portfolio	825252408	1,322,818.850	1.00	1,322,818.85	1.00	1,324,635.99	1.8	.02	31,430.18	2.376
<b>Total for Cash &amp; Cash Equivalents</b>				<b>1,322,818.85</b>		<b>1,324,635.99</b>	<b>1.8</b>		<b>31,430.18</b>	<b>2.376</b>
<b>TBills, Treasury Zeros/Strips</b>										
United States Treasury Bill Zero 27 Oct	912796V71	15,000,000.000	99.43	14,914,125.00	99.83	14,974,200.00	20.2	.00	.00	.000
<b>Total for TBills, Treasury Zeros/Strips</b>				<b>14,914,125.00</b>		<b>14,974,200.00</b>	<b>20.2</b>		<b>.00</b>	<b>.000</b>
<b>Notes and Bonds</b>										
United States Treasury Note/Bond 2.625% 2.625% 02/28/2023	9128284A5	1,000,000.000	99.88	998,750.00	99.56	997,937.93	1.3	2.63	26,250.00	2.637
United States Treasury Note/Bond 1.75% 3 1.750% 06/30/2024	9128286Z8	1,400,000.000	100.18	1,402,515.63	95.74	1,346,579.57	1.8	1.75	24,500.00	1.828
United States Treasury Note/Bond 1.625% 1.625% 10/31/2023	912828T91	1,500,000.000	99.03	1,485,468.75	97.17	1,467,780.41	2.0	1.63	24,375.00	1.672
United States Treasury Note/Bond 1.5% 30 1.500% 09/30/2024	912828YH7	1,200,000.000	99.66	1,195,875.00	94.80	1,137,661.45	1.5	1.50	18,000.00	1.582
United States Treasury Note/Bond 1.5% 31 1.500% 10/31/2024	912828YM6	1,500,000.000	100.10	1,501,523.44	94.56	1,427,860.78	1.9	1.50	22,500.00	1.588
United States Treasury Note/Bond 1.125% 1.125% 02/28/2025	912828ZC7	1,500,000.000	100.41	1,506,210.94	92.87	1,394,450.10	1.8	1.13	16,875.00	1.211
United States Treasury Note/Bond .5% 31 .500% 03/31/2025	912828ZF0	1,500,000.000	99.94	1,499,062.50	91.23	1,368,485.61	1.8	.50	7,500.00	.548
United States Treasury Note/Bond .25% 31 .250% 05/31/2025	912828ZT0	1,400,000.000	99.72	1,396,062.50	89.94	1,260,406.22	1.7	.25	3,500.00	.278
United States Treasury Note/Bond .375% 3 .375% 11/30/2025	91282CAZ4	1,500,000.000	98.60	1,479,023.44	88.66	1,331,790.38	1.8	.38	5,625.00	.423
United States Treasury Note/Bond .125% 1 .125% 02/15/2024	91282CBM2	1,100,000.000	99.74	1,097,164.06	94.46	1,039,202.62	1.4	.13	1,375.00	.132
United States Treasury Note/Bond 1.375% 1.375% 10/15/2022	US912828YK04	1,500,000.000	99.77	1,495,484.38	99.98	1,508,865.45	2.0	1.38	20,625.00	1.376
<b>Total for Notes and Bonds</b>				<b>15,058,146.64</b>		<b>14,280,920.50</b>	<b>19.2</b>		<b>171,125.00</b>	<b>1.202</b>
<b>Bullets</b>										
Federal Home Loan Banks 3.25% 08 Mar 202 3.250% 03/08/2024	3130A0XE5	5,000,000.000	100.21	5,010,500.00	98.45	4,932,931.95	8.6	3.25	162,500.00	3.301

Reporting period: September 30, 2022

City Of Casper, Long-Term Investments ( )

Managed since: August 01, 2015

Portfolio Holdings

	ID	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield
Federal Home Loan Banks 2.75% 10 Mar 2022 2.750% 03/10/2023	3130ADRG9	1,700,000.000	100.36	1,706,123.40	99.53	1,694,669.09	2.3	2.75	46,750.00	2.763
Federal Home Loan Banks 3.375% 10 Mar 20 3.375% 03/10/2026	3130AECM1	2,000,000.000	101.37	2,027,340.00	96.46	1,933,097.50	2.6	3.38	67,500.00	3.499
Federal Home Loan Banks 3.25% 16 Nov 202 3.250% 11/16/2028	3130AFFX0	2,000,000.000	100.57	2,011,480.00	95.42	1,932,715.00	2.6	3.25	65,000.00	3.406
Federal Home Loan Banks 2.55% 30 May 202 2.550% 05/30/2023	3130AFWX1	1,600,000.000	100.05	1,600,761.60	98.87	1,595,569.33	2.2	2.55	40,800.00	2.579
Federal Home Loan Bank 0.50% 08 Nov 2023 .500% 11/09/2023	3130APU29	3,000,000.000	96.78	2,903,310.00	95.93	2,883,846.66	3.9	.50	15,000.00	.521
Federal Home Loan Banks 3.5% 11 Jun 2027 3.500% 06/11/2027	3130ASGU7	3,000,000.000	102.61	3,076,300.00	97.29	2,949,324.99	4.0	3.50	105,000.00	3.597
Federal Farm Credit Banks Funding Corp 2 2.840% 08/01/2029	3133EAD96	500,000.000	97.95	489,725.00	91.77	461,221.67	.6	2.84	14,200.00	3.095
Federal Farm Credit Banks Funding Corp 3 3.125% 11/15/2029	3133EEL57	1,000,000.000	99.12	991,190.00	93.22	944,035.56	1.3	3.13	31,250.00	3.352
Federal Farm Credit Banks Funding Corp 3 3.050% 02/09/2027	3133EJCJ6	2,000,000.000	99.68	1,993,820.00	95.81	1,925,031.12	2.6	3.05	61,000.00	3.183
Federal Farm Credit Banks Funding Corp 3 3.050% 07/19/2027	3133ENB33	1,000,000.000	99.86	998,560.00	95.41	980,210.00	1.3	3.05	30,500.00	3.197
Federal National Mortgage Association .8 .875% 08/05/2030	3135G05Q2	3,000,000.000	84.79	2,543,670.00	78.21	2,350,503.33	3.2	.88	26,250.00	1.119
Federal National Mortgage Association .3 .375% 08/25/2025	3135G05X7	5,000,000.000	92.20	4,610,000.00	89.42	4,472,625.00	6.0	.38	18,750.00	.419
Federal National Mortgage Association .7 .750% 10/08/2027	3135G05Y5	2,000,000.000	88.73	1,774,580.00	85.01	1,707,368.34	2.3	.75	15,000.00	.882
Federal National Mortgage Association 2. 2.125% 04/24/2026	3135G0K36	5,000,000.000	96.82	4,841,090.00	93.03	4,697,786.80	6.3	2.13	106,250.00	2.264
Federal National Mortgage Association 1. 1.875% 09/24/2026	3135G0Q22	2,000,000.000	95.37	1,907,300.00	91.39	1,828,489.16	2.5	1.88	37,500.00	2.052
Federal National Mortgage Association 1. 1.750% 07/02/2024	3135G0V75	1,000,000.000	100.41	1,004,130.00	95.74	981,746.39	1.3	1.75	17,500.00	1.828
Federal Home Loan Mortgage Corp .125% 16 .125% 10/16/2023	3137EAEY1	1,000,000.000	99.63	996,270.00	95.80	958,552.92	1.3	.13	1,250.00	.130
Federal Agricultural Mortgage Corp .94% .940% 10/28/2026	31422XGQ9	2,000,000.000	91.22	1,824,300.00	87.62	1,760,474.44	2.4	.94	18,800.00	1.073
<b>Total for Bullets</b>				<b>42,312,450.00</b>		<b>40,930,199.25</b>	<b>55.2</b>		<b>880,800.00</b>	<b>2.161</b>

Reporting period: September 30, 2022

City Of Casper, Long-Term Investments [REDACTED]

Managed since: August 01, 2015

Portfolio Holdings

	ID	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield
<b>Callable</b>										
Federal Farm Credit Banks Funding Corp .550% 09/16/2025	3133EL7K4	1,500,000.000	99.95	1,499,250.00	89.31	1,339,993.76	1.8	.55	8,250.00	.616
Federal Home Loan Mortgage Corp .32% 28 .320% 06/28/2024	3134GXJJ4	1,400,000.000	100.05	1,400,698.60	92.88	1,302,947.34	1.8	.32	4,480.00	.344
<b>Total for Callable</b>				<b>2,899,948.60</b>		<b>2,642,941.10</b>	<b>3.6</b>		<b>12,730.00</b>	<b>.482</b>
<b>Mortgage Backed Securities</b>										
Freddie Mac REMICS FHR 2355 CE 6.5% 15 S 6.500% 09/15/2031	3133TVEW2	4,534.280	102.47	4,646.09	104.35	4,756.02	.0	6.50	294.73	6.229
Fannie Mae Pool FN 725187 Flt 01 Jul 203 2.855% 07/01/2033	31402CUL4	3,358.030	98.13	3,295.07	98.73	3,323.23	.0	2.85	95.87	2.892
Fannie Mae Pool FN 735960 Flt 01 Sep 203 3.359% 09/01/2035	31402RTR0	7,022.120	98.72	6,932.15	99.37	6,996.11	.0	3.36	235.87	3.380
Fannie Mae Pool FN 745999 Flt 01 Jul 203 2.570% 07/01/2036	31403DX46	6,323.260	100.72	6,368.79	101.56	6,434.49	.0	2.57	162.51	2.531
Fannie Mae Pool FN 825251 Flt 01 May 203 2.953% 05/01/2035	31407AZQ7	6,733.030	100.25	6,749.90	99.16	6,693.10	.0	2.95	198.83	2.978
Fannie Mae Pool FN 852435 Flt 01 Feb 203 2.448% 02/01/2036	31408JBC4	2,483.640	99.13	2,461.99	98.85	2,462.68	.0	2.45	60.80	2.474
Fannie Mae Pool FN 920957 Flt 01 Jan 203 3.357% 01/01/2037	31412CFG0	2,044.380	100.22	2,048.87	101.60	2,082.85	.0	3.36	68.63	3.304
Fannie Mae Pool FN 949836 Flt 01 Aug 203 3.090% 08/01/2037	31413MPV3	3,502.230	101.54	3,556.09	98.81	3,469.57	.0	3.09	108.22	3.127
<b>Total for Mortgage Backed Securities</b>				<b>36,058.95</b>		<b>36,218.05</b>	<b>.0</b>		<b>1,226.46</b>	<b>3.393</b>
<b>Total</b>				<b>76,543,542.04</b>		<b>74,209,114.89</b>	<b>100.0</b>		<b>1,097,310.63</b>	<b>1.483</b>

Reporting period: September 30, 2022

City Of Casper, Long-Term Investments (██████████)

Managed since: August 01, 2015

**Buys & Sells - Three Months**

Asset	Ticker	Trade Date	Settle Date	Units	Unit Price	Principal
Fixed Income						
<b>Purchases</b>						
Federal Home Loan Banks 3.25% 08 Mar 2024		08/02/2022	08/03/2022	5,000,000.000	100.210	-5,010,500.00
Federal Home Loan Banks 3.375% 10 Mar 2028		07/13/2022	07/14/2022	2,000,000.000	101.367	-2,027,340.00
Federal Home Loan Banks 3.25% 16 Nov 2028		07/07/2022	07/08/2022	2,000,000.000	100.574	-2,011,480.00
Federal Home Loan Bank 0.50% 09 Nov 2023		08/02/2022	08/03/2022	3,000,000.000	96.777	-2,903,310.00
Federal Home Loan Banks 3.5% 11 Jun 2027		08/02/2022	08/03/2022	3,000,000.000	102.610	-3,078,300.00
Federal Farm Credit Banks Funding Corp 2.84% 01 Au		07/13/2022	07/14/2022	500,000.000	97.945	-489,725.00
Federal Farm Credit Banks Funding Corp 3.125% 15 N		07/07/2022	07/08/2022	1,000,000.000	99.119	-991,190.00
Federal Farm Credit Banks Funding Corp 3.05% 09 Fe		07/07/2022	07/08/2022	2,000,000.000	99.691	-1,993,820.00
Federal Farm Credit Banks Funding Corp 3.05% 19 Ju		07/13/2022	07/19/2022	1,000,000.000	99.856	-998,560.00
Federal National Mortgage Association .875% 05 Aug		08/02/2022	08/03/2022	3,000,000.000	84.789	-2,543,670.00
Federal National Mortgage Association .375% 25 Aug		08/02/2022	08/03/2022	5,000,000.000	92.200	-4,610,000.00
Federal National Mortgage Association .75% 08 Oct		07/07/2022	07/08/2022	2,000,000.000	88.729	-1,774,580.00
Federal National Mortgage Association 2.125% 24 Ap		07/07/2022	07/08/2022	2,000,000.000	96.556	-1,931,120.00
Federal National Mortgage Association 2.125% 24 Ap		08/02/2022	08/03/2022	3,000,000.000	96.999	-2,909,970.00
Federal National Mortgage Association 1.875% 24 Se		07/13/2022	07/14/2022	2,000,000.000	95.365	-1,907,300.00
Federal Agricultural Mortgage Corp .94% 26 Oct 202		07/07/2022	07/08/2022	2,000,000.000	91.215	-1,824,300.00
United States Treasury Bill Zero 27 Oct 2022		07/28/2022	07/29/2022	15,000,000.000	99.427	-14,914,125.00
<b>Total: Fixed Income Purchases</b>						<b>-51,919,290.00</b>
<b>Total: Fixed Income Trades</b>						<b>-51,919,290.00</b>
<b>Total: Portfolio Purchases</b>						<b>-51,919,290.00</b>
<b>Total: Portfolio Sales</b>						<b>.00</b>
<b>Total: Portfolio Trades (Net)</b>						<b>-51,919,290.00</b>

Reporting period: September 30, 2022

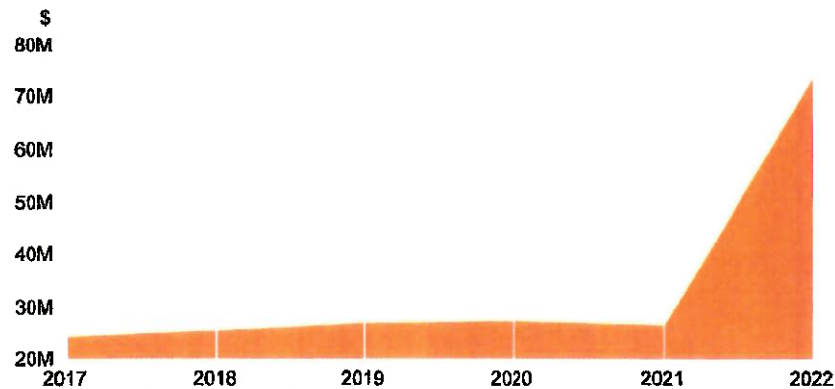
City Of Casper, Long-Term Investments (██████████)

Managed since: August 01, 2015

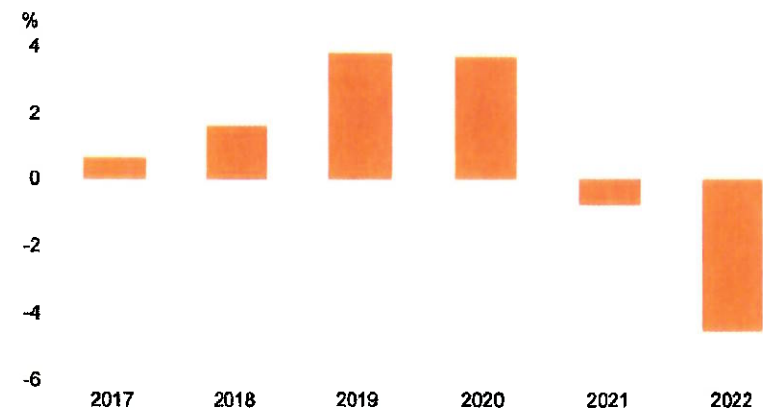
Investment Summary

	1 Month	3 Months	6 Months	9 Months	1 Year
Beginning Portfolio Value	75,463,284.68	25,855,643.17	26,083,786.11	26,808,711.95	27,072,742.15
Net Contributions/Withdrawals	-184,691.81	49,851,384.72	49,757,368.96	49,664,572.11	49,552,561.83
Fees Deducted	.00	.00	.00	.00	.00
Income Earned	91,813.60	244,395.67	334,554.55	428,447.52	523,641.34✓
Market Appreciation	-1,161,291.58	-1,742,308.67	-1,966,594.73	-2,692,616.69	-2,939,830.43
Ending Portfolio Value	74,209,114.89	74,209,114.89	74,209,114.89	74,209,114.89	74,209,114.89

Annual Portfolio Value



Annual Net Returns





Reporting period: September 30, 2022

City Of Casper, Long-Term Investments (REDACTED)

Managed since: August 01, 2015

Performance

	Market Value	Quarter to Date (3 Months)	Year to Date (9 Months)	1 Year	3 Years	5 Years	Inception to Date 08/01/2015
<b>Account Net of Fee</b>	<b>74,209,115</b>	<b>-1.79</b>	<b>-4.60</b>	<b>-5.14</b>	<b>-.49</b>	<b>.65</b>	<b>.67</b>
<b>Cash &amp; Cash Equivalents</b>	<b>1,324,636</b>	<b>.16</b>	<b>.30</b>	<b>.30</b>	<b>.31</b>	<b>1.08</b>	<b>.88</b>
<b>Fixed Income</b>	<b>72,884,479</b>	<b>-1.72</b>	<b>-4.55</b>	<b>-5.09</b>	<b>-.46</b>	<b>.67</b>	<b>.69</b>
<b>US Treasuries</b>	<b>29,255,121</b>	<b>-.35</b>	<b>-3.55</b>	<b>-4.15</b>	<b>.09</b>	<b>1.01</b>	<b>.90</b>
BB Intermediate US Government Bond Index (USD)		-3.05	-8.65	-9.18	-1.71	.18	.48
<b>Government Agencies</b>	<b>43,593,140</b>	<b>-2.48</b>	<b>-4.81</b>	<b>-5.30</b>	<b>-.65</b>	<b>.55</b>	<b>.59</b>
BB Intermediate US Government Bond Index (USD)		-3.05	-8.65	-9.18	-1.71	.18	.48
<b>Mortgage Backed Securities</b>	<b>36,218</b>	<b>-.23</b>	<b>-1.11</b>	<b>-1.24</b>	<b>.63</b>	<b>1.53</b>	<b>1.56</b>
BB GNMA Index (USD)		-5.12	-12.60	-12.99	-3.53	-.91	-.07

## **City Of Casper, Various-Term Investments**

Investment Objective: All Fixed Income - Government Only

**Investment Activity Through 09/30/2022**

Reporting period: September 30, 2022

City Of Casper, Various-Term Investments

Managed since: August 01, 2015

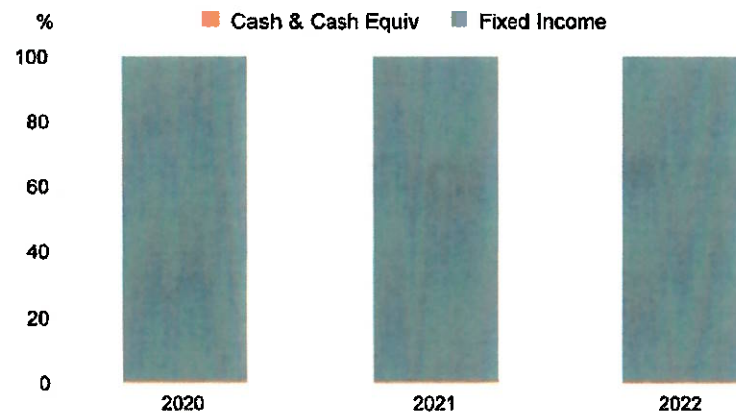
Allocation Overview

	Market Value	% of Mkt Val
Cash & Cash Equiv	\$ 186,915	.6 %
Fixed Income	\$ 30,002,339	99.4 %
<b>Total</b>	<b>\$ 30,189,254</b>	<b>100.0 %</b>

Allocation Detail

	Market Value	% of Mkt Val
Cash & Cash Equivalents	\$ 186,915	.6 %
US Treasuries	\$ 14,570,642	48.3 %
Government Agencies	\$ 15,418,296	51.1 %
Mortgage Backed Securities	\$ 13,400	.0 %
<b>Total</b>	<b>\$ 30,189,254</b>	<b>100.0 %</b>

Annual Allocation



Reporting period: September 30, 2022

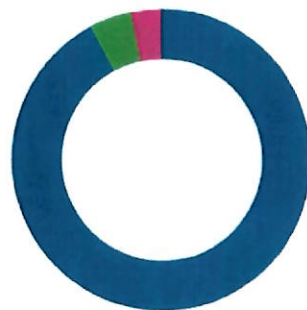
City Of Casper, Various-Term Investments (██████████)

Managed since: August 01, 2015

Fixed Income Analysis

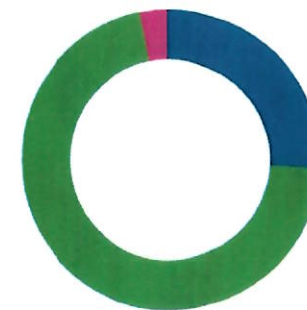
	09/30/2022	06/30/2022	03/31/2022	12/31/2021	09/30/2021
Coupon	1.57%	1.51%	1.56%	1.58%	1.63%
Current Yield	1.64%	1.54%	1.58%	1.56%	1.59%
Yield to Maturity	4.17%	2.89%	2.06%	.70%	.37%
Maturity	2.21	2.03	2.20	2.21	2.09
Duration	2.17	2.00	2.17	2.18	2.06
Face Amount	\$ 31,718,386	\$ 29,318,650	\$ 30,519,753	\$ 31,521,327	\$ 31,524,038
Market Value	\$ 29,866,704	\$ 28,275,850	\$ 29,793,792	\$ 31,726,251	\$ 32,020,219
Cost	\$ 31,405,020	\$ 29,145,021	\$ 30,340,507	\$ 31,348,764	\$ 31,348,208

Quality Allocation by Market Value



● Aaa ● N/A ● WR

Maturity Allocation by Market Value



● Less than 1 Year ● Short (1-5 Years)  
● Intermediate (5-10 Years) ● Long (Over 10 Years)

Reporting period: September 30, 2022

City Of Casper, Various-Term Investments

Managed since: August 01, 2015

Portfolio Holdings

	ID	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield
<b>Cash &amp; Cash Equivalents</b>										
Invesco Treasury Portfolio	825252406	186,537.380	1.00	186,537.38	1.00	186,915.15	.6	.02	4,432.13	2.376
<b>Total for Cash &amp; Cash Equivalents</b>				<b>186,537.38</b>		<b>186,915.15</b>	<b>.6</b>		<b>4,432.13</b>	<b>2.376</b>
<b>Notes and Bonds</b>										
United States Treasury Note/Bond 2.75% 3 2.750% 04/30/2023	9128284L1	1,500,000.000	99.06	1,485,937.50	99.29	1,506,857.23	5.0	2.75	41,250.00	2.770
United States Treasury Note/Bond 1.625% 1.625% 02/15/2026	912828P46	1,500,000.000	98.90	1,483,476.56	91.83	1,380,593.12	4.6	1.63	24,375.00	1.770
United States Treasury Note/Bond 1.625% 1.625% 10/31/2023	912828T91	1,000,000.000	99.09	990,937.50	97.17	978,520.27	3.2	1.63	16,250.00	1.672
United States Treasury Note/Bond 2.25% 3 2.250% 12/31/2023	912828V23	1,500,000.000	99.37	1,490,507.81	97.54	1,471,614.21	4.9	2.25	33,750.00	2.307
United States Treasury Note/Bond 1.375% 1.375% 01/31/2025	912828Z52	1,500,000.000	99.77	1,496,601.56	93.66	1,408,434.87	4.7	1.38	20,625.00	1.468
United States Treasury Note/Bond .375% 3 .375% 04/30/2025	912828ZL7	1,600,000.000	100.27	1,604,375.00	90.58	1,451,822.86	4.8	.38	6,000.00	.414
United States Treasury Note/Bond .375% 3 .375% 11/30/2025	91282CAZ4	1,000,000.000	98.03	980,312.50	88.66	887,860.25	2.9	.38	3,750.00	.423
United States Treasury Note/Bond .25% 15 .250% 03/15/2024	91282CBR1	1,500,000.000	99.75	1,496,250.00	94.30	1,414,660.75	4.7	.25	3,750.00	.265
United States Treasury Note/Bond .875% 3 .875% 06/30/2026	91282CCJ8	1,500,000.000	99.50	1,492,500.00	88.53	1,331,281.92	4.4	.88	13,125.00	.988
United States Treasury Note/Bond 1.125% 1.125% 10/31/2026	91282CDG3	1,500,000.000	99.50	1,492,500.00	88.66	1,336,978.13	4.4	1.13	16,875.00	1.269
United States Treasury Note/Bond 1% 15 D 1.000% 12/15/2024	91282CDN8	1,500,000.000	100.16	1,502,343.75	93.18	1,402,198.35	4.6	1.00	15,000.00	1.073
<b>Total for Notes and Bonds</b>				<b>15,515,742.18</b>		<b>14,570,641.96</b>	<b>48.3</b>		<b>194,750.00</b>	<b>1.342</b>
<b>Bullets</b>										
Federal Home Loan Banks 2.625% 11 Jun 20 2.625% 06/11/2027	3130A3VD3	1,500,000.000	97.64	1,464,630.00	93.43	1,413,481.25	4.7	2.63	39,375.00	2.810
Federal Home Loan Banks 2.55% 30 May 202 2.550% 05/30/2023	3130AFWX1	1,500,000.000	100.05	1,500,714.00	98.87	1,495,846.25	5.0	2.55	38,250.00	2.579
Federal Home Loan Banks 1.375% 17 Feb 20 1.375% 02/17/2023	3130AJ7E3	1,000,000.000	99.82	998,160.00	99.12	992,920.58	3.3	1.38	13,750.00	1.387

