

## CITY-COUNTY BOARD OF HEALTH MINUTES

### Board Meeting

February 18, 2026 | 7:30am

#### **PRESENT:**

Dick Gulman, Vice Chair  
Mike Schwehr

Tom Overn  
Ashley Horner, Health Officer/Secretary

#### **Via Remote:**

Tommey Bergan, Chair

#### **ABSENT:**

Katie Beyer, Administrator

Evonne Johnson, Administrative Specialist

#### **ALSO PRESENT:**

Meghan Velure, DON/Interim Administrator

Rose Knutson, Finance Manager

#### **CALL TO ORDER:**

The Health Board meeting was called to order at 7:36 am by Tommy Bergan, Chair, in the CCHD conference room or by remote.

#### **AGENDA:**

Agenda was reviewed. Motion made by Dick Gulman to accept the agenda as presented, seconded by Ashley Horner. Unanimous vote, motion carried.

#### **MINUTES:**

January minutes will be reviewed and approved at March meeting.

#### **DIRECTOR'S REPORT:**

Rural Health Transformation grant of \$198 million for the state of ND for 5 years. They no longer want Public Health to assist community in applying for the grants. Meghan has another meeting with SACCHO administrators today. We are still partnered with Stutsman and Logan counties.

#### **FINANCIAL REPORT:**

Rose noted that \$472,265.03 is the account balance with a grant reserve balance of \$335,183.17 and cash balance of \$137,081.86 at the end of January. Complete January/February financials will be presented in March for approval as this meeting was early and did not have all reports from Eide Bailly.

#### **OLD BUSINESS:**

- New Hire  
Heather Ownes, RN started 2/17/2026 as Flex 32 hours, starting with Home Health and Public Health nursing, then eventually grant work. She will also be attending reverse audit in DC next week with Meghan.

## **NEW BUSINESS:**

- Environmental Health
  - Measles update – The state notified Barnes County of an exposure from a basketball game held in Colfax. CCHD and the community worked together to ensure the safety/notify the community of this finding. Pembina County has 5 cases and Williams County has 1 case.
  
- Buildings/Grounds
  - Maintenance Contract  
CCHD believes it would be beneficial for Derek Oxten to be contracted on an as needed basis at \$40/hour. He would be required to carry his own liability insurance. Meet with County Maintenance to determine what needs to be done individually and jointly such as generator maintenance. Dick Gulman made a motion to move forward with the maintenance contract and that he provide his own liability insurance, seconded by Mike Schwehr. Unanimous vote, motion carried.
  - Waiting Room remodel – update  
Sever Contracting to get us quotes for the front desk renovation. In the April 24, 2024, Board Meeting the board members approved proceeding with quotes due to ergonomic challenges and privacy concerns. Will give us several options and we asked that they try to use local suppliers. Meghan is verifying that the HRSA grant funds can be used for this renovation.
  - Cleaning – update  
Currently the county cleans our office 3 days a week. Vacuuming does not get done regularly without employees doing it. Exploring the option of program with the Open Door where their residents to clean on the weekends.
  
- Assets
  - 2021 Haulmark Trailer. Currently stored at the county. County is wondering if they could use the trailer to set up for emergency use. They would take care of maintenance of it and exchange other county services. Dick Gulman made a motion for the county to use the trailer, seconded by Ashley Horner. Unanimous vote, motion carried.
  
- Home Health Update
  - Currently contract with Essentia for PT services. We have reached out to Toby Thielges to contract for PT services. Waiting for him to bring a contract back for us to review. He should be able to provide us with more consistent and expanded services.
  
- Staffing Update
  - Director Leave Update – Discussed. Tommy Bergan will communicate with Katie Beyer.

## **ADJOURNMENT:**

With no further business before the Board, the meeting was adjourned at 8:42 am.

**Next monthly meeting:** Wednesday, March 25, 2026, at 7:30 am in the CCHD conference room.

Respectfully submitted,

Dr. Ashley Horner, Secretary