Reporting period: September 30, 2022

City Of Casper, Various-Term Investments

Managed since: August 01, 2015

Portfolio Holdings

	ID	Units	Unit Cost	Total Cost	Price	Market Value	Weight	Unit Income	Annual Income	Current Yield
Federal Farm Credit Banks Funding Corp 2 2.230% 02/02/2023	3133EG5Y7	1,605,000.000	97.15	1,559,286.39	99.53	1,603,354.43	5.3	2.23	35,791.50	2.240
Federal Farm Credit Banks Funding Corp 2 2.020% 10/17/2022	3133EHS53	1,000,000.000	97.80	977,970.00	99.95	1,008,692.22	3.3	2.02	20,200.00	2.021
Federal Farm Credit Banks Funding Corp 3 3.050% 02/09/2027	3133EJCJ6	1,300,000.000	100.01	1,300,078.00	95.81	1,251,270.23	4.1	3.05	39,850.00	3.183
Federal Farm Credit Banks Funding Corp 2 2.875% 07/17/2023	3133EJUS6	1,200,000.000	99.26	1,191,108.00	98.88	1,193,663.66	4.0	2.88	34,500.00	2.908
Federal National Mortgage Association .7 .750% 10/08/2027	3135G05Y5	1,100,000.000	89.14	980,496.00	85.01	939,052.59	3.1	.75	8,250.00	.882
Federal National Mortgage Association 1. 1.750% 07/02/2024	3135G0V75	1,500,000.000	100.41	1,506,195.00	95.74	1,442,619.59	4.8	1.75	26,250.00	1.828
Federal National Mortgage Association 1. 1.625% 10/15/2024	3135G0W66	1,500,000.000	99.83	1,497,435.00	84.88	1,434,454.59	4.8	1.63	24,375.00	1.713
<b>Total for Bullets</b>				<b>12,976,072.39</b>		<b>12,775,355.37</b>	<b>42.3</b>		<b>280,391.50</b>	<b>2.208</b>
<b>Callable</b>										
Federal Farm Credit Banks Funding Corp . .550% 09/16/2025	3133EL7K4	1,500,000.000	99.95	1,499,250.00	89.31	1,339,993.76	4.4	.55	8,250.00	.616
Federal Home Loan Mortgage Corp .32% 28 .320% 06/28/2024	3134GXJJ4	1,400,000.000	100.05	1,400,698.60	92.98	1,302,947.34	4.3	.32	4,480.00	.344
<b>Total for Callable</b>				<b>2,899,948.60</b>		<b>2,642,941.10</b>	<b>8.8</b>		<b>12,730.00</b>	<b>.482</b>
<b>Mortgage Backed Securities</b>										
Fannie Mae Pool FN 735960 F11 01 Sep 203 3.359% 09/01/2035	31402RTR0	10,533.220	98.72	10,396.26	99.37	10,494.20	.0	3.36	353.81	3.380
Fannie Mae Pool FN 920967 F11 01 Jan 203 3.357% 01/01/2037	31412CFG0	2,852.550	100.22	2,858.79	101.60	2,906.23	.0	3.36	95.76	3.304
<b>Total for Mortgage Backed Securities</b>				<b>13,257.05</b>		<b>13,400.43</b>	<b>.0</b>		<b>449.57</b>	<b>3.364</b>
<b>Total</b>				<b>31,591,557.60</b>		<b>30,189,254.01</b>	<b>100.0</b>		<b>492,753.20</b>	<b>1.640</b>

Reporting period: September 30, 2022

City Of Casper, Various-Term Investments

Managed since: August 01, 2015

**Buys & Sells - Three Months**

Asset	Ticker	Trade Date	Settle Date	Units	Unit Price	Principal
Fixed Income						
<b>Purchases</b>						
Federal Home Loan Banks 2.625% 11 Jun 2027		08/18/2022	08/19/2022	1,500,000.000	97.642	-1,464,630.00
Federal Farm Credit Banks Funding Corp 3.05% 09 Fe		07/06/2022	07/07/2022	1,300,000.000	100.006	-1,300,078.00
Federal National Mortgage Association .75% 08 Oct		07/06/2022	07/07/2022	1,100,000.000	89.136	-980,496.00
<b>Total: Fixed Income Purchases</b>						<b>-3,745,204.00</b>
<b>Total: Fixed Income Trades</b>						<b>-3,745,204.00</b>
<b>Total: Portfolio Purchases</b>						<b>-3,745,204.00</b>
<b>Total: Portfolio Sales</b>						<b>.00</b>
<b>Total: Portfolio Trades (Net)</b>						<b>-3,745,204.00</b>

Reporting period: September 30, 2022

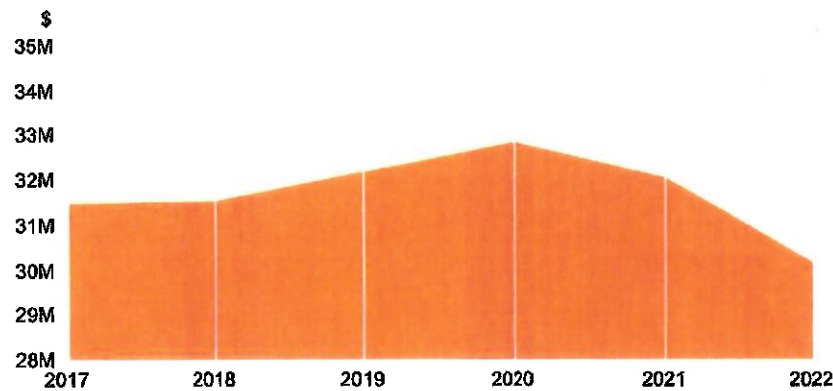
City Of Casper, Various-Term Investments (██████████)

Managed since: August 01, 2015

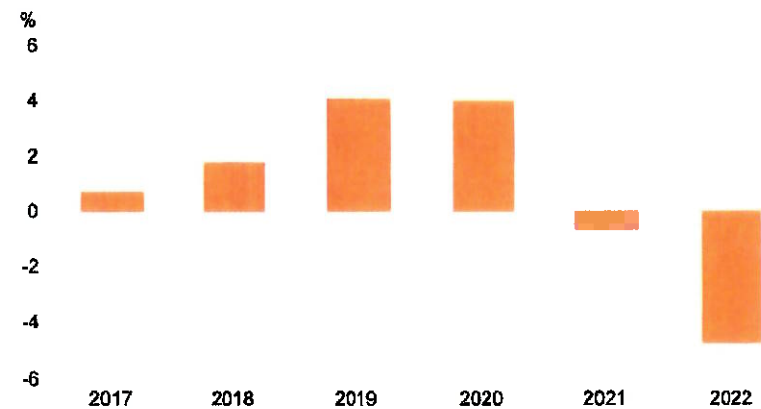
Investment Summary

	1 Month	3 Months	6 Months	9 Months	1 Year
Beginning Portfolio Value	30,582,145.96	30,844,932.23	31,169,802.08	32,072,426.44	32,398,997.57
Net Contributions/Withdrawals	-7,312.35	-123,893.96	-249,981.60	-360,504.32	-526,038.44
Fees Deducted	.00	.00	.00	.00	.00
Income Earned	40,762.42	122,301.57	240,357.69	362,617.83	487,682.19
Market Appreciation	-426,342.02	-654,085.83	-970,924.16	-1,885,285.94	-2,171,387.31
Ending Portfolio Value	30,189,254.01	30,189,254.01	30,189,254.01	30,189,254.01	30,189,254.01

Annual Portfolio Value



Annual Net Returns





Reporting period: September 30, 2022


City Of Casper, Various-Term Investments (██████████)

Managed since: August 01, 2015

Performance

	Market Value	Quarter to Date (3 Months)	Year to Date (9 Months)	1 Year	3 Years	5 Years	Inception to Date 08/01/2015
<b>Account Net of Fee</b>	<b>30,189,254</b>	<b>-1.73</b>	<b>-4.77</b>	<b>-5.25</b>	<b>-.41</b>	<b>.77</b>	<b>.77</b>
<b>Cash &amp; Cash Equivalents</b>	<b>186,915</b>	<b>.41</b>	<b>.56</b>	<b>.57</b>	<b>.43</b>	<b>1.14</b>	<b>.96</b>
<b>Fixed Income</b>	<b>30,002,339</b>	<b>-1.74</b>	<b>-4.83</b>	<b>-5.30</b>	<b>-.42</b>	<b>.78</b>	<b>.77</b>
<b>US Treasuries</b>	<b>14,570,642</b>	<b>-1.93</b>	<b>-5.80</b>	<b>-6.35</b>	<b>-.64</b>	<b>.68</b>	<b>.69</b>
BB Intermediate US Government Bond Index (USD)		-3.05	-8.65	-9.18	-1.71	.18	.48
<b>Government Agencies</b>	<b>15,418,296</b>	<b>-1.57</b>	<b>-3.83</b>	<b>-4.23</b>	<b>-.12</b>	<b>.91</b>	<b>.89</b>
BB Intermediate US Government Bond Index (USD)		-3.05	-8.65	-9.18	-1.71	.18	.48
<b>Mortgage Backed Securities</b>	<b>13,400</b>	<b>.23</b>	<b>-.28</b>	<b>-.21</b>	<b>1.60</b>	<b>2.74</b>	<b>2.34</b>
BB GNMA Index (USD)		-5.12	-12.60	-12.99	-3.53	-.91	-.07

October 27, 2022

MEMO TO: J. Carter Napier, City Manager 

FROM: Jacob Black, Fire Chief

SUBJECT: Life Jacket Information

**Meeting Type & Date**

Council Information Packet

**Action Type**

Information only

**Recommendation**

N/A

**Summary**

In a follow-up to the information presented on October 4, 2022, Casper Fire-EMS has gathered information for the Council on the Life Jacket Program 2022 end of season inventory collection and associated financial losses. These financial losses are not an impact to City funds, as they are donations received to the program. 2022 collection inventories identified 198 unaccounted for lifejackets.

<b><u>2022 Season Distribution</u></b>		<b><u>2022 Unaccounted Jackets</u></b>		<b><u>2022 Financial Loss</u></b>
Infant	22	Infant	3	\$ 82.35
Youth	82	Youth	18	\$ 494.10
Child	170	Child	31	\$ 850.95
Universal Adult	204	Universal Adult	136	\$ 3,733.20
Adult XL	17	Adult XL	10	\$ 283.50
<b>TOTAL</b>	<b>495</b>	<b>TOTAL UNACCOUNTED</b>	<b>198</b>	<b>\$ 5,444.10</b>

<b><u>2021 Purchase Costs</u></b>	<b><u>Per jacket</u></b>	<b><u>Print costs</u></b>	<b><u>Total Each</u></b>
Infant to Adult	\$23.95	\$3.50	\$27.45
Adult XL	\$24.85	\$3.50	\$28.35

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
		6:00p-Council Meeting	11:30a-Drug Court (Engbretsen) 1:00 p -Civil Service Commission (None)	7:00p-Youth Empowerment (Pacheco)		
6	7	8	9	10	11	12
4:30 p.m. - Casper Youth Council (Gamroth, Pacheco)	5:00 p.m. - CNFR (Cathey, Knell)	4:30p-Council Work Session	11:30a-DDA (Gamroth) 6:00p-Amoco Reuse JPB (Sutherland)	4:30p-Parks & Rec Advisory Board (Engbretsen) 5:30p-Platte River Restoration Advisory Committee (Pacheco, Pollock-alternate) TENTA-TIVE 6:00p- Planning & Zoning (Knell) 7:00p-Youth Empowerment (Pacheco)	 Veterans Day City Offices Closed	
13	14	15	16	17	18	19
	8:30a-Historic Preservation (None)	11:30a-Regional Water JPB (Cathey, Knell, Sutherland, Pollock) 4:00p-Chamber of Commerce (Cathey) 6:00p-Council Meeting		7:00a-Mayors/ Commissioners 11:00a-Housing Authority (Gamroth) 4:00p-Contractors' Licensing Board (Engbretsen) 5:30p- City County Board of Health (Humphrey) 7:00p-Youth Empowerment (Pacheco)	3:30p-LGBTQ Advisory Committee (Pacheco, Pollock)	
20	21	22	23	24	25	26
		11:30a-Travel & Tourism (Engbretsen) 4:30p-Council Work Session	7:00a-CPU Advisory Board (Cathey) 11:30p-NIC (None) 5:15p-CAP (None)	 Thanksgiving Day City Offices Closed	 Black Friday Day after Thanksgiving City Offices Closed	Christmas Parade
27	28	29	30			
	12:00p - Disability Council (Pacheco) 12:30p-Senior Services (Engbretsen) 4:00p-OYD Advisory Committee (Pollock, Gamroth)					



**CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT**  
**BOARD OF HEALTH MEETING**

**OCTOBER 20TH, 2022**

Virtual by Zoom or **in person in the ELKHORN Conference Room**

**ZOOM LINK:** <https://us02web.zoom.us/j/89324623265>

**Phone: 1 253 215 8782 Passcode: 89324623265**

**5:30 PM**

- I. AGENDA/MINUTES**
  - a. Previous Meeting Minutes/Notes**
    - i. SEPTEMBER meeting minutes\*
- II. BUDGET/FINANCIAL**
  - a. FINANCIALS**
    - i. SEPTEMBER Financials\*
    - ii. PROPOSED BUDGET REVISION FY23\*
- III. BOARD**
  - a. Next Meeting Date**
    - i. **Proposed Meeting Date NOVEMBER 17th, 2022\***
- IV. HEALTH OFFICER**
  - i. Health Officer Report
- V. DIVISION REPORTS**
  - a. ADMINISTRATION-Anna**
    - i. General Administration**
      - 1. Reporting grid-updated, please review
      - 2. Strategic Planning MAPP (Mobilizing for Action through Planning and Partnerships) Follow up
        - a. Health and Wellness Expo (population health)
      - 3. Building update
      - 4. Employee Compensation and Retention
      - 5. Job announcements

- a. COVID Nurse-Wyoming Community Foundation
- b. Disease Prevention Nurse x 2
- c. Environmental Health position
- d. Clinic Reception
- e. HIV Case Management

**b. COMMUNICABLE DISEASE-Emma**

- i. Expedition (Community Outreach)
  - 1. Disease Intervention Specialist
  - 2. Public Health Detailer
- ii. Wyoming AIDS Education and Training Center (WyAETC)
- iii. HIV Case Management

**c. COMMUNITY PREVENTION-Hailey**

- i. Community Prevention
  - 1. Contract Seton House\*
- ii. Wyoming Cancer Resource Services (WCRS)
- iii. Wyoming Cancer Coalition (WYCC)
  - 1. Contract Wyoming Department of Health \*
- iv. Healthy Heart
  - 1. Contract Wyoming Department of Health (Signature only)

**d. ENVIRONMENTAL HEALTH-Ruth**

- 1. Contract Wyoming Dept of Health Lead (Signature only)

**e. NURSING PROGRAMS**

- i. DISEASE PREVENTION CLINIC-Kendall
- ii. ADULT HEALTH PROGRAM-Mary Ann
- iii. MATERNAL CHILD HEALTH PROGRAM- Tonya

**f. PUBLIC HEALTH PREPAREDNESS- Tammy**

**g. City of Casper/City of Mills/County Liaison**

**h. Board Member Reports**

**i. Adjourn**



## **CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT**

### **BOARD OF HEALTH MEETING**

**Thursday, SEPTEMBER 15, 2022**

Virtual by Zoom or in person in the ELKHORN Conference Room

ZOOM LINK: <https://us02web.zoom.us/j/83576428670>

Phone: 1 253 215 8782 Passcode: 835 764 28670

5:30 PM

**Present or by Zoom:** Anna Kinder, Tia Hansuld, Dr. Nelson, Mike Cometto, Dr. Jimada, Dr Wold, Dr. Dowell, Emma Burton-Hopkins, Tonya Nolan, Ruth Heald, Tammy Smith, Janet Utech, Kendall Coursen, Mary Ann Lembke, Commissioner Nicolaysen. and Sabrina Kempner.

#### **I.AGENDA/MINUTES**

5:30 PM meeting was called to order by Dr. Nelson.

- a. **Previous Meeting Minutes/Notes**
- b. Approving August Meeting Minutes

**Action: motioned to approve August Minutes Ms. Hansuld, seconded by Dr. Jimada Motion passed.**

#### **II. BUDGET/FINANCIAL**

##### **a. FINANCIALS-**

1. **Action: motioned to approve June Financials, Ms. Hansuld, seconded by Dr. Jimada. Motion Passed.**
2. **Action: motioned to approve July Financials, Dr. Jimada, seconded by Ms. Hansuld. Motion Passed.**
3. **Action: motioned to approve August financials, Mike Cometto, seconded by Dr. Jimada.**

4. Tabling the proposed budget until October 2022 meeting.

**III. Board**

**a. Next Meeting Date October 20,2022\***

**Proposed Meeting Date October 20, 2022\*Action: Motioned to approve Meeting date of October 20, 2022 Mike Cometto, seconded Ms. Hansuld motion passed.**

**IV. HEALTH OFFICER – Dr. Dowell**

**Health Officer Report**

Dr. Dowell stated that two Monkey Pox cases have been reported in Wyoming, both lived out of state. Some clinics have the monkey pox vaccine. Cases worldwide are down, not a massive breakout. Dr. Dowell reported that the hospital doesn't have a lot of COVID, nationally cases are down. New boosters are out for the public. General discussion followed.

**V. DIVISION REPORTS – Ms. Kinder**

Ms. Kinder reported the department has been working on a vaccine plan for boosters and flu. The first originally scheduled clinic will be October 7, 2022. A drive thru on September 24, 2022 with the updated for boosters and flu. Ms. Kinder reported we will be using pre-planned schedule, with some late nights and Saturday clinics. October 10,2022 will be the clinic in Mills. General discussion followed.

**a. ADMINISTRATION**

**i. COVID-19 UPDATE**

1. Update-Testing/Vaccination
2. Ms. Kinder reported that we continue to give vaccinations, which includes the updated COVID booster and Monkey Pox vaccine. Ms. Kinder reported that we have Monkey Pox Vaccine vaccines, roll out has been good. Ms. Kinder reported the state will need to use 80% of current vaccine before ordering more.

**ii. General Administration -**

1. Strategic Planning for Board – Mapp

Ms. Kinder reported that MAPP training is scheduled with 30 people attending the MAPP training. These people will be staff, board members and community partners.

2. Building update

Ms. Kinder stated that we are waiting for ARPA Funding meeting at the state level and a location is being determined.

3. Job Announcements

Ms. Kinder reported having difficult time filling positions. Ms. Kinder reported that many offices across the state are having difficult time filling positions.

**b. COMMUNICABLE DISEASE – Ms. Burton-Hopkins**

- i. Ms. Burton-Hopkins reported that Expedition going well, with lots of education. Ms. Burton-Hopkins attended the CAPPa conference in New York City.
- ii. WyAETC- Ms. Burton-Hopkins reported that Dr. Applebaum will be coming next week for provider training.

**1. Action: Motion to approve the WyAETC contract was made by Mr. Cometto. Seconded Dr. Jimada, motion passed.**

- ii. HIV Case Management- Ms. Burton-Hopkins reported still trying to hire a HIV Case Manager. Currently have 43 patients enrolled in the program with 1 new patient working thru the paperwork.

**c. COMMUNITY PREVENTION – Ms. Kinder**

- i. Community Prevention- Prevention Ms. Kinder reported that Ms. Bloom has been busy working the program. Ms. Kinder reported that the Board of Health has two contracts for approval for prevention.

**1. Action: Motion to approve Casper Pride Contract by Mr. Cometto. Motion seconded by Ms. Hansuld, motion passed.**

**2. Action: Motion to approve Boys and Girls Contract by Mr. Cometto. Motion seconded by Ms. Hansuld, motion passed.**

- ii. WCRS- Ms. Kinder reported that program is moving forward with deliverables.
- iii. WYCC- Ms. Kinder reported that the WYCC position has been filled and will be starting Monday September 19, 2022.

**d. ENVIRONMENTAL HEALTH – Ms. Heald**

Ms. Heald reported that they had a hotel closure for about 24 hours. Ms. Heald stated that the issues were resolved pretty fast. Ms. Heald reported the second rounds of tests of legionella was negative. The state is requiring one more round of tests, set to happen in October. Ms. Heald reported that the staff is working with about one lead case every month.

- 1. Lead contract is expended in the next week.

**e. NURSING PROGRAMS**

- i. DISEASE PREVENTION CLINIC



Ms. Coursen reported that she is still trying to hire a Clinic Nurse and COVID Nurse, hoping to get some applications for those positions. Ms. Coursen reported that Ms. Budig is working amazing, working well the clients. Ms. Budig is working with clients on PReP and hoping to expand this service. Ms. Coursen reported that the clinic continues to give COVID boosters and school vaccines picking up.

ii. ADULT HEALTH PROGRAM-Ms. Lembke

Ms. Lembke reported they are doing well. For the month of August, we completed 99 LT101's. No concerns.

iii. MATERNAL CHILD HEALTH PROGRAM – Ms. Nolan

Ms. Nolan reported that they will start mental health training this coming week. Roll and read is starting and letting people in community know about the services.

**f. PUBLIC HEALTH PREPAREDNESS- Ms. Smith**

1. Ms. Smith reported that the staff created a table in the lobby for Preparedness month with lots of information for the public to take and read. Preparedness completed a Household Emergency Preparedness guide for the people in our community. The guide has been well received. Went into general discussion.

**g. City/County Liaison**

Commissioner Nicolaysen is happy to be here in person. The emergency guide might be a good idea to do a mass mailing for the people in the county.

Ms. Kempner reported that they are working on getting sign fixed on building in Mills.

**h. Board Member Reports**  
no updates.

**i. Adjourn**

**Action: motioned to adjourn the meeting and go into executive session at 6:09pm. Ms Hansuld seconded the motion, motion passed.**

**j. Executive Session**

## CASPER-NATRONA COUNTY HEALTH DEPARTMENT

Statement of Operations - Actual vs. Budget

For the Three Months Ending September 30, 2022

	September				YTD				
	Actual	Budget	Variance	Prior Year Actual	Actual	Budget	Variance	Prior Year Actual	Annual Budget
<b>Revenue:</b>									
TAX REVENUE (COUNTY)	55833.37	55754.82	78.55	55833.33	167500.11	167264.46	235.65	167499.99	669058.00
TAX REVENUE (CASPER)	47914.43	50000.00	(2085.57)	47916.67	143743.29	150000.00	(6256.71)	143750.01	600000.00
TAX REVENUE (MILLS)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
1% REVENUE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
GRANT REVENUE	185553.53	186764.86	(1211.33)	318862.47	533318.45	560294.58	(26976.13)	721234.58	2241178.50
GENERATED REVENUE	74072.21	50991.67	23080.54	75475.27	240577.09	152975.01	87602.08	347376.06	611900.00
STATE NURSING REVENUE	115808.25	38602.75	77205.50	115808.25	115808.25	115808.25	0.00	115808.25	463233.00
INTEREST AND INVESTMENT INCOME	4386.84	666.67	3720.17	382.35	3191.16	2000.01	1191.15	1584.41	8000.00
BUDGETED FROM RESERVED FUNDS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Revenue</b>	<b>483568.63</b>	<b>382780.77</b>	<b>100787.86</b>	<b>614278.34</b>	<b>1204138.35</b>	<b>1148342.31</b>	<b>55796.04</b>	<b>1497253.30</b>	<b>4593369.50</b>
<b>Expenditures:</b>									
OUTSTANDING PURCHASE ORDERS	(11514.27)	0.00	11514.27	3184.59	6106.48	0.00	(6106.48)	30294.39	0.00
REGULAR SALARIES	163116.42	195432.45	32316.03	349363.91	490635.77	586297.35	95661.58	668542.24	2345189.20
BENEFITS-EMPLOYMENT TAXES	14953.49	20754.46	5800.97	31330.81	44694.74	62263.38	17568.64	61048.71	249053.09
BENEFITS-WY RETIREMENT	29928.33	35316.68	5388.35	28205.54	89812.47	105950.04	16137.57	83208.76	423799.51
BENEFITS-MEDICAL INSURANCE	41997.71	52393.41	10395.70	35915.93	128663.61	157180.23	28516.62	101030.63	628720.89
CONTRACT LABOR	16055.88	11817.87	(4238.01)	11817.71	32641.05	35453.61	2812.56	30974.36	141814.09
OUTSIDE TESTING SITES	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
HEALTH OFFICER	7399.89	2466.67	(4933.22)	2466.63	7399.89	7400.01	0.12	7399.89	29600.00
ADVERTISING	524.70	908.33	383.63	0.00	524.70	2724.99	2200.29	0.00	10900.00
AUTO EXPENSES	59.48	1494.18	1434.70	136.83	854.52	4482.54	3628.02	682.22	17930.00
ED PUBLIC	793.54	4978.17	4184.63	4940.21	3010.16	14934.51	11924.35	6290.17	59738.01
ED EMPLOYEE CONFERENCE/TUITION	4603.69	3714.30	(889.39)	1756.21	6758.26	11142.90	4384.64	4080.44	44571.70
EMPLOYEE MEDICAL TESTING	26.50	41.24	14.74	110.00	173.00	123.72	(49.28)	120.00	495.00
EQUIPMENT MAINTENANCE	0.00	713.74	713.74	0.00	246.20	2141.22	1895.02	0.00	8565.00
EQUIPMENT PURCHASE	606.77	2612.50	2005.73	16138.96	2648.01	7837.50	5189.49	142168.32	31350.00
EQUIP COPY EXPENSE	1302.14	1691.65	389.51	1344.07	4184.69	5074.95	890.26	3635.87	20300.00
INSURANCE	0.00	1666.67	1666.67	5000.00	0.00	5000.01	5000.01	5000.00	20000.00
LICENSE/PROFICIENCY	0.00	20.83	20.83	0.00	0.00	62.49	62.49	0.00	250.00
MARKETING	4801.78	8284.75	3482.97	23211.21	30148.14	24854.25	(5293.89)	47230.15	99416.96
MEETING EXPENSE	2959.03	1750.13	(1208.90)	1662.42	4916.20	5250.39	334.19	2107.70	21001.59
MILEAGE	237.26	485.40	248.14	0.00	667.90	1456.20	788.30	0.00	5825.00
MISC EXPENSE	252.00	199.98	(52.02)	1028.99	(3192.25)	599.94	3792.19	1029.41	2400.00
PERIODICAL/BOOKS	0.00	136.26	136.26	138.48	0.00	408.78	408.78	138.48	1635.00
PRINTING EXPENSE	0.00	8.33	8.33	0.00	0.00	24.99	24.99	0.00	100.00
POSTAGE	679.25	843.75	164.50	121.01	2011.35	2531.25	519.90	1399.69	10125.00
RENT EXPENSE	3029.27	1208.33	(1820.94)	0.00	8248.21	3624.99	(4623.22)	1869.58	14500.00
REIMBURSEMENT	16585.50	6306.20	(10279.30)	1770.10	38650.09	18918.60	(19731.49)	5865.87	75674.47
RETURNED CHECKS AND BAD DEBTS	13.25	6.25	(7.00)	2.00	43.30	18.75	(24.55)	41.75	75.00
SOFTWARE	985.60	4008.33	3022.73	1257.00	3757.00	12024.99	8267.99	20051.24	48100.00
SUPPLIES	66179.91	16484.52	(49695.39)	42193.43	121618.97	49453.56	(72165.41)	82836.08	197814.00
TELEPHONE	3875.15	3429.18	(445.97)	717.78	10097.10	10287.54	190.44	6948.06	41150.00
TESTS	4084.52	2375.01	(1709.51)	2369.69	10649.51	7125.03	(3524.48)	8711.33	28500.00
UTILITIES	2035.76	1583.33	(452.43)	2144.51	6306.03	4749.99	(1556.04)	5839.13	19000.00
NON GRANT EXPENSE	5623.70	0.00	(5623.70)	5189.61	10134.65	0.00	(10134.65)	8940.51	0.00
<b>Total Expenditures</b>	<b>381196.25</b>	<b>383132.90</b>	<b>1936.65</b>	<b>573517.63</b>	<b>1062409.75</b>	<b>1149398.70</b>	<b>86988.95</b>	<b>1337484.98</b>	<b>4597593.51</b>
<b>Revenue Over(Under) Expenditures</b>	<b>102372.38</b>	<b>(352.13)</b>	<b>102724.51</b>	<b>40760.71</b>	<b>141728.60</b>	<b>(1056.39)</b>	<b>142784.99</b>	<b>159768.32</b>	<b>(4224.01)</b>

**AD STATEMENT OF OPERATIONS****For The 7 Periods Ended 1/31/2021****GENERAL ADMINISTRATION****PER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 Budget	FY23 Budget	
<b>REVENUE</b>				
40100-50-100-000	TAX REVENUE (COUNTY) AD	206995.03	194928.87	204596.76
40200-50-100-000	TAX REVENUE (CITY) ADM	207355.00	189928.87	189438.43
42100-50-100-000	CITY OF MILLS	0.00	0.00	15000.00
45100-50-100-000	GRANT ADMIN FEE	45000.00	45000.00	45000.00
45110-50-100-000	FEDERAL VENDOR PAYMENT	550000.00	30000.00	30000.00
48100-50-100-000	COPY REVENUE ADM	0.00	0.00	0.00
48900-50-100-000	MISCELLANEOUS REVENUE AD	6804.00	7000.00	7000.00
49100-50-100-000	INTEREST EARNINGS	10000.00	8000.00	8000.00
49500-50-100-000	GAIN/LOSS ON INVESTMENTS	0.00	0.00	0.00
49700-50-100-000	GAIN ON SALES	0.00	0.00	0.00
49999-50-100-000	TRANSFERRED FROM RESERVES AD	0.00	0.00	0.00
49999-52-100-000	RESERVED EH	0.00	0.00	0.00
<b>Total REVENUE:</b>		1,026,154.03	474857.74	499035.19
<b>EXPENDITURES</b>				
50100-50-100-000	REG SALARIES AD	610569.23	251703.32	265792.80
50110-50-100-000	BONUSES COLA	0.00	0.00	
50200-50-100-000	WY RETIREMENT AD	46867.16	46867.16	49490.62
50300-50-100-000	SOCIAL SECURITY MATCH AD	28741.30	19255.30	20333.15
50350-50-100-000	UNEMPLOYMENT INSURANCE AD	1298.88	1436.16	1506.88
50375-50-100-000	WORKERS' COMP AD	10000.00	5436.79	4598.22
50400-50-100-000	EMPLOYEE MEDICAL INS AD	66369.90	66484.00	72408.00
50500-50-100-000	CONTRACT LABOR AD	10000.00	8000.00	8000.00
51100-50-100-000	ADVERTISING AD	500.00	500.00	500.00
51200-50-100-000	AUTO GASOLINE:AD	150.00	150.00	400.00
51250-50-100-000	AUTO REPAIR & MAIN AD (LICENSE/TITLES	4000.00	6000.00	7000.00
51275-50-100-000	VEHICLE PURCHASE ADMIN	6739.00	0.00	0.00
51350-50-100-000	ED PUBLIC AD	0.00	0.00	0.00
51370-50-100-000	ED EMPLOYEE CONFERENCE AD (MEM CC	2500.00	1500.00	1500.00
51400-50-100-000	EMPL MEDICAL TESTING AD	100.00	50.00	50.00
51500-50-100-000	EQUIPMENT MAINTENANCE AD (EQUIP	750.00	750.00	500.00
51525-50-100-000	EQUIPMENT PURCHASE AD	60000.00	5000.00	4000.00
51550-50-100-000	EQUIP COPY EXPENSE AD	2500.00	2000.00	2000.00
53100-50-100-000	INSURANCE AD	0.00	0.00	0.00
53250-50-100-000	MARKETING AD ( ADVERTISING)	7000.00	10000.00	11230.52
53300-50-100-000	MEETING EXPENSE AD (MEETING REFRES	7000.00	5000.00	5000.00
53350-50-100-000	MEMBERSHIPS AD	1500.00	1500.00	1500.00
53400-50-100-000	MILEAGE  AD	150.00	150.00	150.00

53425-50-100-000	MISC EXPENSE AD	1000.00	1000.00	1000.00
53450-50-100-000	PERIODICALS/BOOKS AD	500.00	500.00	500.00
53550-50-100-000	POSTAGE AD	1500.00	1500.00	1500.00
53600-50-100-000	RENT EXPENSE-AD	5000.00	2500.00	2500.00
53670-50-100-000	BANK CHARGES AD	150.00	75.00	75.00
53700-50-100-000	SOFTWARE AD	26000.00	26000.00	26000.00
53810-50-100-000	SUPPLIES OFFICE AD	15000.00	5000.00	5000.00
54600-50-100-000	TELEPHONE AD	7500.00	6500.00	6500.00
57000-50-100-000	SPECIAL PROJECT	100000.00	0.00	0.00
<b>Total EXPENDITURES:</b>		923,385.47	474,857.73	499035.19

COVID19 VACCINATION GRANT STATEMENT OF OPERATIONS  
For The 7 Periods Ended 1/31/2021  
COVID 19 VACCINATION GRANT  
JASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

		FY22 BUDGET	FY23 BUDGET	FY23 Revised Budget
<b>REVENUE</b>				
45100-50-180-185	GRANT REVENUE--COVID19 VACCINATION	513367.69	87710.33	138264.23
<b>Total REVENUE:</b>		513367.69	87710.33	13264.23
<b>EXPENDITURES</b>				
50100-50-180-185	REG SALARIES---COVID19-C19 VAC	319165.70	56160	78080
50110-50-180-185	HAZARD PAYMENT---COVID19-C19 VAC			
50200-50-180-185	WY RETIREMENT---COVID19-C19 VAC	4210.39	10456.99	14538.5
50300-50-180-185	SOC SEC MATCH---COVID19-C19 VAC	23528.54	4296.24	5973.12
50350-50-180-185	UNEMPL INS---COVID19-C19 VAC	7351.15	359.04	718.08
50375-50-180-185	WORKERS' COMP---COVID19-C19 VAC	5067.61	1213.06	1686.53
50400-50-180-185	EMPLOYEE MED INS---COVID19-C19 VAC	12944.00	0	12018
50510-50-180-185	COURIER---COVID19-C19 VAC	0.00	0	0
50550-50-180-185	MATCHING FUNDS---COVID19-C19 VAC	0.00	0	0
50560-50-180-185	HEALTH OFFICER---COVID19-C19 VAC	0.00	0	0
51350-50-180-185	ED PUBLIC---COVID19-C19 VAC	100000.00	5000	15000
51370-50-180-185	FOOD TESTING EVENTS-COVID19-C19 VAC	21000.00	0	0
51400-50-180-185	EMPL HIRE TESTING---COVID19-C19 VAC	100.00	25	50
51525-50-180-185	EQUIPMENT PURCHASE---COVID19-C19 VAC	0.00	0	0
53410-50-180-185	TRAVEL---COVID19-C19 VAC	0.00	0	0
53425-50-180-185	MISC EXPENSE---COVID19-C19 VAC	0.00	100	100
53550-50-180-185	POSTAGE---COVID19-C19 VAC	0.00	100	100
53650-50-180-185	REIMBURSEMENT---COVID19-C19 VAC	0.00	0	0
53700-50-180-185	SOFTWARE---COVID19-C19 VAC	5000.00	2500	2500
53810-50-180-185	SUPPLIES OFFICE---COVID19-C19 VAC	5000.00	2500	2500
53880-50-180-185	SUPPLIES MEDICAL---COVID19-C19 VAC	10000.00	5000	5000
54600-50-180-185	TELEPHONE---COVID19-C19 VAC			
<b>Total EXPENDITURES:</b>		513367.39	87710.33	138264.23

**COVID19 2021 FEDERAL GRANT STATEMENT OF OI**  
**For The 8 Periods Ended 2/28/2022**  
**COVID 19 FEDERAL GRANT 2021**  
**3-NATRONA COUNTY HEALTH DEPARTMENT (CNC)**

	FY22 Annual Budget	FY23 BUDGET	FY23 Revised Budget
<b>REVENUE</b>			
45100-50-18C GRANT REVENUE---2021 CO	433260.00	264046.59	145167.47
45150-50-18C ADMIN FEE--COVID19-FED2	350000.00	25000.00	25000.00
<b>Total REVENUE:</b>	783260.00	459214.06	170167.47

<b>EXPENDITURES</b>			
50100-50-18C REG SALARIES---COVID19-I	200000.00	147680.00	74880.00
50110-50-18C HAZARD PAYMENT---COVID	0.00	0.00	0.00
50200-50-18C WY RETIREMENT---COVID1	24150.00	27498.02	13942.66
50300-50-18C SOC SEC MATCH---COVID1	15000.00	11297.52	5728.32
50350-50-18C UNEMPL INS---COVID19-FE	1050.00	1436.16	718.08
50375-50-18C WORKERS' COMP---COVID	2400.00	3189.89	1617.41
50400-50-18C EMPLOYEE MED INS---COV	12500.00	45420.00	23256.00
51350-50-18C ED PUBLIC---COVID19-FED;	50000.00	5000.00	5000.00
51400-50-18C EMPL HIRE TESTING---COV	150.00	25.00	25.00
51500-50-18C EQUIPMENT MAINTENANC-	2500.00	2500.00	1500.00
51525-50-18C EQUIPMENT PURCHASE---C	45000.00	2000.00	1000.00
51550-50-18C EQUIP COPY EXPENSE---C	0.00	2000.00	1500.00
53250-50-18C MARKETING---COVID19-FEI	7500.00	5000.00	5000.00
53410-50-18C TRAVEL---COVID19-FED2	0.00	0.00	0.00
53425-50-18C MISC EXPENSE---COVID19-	100.00	500.00	500.00
53550-50-18C POSTAGE---COVID19-FED2	100.00	500.00	500.00
53650-50-18C REIMBURSEMENT---COVID	0.00	25000.00	25000.00
53700-50-18C SOFTWARE---COVID19-FEC	2500.00	1500.00	1500.00
53810-50-18C SUPPLIES OFFICE---COVID	25000.00	2000.00	2000.00
53880-50-18C SUPPLIES MEDICAL---COVI	0.00	5000.00	5000.00
54600-50-18C TELEPHONE---COVID19-FEI	1500.00	1500.00	1500.00
<b>Total EXPENDITURES:</b>	389450.00	289046.59	170167.47

**BASE GRANT STATEMENT OF OPERATIONS**  
**For The 7 Periods Ended 1/31/2021**  
**BASE GRANT - ALL YEARS**  
**ATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY21 BUDGET	FY22 BUDGET		
<b>REVENUE</b>					
45100-50-130-900	GRANT REVENUE BASE PREPAREI	178,000.00	178000.00	178000.00	
45100-50-130-915	2015 BT GRANT	0.00	0.00	0.00	
45110-50-130-900	CAPABILITY IMP BASE	0.00	0.00	0.00	
<b>Total REVENUE:</b>		178,000.00	178000.00	178000.00	
<b>EXPENDITURES</b>					
50100-50-130-900	REG SALARIES BG	59,196.45	76200.00	47070.40	
50200-50-130-900	WY RETIREMENT BG	10,658.64	8379.00	8764.51	
50300-50-130-900	SOCIAL SECURITY MATCH BG	9,025.78	5829.30	3600.89	
50350-50-130-900	UNEMPLOYMENT INSURANCE BG	649.44	718.08	376.72	
50375-50-130-900	WORKERS' COMP BG	1,068.42	1645.92	814.32	
50400-50-130-900	EMPLOYEE MED INS BG	22,516.08	23103.70	11628.00	
50500-50-130-900	CONTRACT LABOR BG	0.00	2400.00	2400.00	
51200-50-130-900	AUTO GASOLINE---BG-BG	556.00	500.00	500.00	
51350-50-130-900	ED PUBLIC BG	3,500.00	3800.00	3800.00	
51370-50-130-900	ED EMPLOYEE CONFERENCE BG (	4,500.00	9120.00	14000.00	
51400-50-130-900	EMPL MEDICAL TESTING---BG-BG	0.00	0.00	0.00	
51500-50-130-900	EQUIPMENT MAINTENANCE-BASE	600.00	1000.00	2500.00	
51525-50-130-900	EQUIPMENT PURCHASE BG	17,001.19	4500.00	8000.00	
51550-50-130-900	EQUIP COPY EXPENSE---BG-BG	2,100.00	2100.00	2100.00	
52100-50-130-900	'08 BT GRANT EXP:BG	0.00	0.00	0.00	
52110-50-130-900	2009 BG EXPENSES	0.00	0.00	0.00	
52120-50-130-900	2010 BG GRANT EXPENSE	0.00	0.00	0.00	
52910-50-130-900	POD EXPENSE - BG	44,000.00	0.00	21341.16	
53250-50-130-900	MARKETING - BG BG	0.00	20000.00	30000.00	
53300-50-130-900	MEETING EXPENSE---BG-BG	0.00	0.00	0.00	
53350-50-130-900	MEMBERSHIPS-BASE	0.00	0.00	0.00	
53425-50-130-900	MISC EXPENSE BG	0.00	0.00	0.00	
53550-50-130-900	POSTAGE---BG-BG	500.00	500.00	500.00	
53600-50-130-900	RENT EXPENSE---BG-BG	0.00	6000.00	10000.00	
53700-50-130-900	SOFTWARE---BG-BG	0.00	0.00	0.00	
53810-50-130-900	SUPPLIES OFFICE BG	1,128.00	1800.00	200.00	
53880-50-130-900	SUPPLIES MEDICAL---BG-BG	0.00	8204.00	8204.00	
54600-50-130-900	TELEPHONE---BG-BG	1,000.00	2200.00	2200.00	
<b>Total EXPENDITURES:</b>		178,000.00	178000.00	178000.00	0.00

## BASE SUPPLEMENTAL GRANT

		FY22 BUDGET	FY23 Budget
<b>REVENUE</b>			
45100-50-130-920	GRANT REVENUE BASE PF	40824.77	72254.84
<b>Total REVENUE:</b>		40824.77	72254.84
<b>EXPENDITURES</b>			
50100-50-130-920	REG SALARIES BG	22500.00	47070.40
50200-50-130-920	WY RETIREMENT BG	4189.50	8764.51
50300-50-130-920	SOCIAL SECURITY MATCH	1721.25	3600.89
50350-50-130-920	UNEMPLOYMENT INSURAN	179.52	376.72
50375-50-130-920	WORKERS' COMP BG	486.00	814.32
50400-50-130-920	EMPLOYEE MED INS BG	11748.50	11628.00
<b>Total EXPENDITURES:</b>		40824.77	72254.84



**CRI STATMENT OF OPERATIONS**  
**For The 7 Periods Ended 1/31/2021**  
**ATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		Ffy22 BUDGET	fy23 BUDGET	FY22 Revised Budget
<b>REVENUE</b>				
45100-50-135-800	CRI GRANT REVENUE	84,950.00	100500.00	100500.00
48900-50-135-000	MISC REVENUE CRI	0.00	0.00	
<b>Total REVENUE:</b>		84,950.00	100500.00	100500.00
<b>EXPENDITURES</b>				
50100-50-135-800	REG SALARIES CRI	30,484.00	63484.00	52484.00
50200-50-135-800	WY RETIREMENT CRI	5,676.12	5676.12	4015.03
50300-50-135-800	SOCIAL SECURITY MATCH CRI	2,430.71	2332.03	675.92
50350-50-135-800	UNEMPLOYMNET INSURANCE CRI	324.72	359.04	907.97
50375-50-135-800	WORKERS' COMP CRI	658.45	658.45	5676.12
50400-50-135-800	EMPLOYEE MED INS CRI	0.00	3398.36	0.00
50500-50-135-800	CONTRACT LABOR CRI	4,800.00	2400.00	2400.00
51200-50-135-800	AUTO GASOLINE CRI	360.00	720.00	720.00
51250-50-135-800	AUTO REPAIR CRI	0.00	0.00	0.00
51350-50-135-800	ED PUBLIC CRI	0.00	0.00	0.00
51370-50-135-800	ED EMPLOYEE CONFERENCE CRI	1,707.00	5812.00	5812.00
51500-50-135-800	EQUIPMENT MAINTENANCE CRI	0.00	0.00	0.00
51525-50-135-800	EQUIPMENT PURCHASE CRI	26,376.00	11500.00	11500.00
51550-50-135-800	EQUIP COPY EXPENSE  CRI	0.00	0.00	0.00
52120-50-135-800	CRI EXPENSES	0.00	0.00	7648.96
52800-50-135-800	EXERCISE EXPENSE CRI	0.00	0.00	0.00
52910-50-135-800	POD EXPENSES CRI	0.00	500.00	500.00
53300-50-135-800	MEETING EXPENSE CRI	0.00	500.00	500.00
53550-50-135-800	POSTAGE CRI	0.00	0.00	0.00
53600-50-135-800	RENT	4,933.00	6000.00	6000.00
53700-50-135-800	SOFTWARE CRI	0.00	0.00	0.00
53810-50-135-800	SUPPLIES OFFICE CRI	0.00	460.00	460.00
54600-50-135-800	TELEPHONE CRI	7,200.00	1200.00	1200.00
<b>Total EXPENDITURES:</b>		84,950.00	105000.00	100500.00

**Health Education**  
**For The 7 Periods Ended 1/31/2021**  
**CPR**  
**ATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 BUDGET	FY23 BUDGET	FY23 Revised Budget
<b>REVENUE</b>				
44600-50-155-000	FEES FOR SVC/DONATIONS CPR	0.00	0.00	0
44700-50-155-000	CLASSES CPR	1,500.00	1500.00	1500
44800-50-155-000	CARRY OVER REV 15	0.00	0.00	0
48900-50-155-000	MISC REVENUE CPR	0.00	0.00	4000
49999-50-155-000	TRANSFERRED FROM RESERVED	0.00	0.00	0
<b>Total REVENUE:</b>		1,500.00	1500.00	5500.00
<b>EXPENDITURES</b>				
50100-50-155-000	REG SALARIES CPR	500.00	500.00	2500
50200-50-155-000	WY RETIREMENT CPR	75.00	75.00	100
50300-50-155-000	SOC SEC MATCH CPR	15.00	15.00	15
50350-50-155-000	UNEMPLOYMENT INSURANCE CPR	2.50	2.50	20
50375-50-155-000	WORKERS' COMP CPR	15.00	15.00	20
50400-50-155-000	EMPLOYEE MED INS CPR	0.00	0.00	0
50500-50-155-000	CONTRACT LABOR CPR	0.00	0.00	0
51370-50-155-000	ED EMP CONFERENCE CPR	0.00	0.00	0
51500-50-155-000	EQUIPMENT MAINTENANCE CPR	0.00	0.00	0
51525-50-155-000	EQUIPMENT PURCHASE CPR	0.00	0.00	0
51550-50-155-000	EQUIP COPY EXPENSE CPR	0.00	0.00	0
53250-50-155-000	MARKETING CPR	0.00	0.00	0
53425-50-155-000	MISC EXPENSE CPR	0.00	0.00	0
53450-50-155-000	PERIODICAL/BOOKS/TEACHING AID	700.00	700.00	700
53550-50-155-000	POSTAGE CPR	25.00	25.00	25
53810-50-155-000	SUPPLIES OFFICE CPR	0.00	0.00	0
53850-50-155-000	CERTIFICATES/CARDS EXPENSE	50.00	50.00	50
53880-50-155-000	SUPPLIES FIRST AID CPR	100.00	100.00	100
<b>Total EXPENDITURES:</b>		1,482.50	1482.50	3530.00

**EH STATEMENT OF OPERATIONS**  
**For The 7 Periods Ended 1/31/2021**  
**GENERAL EH**  
**ATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 BUDGET	FY23 BUDGET	FY23 Revised
<b>REVENUE</b>				
40100-52-200-000	TAX REVENUE (CO): EH	220,760.87	216050.80	226730.15
40200-52-200-000	TAX REVENUE (CITY) EH	220,760.87	216050.80	226730.15
40400-52-200-000	1% NATRONA CO REVENUE EH	0.00		0.00
42100-52-200-000	MOTELS/CAMP GROUNDS LICENSE	6,500.00	6500.00	7000.00
42110-52-200-000	PLAN REVIEW EH	0.00	0.00	0.00
42120-52-200-000	POOL/SPA LICENSING:EH	2,800.00	2000.00	2800.00
42130-52-200-000	SEPTIC INSTALLERS LICENSE	3,000.00	3000.00	3000.00
42140-52-200-000	SEPTIC PERMITS:EH	8,700.00	8700.00	9000.00
42150-52-200-000	STATE FOOD LICENSE	20,000.00	15000.00	15000.00
42160-52-200-000	TATTOO PERMITS	3,000.00	3000.00	3000.00
42180-52-200-000	TEMPORARY FOODS:EH	875.00	2500.00	2500.00
42200-52-200-000	FOOD SERVICE- FEE	35,000.00	38000.00	40000.00
42300-52-200-000	TATTOO/BODY ART FEE	1,750.00	3000.00	3000.00
42400-52-200-000	DAYCARE FEE	2,500.00	2500.00	3000.00
42500-52-200-000	MOTEL/CAMPGROUNDS/LODGING	0.00	0.00	0.00
42600-52-200-000	POOLS/SPAS FEE	8,500.00	8500.00	8500.00
44700-52-200-000	CLASSES/PRES/TEACHING:EH	0.00	1500.00	1500.00
45100-52-200-000	SPECIAL PROJECT GRANT REVENUE	0.00	0.00	0.00
48100-52-200-000	COPY REVENUE:EH	0.00	0.00	0.00
48900-52-200-000	MISCELLANEOUS REVENUE EH	0.00	0.00	0.00
48940-52-200-000	OTHER INCOME DP-EH-GENERAL E	0.00	0.00	0.00
49900-52-200-000	GAIN ON SALES EXPENSE EH	0.00	0.00	0.00
<b>Total REVENUE:</b>		534,146.74	526301.60	551760.30
<b>EXPENDITURES</b>				
50100-52-200-000	REG SALARIES EH	307,322.88	304809.12	317283.20
50200-52-200-000	WY RETIREMENT EH	57,223.52	56755.46	59078.13
50300-52-200-000	SOCIAL SECURITY MATCH EH	23,510.20	23317.90	24272.16
50350-52-200-000	UNEMPLOYMENT INSURANCE EH	1,948.32	2154.24	2260.32
50375-52-200-000	WORKERS' COMP EH	6,638.17	6583.88	5489.00
50400-52-200-000	EMPLOYEE MEDICAL INS EH	105,053.64	104556.00	113994.24
50500-52-200-000	CONTRACT LABOR EH	8,500.00	6500.00	6500.00
51100-52-200-000	ADVERTISING EH	0.00	0.00	0.00
51200-52-200-000	AUTO GASOLINE EH	2,500.00	2500.00	2500.00
51250-52-200-000	AUTO REPAIR EH	0.00	0.00	0.00
51350-52-200-000	ED PUBLIC EH (ED SUPPLIES E	0.00	500.00	500.00
51360-52-200-000	ED EMPLOYEE TUITION EH	0.00	0.00	0.00
51370-52-200-000	ED EMPLOYEE CONFERENCE EH	1,500.00	1000.00	1000.00

51400-52-200-000	EMPLOYEE MEDICAL TESTING EH	50.00	25.00	25.00
51500-52-200-000	EQUIPMENT MAINTENANCE EH	400.00	250.00	250.00
51525-52-200-000	EQUIPMENT PURCHASE EH (MACH	500.00	250.00	250.00
51550-52-200-000	EQUIP COPY EXPENSE EH	2,500.00	2500.00	2500.00
53250-52-200-000	MARKETING-EH-GENERAL EH	0.00	500.00	500.00
53350-52-200-000	MEMBERSHIPS- EH	1,000.00	500.00	500.00
53425-52-200-000	MISC EXPENSE EH	100.00	100.00	100.00
53450-52-200-000	PERIODICALS/BOOKS EH	150.00	150.00	150.00
53500-52-200-000	PRINTING EXPENSE EH	250.00	100.00	100.00
53550-52-200-000	POSTAGE EH	1,000.00	1000.00	1000.00
53650-52-200-000	REIMBURSEMENT	0.00	0.00	0.00
53670-52-200-000	RETURNED CHECKS AND BAD DEB	0.00	0.00	0.00
53700-52-200-000	SOFTWARE EH	5,000.00	5000.00	5000.00
53810-52-200-000	SUPPLIES OFFICE EH	750.00	750.00	750.00
53920-52-200-000	SUPPLIES TECHNICAL EH	750.00	500.00	500.00
54500-52-200-000	STATE LICENSE FEE	0.00	0.00	0.00
54600-52-200-000	TELEPHONE EH	6,000.00	6000.00	6000.00
59100-52-200-000	SPECIAL PROJECT GRANT EXPEN	0.00	0.00	0.00
<b>Total EXPENDITURES:</b>		<b>532,646.73</b>	<b>526301.60</b>	<b>550502.05</b>

**CN TANF 415**

For The 7 Periods Ended 1/31/2021

**MATERNAL & FAMILY HEALTH****CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 BUDGET	FY23 BUDGET	FY23 Revised Budget
<b>REVENUE</b>				
40100-54-410-415	TAX REVENUE (COUNTY) TANF 415	36,191.57	8,451.38	24871.43
40200-54-410-415	TAX REVENUE (CITY) TANF 415	0.00	8,451.38	33493.79
41000-54-410-415	STATE NURSING REV - COMMUNIT	0.00		
43050-54-410-415	MEDICAID-.-TANF 415	0.00		45000.00
43800-54-410-415	PROGRAM REVENUE-.-TANF 415	0.00		
45100-54-410-415	GRANT REVENUE TANF 415	167,212.86	228,000.00	137500.00
48900-54-410-415	MISC REVENUE TANF 415	0.00		
<b>Total REVENUE:</b>		203,404.43	244,902.76	240865.22
<b>EXPENDITURES</b>				
50100-54-410-415	REG SALARIES CN TANF 415	118,662.17	149,742.17	143416.00
50200-54-410-415	WY RETIREMENT TANF 415	20,653.03	23,780.82	27272.24
50300-54-410-415	SOC SEC MATCH TANF 415	9,307.16	11,455.28	10971.32
50350-54-410-415	UNEMPLOYMENT INSURANCE TAN	962.23	962.23	930.50
50375-54-410-415	WORKERS' COMP TANF 415	2,627.90	3,234.43	2481.10
50400-54-410-415	EMPLOYEE MED INS TANF 415	35,529.32	47,277.82	48121.05
50500-54-410-415	CONTRACT LABOR CN TANF 415	3,500.00	3,300.00	3000.00
51350-54-410-415	ED PUBLIC TANF 415	0.00	0.00	0.00
51370-54-410-415	ED EMPLOYEE CONFERENCE TANI	2,000.00	0.00	0.00
51400-54-410-415	EMPL HIRE TESTING - TANF 415	15.00	0.00	0.00
51525-54-410-415	EQUIPMENT PURCHASE TANF 415	500.00	800.00	800.00
51550-54-410-415	EQUIP COPY EXPENSE TANF 415	800.00	1,600.00	1323.01
53400-54-410-415	MILEAGE TANF 415	150.00	150.00	200.00
53700-54-410-415	SOFTWARE COMMUNITY NURSING	500.00	0.00	0.00
53880-54-410-415	SUPPLIES MEDICAL TANF 415	500.00	500.00	250.00
54600-54-410-415	TELEPHONE- TANF 415	1,500.00	2,100.00	2100.00
<b>Total EXPENDITURES:</b>		197,206.81	244,902.75	240865.22

**HEALTHY BIRTH AND INFANT BRAINS STATEME**  
**For The 7 Periods Ended 1/31/2021**  
**HEALTHY BIRTH & INFANT BRAINS(KINSKEY)**  
**ATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 Budget	FY23 BUDGET	FY23 Revised Budget
<b>REVENUE</b>				
45100-54-410-420	GRANT REVENUE--.-KINSKEY	80,915.83	80950.15	133363.73
<b>Total REVENUE:</b>		80,602.00	80950.15	133363.73
<b>EXPENDITURES</b>				
50100-54-410-420	REG SALARIES-KINSKEY	62,751.00	62751.00	96033.60
50200-54-410-420	WY RETIREMENT--.-KINSKEY	11,684.24	11684.24	16528.66
50300-54-410-420	SOC SEC MATCH--.-KINSKEY	4,800.45	4800.45	7346.57
50350-54-410-420	UNEMPL INS--.-KINSKEY	324.72	359.04	556.24
50375-54-410-420	WORKERS' COMP-KINSKEY	1,355.42	1355.42	1795.54
50400-54-410-420	EMPLOYEE MED INS--.-KINSKEY	0.00	0.00	11103.12
51200-54-410-420	AUTO GASOLINE--.-KINSKEY	0.00	0.00	0.00
51370-54-410-420	ED EMP CONFERENCE--.-KINSKEY	0.00	0.00	0.00
51525-54-410-420	EQUIPMENT PURCHASE--.-KINSKE	0.00	0.00	0.00
53425-54-410-420	MISC EXPENSE--.-KINSKEY	0.00	0.00	0.00
53810-54-410-420	SUPPLIES OFFICE--.-KINSKEY	0.00	0.00	0.00
53880-54-410-420	SUPPLIES MEDICAL--.-KINSKEY	0.00	0.00	0.00
<b>Total EXPENDITURES:</b>		80,915.83	80950.15	133363.73

**CN MFH STATE GRANT STATEMENT OF OPERA'**  
**For The 7 Periods Ended 1/31/2021**  
**MATERNAL & FAMILY HEALTH**  
**ATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 Budget	FY23 BUDGET	FY23 Revised Budget
<b>REVENUE</b>				
40100-54-410-405	TAX REVENUE (COUNTY) MFH	6,367.87	39661.61	39091.14
40200-54-410-405	TAX REVENUE (CITY) MFH GRANT	35,506.98	39661.61	39091.14
41000-54-410-405	STATE NURSING REVENUE - MFH	42,198.01		
42100-54-410-405	PROGRAM REVENUE-.-MFH GRAN	0.00		
42160-54-410-405	REIMBURSEMENT MCH SBIRT	0.00		
42200-54-410-405	BREAST PUMP AND SUPPLES REV	0.00		
43000-54-410-405	PROGRAM REVENUE-.-MFH GRAN	0.00		
44600-54-410-405	DONATIONS CN MFH GRANT	0.00		
45100-54-410-405	GRANT REVENUE MFH STATE GRA	128,220.50	128220.50	99106.00
48900-54-410-405	MISC REVENUE MFH GRANT	0.00		
48930-54-410-405	MEDICAID REIMB-MFH GRANT	0.00		
48950-54-410-405	PRIVATE INSURANCE MFH GRANT	0.00		20000.00
<b>Total REVENUE:</b>		212,293.36	207543.72	197288.28
<b>EXPENDITURES</b>				
50100-54-410-405	REG SALARIES MFH STATE GRANT	125,311.71	129232.51	117624.00
50200-54-410-405	WY RETIREMENT MFH STATE GRA	23,333.04	24063.09	22686.21
50300-54-410-405	SOCIAL SECURITY MFH STATE GR	9,586.35	9886.29	8998.24
50350-54-410-405	UNEMPLOYMENT INSURANCE MFH	753.35	832.97	764.74
50375-54-410-405	WORKERS' COMP MFH STATE GR	2,706.73	2791.42	2034.90
50400-54-410-405	EMPLOYEE MED INS MFH STATE G	31,292.16	28310.50	33260.31
50500-54-410-405	CONTRACT LABOR MFH STATE GR	3,000.00	3000.00	3000.00
51200-54-410-405	AUTO GASOLINE CN MCH MFH GR	750.00	750.00	750.00
51250-54-410-405	AUTO REPAIR CN MFH GRANT	0.00	0.00	0.00
51350-54-410-405	ED PUBLIC MFH STATE GRANT	0.00	0.00	0.00
51370-54-410-405	ED EMPLOYEE CONFERENCE MFH	500.00	500.00	350.00
51400-54-410-405	EMPL MEDICAL TESTING MFH GRA	50.00	50.00	50.00
51500-54-410-405	EQUIPMENT MAINTENANCE MFH S	100.00	100.00	100.00
51525-54-410-405	EQUIPMENT PURCHASE MFH STAT	150.00	150.00	150.00
51550-54-410-405	EQUIP COPY EXPENSE MFH STATE	2,000.00	1500.00	1500.00
53250-54-410-405	MARKETING MFH STATE GRANT	0.00	0.00	0.00
53300-54-410-405	MEETING EXPENSE MFH STATE G	0.00	0.00	0.00
53350-54-410-405	MEMBERSHIPS-MFH GRANT	0.00	0.00	0.00
53400-54-410-405	MILEAGE MFH STATE GRANT	0.00	0.00	0.00
53425-54-410-405	MISC EXPENSE MFH GRANT	0.00	0.00	0.00
53450-54-410-405	PERIODICAL/BOOKS MFH STATE G	0.00	0.00	0.00
53550-54-410-405	POSTAGE MFH STATE GRANT	1,000.00	500.00	500.00
53700-54-410-405	SOFTWARE CN  MCH GRANT	4,000.00	2000.00	1800.00

53810-54-410-405	SUPPLIES OFFICE MFH STATE GR/	250.00	250.00	250.00
53840-54-410-405	SUPPLIES CLIENT MFH GRANT	0.00	0.00	0.00
53850-54-410-405	SUPPLIES BREAST PUMPS MFH GF	0.00	0.00	0.00
53880-54-410-405	SUPPLIES MEDICAL MFH STATE GF	350.00	350.00	319.88
54600-54-410-405	TELEPHONE MFH STATE GRANT	6,300.00	3150.00	3150.00
57000-54-410-405	NON GRANT-.-MFH GRANT	0.00	0.00	0.00
<b>Total EXPENDITURES:</b>		211,433.34	207416.78	197288.28



**MCH BLUE ENVELOPE FUND STATEMENT OF OPERATIONS**  
**For The 7 Periods Ended 1/31/2021**  
**MCH BLUE ENVELOPE FUNDS**  
**CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 BUDGET	FY23 BUDGET
<b>REVENUE</b>			
42100-54-411-000	BLUE ENVELOPE REVENUE	1,500.00	1,500.00
42200-54-411-000	BREAST PUMP REVENUE MFH	2,500.00	2,500.00
49999-54-411-000	TRX FROM RESERVES BLUE ENVE	0.00	0.00
<b>Total REVENUE:</b>		<u>4,000.00</u>	<u>4,000.00</u>
<b>EXPENDITURES</b>			
51350-54-411-000	ED PUBLIC BLUE ENVELOPE	1,500.00	1,500.00
53550-54-411-000	POSTAGE BLUE ENVELOPE	0.00	0.00
53810-54-411-000	SUPPLIES OFFICE BLUE ENVELOPE	0.00	0.00
53850-54-411-000	BREAST PUMP SUPPLIES BLUE EN	2,500.00	2,500.00
<b>Total EXPENDITURES:</b>		<u>4,000.00</u>	<u>4,000.00</u>

**HIV EXPEDITION GRANT STATEMENT OF OPS****For The 7 Periods Ended 1/31/2021****EXPEDITION GRANT****CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 BUDGET	FY23 BUDGET	FY23 Revised
<b>REVENUE</b>				
45100-50-300-300	GRANT REVENUE---HIV-EXPEDITIO	254,249.57	276,168.37	283126.71
<b>Total REVENUE:</b>		254,249.57	276,168.37	283126.71
<b>EXPENDITURES</b>				
50100-50-300-300	REG SALARIES-HIV-EXPEDITION G	72,147.26	163,500.00	171610.40
50200-50-300-300	WY RETIREMENT-HIV-EXPEDITION	24,100.14	30,443.70	31953.86
50300-50-300-300	SOC SEC MATCH-HIV-EXPEDITION	89,097.71	12,507.75	13128.20
50350-50-300-300	UNEMPL INS-HIV-EXPEDITION GRA	821.56	1,041.22	1092.49
50375-50-300-300	WORKERS' COMP-HIV-EXPEDITION	2,664.18	3,531.60	2968.86
50400-50-300-300	EMPLOYEE MED INS-HIV-EXPEDITI	52,481.22	54,444.10	45025.00
50500-50-300-300	CONTRACT LABOR HIV EXPEDITIO	0.00	1,500.00	250.00
51200-50-300-300	AUTO GASOLINE---HIV-EXPEDITION	2,625.00	2,500.00	4402.58
51350-50-300-300	ED PUBLIC-HIV-EXPEDITIONGRANT	750.00	750.00	0.00
51370-50-300-300	ED EMP CONFERENCE - HIV- EXPE	0.00	0.00	10075.19
51500-50-300-300	EQUIP MAINTENANCE HIV EXPEDIT	500.00	500.00	0.00
51550-50-300-300	EQUIP COPY EXPENSE HIVE EXPE	0.00	1,000.00	250.00
53250-50-300-300	MARKETING HIV EXPEDITION GRAI	0.00	0.00	0.00
53300-50-300-300	MEETING EXPENDSE HIV EXPEDIT	375.00	375.00	0.00
53350-50-300-300	MEMBERSHIPS HIV EXPEDITION GI	187.50	200.00	670.00
53550-50-300-300	POSTAGE-HIV EXPEDITION GRANT	375.00	375.00	25.00
53810-50-300-300	SUPPLIES OFFICE HIV EXPEDITION	4,500.00	2,000.00	334.98
54600-50-300-300	TELEPHONE HIV EXPEDITON GRAN	1,500.00	1,500.00	1340.15
<b>Total EXPENDITURES:</b>		252,124.57	276,168.37	283126.71

**HIV CM STATEMENT OF OPERATIONS****For The 7 Periods Ended 1/31/2021****HIV CASE MANAGEMENT****CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 BUDGET	FY23 Budget	FY23 Revised
<b>REVENUE</b>				
41000-56-635-000	STATE FUNDING-DP-HIV CM	5,753.05	21,000.00	16779.96
42100-56-635-000	CN/HIV REVENUE	45,000.00	34,500.00	40000.00
42110-56-635-000	CN/HIV EMERGENCY ASSISTANCE	0.00	0.00	0.00
45100-56-635-000	SPECIAL PROJECT GRANT REVENUE	0.00	0.00	0.00
48900-56-635-000	MISC REVENUE HIV CM	0.00	0.00	0.00
<b>Total REVENUE:</b>		50,753.05	55,500.00	56779.96
<b>EXPENDITURES</b>				
50100-56-635-000	REG SALARIES HIV CM	33,750.00	27,000.00	27771.54
50200-56-635-000	WY RETIREMENT HIV CM	6,284.24	6,284.25	6573.38
50300-56-635-000	SOC SEC MATCH HIV CM	2,581.88	2,581.88	2700.66
50350-56-635-000	UNEMPL INS HIV CM	357.93	395.76	414.26
50375-56-635-000	WORKERS' COMP HIV CM	729.00	729.00	610.74
50400-56-635-000	EMPLOYEE MED INS HIV CM	2,700.00	14,193.75	14262.00
50500-56-635-000	CONTACT LABOR DP-HIV CM	0.00	500.00	500.00
51200-56-635-000	AUTO GASOLINE HIV CM	250.00	250.00	250.00
51350-56-635-000	ED PUBLIC HIV CM	0.00	0.00	0.00
51370-56-635-000	ED EMP CONFERENCE HIV CM	300.00	500.00	500.00
51525-56-635-000	EQUIPMENT PURCHASE HIV CM	0.00	0.00	0.00
51550-56-635-000	EQUIP COPY EXPENSE HIV CM	150.00	150.00	150.00
53250-56-635-000	MARKETING HIV CM	0.00	0.00	0.00
53350-56-635-000	MEMBERSHIPS-DP-HIV CM	0.00	0.00	0.00
53400-56-635-000	MILEAGE HIV CM	100.00	100.00	100.00
53425-56-635-000	MISC EXPENSE HIV CM	100.00	100.00	100.00
53525-56-635-000	CLIENT ASSISTANCE-DP-HIV CM	750.00	0.00	0.00
53550-56-635-000	POSTAGE HIV CM	100.00	100.00	100.00
53810-56-635-000	SUPPLIES OFFICE HIV CM	600.00	600.00	600.00
54600-56-635-000	TELEPHONE DP HIV CM	2,000.00	2,000.00	2000.00
57000-56-635-000	SPECIAL PROJECT HIV CM	0.00	0.00	0.00
<b>Total EXPENDITURES:</b>		50,753.05	55,484.64	56632.58

**DISEASE PREVENTION STATEMENT OF OPERATIONS****For The 7 Periods Ended 1/31/2021****GENERAL CLINIC****CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 BUDGET	FY23 Budget	fy23 revised
<b>REVENUE</b>				
40100-56-600-000	TAX REVENUE (CO) DP	90,371.25	39,336.79	8717.89
40200-56-600-000	TAX REVENUE (CITY) DP	34,529.40	79,918.14	8717.89
40400-56-600-000	1% NATRONA CO REVENUE DP	0.00		0.00
41000-56-600-000	STATE NURSING REVENUE - DP	81,317.88	75,693.97	159440.82
42100-56-600-000	PROGRAM REVENUE GRANTS DP	0.00	0.00	0.00
42160-54-600-000	BLD REPAIR/MAINT:CN CN DP	0.00	0.00	0.00
42160-56-600-000	REIMBURSEMENT SBIRT:DP	0.00	0.00	0.00
42200-56-600-000	COVID TESTING CEPHEID DP	0.00	12,000.00	2500.00
44600-56-600-000	DONATIONS:DP	0.00	250.00	250.00
48100-56-600-000	COPY/POST REVENUE:DP	0.00	0.00	0.00
48500-56-600-000	COLLECTIONS REVENUE DP	240.00	500.00	500.00
48900-56-600-000	MISCELLANEOUS REVENUE DP	50.00	50.00	0.00
48930-56-600-000	MEDICAID DP	60.00	500.00	500.00
48940-56-600-000	OTHER INCOME DP	0.00	0.00	0.00
48950-56-600-000	PRIVATE INSURANCE DP	1,000.00	12,000.00	7500.00
48960-56-600-000	SELF PAY DP	10,000.00	20,000.00	10000.00
48970-56-600-000	TB REVENUE :DP	0.00		
<b>Total REVENUE:</b>		217,568.53	240,248.90	198,126.60
<b>EXPENDITURES</b>				
50100-56-600-000	REG SALARIES DP	133,425.15	133,579.50	105300.00
50200-56-600-000	WY RETIREMENT DP	24,843.76	24,872.50	17561.45
50300-56-600-000	SOCIAL SECURITY MATCH DP	10,207.02	10,218.83	8055.45
50350-56-600-000	UNEMPLOYMENT INSURANCE DP	730.62	718.08	784.14
50375-56-600-000	WORKERS' COMP DP	2,881.98	2,885.32	1821.69
50400-56-600-000	EMPLOYEE MEDICAL INS DP	39,714.00	31,208.50	27953.87
50500-56-600-000	CONTRACT LABOR DP	3,000.00	3,000.00	3000.00
51100-56-600-000	ADVERTISING DP	0.00	0.00	0.00
51200-56-600-000	AUTO GASOLINE DP	50.00	50.00	50.00
51350-56-600-000	ED PUBLIC DP	0.00	0.00	0.00
51370-56-600-000	ED EMPLOYEE CONFERENCE DP	0.00	0.00	0.00
51400-56-600-000	EMPLOYEE MEDICAL TESTING DP	100.00	100.00	100.00
51500-56-600-000	EQUIPMENT MAINTENANCE DP	100.00	2,500.00	2500.00
51525-56-600-000	EQUIPMENT PURCHASE DP	2,000.00	2,000.00	2000.00
51550-56-600-000	EQUIP COPY EXPENSE DP	1,000.00	1,000.00	1000.00
53225-56-600-000	LICENSE/PROFICIENCY DP CLIA	250.00	250.00	250.00
53250-56-600-000	MARKETING DP	0.00	2,500.00	2500.00
53300-56-600-000	MEETING EXPENSE:DP	250.00	250.00	250.00

53350-56-600-000	MEMBERSHIPS-DP-DP	0.00	0.00	0.00
53400-56-600-000	MILEAGE DP	25.00	25.00	25.00
53425-56-600-000	MISC EXPENSE DP	125.00	125.00	125.00
53450-56-600-000	PERIODICALS/BOOKS DP	0.00	0.00	0.00
53550-56-600-000	POSTAGE DP	350.00	350.00	350.00
53600-56-600-000	RENT EXPENSE DP	0.00	0.00	0.00
53670-56-600-000	RETURNED CHECKS AND BAD DEB	0.00	0.00	0.00
53700-56-600-000	SOFTWARE DP	2,760.70	2,500.00	2500.00
53810-56-600-000	SUPPLIES OFFICE DP	1,000.00	1,000.00	1000.00
53880-56-600-000	SUPPLIES MEDICAL DP (CHEM/LA	500.00	8,000.00	8000.00
53890-56-600-000	SUPPLIES MEDICAL PHARMACY D	3,500.00	1,500.00	1500.00
54600-56-600-000	TELEPHONE DP	1,200.00	3,000.00	3000.00
55250-56-600-000	TEST LAB DP ( LAB SERVIC	5,000.00	3,500.00	3500.00
55500-56-600-000	TB SUPPLIES DP	3,000.00	5,000.00	5000.00
57000-56-600-000	SPECIAL PROJECT GRANTS	0.00	0.00	0.00
<b>Total EXPENDITURES:</b>		236,013.23	240,132.73	198126.60

**DP STD STATEMENT OF OPERATIONS**  
**For The 7 Periods Ended 1/31/2021**  
**STD CLINIC**  
**ATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY21 Budget	FY22 BUDGET	
<b>REVENUE</b>				
40100-56-610-000	TAX REVENUE (COUNTY) CHL/STD	0.00	19919.39	5225.17
40200-56-610-000	TAX REVENUE (CITY) CHL/STD DP	0.00		4050.72
41000-56-610-000	STATE NURSING REVENUE STD	208,502.53	160113.34	138750.71
42100-56-610-000	STD SPECIAL PROJECTS	0.00		0.00
42160-56-610-000	REIMBURSEMENT SBIRT DP STD	0.00	0.00	0.00
43050-56-610-000	MEDICAID:DP-STD	2,000.00	2000.00	2000.00
43800-56-610-000	MEDICARE DP STD	0.00	0.00	0.00
44600-56-610-000	DONATIONS STD	700.00	700.00	700.00
48500-56-610-000	COLLECTIONS STD	200.00	200.00	200.00
48900-56-610-000	MISC REVENUE STD	0.00	0.00	0.00
48940-56-610-000	OTHER INCOME DP STD	0.00	0.00	0.00
48950-56-610-000	PRIVATE INSURANCE DP STD	17,000.00	20000.00	20000.00
48960-56-610-000	SELF PAY STD	10,000.00	10000.00	7500.00
48970-56-610-000	STD TESTING REIMB - KNOW WYO	15,000.00	15000.00	7500.00
<b>Total REVENUE:</b>		253,402.53	227932.73	185926.60
<b>EXPENDITURES</b>				
50100-56-610-000	REG SALARIES CHL/STD	133,425.15	133579.50	105300.00
50200-56-610-000	WY RETIREMENT DP CHL/STD	24,843.76	24872.50	17561.45
50300-56-610-000	SOCIAL SECURITY DP CHL/STD	10,207.02	10218.83	8055.45
50350-56-610-000	UNEMPLOYMENT INSURANCE DP	730.62	718.08	784.14
50375-56-610-000	WORKERS' COMP DP CHL/STD	2,881.98	2885.32	1821.69
50400-56-610-000	EMPLOYEE MEDICAL INS DP CHL/	39,714.00	31208.50	27953.87
50500-56-610-000	CONTRACT LABOR STD	3,000.00	3000.00	3000.00
51100-56-610-000	ADVERTISING STD	0.00	0.00	0.00
51200-56-610-000	AUTO GASOLINE STD	50.00	50.00	50.00
51370-56-610-000	ED EMPLOYEE CONFERENCE DP	0.00	0.00	0.00
51500-56-610-000	EQUIPMENT MAINTENANCE STD	350.00	350.00	350.00
51525-56-610-000	EQUIPMENT PURCHASE STD	750.00	750.00	750.00
51550-56-610-000	EQUIP COPY EXPENSE STD	1,200.00	1000.00	1000.00
53250-56-610-000	MARKETING STD	5,000.00	2500.00	2500.00
53300-56-610-000	MEETING EXPENSE STD	0.00	0.00	0.00
53350-56-610-000	MEMBERSHIPS-DP-STD	0.00	150.00	150.00
53400-56-610-000	MILEAGE STD	100.00	100.00	100.00
53425-56-610-000	MISC EXPENSE STD	50.00	50.00	50.00
53450-56-610-000	PERIODICAL/BOOKS STD	0.00	0.00	0.00
53460-56-610-000	CURRICULUM EXPENSE-DP-STD	0.00	0.00	0.00
53550-56-610-000	POSTAGE STD	500.00	500.00	500.00
53600-56-610-000	RENT EXPENSE DP STD	0.00	0.00	0.00

53670-56-610-000	RETURNED CHECKS STD	0.00	0.00	0.00
53700-56-610-000	SOFTWARE STD	1,800.00	2000.00	2000.00
53810-56-610-000	SUPPLIES OFFICE STD	1,000.00	1000.00	1000.00
53820-56-610-000	MEDICAL CONDOMS DP STD (CC	0.00	0.00	0.00
53880-56-610-000	SUPPLIES MEDICAL DP STD	5,000.00	4000.00	4000.00
54600-56-610-000	TELEPHONE STD	1,000.00	1000.00	1000.00
55250-56-610-000	TESTS LAB DP STD (LAB SERVIC	8,000.00	8000.00	8000.00
57000-56-610-000	SPECIAL PROJECT STD GRANTS	0.00	0.00	0.00
<b>Total EXPENDITURES:</b>		239,602.53	227932.73	185926.60

**DP FAMILY PLANNING STATEMENT OF OPERAT**  
**For The 7 Periods Ended 1/31/2021**  
**ATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 BUDGET	FY23 BUDGET	fy23 revised
<b>REVENUE</b>				
40100-56-640-000	TAX REVENUE (CO) DP FP	0.00	3770.89	7471.57
40200-56-640-000	TAX REVENUE (CITY) DP FP	0.00	14700.00	8804.32
41000-56-640-000	STATE NURSING REVENUE DP FAI	125,461.53	90605.84	67794.71
42100-56-640-000	INSURANCE REIMB DP FP	35,000.00	40000.00	30000.00
42160-56-640-000	REIMBURSEMENT SBIRT DP FP	0.00	0.00	0.00
42200-56-640-000	CASPER COLLEGE CLINIC REV	0.00	0.00	0.00
43800-56-640-000	MEDICARE DP FP	0.00	0.00	0.00
44600-56-640-000	DONATIONS:DP FP	1,000.00	1000.00	1000.00
45100-56-640-000	SPECIAL PROJECT GRANT REVENI	0.00	0.00	0.00
45100-56-640-010	TITLE X GRANT (MONTHLY)	84,051.00	76356.00	76356.00
48900-56-640-000	MISCELLANEOUS REVENUE DP FP	0.00	0.00	0.00
48910-56-640-000	COLLECTIONS DP FP	100.00	100.00	100.00
48930-56-640-000	MEDICAID DP FP	5,500.00	6000.00	5000.00
48960-56-640-000	SELF PAY DP FP	12,000.00	12000.00	6000.00
<b>Total REVENUE:</b>		263,112.53	244532.73	202526.60

<b>EXPENDITURES</b>				
50100-56-640-000	REG SALARIES DP FP	133,425.15	133579.50	105300.00
50200-56-640-000	WY RETIREMENT DP FP	24,843.76	24872.50	17561.45
50300-56-640-000	SOCIAL SECURITY MATCH DP FP	10,207.02	10218.83	8055.45
50350-56-640-000	UNEMPLOYMENT INSURANCE DP	730.62	718.08	784.14
50375-56-640-000	WORKERS' COMP DP FP	2,881.98	2885.32	1821.69
50400-56-640-000	EMPLOYEE MEDICAL INS DP FP	39,714.00	31208.50	27953.87
50500-56-640-000	CONTRACT LABOR DP FP (CONT	3,000.00	3000.00	3000.00
51100-56-640-000	ADVERTISING DP FP	0.00	0.00	0.00
51200-56-640-000	AUTO GASOLINE DP FP	0.00	0.00	0.00
51370-56-640-000	ED EMPLOYEE CONFERENCE DP I	0.00	0.00	0.00
51500-56-640-000	EQUIPMENT MAINTENANC DP FP	250.00	250.00	250.00
51525-56-640-000	EQUIPMENT PURCHASE DP FP	100.00	1000.00	1000.00
51550-56-640-000	EQUIP COPY EXPENSE DP FP	1,200.00	1200.00	1200.00
53250-56-640-000	MARKETING DP FP	500.00	2500.00	2500.00
53300-56-640-000	MEETING EXPENSE DP FP	0.00	0.00	0.00
53350-56-640-000	MEMBERSHIPS DP FP	0.00	0.00	0.00
53400-56-640-000	MILEAGE DP FP	100.00	100.00	100.00
53450-56-640-000	PERIODICAL/BOOKS DP FP	0.00	0.00	0.00
53550-56-640-000	POSTAGE DP FP	350.00	350.00	350.00
53600-56-640-000	RENT EXPENSE DP FP	0.00	0.00	0.00
53700-56-640-000	SOFTWARE DP FP	2,760.00	2500.00	2500.00
53805-56-640-000	CASPER COLLEGE CLINIC EXP DP	0.00	0.00	0.00



53810-56-640-000	SUPPLIES OFFICE DP FP	800.00	800.00	800.00
53820-56-640-000	MEDICAL CONDOMS DP FP (C	0.00	0.00	0.00
53830-56-640-000	MEDICAL DEPO DP FP (DEPO I	650.00	650.00	650.00
53840-56-640-000	MEDICAL IUD DP FP	8,000.00	4500.00	4500.00
53850-56-640-000	MEDICAL NUVRING DP FP	250.00	250.00	250.00
53870-56-640-000	MEDICAL PILLS DP FP (PIL	750.00	750.00	750.00
53875-56-640-000	MEDICAL NEXPLANON	12,000.00	6000.00	6000.00
53880-56-640-000	SUPPLIES MEDICAL DP FP	7,000.00	4000.00	4000.00
54600-56-640-000	TELEPHONE DP FP	1,000.00	1200.00	1200.00
55150-56-640-000	TESTS PAP DP FP (NON-FP	0.00	0.00	0.00
55250-56-640-000	TEST LAB FP DP (LAB SERVI	16,000.00	12000.00	12000.00
57000-56-640-000	NON GRANT-DP-FP	0.00	0.00	0.00
<b>Total EXPENDITURES:</b>		<hr/> 266,512.53	<hr/> 244532.73	<hr/> 202526.60

**DP IMMUNIZATIONS****For The 7 Periods Ended 1/31/2021****IMMUNIZATION****ATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 BUDGET	FY23 BUDGET	FY23 Revised
<b>REVENUE</b>				
40100-56-620-000	TAX REVENUE (COUNTY) IMM	0.00	72230.91	8637.95
40200-56-620-000	TAX REVENUE (CITY) IMM	0.00		8637.95
41000-56-620-000	STATE NURSING REVENUE DP IMM	0.00	53851.82	74300.71
43600-56-620-000	INFLUENZA MEDICAID DP IMM	12,250.00	500.00	500.00
43610-56-620-000	INFLUENZA MEDICARE DP IMM	11,425.00	15000.00	15000.00
43620-56-620-000	PNEUMONIA SELF PAY DP IMM	0.00	0.00	0.00
43630-56-620-000	PNEUMONIA PRIVATE INSU DP IMM	250.00	250.00	250.00
43640-56-620-000	PNEUMONIA MEDICAID DP IMM	0.00	0.00	0.00
43650-56-620-000	PNEUMONIA MEDICARE DP IMM	250.00	250.00	250.00
43700-56-620-000	COVID VACCINE DP IMM	250,000.00	80000.00	62000.00
43710-56-620-000	COVID ANTIBODY INJECTON DPIM	0.00	1000.00	1000.00
43740-56-620-000	INFLUENZA SELF PAY DP IMM	3,740.00	3500.00	3500.00
43750-56-620-000	INFLUENZA PRIVATE INSURANCE	17,500.00	17500.00	22000.00
43800-56-620-000	VUA ADMIN FEE SELF PAY DP IMM	0.00	0.00	0.00
43810-56-620-000	WYVIP ADMIN FEE SELF PAY DP IM	0.00	0.00	0.00
43830-56-620-000	OTHER VACCINE SELF PAY DP IMM	22,000.00	15000.00	19000.00
43840-56-620-000	OTHER VACCINE PRIVATE INS DP I	68,000.00	68000.00	70000.00
43850-56-620-000	OTHER VACCINE MEDICAID DP IMM	7,000.00	5000.00	5000.00
43860-56-620-000	OTHER VACCINE MEDICARE DP IM	1,200.00	1200.00	1200.00
43870-56-620-000	OTHER INCOME IMMUNIZATION DF	1,200.00	1200.00	1200.00
48900-56-620-000	MISC INCOMCE IMM			
<b>Total REVENUE:</b>		394,815.00	334482.73	292476.61

**EXPENDITURES**

50100-56-620-000	REG SALARIES DP IMM	133,425.15	133579.50	105300.00
50200-56-620-000	WY RETIREMENT DP IMM	24,843.76	24872.50	17561.45
50300-56-620-000	SOCIAL SECURITY MATCH DP IMM	10,207.02	10218.83	8055.45
50350-56-620-000	UNEMPLOYMENT INSURANCE DP	730.62	718.08	784.14
50375-56-620-000	WORKERS' COMP DP IMM	2,881.98	2885.32	1821.69
50400-56-620-000	EMPLOYEE MEDICAL INS DP IMM	39,714.00	31208.50	27953.87
50500-56-620-000	CONTRACT LABOR DP IMM	3,000.00	3000.00	3000.00
51100-56-620-000	ADVERTISING IMM	5,000.00	5000.00	5000.00
51200-56-620-000	AUTO GASOLINE IMM	50.00	50.00	50.00
51370-56-620-000	ED EMPLOYEE CONFERENCE DP I	250.00	250.00	250.00
51500-56-620-000	EQUIPMENT MAINTENANCE IMM	250.00	250.00	250.00
51525-56-620-000	EQUIPMENT PURCHASE IMM	500.00	1000.00	1000.00
51550-56-620-000	EQUIP COPY EXPENSE DP IMM	1,000.00	1000.00	1000.00
53250-56-620-000	MARKETING IIMM	0.00	2500.00	2500.00

53300-56-620-000	MEETING EXPENSE IMM	5,000.00	1000.00	1000.00
53350-56-620-000	MEMBERSHIPS-DP-IMM	0.00	0.00	0.00
53400-56-620-000	MILEAGE DP IMM	50.00	50.00	50.00
53425-56-620-000	MISC EXPENSE IMM	100.00	100.00	100.00
53450-56-620-000	PERIODICAL/BOOKS IMM	0.00	0.00	0.00
53550-56-620-000	POSTAGE DP IMM	500.00	500.00	500.00
53600-56-620-000	RENT EXPENSE DP IMM	0.00	0.00	0.00
53670-56-620-000	RETURNED CHECKS IMM	0.00	0.00	0.00
53700-56-620-000	SOFTWARE DP IMM	2,500.00	3000.00	3000.00
53810-56-620-000	SUPPLIES OFFICE DP IMM	800.00	800.00	800.00
53880-56-620-000	SUPPLIES MEDICAL DP IMM (CH	4,000.00	2500.00	2500.00
53930-56-620-000	SUPPLIES VACCINE DP DP IMM	94,500.00	70000.00	70000.00
53940-56-620-000	SUPPLIES VACCINE FLU DP IMM (V	48,000.00	35000.00	35000.00
53960-56-620-000	SUPPLIES VACCINE TRAVEL DP IM	1,500.00	1500.00	1500.00
53970-56-620-000	SUPPLIES VACCINE RABIES-DP-IMI	2,500.00	2500.00	2500.00
54600-56-620-000	TELEPHONE IMM	1,000.00	1000.00	1000.00
55250-56-620-000	TEST LAB DP IMM (LAB CONTRA	0.00	0.00	0.00
57000-56-620-000	NON GRANT-DP-IMM	0.00	0.00	0.00
<b>Total EXPENDITURES:</b>		<u>382,302.53</u>	<u>334482.73</u>	<u>292476.60</u>

Healthcare for the Homless

FY23 Budget

42100-56-650-000	77166.72
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**EXPENDITURES**

50100-56-650-000	REG SALARIES DP HCH	52,000.00
50200-56-650-000	WY RETIREMENT DP HCH	9,682.40
50300-56-650-000	SOCIAL SECURITY MATCH DP HCH	3,978.00
50350-56-650-000	UNEMPLOYMENT INSURANCE DP HCH	376.72
50375-56-650-000	WORKERS' COMP DP HCH	899.60
50400-56-650-000	EMPLOYEE MEDICAL INS DP HCH	10,230.00
Total Expenditure		77,166.72

**CANCER PREVENTION STATEMENT OF OPERAT**  
**For The 7 Periods Ended 1/31/2021**  
**CANCER PREVENTION GRANT**  
**ATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 Budget	FY23 BUDGET	
<b>REVENUE</b>				
42100-50-190-190	GRANT REV-CANC PREV	104,186.15	90528.00	116191.55
43100-50-190-190	RADON KIT REVENUE-CANC PREV	0.00		
45100-50-190-190	ADMIN FEE - CANCER PREV	9,059.67	7872.00	9295.32
48940-50-190-190	MAMMOGRAM INCOME-CANC PRE	0.00		
48960-50-190-190	COMMUNITY EVENTS-CANC PREV	0.00		
49999-50-190-190	TRX FROM RESERVES-MAMMOGR	0.00		
<b>Total REVENUE:</b>		113,245.82	98400.00	125486.87
<b>EXPENDITURES</b>				
50100-50-190-190	REG SALARIES - CANCER PREV	45,000.00	45000.00	47070.4
50200-50-190-190	WY RETIREMENT - CANCER PREV	8,379.00	8379.00	8764.51
50300-50-190-190	SOC SEC MATCH - CANCER PREV	3,442.50	3442.50	3600.89
50350-50-190-190	UNEMPL INS - CANCER PREV	324.72	359.04	359.04
50375-50-190-190	WORKERS' COMP - CANCER PREV	972.00	972.00	1016.72
50400-50-190-190	EMPLOYEE MED INS - CANCER PR	9,000.00	9000.00	11628
50500-50-190-190	CONTACT LABOR - CANCER PRV	0.00	0.00	0
51100-50-190-190	ADVERTISING - CANCER PREV	4,000.00	4000.00	0
51200-50-190-190	AUTO GASOLINE-----CANC PREV	1,500.00	500.00	500
51350-50-190-190	ED PUBLIC - CANCER PREV	1,000.00	500.00	5000
51370-50-190-190	ED EMP CONFERENCE - CANCER P	7,500.00	2087.46	4000
51550-50-190-190	EQUIP COPY EXPENSE - CANCER P	250.00	500.00	500
53250-50-190-190	MARKETING - CANCER PREV	18,467.93	9288.00	23876.65
53300-50-190-190	MEETING EXPENSE - CANCER PRE	0.00	0.00	0
53350-50-190-190	MEMBERSHIPS-CANC PREV	0.00	0.00	0
53550-50-190-190	POSTAGE - CANCER PREV	50.00	0.00	500
53650-50-190-190	REIMBURSEMENT ADMIN FEE - CA	9,059.67	7872.00	9295.32
53810-50-190-190	SUPPLIES OFFICE - CANCER PREV	1,000.00	1000.00	875.34
53880-50-190-190	PATIENT TRAVEL ASSISTANCE - CA	500.00	2500.00	5000
53890-50-190-190	PATIENT DISCOUNT VOUCHERS - C	1,800.00	2000.00	2000
54600-50-190-190	TELEPHONE - CANCER PREV	1,000.00	1000.00	1500
57000-50-190-190	MAMMOGRAMS FUNDS--CANC PRE	0.00	0.00	0
59100-50-190-190	COMMUNITY EVENTS PROJECT-CANC PREV		0.00	0
<b>Total EXPENDITURES:</b>		113,245.82	98400.00	125486.87

**WYCC STATEMENT OF OPS**  
**WYCC CANCER COALITION**  
**ATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 Budget	FY23 BUDGET	FY23 Revised
<b>REVENUE</b>				
42100-50-190-193	PROGRAM REVENUE-----WYCC	55200.00	55200.00	125938.54
45150-50-190-193	GRANT REVENUE ADMIN 8%-WYCC	4800.00	4800.00	10075.08
<b>Total REVENUE:</b>		60000.00	60000.00	136013.62
<b>EXPENDITURES</b>				
50100-50-190-193	REG SALARIES-----WYCC	22500.00	22500.00	45000
50200-50-190-193	WY RETIREMENT-----WYCC	4189.50	4189.50	8379
50300-50-190-193	SOC SEC MATCH-----WYCC	1721.25	1721.25	3615.32
50350-50-190-193	UNEMPL INS-----WYCC	276.75	276.75	379.72
50375-50-190-193	WORKERS' COMP-----WYCC	486.00	486.00	778.5
50400-50-190-193	EMPLOYEE MED INS-----WYCC	19512.13	11748.50	24036
50500-50-190-190	CONTRACT LABORY - WYCC	0.00	0.00	0
51200-50-190-193	AUTO GASOLINE-----WYCC	500.00	500.00	500
51350-50-190-193	ED PUBLIC-----WYCC	3287.50	3000.00	9500
51370-50-190-193	ED EMP CONFERENCE-----WYCC	2000.00	1000.00	5000
51400-50-190-193	EMPL HIRE TESTING-WYCC	0.00	0.00	0
51550-50-190-193	EQUIP COPY EXPENSE-----WYCC	200.00	200.00	500
53250-50-190-193	MARKETING-----WYCC	18239.00	7628.00	25000
53300-50-190-193	MEETING EXPENSE-----WYCC	500.00	750.00	1000
53350-50-190-193	MEMBERSHIPS-----WYCC	100.00	100.00	0
53550-50-190-193	POSTAGE-----WYCC	100.00	100.00	250
53650-50-190-193	REIMBURSEMENT-ADMIN FEE-WYC	4800.00	4800.00	10075.08
57000-50-190-193	SOFTWARE- WYCC	1000.00	0.00	0
53810-50-190-193	SUPPLIES OFFICE-----WYCC	750.00	500.00	1000
54600-50-190-193	TELEPHONE-----WYCC	250.00	500.00	1000
<b>Total EXPENDITURES:</b>		80412.13	60000.00	136013.62

## CARDIAC GRANT

### IR-NATRONA COUNTY HEALTH DEPARTMENT (CNC)

#### FY23 BUDGET

#### REVENUE

42100-50-190-193	PROGRAM REVENUE	41000.00
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<b>Total REVENUE:</b>		<hr/> 41000.00
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#### EXPENDITURES

50100-540-190-190	REG SALARIES-	22500.00
50200-54-190-190	WY RETIREMENT	4189.50
50300-54-190-190	SOC SEC MATCH-	1721.25
50350-54-190-190	UNEMPL INS-	276.75
50375-54-190-190	WORKERS' COMP-	486.00
50400-54-190-190	EMPLOYEE MED INS	11748.50
50500-54-190-190	CONTRACT LABORY	
51200-54-190-190	AUTO GASOLINE-	
51400-54-190-190	EMPL HIRE TESTING	
53250-54-190-190	MARKETING-	
53300-54-190-190	MEETING EXPENSE-	
57000-54-190-190	SOFTWARE-	
53810-54-190-190	SUPPLIES OFFICE-	
54600-54-190-190	TELEPHONE-	

<b>Total EXPENDITURES:</b>		<hr/> 40922.00
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**ADULT HEALTH STATEMENT OF OPERATIONS**  
**ATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 Budget	FY23 BUDGET	FY23 Revised
<b>REVENUE</b>				
40100-54-400-000	TAX REVENUE (CO): CN	59,263.41	27157.36	94107.94
40200-54-400-000	TAX REVENUE (CITY) CN	26,797.75	3739.20	8485.61
40200-54-400-405	TAX REVENUE (CITY) COMMUNITY	0.00	0.00	
40400-54-400-000	1% NATRONA CO. REVENUE CN	0.00	0.00	0.00
41000-54-400-000	STATE NURSING FUNDS: CN	0.00	61968.03	6166.09
42100-54-400-000	SPECIAL PROGRAM REVENUE CN	0.00	0.00	0.00
42110-54-400-000	HCBS WAIVER	17,596.39	0.00	0.00
42115-54-400-000	HW LIFE LINE CN	0.00	0.00	0.00
42120-54-400-000	MEDICAID HEARINGS: CN	0.00	0.00	0.00
42130-54-400-000	MEDICAID PAY FOR PARTICIPATIO	0.00	0.00	0.00
42140-54-400-000	PAR LT 101:CN	105,578.40	110000.00	100000.00
48900-54-400-000	MISCELLANEOUS REVENUE:CN	0.00	0.00	
<b>Total REVENUE:</b>		209,235.95	202864.59	208759.64
<b>EXPENDITURES</b>				
50100-54-400-000	REG SALARIES CN	131,929.08	131929.08	136094.40
50200-54-400-000	WY RETIREMENT CN	24,565.19	24565.19	25340.78
50300-54-400-000	SOCIAL SECURITY MATCH CN	10,092.57	10092.57	10411.22
50350-54-400-000	UNEMPLOYMENT INSURANCE CN	649.44	718.08	718.08
50375-54-400-000	WORKERS' COMP CN	2,849.67	2849.67	2939.64
50400-54-400-000	EMPLOYEE MEDICAL INS CN	21,600.00	22710.00	23256.00
50500-54-400-000	CONTRACT LABOR CN	5,000.00	2500.00	2500.00
51100-54-400-000	ADVERTISING CN	0.00	0.00	0.00
51200-54-400-000	AUTO GASOLINE CN	2,500.00	2000.00	2000.00
51350-54-400-000	ED PUBLIC CN (TRAN EXP CN)	0.00	0.00	0.00
51370-54-400-000	ED EMPLOYEE CONFERENCE CN	0.00	0.00	0.00
51400-54-400-000	EMPLOYEE MEDICAL TESTING CN	0.00	0.00	0.00
51500-54-400-000	EQUIPMENT MAINTENANCE CN	0.00	0.00	0.00
51525-54-400-000	EQUIPMENT PURCHASE CN	0.00	0.00	0.00
51550-54-400-000	EQUIP COPY EXPENSE CN	2,500.00	1000.00	1000.00
53250-54-400-000	MARKETING CN	0.00	0.00	0.00
53350-54-400-000	MEMBERSHIPS--ADULT HEALTH	0.00	0.00	0.00
53400-54-400-000	MILEAGE CN	0.00	0.00	0.00
53425-54-400-000	MISC EXPENSE CN	0.00	0.00	0.00
53450-54-400-000	PERIODICALS/BOOKS CN (SUB	0.00	0.00	0.00
53550-54-400-000	POSTAGE CN	550.00	500.00	500.00
53700-54-400-000	SOFTWARE CN	2,500.00	500.00	500.00
53810-54-400-000	SUPPLIES OFFICE CN	500.00	500.00	500.00
53880-54-400-000	SUPPLIES MEDICAL CN (CHEM,	0.00	0.00	0.00
54600-54-400-000	TELEPHONE CN	4,000.00	3000.00	3000.00
<b>Total EXPENDITURES:</b>		209,235.95	202864.59	208760.12



**PREVENTION UNDERAGE DRINKING**

For The 7 Periods Ended 1/31/2021

**PREVENTION****CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		ORIGINAL Annual Budget	FY23 Budget	FY23 Revised
<b>REVENUE</b>				
42050-57-700-350	PROGRAM REVENUE-PF-UNDER AGE	87237.16	87237.16	85977.86
42110-57-700-350	ADMINISTRATION REVENUE -UNDE	7585.84	7585.84	9553.10
<b>Total REVENUE:</b>		94823.00	94823.00	95530.96
<b>EXPENDITURES</b>				
50100-57-700-350	REG SALARIES-PF-PREVENTION-U	20685.66	21670.00	18288.40
50200-57-700-350	WY RETIREMENT-PF-PREVENTION	3851.67	4034.95	3405.30
50300-57-700-350	SOC SEC MATCH-PF-PREVENTION	1582.45	1657.76	1399.06
50350-57-700-350	UNEMPL INS-PF-PREVENTION-UND	127.31	149.87	94.18
50375-57-700-350	WORKERS' COMP-PF-PREVENTION	446.81	468.07	316.39
50400-57-700-350	EMPLOYEE MED INS-PF-PREVENTI	10929.49	11748.50	6009.00
50500-57-700-350	CONTRACT LABOR-PF-PREVENTIO	600.00	600.00	600.00
50600-57-700-350	SUBCONTRACT- UNDER AGE DRIN	10000.00	20000.00	28125.00
51100-57-700-350	ADVERTISING-PF-PF-UNDER AGE I	100.00	100.00	100.00
51200-57-700-350	AUTO GASOLINE-PF-PREVENTION-	25.00	25.00	25.00
51350-57-700-350	ED PUBLIC-PF-PREVENTION-UNDE	7500.00	7500.00	5260.27
51370-57-700-350	ED EMP CONFERENCE-PF-PREVEN	5500.00	2500.00	5260.26
51400-57-700-350	EMPL MEDICAL TESTING-PF-PREVI	75.00	75.00	75.00
51500-57-700-350	EQUIPMENT MAINTENANC-PF-PRE	20.00	20.00	20.00
51525-57-700-350	EQUIPMENT PURCHASE-PF-PREVE	500.00	500.00	500.00
51550-57-700-350	EQUIP COPY EXPENSE-PF-PREVEI	250.00	250.00	250.00
53250-57-700-350	MARKETING-PF-PREVENTION-UND	19629.61	10188.01	12500.00
53300-57-700-350	MEETING EXPENSE-PF-PREVENTIK	7500.00	4000.00	2000.00
53350-57-700-350	MEMBERSHIPS-PF-PREVENTION-U	250.00	250.00	250.00
53400-57-700-350	MILEAGE-PF-PREVENTION-UNDER	25.00	25.00	25.00
53425-57-700-350	MISC EXPENSE-PF-PREVENTION-U	75.00	75.00	75.00
53450-57-700-350	PERIODICAL/BOOKS-PF-PREVENTI	50.00	50.00	50.00
53550-57-700-350	POSTAGE-PF-PREVENTION-UNDEF	250.00	250.00	250.00
53650-57-700-350	REIMBURSEMENT-PF-PREVENTION	3750.00	7585.84	9553.10
53700-57-700-350	SOFTWARE-PF-PREVENTION-UNDE	100.00	100.00	100.00
53810-57-700-350	SUPPLIES OFFICE-PF-PREVENTION	400.00	400.00	400.00
54600-57-700-350	TELEPHONE-PF-PREVENTION-UND	600.00	600.00	600.00
<b>Total EXPENDITURES:</b>		94823.00	94823.00	95530.96

**PREVENTION ADULT BINGE DRINKING**

For The 7 Periods Ended 1/31/2021

**PREVENTION****CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 BUDGET	FY23 BUDGET	FY23 Revised
<b>REVENUE</b>				
42050-57-700-310	PROGRAM REVENUE-PF- ADULT DI	73279.21	69942.13	72221.40
42110-57-700-310	ADMINISTRATION REVENUE - ADU	6372.11	6994.21	8024.60
<b>Total REVENUE:</b>		79651.32	76936.34	80246.00
<b>EXPENDITURES</b>				
50100-57-700-310	REG SALARIES-PF-PREVENTION- A	17375.95	18202.80	15362.26
50200-57-700-310	WY RETIREMENT--PF- ADULT DRIN	3235.40	3389.36	2860.45
50300-57-700-310	SOC SEC MATCH-PF- ADULT DRINK	1329.26	1392.51	1175.21
50350-57-700-310	UNEMPL INS-PF-PREVENTION- ADU	106.94	125.89	79.11
50375-57-700-310	WORKERS' COMP-PF-PREVENTION	375.32	468.07	265.77
50400-57-700-310	EMPLOYEE MED INS-PF-PREVENTI	9180.77	11748.50	5047.56
50500-57-700-310	CONTRACT LABOR-PF-PREVENTIO	1500.00	750.00	750.00
50600-57-700-310	SUBCONTRACT- ADULT DRINKING	8000.00	8000.00	23625.00
51100-57-700-310	ADVERTISING-PF-PF- ADULT DRINK	1000.00	1000.00	1000.00
51200-57-700-310	AUTO GASOLINE-PF-PREVENTION-	700.00	700.00	800.00
51350-57-700-310	ED PUBLIC-PF-PREVENTION- ADUL	5500.00	5500.00	2596.04
51370-57-700-310	ED EMP CONFERENCE-PF-PREVEN	3000.00	3000.00	3000.00
51400-57-700-310	EMPL MEDICAL TESTING-PF-PREVI	60.00	60.00	60.00
51500-57-700-310	EQUIPMENT MAINTENANC-PF-PRE	50.00	50.00	50.00
51525-57-700-310	EQUIPMENT PURCHASE-PF-PREVE	1000.00	1000.00	500.00
51550-57-700-310	EQUIP COPY EXPENSE-PF-PREVEI	250.00	250.00	250.00
53250-57-700-310	MARKETING-PF-PREVENTION- ADL	10000.00	10000.00	10500.00
53300-57-700-310	MEETING EXPENSE-PF-PREVENTIC	2500.00	2500.00	2500.00
53350-57-700-310	MEMBERSHIPS-PF-PREVENTION- A	250.00	250.00	250.00
53400-57-700-310	MILEAGE-PF-PREVENTION- ADULT	25.00	25.00	25.00
53425-57-700-310	MISC EXPENSE-PF-PREVENTION- A	75.00	75.00	75.00
53450-57-700-310	PERIODICAL/BOOKS-PF-PREVENTI	105.00	105.00	100.00
53550-57-700-310	POSTAGE-PF-PREVENTION- ADULT	150.00	150.00	150.00
53650-57-700-310	REIMBURSEMENT-PF-PREVENTION	12682.68	6994.21	8024.60
53700-57-700-310	SOFTWARE-PF-PREVENTION- ADU	200.00	200.00	200.00
53810-57-700-310	SUPPLIES OFFICE-PF-PREVENTIO	500.00	500.00	500.00
54600-57-700-310	TELEPHONE-PF-PREVENTION- ADL	500.00	500.00	500.00
<b>Total EXPENDITURES:</b>		79651.32	76936.34	80246.00

**PREVENTION TOBACCO**

For The 7 Periods Ended 1/31/2021

**PREVENTION****CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 BUDGET	FY23 BUDGET	FY23 Revised
<b>REVENUE</b>				
42050-57-700-320	PROGRAM REVENUE-PF-TOBACCO	66300.25	66300.24	65343.16
42110-57-700-320	ADMINISTRATION REVENUE -TOBA	5765.24	5765.24	7260.35
<b>Total REVENUE:</b>		72065.49	72065.48	72603.51
<b>EXPENDITURES</b>				
50100-57-700-320	REG SALARIES-PF-PREVENTION-T	24271.10	16469.20	13899.18
50200-57-700-320	WY RETIREMENT-PF-PREVENTION	4397.92	3066.57	2588.03
50300-57-700-320	SOC SEC MATCH-PF-PREVENTION	1856.74	1259.89	1063.29
50350-57-700-320	UNEMPL INS-PF-PREVENTION-TOB	158.45	113.90	71.58
50375-57-700-320	WORKERS' COMP-PF-PREVENTION	524.26	355.73	240.46
50400-57-700-320	EMPLOYEE MED INS-PF-PREVENTI	9304.91	8928.86	4566.84
50500-57-700-320	CONTRACT LABOR-PF-PREVENTIO	500.00	500.00	500.00
50600-57-700-320	SUBCONTRACT-TOBACCO	10000.00	13606.09	21375.00
51100-57-700-320	ADVERTISING-PF-PF-TOBACCO	50.00	100.00	100.00
51200-57-700-320	AUTO GASOLINE-PF-PREVENTION-	95.00	100.00	100.00
51350-57-700-320	ED PUBLIC-PF-PREVENTION-TOBA	4000.00	4000.00	4000.00
51370-57-700-320	ED EMP CONFERENCE-PF-PREVEN	2000.00	10500.00	6038.78
51400-57-700-320	EMPL MEDICAL TESTING-PF-PREVI	30.00	30.00	30.00
51500-57-700-320	EQUIPMENT MAINTENANC-PF-PRE	25.00	25.00	25.00
51525-57-700-320	EQUIPMENT PURCHASE-PF-PREVE	250.00	250.00	250.00
51550-57-700-320	EQUIP COPY EXPENSE-PF-PREVEI	100.00	350.00	350.00
53250-57-700-320	MARKETING-PF-PREVENTION-TOB	7566.86	5000.00	8500.00
53300-57-700-320	MEETING EXPENSE-PF-PREVENTIC	250.00	250.00	250.00
53350-57-700-320	MEMBERSHIPS-PF-PREVENTION-T	75.00	75.00	75.00
53400-57-700-320	MILEAGE-PF-PREVENTION-TOBAC	25.00	25.00	25.00
53425-57-700-320	MISC EXPENSE-PF-PREVENTION-T	25.00	25.00	25.00
53450-57-700-320	PERIODICAL/BOOKS-PF-PREVENTI	50.00	20.00	20.00
53550-57-700-320	POSTAGE-PF-PREVENTION-TOBAC	150.00	150.00	150.00
53650-57-700-320	REIMBURSEMENT-PF-PREVENTION	5765.24	5765.24	7260.35
53700-57-700-320	SOFTWARE-PF-PREVENTION-TOBA	95.00	100.00	100.00
53810-57-700-320	SUPPLIES OFFICE-PF-PREVENTION	250.00	500.00	500.00
54600-57-700-320	TELEPHONE-PF-PREVENTION-TOB	250.00	500.00	500.00
<b>Total EXPENDITURES:</b>		72065.48	72065.48	72603.51

**PREVENTION OTHER DRUGS**

For The 7 Periods Ended 1/31/2021

**PREVENTION****CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 BUDGET	FY23 BUDGET	fy23 Revised
<b>REVENUE</b>				
42050-57-700-330	PROGRAM REVENUE-PF- OTHER D	24426.40	24426.40	24073.81
42110-57-700-330	ADMINISTRATION REVENUE - OTHI	2124.04	2124.04	2674.86
<b>Total REVENUE:</b>		26550.44	26550.44	26748.67
<b>EXPENDITURES</b>				
50100-57-700-330	REG SALARIES-PF-PREVENTION- C	5791.98	6067.60	5120.75
50200-57-700-330	WY RETIREMENT-PF-PREVENTION	1078.47	1129.79	953.48
50300-57-700-330	SOC SEC MATCH-PF-PREVENTION	443.09	464.17	391.74
50350-57-700-330	UNEMPL INS-PF-PREVENTION- OTH	35.65	41.96	26.37
50375-57-700-330	WORKERS' COMP-PF-PREVENTION	125.11	131.06	88.59
50400-57-700-330	EMPLOYEE MED INS-PF-PREVENTI	3060.26	3289.58	1682.52
50500-57-700-330	CONTRACT LABOR-PF-PREVENTIO	500.00	500.00	500.00
50600-57-700-330	SUBCONTRACT- OTHER DRUGS	2000.00	2000.00	7875.00
51100-57-700-330	ADVERTISING-PF-PF- OTHER DRUG	50.00	50.00	50.00
51200-57-700-330	AUTO GASOLINE-PF-PREVENTION-	35.00	35.00	35.00
51350-57-700-330	ED PUBLIC-PF-PREVENTION- OTHE	3500.00	3500.00	2413.12
51370-57-700-330	ED EMP CONFERENCE-PF-PREVEN	4341.43	4202.24	422.24
51400-57-700-330	EMPL MEDICAL TESTING-PF-PREVI	30.00	30.00	30.00
51500-57-700-330	EQUIPMENT MAINTENANC-PF-PRE	20.00	20.00	20.00
51525-57-700-330	EQUIPMENT PURCHASE-PF-PREVE	150.00	150.00	150.00
51550-57-700-330	EQUIP COPY EXPENSE-PF-PREVEI	100.00	100.00	100.00
53250-57-700-330	MARKETING-PF-PREVENTION- OTH	3450.41	2000.00	3500.00
53300-57-700-330	MEETING EXPENSE-PF-PREVENTIK	100.00	100.00	100.00
53350-57-700-330	MEMBERSHIPS-PF-PREVENTION- C	30.00	30.00	30.00
53400-57-700-330	MILEAGE-PF-PREVENTION- OTHER	25.00	25.00	25.00
53425-57-700-330	MISC EXPENSE-PF-PREVENTION- C	25.00	25.00	25.00
53450-57-700-330	PERIODICAL/BOOKS-PF-PREVENTI	35.00	35.00	35.00
53550-57-700-330	POSTAGE-PF-PREVENTION- OTHEI	100.00	100.00	100.00
53650-57-700-330	REIMBURSEMENT-PF-PREVENTION	1124.04	2124.04	2674.86
53700-57-700-330	SOFTWARE-PF-PREVENTION- OTH	100.00	100.00	100.00
53810-57-700-330	SUPPLIES OFFICE-PF-PREVENTION	100.00	100.00	100.00
54600-57-700-330	TELEPHONE-PF-PREVENTION- OTH	200.00	200.00	200.00
<b>Total EXPENDITURES:</b>		26550.44	26550.44	26748.67

**PREVENTION SUICIDE**

For The 7 Periods Ended 1/31/2021

**PREVENTION****CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 BUDGET	FY23 BUDGET	FY23 Revised
<b>REVENUE</b>				
42050-57-700-340	PROGRAM REVENUE-PF-SUICIDE	97705.62	97705.62	96295.21
42110-57-700-340	ADMINISTRATION REVENUE -SUICI	8496.14	8496.14	10699.47
<b>Total REVENUE:</b>		106201.76	106201.76	106994.68
<b>EXPENDITURES</b>				
50100-57-700-340	REG SALARIES-PF-PREVENTION-S	35767.94	24270.40	20483.01
50200-57-700-340	WY RETIREMENT-PF-PREVENTION	6481.15	4519.15	3813.94
50300-57-700-340	SOC SEC MATCH-PF-PREVENTION	2736.25	1856.69	1566.95
50350-57-700-340	UNEMPL INS-PF-PREVENTION-SUI	233.50	167.86	105.48
50375-57-700-340	WORKERS' COMP-PF-PREVENTION	772.59	524.24	354.36
50400-57-700-340	EMPLOYEE MED INS-PF-PREVENTI	13712.50	13158.32	6730.08
50500-57-700-340	CONTRACT LABOR-PF-PREVENTIO	500.00	500.00	500.00
50600-57-700-340	SUBCONTRACT-SUICIDE	10000.00	22358.00	31500.00
51100-57-700-340	ADVERTISING-PF-PF-SUICIDE	150.00	150.00	150.00
51200-57-700-340	AUTO GASOLINE-PF-PREVENTION-	500.00	500.00	500.00
51350-57-700-340	ED PUBLIC-PF-PREVENTION-SUICI	3500.00	4000.00	4000.00
51370-57-700-340	ED EMP CONFERENCE-PF-PREVEN	4000.00	2500.00	9391.39
51400-57-700-340	EMPL MEDICAL TESTING-PF-PREVI	42.00	25.00	25.00
51500-57-700-340	EQUIPMENT MAINTENANC-PF-PRE	56.00	0.00	0.00
51525-57-700-340	EQUIPMENT PURCHASE-PF-PREVE	500.00	500.00	500.00
51550-57-700-340	EQUIP COPY EXPENSE-PF-PREVEI	350.00	350.00	350.00
53250-57-700-340	MARKETING-PF-PREVENTION-SUI	15085.69	20000.96	14000.00
53300-57-700-340	MEETING EXPENSE-PF-PREVENTI	1000.00	500.00	500.00
53350-57-700-340	MEMBERSHIPS-PF-PREVENTION-S	500.00	500.00	500.00
53400-57-700-340	MILEAGE-PF-PREVENTION-SUICID	28.00	50.00	50.00
53425-57-700-340	MISC EXPENSE-PF-PREVENTION-S	50.00	25.00	25.00
53450-57-700-340	PERIODICAL/BOOKS-PF-PREVENTI	140.00	75.00	75.00
53550-57-700-340	POSTAGE-PF-PREVENTION-SUICID	500.00	75.00	75.00
53650-57-700-340	REIMBURSEMENT-PF-PREVENTION	8496.14	8496.14	10699.47
53700-57-700-340	SOFTWARE-PF-PREVENTION-SUIC	100.00	100.00	100.00
53810-57-700-340	SUPPLIES OFFICE-PF-PREVENTIO	500.00	500.00	500.00
54600-57-700-340	TELEPHONE-PF-PREVENTION-SUI	500.00	500.00	500.00
<b>Total EXPENDITURES:</b>		106201.76	106201.76	106994.68

**MOUNTAIN WEST WYAETC STATEMENT OF OPERATIONS****For The 7 Periods Ended 1/31/2021****WY AETC****CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 BUDGET	FY23 BUDGET	FY23 Revised Budget
<b>REVENUE</b>				
45100-50-140-110	WAS REVENUE HIV/ED GRANT	87963.00	87963.00	92363.47
45150-50-140-110	8% AD FEE HIV/ED GRANT FRONTII	7037.00	7037.00	7389.08
48900-50-140-110	MISC REVENUE - WY AETC WYAET	0.00		
<b>Total REVENUE:</b>		95000.00	95000.00	99752.55
<b>EXPENDITURES</b>				
50100-50-140-110	REG SALARIES WYAETC FRO	40250.00	47000.00	49071.36
50200-50-140-110	WY RETIREMENT WYAETC FRO	7494.55	10693.15	7822.41
50300-50-140-110	SOC SEC MATCH WYAETC FRO	3079.13	7494.55	3213.83
50350-50-140-110	UNEMPL INS WYAETC FRO	276.01	3079.13	320.21
50375-50-140-110	WORKERS' COMP  WYAETC FRO	869.40	305.18	726.79
50400-50-140-110	EMPLOYEE MED INS WYAETC FRO	17595.91	869.40	10941.62
50500-50-140-110	CONTRACT LABOR WYAETC FRO	900.00	900.00	900
51200-50-140-110	AUTO GASOLINE--WY AETC-WYAE	0.00	50.00	0
51350-50-140-110	HONORARIA WYAETC FRO	1300.00	1000.00	0
51370-50-140-110	ED EMP CONFERENCE WYAETC FF	0.00	100.00	0
51525-50-140-110	EQUIPMENT PURCHASE - WY AETC	0.00	0.00	0
51550-50-140-110	EQUIP COPY EXPENSE WYAETC FI	500.00	250.00	500
53300-50-140-110	MEETING EXPENSE BASE WYAETC	0.00	500.00	1193.25
53310-50-140-110	MEETING EXPENSE MAI WYAETC F	700.00	500.00	534
53320-50-140-110	MEETING EXPENSE- PTP -WYAETC	4000.00	3721.59	890
53350-50-140-110	MEMBERSHIPS WY AETC	0.00	0.00	0
53400-50-140-110	PTP TRAVEL EXPENSES WYAETC F	4389.00	5000.00	0
53410-50-140-110	BASE TRAVEL WYAETC FRO	929.00	1500.00	0
53420-50-140-110	MAI TRAVEL WYAETC FRO	0.00	0.00	0
53550-50-140-110	POSTAGE - WY AETC WYAETC FRC	3075.00	2500.00	500
53600-50-140-110	RENT EXPENSE  WYAETC FRO	0.00	0.00	0
53650-50-140-110	REIMBURSEMENT WYAETC FRO	7037.00	7037.00	7389.08
53700-50-140-110	SOFTWARE WYAETC	0.00	0.00	1000
53810-50-140-110	SUPPLIES WYAETC FRO	500.00	500.00	0
53820-50-140-110	TRAINING TRAVEL MAI WYAETC FF	0.00	0.00	2100
53830-50-140-110	TRAINING TRAVEL PTP -WYAETC F	0.00	0.00	8400
53840-50-140-110	TRAINING TRAVEL BG-WYAETC FR	0.00	0.00	3500
54600-50-140-110	TELEPHONE WYAETC FRO	2105.00	2000.00	750
57000-50-140-110	SPECIAL PROJECTS EXPENSES	0.00	0.00	0
<b>Total EXPENDITURES:</b>		95000.00	95000.00	99752.55

**HEALTH DEPARTMENT BUILDING****For The 7 Periods Ended 1/31/2021****CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 BUDGET	FY23 Budget
<b>REVENUE</b>			
40100-50-120-000	TAX REVENUE (COUNTY) BLDG	30,000.00	27,500.00
40200-50-120-000	TAX REVENUE (CITY) BLDG	30,000.00	27,500.00
<b>Total REVENUE:</b>		60,000.00	55,000.00
<b>EXPENDITURES</b>			
50100-50-120-000	REG SALARIES BLDG	0.00	0.00
50300-50-120-000	SOC SEC MATCH BLDG	0.00	0.00
50350-50-120-000	UNEMPLOYMENT INSURANCE BLD	0.00	0.00
50375-50-120-000	WORKERS' COMP BLDG	0.00	0.00
50400-50-120-000	EMPLOYEE MED INS BLDG	0.00	0.00
50500-50-120-000	CONTRACT LABOR (BUILDING JAN	35,000.00	30,000.00
53810-50-120-000	SUPPLIES BUILDING (BUILDING RI	6,000.00	6,000.00
56100-50-120-000	UTILITIES BUILDING	19,000.00	19,000.00
<b>Total EXPENDITURES:</b>		60,000.00	55,000.00

**BOH STATEMENT OF OPERATIONS****For The 7 Periods Ended 1/31/2021****CASPER-NATRONA COUNTY HEALTH DEPARTMENT (CNC)**

		FY22 BUDGET	FY23 BUDGET
<b>REVENUE</b>			
40100-50-110-000	TAX REVENUE (CO):BOH	20,050.00	20050.00
40200-50-110-000	TAX REVENUE (CITY):BOH	20,050.00	20050.00
45150-50-110-050	BG HEALTH OFFICER REVENUE	9,600.00	9600.00
<b>Total REVENUE:</b>		<u>49,700.00</u>	<u>49700.00</u>
<b>EXPENDITURES</b>			
50500-50-110-000	CONTRACT LABOR	0.00	0.00
50560-50-110-000	HEALTH OFFICER PAYMENT	20,000.00	20000.00
50560-50-110-050	HEALTH OFFICER PAYMENT BG	9,600.00	9600.00
51370-50-110-000	ED EMPLOYEE CONFERENCE BOH (MEM/CONV	0.00	0.00
53100-50-110-000	INSURANCE BOH	20,000.00	20000.00
53350-50-110-000	MEMBERSHIPS---BOH	0.00	0.00
53425-50-110-000	MISC EXPENSE BOH	100.00	100.00
<b>Total EXPENDITURES:</b>		<u>49,700.00</u>	<u>49700.00</u>



	County	City	State
Admin	204596.76	189438.43	
EH	226730.15	226730.15	
Health Dept Buidling	27,500.00	27,500.00	
Board of Health	20050.00	20050.00	
MCH	39091.14	39091.14	0.00
TANF	24,871.43	33,493.79	0.00
DP Family Planning	7471.57	8804.32	67794.71
DP STD	5225.17	4050.72	138750.71
DP Imm	8637.95	8637.95	74300.71
DP	8,717.89	8,717.89	159,440.82
Adult Health	94107.94	8485.61	6166.09
HIVCM			16,779.96
Totals	667000	575000	463233
	0.00	0.00	0.00

**CITY OF CASPER/NATRONA COUNTY HEALTH DEPARTMENT CONTRACT FOR  
COMMUNITY PREVENTION PROGRAM SERVICES**

1. **PARTIES.** The parties to this Contract are CITY OF CASPER/NATRONA COUNTY HEALTH DEPARTMENT ("CNCHD") and Mother Seton Housing, Inc., a nonprofit Corporation, ("Contractor"). The parties' respective contact information is:

CITY OF CASPER/NATRONA COUNTY  
HEALTH DEPARTMENT  
475 S Spruce ST  
Casper, WY 82601

MOTHER SETON HOUSING, INC.  
333 E. H St.  
Casper, WY 82601

2. **PURPOSE OF CONTRACT.** The purpose of this Contract is to provide Community Prevention Program services. In consideration of the provisions herein, the parties agree to this Contract.
3. **EFFECTIVE DATE AND TERM OF CONTRACT.** This Contract becomes effective upon the date of the last required signature. This Contract expires on June 15, 2024.
4. **CONTRACTOR'S OBLIGATIONS.**
- A. **STATEMENT OF WORK.** See Exhibit A, *Statement of Grant Requirements/Deliverables*.
- B. **EQUIPMENT, FACILITY, MATERIAL, SUPPLIES, AND STAFF.** Contractor will provide equipment, facility, material, supplies, and staff necessary to perform its obligations.
5. **PAYMENT.** See Exhibit A for amount of payment.
- A. CNCHD will pay Contractor for invoiced amounts with applicable supporting documents that CNCHD's Program Manager approves.
- B. CNCHD will pay Contractor monthly for the approved amounts of invoices submitted no later than the 10<sup>th</sup> of the following month. CNCHD will pay approved amounts of invoices submitted after the 10<sup>th</sup> of the month with CNCHD's next payment cycle.
6. **STANDARD PROVISIONS.**
- A. **GOVERNMENTAL IMMUNITY.** CNCHD does not waive and specifically retains all immunity provided by the Wyoming Governmental Claims Act, Wyo. Stat. §§ 1-39-101, et seq., and all other immunity and the right to assert immunities as a defense.
- B. **AMENDMENT.** Any change to this Contract must be in writing signed and dated by both parties.
- C. **APPLICABLE LAW AND VENUE.** The laws of the State of Wyoming govern the interpretation and enforcement of this Contract. The courts in the State of Wyoming have jurisdiction over this Contract and the parties. A court in Natrona County, Wyoming is the proper venue for any legal action involving this Contract.
- D. **ASSIGNMENT AND COLLATERAL.** The parties will not assign, transfer any right, or delegate any responsibility of this Contract nor use this Contract as collateral without prior written consent of the other party.

- E. **AUDIT.** If one party authorizes an audit that includes this Contract, the other party will cooperate with the auditor and provide its records related to this Contract to the auditor as requested.
- F. **AVAILABILITY OF FUNDS.** This Contract is contingent upon the availability of funds to CNCHD. If such funds are not available, CNCHD may terminate this Contract upon reasonable notice. Neither party will be liable for any alleged damage resulting from such termination. CNCHD must not claim unavailability of funds in order to acquire similar services from a third party. This provision does not affect the liability, indemnification, and insurance provisions.
- G. **COMPLIANCE WITH LAWS.** Both parties will be aware of and comply with all applicable federal, state, and local laws and regulations in performance with this Contract.
- H. **ENTIRE CONTRACT.** This three page document and Attachment A contain the entire agreement between the parties regarding the subject of this Contract and supersede all prior written and oral communications.
- I. **FORCE MAJEURE.** A party will not be liable for failure to perform in accordance with this Contract if such failure to perform arises out of a cause beyond the party's control and with no fault or negligence of the nonperforming party. Such causes may include, but are not limited to, an act of a public enemy, epidemic disease, earthquake, fire, flood, freight embargo, quarantine, and unusually severe weather. This provision is effective only if the nonperforming party takes reasonable steps to minimize effects of its nonperformance.
- J. **HEADINGS.** Headings in this Contract are for reference only and must not to be used to construe any part of this Contract.
- K. **INDEMNIFICATION.** Each party is responsible for liability arising from its own conduct and associated legal fees, costs, and damages. Neither party indemnifies the other. Each party's insurance is prohibited from subrogating against the other party.
- Q. **INDEPENDENT ENTITY.** Each party is an independent entity and solely responsible for its own actions, debts, and other liabilities. Neither party will incur any debt or other liability on behalf of the other party.
- L. **MATERIAL PREPARED PURSUANT TO CONTRACT.** All finished and unfinished material prepared by Contractor pursuant to this Contract is the property of CNCHD and will be a public record with the exception of material that is privileged or confidential. Contractor may retain a copy or other replica of such material for its own use as permitted by law.
- M. **NONDISCRIMINATION.** The parties will not discriminate against any individual based on age, gender, gender-preference, pregnancy, color, race, religion, national origin, or a disability that can be reasonably accommodated.
- N. **NOTICE.** A party will give notice to the other party by certified mail sent to the respective address given in this Contract or by an email acknowledged by the non-sending party.
- O. **RELATED CONTRACT.** Either party may enter a separate contract(s) for a service and/or deliverable related to this Contract. The other party will reasonably cooperate regarding such contract(s).


- P. **TERMINATION.** Either party may terminate this Contract upon 30 days' notice to the other party.
- Q. **THIRD PARTY BENEFICIARY.** The parties do not intend this Contract to create any third party beneficiary.
- R. **TIME.** Time is of the essence in performance of this Contract.
- S. **WAIVER.** If a party waives a breach by the other party of a provision of this Contract, it does not constitute a waiver of any prior or subsequent breach. Failure to object to a breach does not constitute a waiver.

Through its undersigned authorized representative(s), each party agrees to the provisions in this Contract.

CITY OF CASPER/NATRONA COUNTY  
HEALTH DEPARTMENT

MOTHER SETON HOUSING, INC.

\_\_\_\_\_  
Christie Nelson, Chair                      Date  
Natrona County Board of Health

\_\_\_\_\_  
 9/14/22  
Date  
Mother Seton Housing, Inc.

\_\_\_\_\_  
Anna Kinder, M.S. OTR/L                      Date  
Executive Director

Approved as to form for CNCHD

\_\_\_\_\_  
 8-15-22  
Eric K. Nelson                      Date  
Deputy Natrona County Attorney

## **EXHIBIT "A"**

### **STATEMENT OF GRANT REQUIREMENTS/DELIVERABLES**

- The Institute should enter into a contract with Seton House to provide the following deliverables in prevention in Natrona County by June 15, 2024:
  1. Attend and actively participate in the Casper-Natrona County Health Department's prevention initiatives and environmental strategies, which may include attendance and participation in meetings, providing input or data, or encouraging partners to contribute to prevention initiatives and environmental strategies within the period of performance as requested by CNCHD.
  2. Initiate policy change by eliminating exposure to secondhand smoke on Seton House campus.
  3. Appoint one (1) person to be responsible for grant administration, tracking, reporting and grant compliance.
  4. Reporting
    - Complete and submit post implementation reports:
      - a) January 10, 2023
      - b) July 10, 2023
      - c) January 10, 2024
      - d) June 10, 2024
    - Reports must include:
      - a. Number of participants
      - b. Demographics of participants (including smoking status)
      - c. Aggregate pre/post surveys and evaluation from implementation
    - Reports documenting the deliverables, benchmarks and any other requirement will be submitted by the Grantee to CNCHD's Community Prevention Program Manager.
- Grantee will be paid monthly upon invoice, not to exceed one thousand two hundred dollars (\$1,200.00). At least half of these funds totaling six hundred dollars (\$600.00) must be expended prior to June 15, 2023. Any funds unspent may be reallocated by CNCHD at that time. Invoices must be submitted to the Community Prevention Program Manager no later than the 10<sup>th</sup> of the following month.
- Grantee will utilize the grant funding for those activities specifically outlined in this exhibit and the agreed upon final submission of budget and application. Requests to redirect funding must be submitted in writing to the Community Prevention Program Manager. The Community Prevention Manager will indicate their approval or denial of such requests in writing to the grantee. Funds shall not be redirected or expenditures made until written approval is granted.

**CONTRACT BETWEEN  
WYOMING DEPARTMENT OF HEALTH, PUBLIC HEALTH DIVISION  
AND  
CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT**

1. **Parties.** The parties to this Contract are Wyoming Department of Health, Public Health Division (Agency), whose address is: 122 West 25th Street, 3rd Floor West, Cheyenne, Wyoming 82002, and City of Casper-Natrona County Health Department (Subrecipient), whose address is: 475 South Spruce Street, Casper, Wyoming 82601. This Contract pertains to the Chronic Disease Prevention Program.
2. **Purpose of Contract.** The purpose of this Contract is to set forth the terms and conditions by which the Subrecipient shall implement and evaluate the evidence-based Healthy Heart Ambassador Blood Pressure Self-Monitoring (HHA-BPSM) and a chronic disease management program for high blood pressure and high cholesterol program to promote the prevention and management of hypertension.
3. **Term of Contract.** This Contract is effective when all parties have executed it (Effective Date). The term of the Contract is from Effective Date through June 29, 2023. All services shall be completed during this term.
4. **Payment.**
  - A. The Agency agrees to pay the Subrecipient for the services described in Attachment A, which is attached to and incorporated into this Contract by this reference. Total payment under this Contract shall not exceed forty-one thousand, five hundred twenty-seven dollars (\$41,527.00). Payment shall be made upon invoice. Payment shall be made within forty-five (45) days after submission of invoice pursuant to Wyo. Stat. § 16-6-602. Subrecipient shall submit invoices in sufficient detail to ensure that payments may be made in conformance with this Contract. The maximum amount of federal funds provided under ALN #93.426 shall not exceed forty-one thousand, five hundred twenty-seven dollars (\$41,527.00).
  - B. No payment shall be made for work performed before the Effective Date of this Contract. Should the Subrecipient fail to perform in a manner consistent with the terms and conditions set forth in this Contract, payment under this Contract may be withheld until such time as the Subrecipient performs its duties and responsibilities to the satisfaction of Agency.
  - C. Except as otherwise provided in this Contract, the Subrecipient shall pay all costs and expenses, including travel, incurred by Subrecipient or on its behalf in connection with Subrecipient's performance and compliance with all of Subrecipient's obligations under this Contract.
5. **Responsibilities of Subrecipient.** The Subrecipient agrees to:
  - A. Provide the services described in Attachment A.

6. **Responsibilities of Agency.** The Agency agrees to:

- A. Pay Subrecipient in accordance with Section 4 above.

7. **Special Provisions.**

- A. **Assumption of Risk.** The Subrecipient shall assume the risk of any loss of state or federal funding, either administrative or program dollars, due to the Subrecipient's failure to comply with state or federal requirements. The Agency shall notify the Subrecipient of any state or federal determination of noncompliance.
- B. **Environmental Policy Acts.** Subrecipient agrees all activities under this Contract will comply with the Clean Air Act, the Clean Water Act, the National Environmental Policy Act, and other related provisions of federal environmental protection laws, rules or regulations.
- C. **Human Trafficking.** As required by 22 U.S.C. § 7104(g) and 2 CFR Part 175, this Contract may be terminated without penalty if a private entity that receives funds under this Contract:
- (i) Engages in severe forms of trafficking in persons during the period of time that the award is in effect;
  - (ii) Procures a commercial sex act during the period of time that the award is in effect; or
  - (iii) Uses forced labor in the performance of the award or subawards under the award.
- D. **Kickbacks.** Subrecipient certifies and warrants that no gratuities, kickbacks, or contingency fees were paid in connection with this Contract, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this Contract. If Subrecipient breaches or violates this warranty, Agency may, at its discretion, terminate this Contract without liability to Agency, or deduct from the agreed upon price or consideration, or otherwise recover, the full amount of any commission, percentage, brokerage, or contingency fee.
- E. **Limitations on Lobbying Activities.** By signing this Contract, Subrecipient certifies and agrees that, in accordance with P.L. 101-121, payments made from a federal grant shall not be utilized by Subrecipient or its sub-subrecipients in connection with lobbying member(s) of Congress, or any federal agency in connection with the award of a federal grant, contract, cooperative agreement, or loan.
- F. **Monitoring Activities.** Agency shall have the right to monitor all activities related

to this Contract that are performed by Subrecipient or its sub-subrecipients. This shall include, but not be limited to, the right to make site inspections at any time and with reasonable notice; to bring experts and consultants on site to examine or evaluate completed work or work in progress; to examine the books, ledgers, documents, papers, and records pertinent to this Contract; and to observe personnel in every phase of performance of Contract related work.

- G. Nondiscrimination.** The Subrecipient shall comply with the Civil Rights Act of 1964, the Wyoming Fair Employment Practices Act (Wyo. Stat. § 27-9-105, *et seq.*), the Americans with Disabilities Act (ADA), 42 U.S.C. § 12101, *et seq.*, and the Age Discrimination Act of 1975 and any properly promulgated rules and regulations thereto and shall not discriminate against any individual on the grounds of age, sex, color, race, religion, national origin, or disability in connection with the performance under this Contract.
- H. No Finder's Fees:** No finder's fee, employment agency fee, or other such fee related to the procurement of this Contract, shall be paid by either party.
- I. Publicity.** Any publicity given to the projects, programs, or services provided herein, including, but not limited to, notices, information, pamphlets, press releases, research, reports, signs, and similar public notices in whatever form, prepared by or for the Subrecipient and related to the services and work to be performed under this Contract, shall identify the Agency as the sponsoring agency and shall not be released without prior written approval of Agency.
- J. Suspension and Debarment.** By signing this Contract, Subrecipient certifies that neither it nor its principals/agents are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction or from receiving federal financial or nonfinancial assistance, nor are any of the participants involved in the execution of this Contract suspended, debarred, or voluntarily excluded by any federal department or agency in accordance with Executive Order 12549 (Debarment and Suspension), 44 CFR Part 17, or 2 CFR Part 180, or are on the debarred, or otherwise ineligible, vendors lists maintained by the federal government. Further, Subrecipient agrees to notify Agency by certified mail should it or any of its principals/agents become ineligible for payment, debarred, suspended, or voluntarily excluded from receiving federal funds during the term of this Contract.
- K. Administration of Federal Funds.** Subrecipient agrees its use of the funds awarded herein is subject to the Uniform Administrative Requirements of 2 C.F.R. Part 200, *et seq.*; any additional requirements set forth by the federal funding agency; all applicable regulations published in the Code of Federal Regulations; and other program guidance as provided to it by Agency.
- L. Copyright License and Patent Rights.** Subrecipient acknowledges that federal grantor, the State of Wyoming, and Agency reserve a royalty-free, nonexclusive, unlimited, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for federal and state government purposes: (1) the copyright



in any work developed under this Contract; and (2) any rights of copyright to which Subrecipient purchases ownership using funds awarded under this Contract. Subrecipient must consult with Agency regarding any patent rights that arise from, or are purchased with, funds awarded under this Contract.

- M. Federal Audit Requirements.** Subrecipient agrees that if it expends an aggregate amount of seven hundred fifty thousand dollars (\$750,000.00) or more in federal funds during its fiscal year, it must undergo an organization-wide financial and compliance single audit. Subrecipient agrees to comply with the audit requirements of the U.S. General Accounting Office Government Auditing Standards and Audit Requirements of 2 C.F.R. Part 200, Subpart F. If findings are made which cover any part of this Contract, Subrecipient shall provide one (1) copy of the audit report to Agency and require the release of the audit report by its auditor be held until adjusting entries are disclosed and made to Agency's records.
- N. Non-Supplanting Certification.** Subrecipient hereby affirms that federal grant funds shall be used to supplement existing funds, and shall not replace (supplant) funds that have been appropriated for the same purpose. Subrecipient should be able to document that any reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds under this Contract.
- O. Program Income.** Subrecipient shall not deposit grant funds in an interest bearing account without prior approval of Agency. Any income attributable to the grant funds distributed under this Contract must be used to increase the scope of the program or returned to Agency.
- P. Health Equity.** The Subrecipient shall ensure that services are equitable to under-resourced, socially disadvantaged, and ethnically diverse groups; provide services that are culturally and linguistically appropriate; collect demographic information, to the extent practicable; and engage in partnerships with other public or private providers to eliminate health disparities and improve the health of all people.

## **8. General Provisions.**

- A. Amendments.** Any changes, modifications, revisions, or amendments to this Contract which are mutually agreed upon by the parties to this Contract shall be incorporated by written instrument, executed by all parties to this Contract.
- B. Applicable Law, Rules of Construction, and Venue.** The construction, interpretation, and enforcement of this Contract shall be governed by the laws of the State of Wyoming, without regard to conflicts of law principles. The terms "hereof," "hereunder," "herein," and words of similar import, are intended to refer to this Contract as a whole and not to any particular provision or part. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties. The venue shall be the First Judicial District, Laramie County, Wyoming.
- C. Assignment Prohibited and Contract Shall Not be Used as Collateral.** Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties

set out in this Contract without the prior written consent of the other party. The Subrecipient shall not use this Contract, or any portion thereof, for collateral for any financial obligation without the prior written permission of the Agency.

- D. Audit and Access to Records.** The Agency and its representatives shall have access to any books, documents, papers, electronic data, and records of the Subrecipient which are pertinent to this Contract.
- E. Availability of Funds.** Each payment obligation of the Agency is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation and which may be limited for any reason including, but not limited to, congressional, legislative, gubernatorial, or administrative action. If funds are not allocated and available for continued performance of the Contract, the Contract may be terminated by the Agency at the end of the period for which the funds are available. The Agency shall notify the Subrecipient at the earliest possible time of the services which will or may be affected by a shortage of funds. No penalty shall accrue to the Agency in the event this provision is exercised, and the Agency shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section.
- F. Award of Related Contracts.** The Agency may award supplemental or successor contracts for work related to this Contract or may award contracts to other subrecipients for work related to this Contract. The Subrecipient shall cooperate fully with other subrecipients and the Agency in all such cases.
- G. Compliance with Laws.** The Subrecipient shall keep informed of and comply with all applicable federal, state, and local laws and regulations, and all federal grant requirements and executive orders in the performance of this Contract.
- H. Confidentiality of Information.** Except when disclosure is required by the Wyoming Public Records Act or court order, all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Subrecipient in the performance of this Contract shall be kept confidential by the Subrecipient unless written permission is granted by the Agency for its release. If and when Subrecipient receives a request for information subject to this Contract, Subrecipient shall notify Agency within ten (10) days of such request and shall not release such information to a third party unless directed to do so by Agency.
- I. Entirety of Contract.** This Contract, consisting of nine (9) pages; and Attachment A, Statement of Work, consisting of three (3) pages, represent the entire and integrated Contract between the parties and supersede all prior negotiations, representations, and agreements, whether written or oral. In the event of a conflict or inconsistency between the language of this Contract and the language of any attachment or document incorporated by reference, the language of this Contract shall control.

- J. Ethics.** Subrecipient shall keep informed of and comply with the Wyoming Ethics and Disclosure Act (Wyo. Stat. § 9-13-101, *et seq.*) and any and all ethical standards governing Subrecipient's profession.
- K. Extensions.** Nothing in this Contract shall be interpreted or deemed to create an expectation that this Contract will be extended beyond the term described herein.
- L. Force Majeure.** Neither party shall be liable for failure to perform under this Contract if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.
- M. Indemnification.** Each party to this Contract shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend, or indemnify the other.
- N. Independent Contractor.** The Subrecipient shall function as an independent contractor for the purposes of this Contract and shall not be considered an employee of the State of Wyoming for any purpose. Consistent with the express terms of this Contract, the Subrecipient shall be free from control or direction over the details of the performance of services under this Contract. The Subrecipient shall assume sole responsibility for any debts or liabilities that may be incurred by the Subrecipient in fulfilling the terms of this Contract and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue because of this Contract. Nothing in this Contract shall be interpreted as authorizing the Subrecipient or its agents or employees to act as an agent or representative for or on behalf of the State of Wyoming or the Agency or to incur any obligation of any kind on behalf of the State of Wyoming or the Agency. The Subrecipient agrees that no health or hospitalization benefits, workers' compensation, unemployment insurance, or similar benefits available to State of Wyoming employees will inure to the benefit of the Subrecipient or the Subrecipient's agents or employees as a result of this Contract.
- O. Notices.** All notices arising out of, or from, the provisions of this Contract shall be in writing either by regular mail or delivery in person at the addresses provided under this Contract.
- P. Notice of Sale or Transfer.** The Subrecipient shall provide the Agency with notice of any sale, transfer, merger, or consolidation of the assets of the Subrecipient. Such notice shall be provided in accordance with the notices provision of this Contract and, when possible and lawful, in advance of the transaction. If the Agency determines that the sale, transfer, merger, or consolidation is not consistent with the continued satisfactory performance of the Subrecipient's obligations under

this Contract, then the Agency may, at its discretion, terminate or renegotiate the Contract.

- Q. Ownership and Return of Documents and Information.** Agency is the official custodian and owns all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Subrecipient in the performance of this Contract. Upon termination of services, for any reason, Subrecipient agrees to return all such original and derivative information and documents to the Agency in a useable format. In the case of electronic transmission, such transmission shall be secured. The return of information by any other means shall be by a parcel service that utilizes tracking numbers.
- R. Patent or Copyright Protection.** The Subrecipient recognizes that certain proprietary matters or techniques may be subject to patent, trademark, copyright, license, or other similar restrictions, and warrants that no work performed by the Subrecipient or its sub-subrecipients will violate any such restriction. The Subrecipient shall defend and indemnify the Agency for any infringement or alleged infringement of such patent, trademark, copyright, license, or other restrictions.
- S. Prior Approval.** This Contract shall not be binding upon either party, no services shall be performed, and the Wyoming State Auditor shall not draw warrants for payment, until this Contract has been fully executed, approved as to form by the Office of the Attorney General, filed with and approved by A&I Procurement, and approved by the Governor of the State of Wyoming, or his designee, if required by Wyo. Stat. § 9-2-3204(b)(iv).
- T. Insurance Requirements.** Subrecipient is protected by the Wyoming Governmental Claims Act, Wyo. Stat. § 1-39-101, et seq., and certifies that it is a member of the Wyoming Association of Risk Management (WARM) pool or the Local Government Liability Pool (LGLP), Wyo. Stat. § 1-42-201, et seq., and shall provide a letter verifying its participation in the WARM or LGLP to the Agency.
- U. Severability.** Should any portion of this Contract be judicially determined to be illegal or unenforceable, the remainder of the Contract shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.
- V. Sovereign Immunity and Limitations.** Pursuant to Wyo. Stat. § 1-39-104(a), the State of Wyoming and Agency expressly reserve sovereign immunity by entering into this Contract and the Subrecipient expressly reserves governmental immunity. Each of them specifically retains all immunities and defenses available to them as sovereigns or governmental entities pursuant to Wyo. Stat. § 1-39-101, et seq., and all other applicable law. The parties acknowledge that the State of Wyoming has sovereign immunity and only the Wyoming Legislature has the power to waive sovereign immunity. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of sovereign immunity. The parties agree that any ambiguity in this Contract shall not be strictly construed,

either against or for either party, except that any ambiguity as to immunity shall be construed in favor of immunity.

- W. Taxes.** The Subrecipient shall pay all taxes and other such amounts required by federal, state, and local law, including, but not limited to, federal and social security taxes, workers' compensation, unemployment insurance, and sales taxes.
- X. Termination of Contract.** This Contract may be terminated, without cause, by the Agency upon thirty (30) days written notice. This Contract may be terminated by the Agency immediately for cause if the Subrecipient fails to perform in accordance with the terms of this Contract.
- Y. Third-Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract shall not be construed so as to create such status. The rights, duties, and obligations contained in this Contract shall operate only between the parties to this Contract and shall inure solely to the benefit of the parties to this Contract. The provisions of this Contract are intended only to assist the parties in determining and performing their obligations under this Contract.
- Z. Time is of the Essence.** Time is of the essence in all provisions of this Contract.
- AA. Titles Not Controlling.** Titles of sections and subsections are for reference only and shall not be used to construe the language in this Contract.
- BB. Waiver.** The waiver of any breach of any term or condition in this Contract shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.
- CC. Counterparts.** This Contract may be executed in counterparts. Each counterpart, when executed and delivered, shall be deemed an original and all counterparts together shall constitute one and the same Contract. Delivery by the Subrecipient of an originally signed counterpart of this Contract by facsimile or PDF shall be followed up immediately by delivery of the originally signed counterpart to the Agency.

9. **Signatures.** The parties to this Contract, either personally or through their duly authorized representatives, have executed this Contract on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Contract.

The Effective Date of this Contract is the date of the signature last affixed to this page.

**AGENCY:**

Wyoming Department of Health, Public Health Division

\_\_\_\_\_  
Stefan Johansson, Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Stephanie Pyle, MBA  
Senior Administrator, Public Health Division

\_\_\_\_\_  
Date

**SUBRECIPIENT:**

City of Casper-Natrona County Health Department

\_\_\_\_\_  
Christie Nelson, PharmD  
Board Chairman, Natrona County Board of Health

\_\_\_\_\_  
Date

\_\_\_\_\_  
Anna Kinder, MS.OTR/L, Executive Director  
City of Casper-Natrona County Health Department


\_\_\_\_\_  
Date

**NATRONA COUNTY ATTORNEY: APPROVAL AS TO FORM**

\_\_\_\_\_  
Eric Nelson, Natrona County Attorney

\_\_\_\_\_  
Date

**ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM**

 # 225880  
\_\_\_\_\_  
Cole R. White, Assistant Attorney General

09-21-2022  
\_\_\_\_\_  
Date

**AMENDMENT ONE TO THE CONTRACT BETWEEN  
WYOMING DEPARTMENT OF HEALTH, PUBLIC HEALTH DIVISION AND  
CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT**

1. **Parties.** This Amendment is made and entered into by and between the Wyoming Department of Health, Public Health Division (Agency), whose address is: 122 West 25th Street, 3rd Floor West, Cheyenne, Wyoming 82002, and the City of Casper-Natrona County Health Department (Contractor), whose address is: 475 South Spruce Street, Casper, Wyoming 82601. This Amendment concerns the Wyoming Cancer Program.

2. **Purpose of Amendment.** This Amendment shall constitute the first amendment to the Contract between the Agency and the Contractor. The purpose of this Amendment is to: a) increase the total Contract dollar amount by one hundred thousand dollars (\$100,000.00) to two hundred twenty thousand dollars (\$220,000.00); and b) amend the responsibilities of the Contractor by replacing Attachment A, Statement of Work, with Attachment A-1, Revised Statement of Work, to reflect budgetary changes.

The original Contract, dated December 22, 2021, required the Contractor to identify key stakeholders, build relationships, identify shared goals and projects, manage and facilitate coalition, and recruit for participation in the Wyoming Cancer Coalition (WYCC) for a total Contract amount of one hundred twenty thousand dollars (\$120,000.00) with an expiration date of June 30, 2024.

3. **Term of the Amendment.** This Amendment shall commence on the date the last required signature is affixed hereto (Effective Date), and shall remain in full force and effect through the term of the Contract, as amended, unless terminated at an earlier date pursuant to the provisions of the Contract, or pursuant to federal or state statute, rule, or regulation.

4. **Amendments.**

A. The second sentence of Section 4(A) of the original Contract is hereby amended to read as follows:

“The total payment under this Contract shall not exceed two hundred twenty thousand dollars (\$220,000.00).”

5. **Amended Responsibilities of the Contractor.** The Responsibilities of the Contractor are hereby amended as follows:

A. As of the Effective Date of this Amendment, Attachment A, Statement of Work, which was attached to the original Contract, is superseded and replaced by Attachment A-1, Revised Statement of Work, which is attached to this Amendment and incorporated into the original Contract by this reference. All references to “Attachment A” in the original Contract, and in any amendments thereto, are amended to read: “Attachment A-1”.

6. **Amended Responsibilities of the Agency.**

Responsibilities of the Agency have not changed.

7. **Special Provisions.**

A. **Same Terms and Conditions.** With the exception of items explicitly delineated in this Amendment, all terms and conditions of the original Contract, and any previous amendments, between the Agency and the Contractor, including but not limited to sovereign immunity, shall remain unchanged and in full force and effect.

B. **Counterparts.** This Amendment may be executed in counterparts. Each counterpart, when executed and delivered, shall be deemed an original and all counterparts together shall constitute one and the same Amendment. Delivery by the Contractor of an originally signed counterpart of this Amendment by facsimile or PDF shall be followed up immediately by delivery of the originally signed counterpart to the Agency.

8. **General Provisions.**

A. **Entirety of Contract.** The original Contract, consisting of ten (10) pages; Attachment A, Statement of Work, consisting of four (4) pages; this Amendment One, consisting of three (3) pages; and Attachment A-1, Revised Statement of Work, consisting of three (3) pages, represent the entire and integrated agreement between the parties and supersede all prior negotiations, representations, and agreements, whether written or oral.

**THE REMAINDER OF THIS PAGE WAS INTENTIONALLY LEFT BLANK.**



9. **Signatures.** The parties to this Amendment, through their duly authorized representatives, have executed this Amendment on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Amendment.

This Amendment is not binding on either party until approved by A&I Procurement and the Governor of the State of Wyoming or his designee, if required by Wyo. Stat. § 9-2-3204(b)(iv).

**AGENCY:**

Wyoming Department of Health, Public Health Division

\_\_\_\_\_  
Stefan Johansson, Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Stephanie Pyle, MBA  
Senior Administrator, Public Health Division

\_\_\_\_\_  
Date

**CONTRACTOR:**

City of Casper-Natrona County Health Department

\_\_\_\_\_  
A. Christie Nelson, PharmD  
Board Chairman

\_\_\_\_\_  
Date

**ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM**

 § 226765  
\_\_\_\_\_  
Cole R White, Assistant Attorney General

10-13-2022  
\_\_\_\_\_  
Date



Wyoming Cancer Program  
Public Health Division  
122 West 25<sup>th</sup> Street, 3<sup>rd</sup> Floor West  
Cheyenne, WY 82002  
(307) 777-3699 • 800-264-1296  
Fax (307) 777-3765 • [www.health.wyo.gov](http://www.health.wyo.gov)



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Stefan Johansson  
Director

Mark Gordon  
Governor

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September 21, 2022

Ref: CCD-2022-161

Anna Kinder  
City Of Casper-Natrona County Health Dept.  
475 South Spruce Street  
Casper WY 82601

Dear Mr. Kinder:

Enclosed is the Contract between the Wyoming Department of Health, Public Health Division, Chronic Disease Prevention Program and City of Casper-Natrona County Health Department. The purpose of this Contract is to set forth the terms and conditions by which the Subrecipient shall implement and evaluate the evidence-based Healthy Heart Ambassador-Blood Pressure Self-Monitoring (HHA-BPSM), and a chronic disease management program for high blood pressure and high cholesterol program to promote the prevention and management of hypertension.

Review the Contract and Attachment. Do not make any changes to the Contract or Attachment. Sign and date the Contract as indicated using **BLUE INK**. Stamped or electronic signatures are not accepted. Return the original signed/dated Contract and the original Attachment to me in the enclosed envelope. You will need to affix postage.

If you have questions regarding the Contract, please contact Amber Nolte, Chronic Disease Prevention Program Manager, [amber.nolte@wyo.gov](mailto:amber.nolte@wyo.gov), or 307-777-3579.

Sincerely,

Allison Groendal, Administrative Assistant  
Wyoming Cancer Program

Enclosures: Contract  
Attachment A, Statement of Work  
Self-addressed return envelope

c: Amber Nolte, Chronic Disease Prevention Program Manager

## General Description

This Revised Statement of Work (SOW) identifies and describes important milestones and deliverables for the Contract between Wyoming Department of Health, Public Health Division (Agency) and the City of Casper-Natrona County Health Department (Contractor). The goal of the Contract is to identify key stakeholders, build relationships, identify shared goals and projects, manage and facilitate coalition and recruit for participation in the Wyoming Cancer Coalition (WYCC).

## Timeline and Deliverables

The following outline shows specific tasks, milestones, and completion dates for the Contract.

Task	Description	Date
<b>1.</b>	<b>Budgeting and Invoicing</b>	
A.	Contractor will provide an annual breakdown of the proposed budget and justification narrative for this project that clearly details the costs of all projects and major deliverables for the project period not to exceed one hundred ten thousand dollars (\$110,000.00) per year. <ul style="list-style-type: none"> <li>i. Indirect expenses should not exceed eight (8%) percent of the budget subtotal. Indirect expenses include those the Contractor may incur that cannot be specifically accounted for or attributed to the grant including a portion of the cost for utilities, administration, management, or facilities.</li> <li>ii. Funding through this grant may not supplant existing activities in any way, nor are those funds to supplant projects that were previously funded through another source. However, funding may be utilized to expand on current activities that relate to cancer control.</li> <li>iii. Contractor should budget for Contractor to attend a minimum of two (2) WYCC meetings each year, one (1) onboarding training with the Agency, and statewide travel for coalition engagement.</li> <li>iv. In the event annual funds are not expended completely, the Contractor may request carryover of remaining annual funds for year two (2) funding period. The Agency shall review and approve or deny the carryover request within thirty (30) business days.</li> <li>v. The budget must be approved in writing by Agency prior to implementation.</li> <li>vi. Maintain financial accounting records and documents in accordance with generally acceptable accounting procedures and provide financial reports as may be requested by the Agency.</li> </ul>	Year one (1) within thirty (30) days of execution of the Contract. Year two (2) by June 1, 2023

B.	Contractor will maintain Agency organizational structure to supervise project staff and support identified outcomes of annual workplan requirements.	
C.	Contractor will provide project staff with access to office space, facsimile machine, computer(s), and a printer. Computer equipment will have adequate capabilities for e-mail, internet, and Microsoft Word, Excel, and PowerPoint.	
D.	Contractor will submit invoices in sufficient detail to ensure that payments may be made in conformance with this Contract. Contractor agrees to supply supporting documentation when requested by Agency within fifteen (15) business days of request.	
E.	Contractor will create and maintain an inventory and supply tracking system to track items purchased with Contract funding, such as equipment, computer, office furniture, and promotional items. Tracking system should be updated at least monthly. Contractor agrees to supply supporting documentation when requested by Agency within fifteen (15) business days of request.	
2.	<b>Cancer Control Activities</b>	
A.	Contractor will work directly with the Agency to ensure WYCC coordinates with the state goals and activities related to the State Cancer Control Plan.	Year one (1) within thirty (30) days of execution of the Contract
B.	Contractor will report statewide activities on behalf of workgroups and partners directly to Agency.	As Needed
C.	Contractor will assist with strategic planning for the 2021-2025 Cancer Plan.	As Needed
3.	<b>Wyoming Cancer Coalition Recruitment and Visibility</b>	
A.	Contractor will identify gaps in WYCC representation and recruit both individuals and organizations to participate on the WYCC. i. Contractor will increase the visibility of the WYCC. ii. Contractor will serve as spokesperson and representative of the WYCC.	As Needed
B.	Contractor will attend two (2) in person WYCC meetings each year and assist Agency with planning and facilitation of meetings. i. Contractor will attend and facilitate WYCC workgroup calls and activities. ii. Contractor will assist in identifying workgroup priorities.	As Needed
C.	Contractor will report updates to WYCC Steering Committee when requested and work with Steering Committee to update WYCC by-laws.	As Needed
D.	Contractor shall assist with the evaluation of WYCC activities and effectiveness.	As Needed

<b>4.</b>	<b>Building and Maintaining Partnerships</b>	
A.	Contractor will build and sustain statewide collaborative partnerships for comprehensive cancer control.	Within thirty (30) days of execution of the Contract and Ongoing
B.	Contractor will develop relationships and collaborative networks with leaders, community based organizations, and healthcare facilities statewide.	Ongoing
C.	Contractor will utilize web or video conferencing or teleconference to facilitate partnership building.	Ongoing
<b>5.</b>	<b>Media and Communications</b>	
A.	Contractor will utilize Nine Habits of Successful Comprehensive Cancer Control Coalitions document and any other coalition related materials to guide coalition work.	Ongoing
B.	Contractor will assist with scheduling statewide coalition meetings, speakers, and other coalition activities. i. Contractor will make state and regional presentations as appropriate. All PowerPoint presentations must be approved by the Agency. ii. Contractor will represent WYCC at community events and meetings speaking on behalf of the coalition.	As Needed
C.	Contractor will assist with posting relevant information on WYCC social media pages and website, ensuring to abide by Agency guidance.	Ongoing
<b>6.</b>	<b>Data and Reporting</b>	
A.	Contractor agrees to supply data when requested by Agency. Contractor agrees to keep a central repository for storing all data.	Within fifteen (15) business days of request
B.	Contractor agrees to attend one (1) onboarding training. Contractor will seek out technical assistance as needed.	As determined by Agency staff
C.	Throughout the duration of this Contract, Contractor shall communicate with Agency staff via phone or web conferences, email, or other means to discuss progress on deliverables and address issues that arise out of the implementation of Contract deliverables and expectations.	Ongoing
D.	Agency will provide policies, procedures, templates, and guidance documents detailing expectations from Contractor and outlining project reporting requirements. This information will be provided in the Contractor manual, which may be updated periodically.	Within thirty (30) days of execution of the Contract and Ongoing

**CONTRACT BETWEEN  
WYOMING DEPARTMENT OF HEALTH, PUBLIC HEALTH DIVISION  
AND  
CITY OF CASPER-NATRONA COUNTY HEALTH DEPARTMENT**

1. **Parties.** The parties to this Contract are the Wyoming Department of Health, Public Health Division (Agency), whose address is: 122 West 25<sup>th</sup> Street, 3<sup>rd</sup> Floor West, Cheyenne, Wyoming 82002, and City of Casper-Natrona County Health Department (Subrecipient), whose address is: 475 South Spruce Street, Casper, Wyoming 82601. This Contract concerns the Lead Prevention Program.
2. **Purpose of Contract.** The purpose of this Contract is to set forth the terms and conditions by which the Subrecipient shall conduct childhood lead-related activities, supporting the objectives of the Centers for Disease Control and Prevention's (CDC) funding opportunity entitled Childhood Lead Poisoning Prevention and Surveillance of Blood Lead Levels in Children (CDC-RFA-EH21-2102).
3. **Term of Contract.** This Contract is effective when all parties have executed it (Effective Date). The term of the Contract is from the Effective Date through September 29, 2023. All services shall be completed during this term.

This Contract may be extended by agreement of both parties in writing and subject to the required approvals. There is no right or expectation of extension and any extension will be determined at the discretion of the Agency.

4. **Payment.**
  - A. The Agency agrees to pay the Subrecipient for the services described in Attachment A, Statement of Work, which is attached to and incorporated into this Contract by this reference. Total payment under this Contract shall not exceed thirty-eight thousand dollars (\$38,000.00). Payment shall be made when services are completed. Payment shall be made within forty-five (45) days after submission of invoice pursuant to Wyo. Stat. § 16-6-602. Subrecipient shall submit invoices in sufficient detail to ensure that payments may be made in conformance with this Contract. The maximum amount of federal funds provided under Assistance Listing Number (ALN) # 93.197 shall not exceed thirty-eight thousand dollars (\$38,000.00).
  - B. No payment shall be made for work performed before the Effective Date of this Contract. Should the Subrecipient fail to perform in a manner consistent with the terms and conditions set forth in this Contract, payment under this Contract may be withheld until such time as the Subrecipient performs its duties and responsibilities to the satisfaction of Agency.
  - C. **Travel.** The payment of travel expenses shall be allowed as set forth below. Subrecipient is expected to procure the most cost efficient travel arrangements.

- (i) Air Travel. The Agency agrees to reimburse the Subrecipient's air travel expenses related to the performance of this Contract. Air travel shall be reimbursed based on actual costs, supported by a copy of the original receipt with the invoice. Subrecipient must select the lowest airfare (fares available in the market at the time of booking, preferably well in advance of trip to attain the lowest possible airfare). Subrecipients shall book economy class fares for all domestic travel. First class bookings are not reimbursable.
- (ii) Personal Vehicle. Mileage shall be reimbursed at the rate of the current State rate per mile based on standard map mileage.

**D. Lodging.**

The Agency agrees to reimburse Subrecipient's lodging expenses related to the performance of this Contract. Lodging expenses shall be reimbursed at actual costs, supported by a copy of the original receipt with the invoice. The Subrecipient shall only invoice the Agency for the basic room rate, taxes, and lodging fees. The Agency is not responsible for incidental or miscellaneous expenses charged to the room. Incidental and miscellaneous expenses for which the Agency shall not be responsible include charges such as alcohol, internet, telephone charges, mini-bar, and movies.

**E. Meals.**

The Agency agrees to reimburse Subrecipient's meal expenses related to the performance of this Contract. Meal expenses shall be reimbursed based on actual costs, supported by a copy of the original receipt with the invoice.

**5. Responsibilities of Subrecipient.** The Subrecipient agrees to:

- A. Provide the services described in Attachment A.

**6. Responsibilities of Agency.** The Agency agrees to:

- A. Pay Subrecipient in accordance with Section 4 above.

**7. Special Provisions.**

- A. **Assumption of Risk.** The Subrecipient shall assume the risk of any loss of state or federal funding, either administrative or program dollars, due to the Subrecipient's failure to comply with state or federal requirements. The Agency shall notify the Subrecipient of any state or federal determination of noncompliance.
- B. **Environmental Policy Acts.** Subrecipient agrees all activities under this Contract will comply with the Clean Air Act, the Clean Water Act, the National Environmental Policy Act, and other related provisions of federal environmental protection laws, rules or regulations.

- C. Human Trafficking.** As required by 22 U.S.C. § 7104(g) and 2 CFR Part 175, this Contract may be terminated without penalty if a private entity that receives funds under this Contract:
- (i) Engages in severe forms of trafficking in persons during the period of time that the award is in effect;
  - (ii) Procures a commercial sex act during the period of time that the award is in effect; or
  - (iii) Uses forced labor in the performance of the award or subawards under the award.
- D. Kickbacks.** Subrecipient certifies and warrants that no gratuities, kickbacks, or contingency fees were paid in connection with this Contract, nor were any fees, commissions, gifts, or other considerations made contingent upon the award of this Contract. If Subrecipient breaches or violates this warranty, Agency may, at its discretion, terminate this Contract without liability to Agency, or deduct from the agreed upon price or consideration, or otherwise recover, the full amount of any commission, percentage, brokerage, or contingency fee.
- E. Limitations on Lobbying Activities.** By signing this Contract, Subrecipient certifies and agrees that, in accordance with P.L. 101-121, payments made from a federal grant shall not be utilized by Subrecipient or its sub-subrecipients in connection with lobbying member(s) of Congress, or any federal agency in connection with the award of a federal grant, contract, cooperative agreement, or loan.
- F. Monitoring Activities.** Agency shall have the right to monitor all activities related to this Contract that are performed by Subrecipient or its sub-subrecipients. This shall include, but not be limited to, the right to make site inspections at any time and with reasonable notice; to bring experts and consultants on site to examine or evaluate completed work or work in progress; to examine the books, ledgers, documents, papers, and records pertinent to this Contract; and to observe personnel in every phase of performance of Contract related work.
- G. Nondiscrimination.** The Subrecipient shall comply with the Civil Rights Act of 1964, the Wyoming Fair Employment Practices Act (Wyo. Stat. § 27-9-105, *et seq.*), the Americans with Disabilities Act (ADA), 42 U.S.C. § 12101, *et seq.*, and the Age Discrimination Act of 1975 and any properly promulgated rules and regulations thereto and shall not discriminate against any individual on the grounds of age, sex, color, race, religion, national origin, or disability in connection with the performance under this Contract.
- H. No Finder's Fees:** No finder's fee, employment agency fee, or other such fee related to the procurement of this Contract, shall be paid by either party.



- I. Publicity.** Any publicity given to the projects, programs, or services provided herein, including, but not limited to, notices, information, pamphlets, press releases, research, reports, signs, and similar public notices in whatever form, prepared by or for the Subrecipient and related to the services and work to be performed under this Contract, shall identify the Agency as the sponsoring agency and shall not be released without prior written approval of Agency.
- J. Suspension and Debarment.** By signing this Contract, Subrecipient certifies that neither it nor its principals/agents are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction or from receiving federal financial or nonfinancial assistance, nor are any of the participants involved in the execution of this Contract suspended, debarred, or voluntarily excluded by any federal department or agency in accordance with Executive Order 12549 (Debarment and Suspension), 44 CFR Part 17, or 2 CFR Part 180, or are on the debarred, or otherwise ineligible, vendors lists maintained by the federal government. Further, Subrecipient agrees to notify Agency by certified mail should it or any of its principals/agents become ineligible for payment, debarred, suspended, or voluntarily excluded from receiving federal funds during the term of this Contract.
- K. Administration of Federal Funds.** Subrecipient agrees its use of the funds awarded herein is subject to the Uniform Administrative Requirements of 2 C.F.R. Part 200, *et seq.*; [Insert additional requirements specific to federal grant or program]; any additional requirements set forth by the federal funding agency; all applicable regulations published in the Code of Federal Regulations; and other program guidance as provided to it by Agency.
- L. Copyright License and Patent Rights.** Subrecipient acknowledges that federal grantor, the State of Wyoming, and Agency reserve a royalty-free, nonexclusive, unlimited, and irrevocable license to reproduce, publish, or otherwise use, and to authorize others to use, for federal and state government purposes: (1) the copyright in any work developed under this Contract; and (2) any rights of copyright to which Subrecipient purchases ownership using funds awarded under this Contract. Subrecipient must consult with Agency regarding any patent rights that arise from, or are purchased with, funds awarded under this Contract.
- M. Federal Audit Requirements.** Subrecipient agrees that if it expends an aggregate amount of seven hundred fifty thousand dollars (\$750,000.00) or more in federal funds during its fiscal year, it must undergo an organization-wide financial and compliance single audit. Subrecipient agrees to comply with the audit requirements of the U.S. General Accounting Office Government Auditing Standards and Audit Requirements of 2 C.F.R. Part 200, Subpart F. If findings are made which cover any part of this Contract, Subrecipient shall provide one (1) copy of the audit report to Agency and require the release of the audit report by its auditor be held until adjusting entries are disclosed and made to Agency's records.
- N. Non-Supplanting Certification.** Subrecipient hereby affirms that federal grant

funds shall be used to supplement existing funds, and shall not replace (supplant) funds that have been appropriated for the same purpose. Subrecipient should be able to document that any reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds under this Contract.

- O. Program Income.** Subrecipient shall not deposit grant funds in an interest bearing account without prior approval of Agency. Any income attributable to the grant funds distributed under this Contract must be used to increase the scope of the program or returned to Agency.
- P. Health Equity.** The Subrecipient shall ensure that services are equitable to under-resourced, socially disadvantaged, and ethnically diverse groups; provide services that are culturally and linguistically appropriate; collect demographic information, to the extent practicable; and engage in partnerships with other public or private providers to eliminate health disparities and improve the health of all people.

## **8. General Provisions.**

- A. Amendments.** Any changes, modifications, revisions, or amendments to this Contract which are mutually agreed upon by the parties to this Contract shall be incorporated by written instrument, executed by all parties to this Contract.
- B. Applicable Law, Rules of Construction, and Venue.** The construction, interpretation, and enforcement of this Contract shall be governed by the laws of the State of Wyoming, without regard to conflicts of law principles. The terms “hereof,” “hereunder,” “herein,” and words of similar import, are intended to refer to this Contract as a whole and not to any particular provision or part. The Courts of the State of Wyoming shall have jurisdiction over this Contract and the parties. The venue shall be the First Judicial District, Laramie County, Wyoming.
- C. Assignment Prohibited and Contract Shall Not be Used as Collateral.** Neither party shall assign or otherwise transfer any of the rights or delegate any of the duties set out in this Contract without the prior written consent of the other party. The Subrecipient shall not use this Contract, or any portion thereof, for collateral for any financial obligation without the prior written permission of the Agency.
- D. Audit and Access to Records.** The Agency and its representatives shall have access to any books, documents, papers, electronic data, and records of the Subrecipient which are pertinent to this Contract. The Subrecipient shall immediately, upon receiving written instruction from the Agency, provide to any independent auditor or accountant all books, documents, papers, electronic data, and records of the Subrecipient which are pertinent to this Contract. The Subrecipient shall cooperate fully with any such independent auditor or accountant during the entire course of any audit authorized by the Agency.
- E. Availability of Funds.** Each payment obligation of the Agency is conditioned upon the availability of government funds which are appropriated or allocated for the payment of this obligation and which may be limited for any reason including,

but not limited to, congressional, legislative, gubernatorial, or administrative action. If funds are not allocated and available for continued performance of the Contract, the Contract may be terminated by the Agency at the end of the period for which the funds are available. The Agency shall notify the Subrecipient at the earliest possible time of the services which will or may be affected by a shortage of funds. No penalty shall accrue to the Agency in the event this provision is exercised, and the Agency shall not be obligated or liable for any future payments due or for any damages as a result of termination under this section.

- F. Award of Related Contracts.** The Agency may award supplemental or successor contracts for work related to this Contract or may award contracts to other Subrecipients for work related to this Contract. The Subrecipient shall cooperate fully with other Subrecipients and the Agency in all such cases.
- G. Compliance with Laws.** The Subrecipient shall keep informed of and comply with all applicable federal, state, and local laws and regulations, and all federal grant requirements and executive orders in the performance of this Contract.
- H. Confidentiality of Information.** Except when disclosure is required by the Wyoming Public Records Act or court order, all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Subrecipient in the performance of this Contract shall be kept confidential by the Subrecipient unless written permission is granted by the Agency for its release. If and when Subrecipient receives a request for information subject to this Contract, Subrecipient shall notify Agency within ten (10) days of such request and shall not release such information to a third party unless directed to do so by Agency.
- I. Entirety of Contract.** This Contract, consisting of ten (10) pages; and Attachment A, Statement of Work, consisting of two (2) pages, represent the entire and integrated Contract between the parties and supersede all prior negotiations, representations, and agreements, whether written or oral. In the event of a conflict or inconsistency between the language of this Contract and the language of any attachment or document incorporated by reference, the language of this Contract shall control.
- J. Ethics.** Subrecipient shall keep informed of and comply with the Wyoming Ethics and Disclosure Act (Wyo. Stat. § 9-13-101, *et seq.*) and any and all ethical standards governing Subrecipient's profession.
- K. Extensions.** Nothing in this Contract shall be interpreted or deemed to create an expectation that this Contract will be extended beyond the term described herein. Any extension of this Contract shall be initiated by the Agency and shall be accomplished through a written amendment between the parties entered into before the expiration of the original Contract or any valid amendment thereto, and shall be effective only after it is reduced to writing and executed by all parties to the Contract.

- L. Force Majeure.** Neither party shall be liable for failure to perform under this Contract if such failure to perform arises out of causes beyond the control and without the fault or negligence of the nonperforming party. Such causes may include, but are not limited to, acts of God or the public enemy, fires, floods, epidemics, quarantine restrictions, freight embargoes, and unusually severe weather. This provision shall become effective only if the party failing to perform immediately notifies the other party of the extent and nature of the problem, limits delay in performance to that required by the event, and takes all reasonable steps to minimize delays.
- M. Indemnification.** Each party to this Contract shall assume the risk of any liability arising from its own conduct. Neither party agrees to insure, defend, or indemnify the other.
- N. Independent Contractor.** The Subrecipient shall function as an independent contractor for the purposes of this Contract and shall not be considered an employee of the State of Wyoming for any purpose. Consistent with the express terms of this Contract, the Subrecipient shall be free from control or direction over the details of the performance of services under this Contract. The Subrecipient shall assume sole responsibility for any debts or liabilities that may be incurred by the Subrecipient in fulfilling the terms of this Contract and shall be solely responsible for the payment of all federal, state, and local taxes which may accrue because of this Contract. Nothing in this Contract shall be interpreted as authorizing the Subrecipient or its agents or employees to act as an agent or representative for or on behalf of the State of Wyoming or the Agency or to incur any obligation of any kind on behalf of the State of Wyoming or the Agency. The Subrecipient agrees that no health or hospitalization benefits, workers' compensation, unemployment insurance, or similar benefits available to State of Wyoming employees will inure to the benefit of the Subrecipient or the Subrecipient's agents or employees as a result of this Contract.
- O. Notices.** All notices arising out of, or from, the provisions of this Contract shall be in writing either by regular mail or delivery in person at the addresses provided under this Contract.
- P. Ownership and Return of Documents and Information.** Agency is the official custodian and owns all documents, data compilations, reports, computer programs, photographs, data, and other work provided to or produced by the Subrecipient in the performance of this Contract. Upon termination of services, for any reason, Subrecipient agrees to return all such original and derivative information and documents to the Agency in a useable format. In the case of electronic transmission, such transmission shall be secured. The return of information by any other means shall be by a parcel service that utilizes tracking numbers.
- Q. Patent or Copyright Protection.** The Subrecipient recognizes that certain proprietary matters or techniques may be subject to patent, trademark, copyright, license, or other similar restrictions, and warrants that no work performed by the

Subrecipient or its sub-subrecipients will violate any such restriction. The Subrecipient shall defend and indemnify the Agency for any infringement or alleged infringement of such patent, trademark, copyright, license, or other restrictions.

- R. Prior Approval.** This Contract shall not be binding upon either party, no services shall be performed, and the Wyoming State Auditor shall not draw warrants for payment, until this Contract has been fully executed, approved as to form by the Office of the Attorney General, filed with and approved by A&I Procurement, and approved by the Governor of the State of Wyoming, or his designee, if required by Wyo. Stat. § 9-2-3204(b)(iv).
- S. Insurance Requirements.** Subrecipient is protected by the Wyoming Governmental Claims Act, Wyo. Stat. § 1-39-101, et seq., and certifies that it is a member of the Wyoming Association of Risk Management (WARM) pool or the Local Government Liability Pool (LGLP), Wyo. Stat. § 1-42-201, et seq., and shall provide a letter verifying its participation in the WARM or LGLP to the Agency.
- T. Severability.** Should any portion of this Contract be judicially determined to be illegal or unenforceable, the remainder of the Contract shall continue in full force and effect, and the parties may renegotiate the terms affected by the severance.
- U. Sovereign Immunity and Limitations.** Pursuant to Wyo. Stat. § 1-39-104(a), the State of Wyoming and Agency expressly reserve sovereign immunity by entering into this Contract and the Subrecipient expressly reserves governmental immunity. Each of them specifically retains all immunities and defenses available to them as sovereigns or governmental entities pursuant to Wyo. Stat. § 1-39-101, *et seq.*, and all other applicable law. The parties acknowledge that the State of Wyoming has sovereign immunity and only the Wyoming Legislature has the power to waive sovereign immunity. Designations of venue, choice of law, enforcement actions, and similar provisions shall not be construed as a waiver of sovereign immunity. The parties agree that any ambiguity in this Contract shall not be strictly construed, either against or for either party, except that any ambiguity as to immunity shall be construed in favor of immunity.
- V. Taxes.** The Subrecipient shall pay all taxes and other such amounts required by federal, state, and local law, including, but not limited to, federal and social security taxes, workers' compensation, unemployment insurance, and sales taxes.
- W. Termination of Contract.** This Contract may be terminated, without cause, by the Agency upon thirty (30) days written notice. This Contract may be terminated by the Agency immediately for cause if the Subrecipient fails to perform in accordance with the terms of this Contract.
- X. Third-Party Beneficiary Rights.** The parties do not intend to create in any other individual or entity the status of third-party beneficiary, and this Contract shall not be construed so as to create such status. The rights, duties, and obligations

contained in this Contract shall operate only between the parties to this Contract and shall inure solely to the benefit of the parties to this Contract. The provisions of this Contract are intended only to assist the parties in determining and performing their obligations under this Contract.

- Y. Time is of the Essence.** Time is of the essence in all provisions of this Contract.
- Z. Titles Not Controlling.** Titles of sections and subsections are for reference only and shall not be used to construe the language in this Contract.
- AA. Waiver.** The waiver of any breach of any term or condition in this Contract shall not be deemed a waiver of any prior or subsequent breach. Failure to object to a breach shall not constitute a waiver.
- BB. Counterparts.** This Contract may be executed in counterparts. Each counterpart, when executed and delivered, shall be deemed an original and all counterparts together shall constitute one and the same Contract. Delivery by the Subrecipient of an originally signed counterpart of this Contract by facsimile or PDF shall be followed up immediately by delivery of the originally signed counterpart to the Agency.

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9. **Signatures.** The parties to this Contract, either personally or through their duly authorized representatives, have executed this Contract on the dates set out below, and certify that they have read, understood, and agreed to the terms and conditions of this Contract.

The Effective Date of this Contract is the date of the signature last affixed to this page.

**AGENCY:**

Wyoming Department of Health, Public Health Division

\_\_\_\_\_  
Stefan Johansson, Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Stephanie Pyle, MBA  
Senior Administrator, Public Health Division

\_\_\_\_\_  
Date

**SUBRECIPIENT:**

City of Casper-Natrona County Health Department

\_\_\_\_\_  
Board Chairman, Natrona County Board of Health

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive Director  
City of Casper-Natrona County Health Department

\_\_\_\_\_  
Date

**NATRONA COUNTY ATTORNEY: APPROVAL AS TO FORM**

\_\_\_\_\_  
Natrona County Attorney

\_\_\_\_\_  
Date

**ATTORNEY GENERAL'S OFFICE: APPROVAL AS TO FORM**

\_\_\_\_\_  
Cole R. White, Assistant Attorney General

\_\_\_\_\_  
Date

## General Description

This document is a Statement of Work (SOW) to identify and describe the important milestones and deliverables for the Contract between the Wyoming Department of Health, Public Health Division (Agency) and the City of Casper-Natrona County Health Department (Subrecipient). The goal of the Contract is for Subrecipient to plan and implement one (1) sustainable Healthy Heart Ambassador Blood Pressure Self-Monitoring (HHA-BPSM) and one (1) chronic disease management program in an underserved area for high blood pressure and high cholesterol prevention and management.

## Timeline and Deliverables

The following outline shows specific tasks, milestones, and completion dates for the Contract.

Task	Description	Date
<b>1.</b>	<b>Self-Measured Blood Pressure Monitoring (SMBP) Implementation</b>	
A.	Subrecipient shall complete a one (1) day HHA-BPSM facilitator training.	Within one (1) month of execution of Contract
B.	Subrecipient shall work with Agency to create a timeline to address the following objective: <ul style="list-style-type: none"> <li>i. Plan and implement a sustainable evidence-based HHA-BPSM program that promotes the prevention and management of hypertension in high-burden communities.</li> </ul>	Upon completion of the HHA-BPSM facilitator training
C.	Subrecipient shall submit to Agency a detailed work plan to address the following objectives simultaneously. <ul style="list-style-type: none"> <li>i. Implement policy and procedure around evidence-based quality measurement.</li> <li>ii. Implement or improve team-based care for patients with high blood pressure and cholesterol (i.e., utilizing non-physician team members, such as social workers, nurses, pharmacists).</li> <li>iii. Develop a protocol or system to screen, identify, and refer patients with uncontrolled high blood pressure and high blood cholesterol to an evidence-based lifestyle program (i.e., Community Heart Healthy Ambassador SMBP Program, Healthy Coaches for Hypertension, or the National Diabetes Prevention Program).</li> <li>iv. Implement a SMBP monitoring program.</li> </ul>	Within one (1) month of execution of Contract
D.	Subrecipient shall work with Agency and contracted partners to develop a marketing plan, including samples of	Within two (2) months of execution of Contract



	all in-house marketing materials and referral forms developed for this project.	
E.	Subrecipient shall work with Agency to develop a participant Contract for the use of blood pressure cuffs at home. Blood pressure cuffs may be used for loaner purposes only and must be returned to the program.	Within two (2) months of execution of Contract
F.	Subrecipient shall complete a clinical competency training at least twice a year on measuring blood pressure at home accurately. The resource to use: Self-Measured Blood Pressure Monitoring Program: Engaging Patients in Self-Measurement <a href="https://www.ama-assn.org/sites/ama-assn.org/files/corp/media-browser/public/about-ama/iho-bp-engaging-patients-in-self-measurment_0.pdf">https://www.ama-assn.org/sites/ama-assn.org/files/corp/media-browser/public/about-ama/iho-bp-engaging-patients-in-self-measurment_0.pdf</a>	Within three (3) months of execution of Contract and within six (6) months of initial training
G.	Subrecipient must have a patient agreement on actively participating in SMBP at home. Upon the approval, the physician or other designated staff member must educate the patient on the use of the blood pressure monitor, and provide visit summaries with instructions for patients after they leave the clinic	Within six (6) months of execution of Contract
<b>2.</b>	<b>Evaluation</b>	
A.	Subrecipient shall work with Agency to develop a finalized evaluation plan that details how and when the Subrecipient plans to evaluate HHA-BPSM participant satisfaction.	Within two (2) months of execution of Contract
B.	Subrecipient shall assist the Agency in reaching the following performance measures aimed at reducing risks, complications, and barriers to prevention and control of cardiovascular disease in high-burden populations. <ul style="list-style-type: none"> <li>i. Number of participants enrolled in HHA-BPSM.</li> <li>ii. Number of participants completing the HHA-BPSM program.</li> <li>iii. Number of participants with high blood pressure that have a self-management plan.</li> <li>iv. Number of participants with high blood pressure whose hypertension becomes controlled or improves as a result of utilizing HHA-BPSM.</li> </ul>	Monthly from Effective Date
C.	The Subrecipient shall assist the Agency in reaching the following performance measures aimed at reducing risks, complications, and barriers to prevention and control of cardiovascular disease in high-burden populations. <ul style="list-style-type: none"> <li>i. Number and percent of providers with a protocol for identifying patients with undiagnosed hypertension</li> <li>ii. Number and percent of patients with high blood pressure and high blood cholesterol referred to a self-measured blood pressure monitoring program.</li> </ul>	Quarterly from execution of Contract

	iii. Number of participants with high blood pressure that have a self-management plan. iv. Number of patients with high blood pressure in adherence to medication regimes. v. Number of adults with known high blood pressure whose hypertension becomes controlled or improves as a result of utilizing clinical support.	
D.	Subrecipient shall complete the Wyoming Chronic Disease Assessment Tool as a component of their Contract evaluation.	May 2023
<b>3.</b>	<b>Communication and Reporting</b>	
A.	Throughout the duration of this Contract, Subrecipient shall communicate on a regular basis with Agency staff via phone/web conferences, email, or other means in order to discuss progress on deliverables and address any issues that arise out of the implementation of Contract deliverables and expectations.	Ongoing
B.	Subrecipient shall submit a quarterly accountability report that itemizes accomplishments and progress, including data, as well as any challenges.	September 2022 December 2022 March 2023 June 2023
C.	Subrecipient shall accommodate occasional Agency site visits to review all reporting mechanisms, as well as to ensure that Contract deliverables are being met.	As determined by Agency staff.
D.	Subrecipient shall develop and submit final report evaluating overall success of program, aggregated participant outcomes, successes, and barriers throughout implementation process, and plans for future HHA-BPSM and SMBP programs at Subrecipient's organization.	Due June 29, 2023

### **Budget Narrative**

<b>Deliverable</b>	<b>Completion Date</b>	<b>Cost</b>
Startup Costs and Salary	Contract Effective Date	\$15,881.75
Cardiovascular Disease Costs	January 1, 2023	\$7,881.75
Cardiovascular Disease Costs	April 1, 2023	\$7,881.75
Final Payment	June 29, 2023	\$9,881.75
<b>TOTAL NOT TO EXCEED:</b>		<b>\$41,527.00</b>

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DATE: NOVEMBER 2, 2022  
TO: CIVIL SERVICE COMMISSION  
FROM: HEIDI ROOD, HUMAN RESOURCES GENERALIST  
SUBJECT: CIVIL SERVICE COMMISSION MEETING

**CIVIL SERVICE COMMISSION MEETING  
WEDNESDAY, NOVEMBER 2, 2022**

1:00 P.M.

City Hall – Downstairs Meeting Room  
200 N. David St.

**AGENDA**

1. Approval of September 7, 2022, Meeting Minutes
2. Certify Entry-Level Police Officer List
3. Other Business
4. Set Next Meeting Date(s)

December 14<sup>th</sup> – Certify Casper Fire-EMS Lists