



**Public Health**  
Prevent. Promote. Protect.

City-County Health District

415 2nd Avenue NE, Ste. 101  
Valley City, ND 58072-3060  
(701) 845-8518 • Fax (701) 845-8542  
[www.citycountyhealth.org](http://www.citycountyhealth.org)

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## BOARD MEETING AGENDA

Tues. Jan. 25, 2022  
CCHD Conf. Rm. 8:00 am

### Monthly Meeting

CALL TO ORDER  
APPROVAL OF AGENDA  
SECRETARY'S MINUTES  
DIRECTOR'S REPORT  
VOUCHERED EXPENSES  
FINANCIAL REPORT

#### OLD BUSINESS:

- 1) COVID-19 public health ongoing response
- 2) Finance and Eide Bailly update
- 3) Other

#### NEW BUSINESS

- 1) Home Care Survey
- 2) Election of Officers
- 3) Bylaws review
- 4) Community Health Assessment overview
- 5) Other

Next meeting: Tuesday, February 22, ?

In response to the declaration of national emergency due to the growing COVID-19 crisis in the United States, the Health Board of City-County Health District is asking for the public's cooperation in limiting interpersonal contact; therefore, we have implemented an option by which the public may tune in to the Health Board meeting via teleconference. Simply dial the number below and follow the instructions for the conference ID. Please note, this is a Fargo number, so use of cell phone, rather than landline, is recommended, to avoid charges.

### Join Life Size Info for Public Access to Health Board Meetings

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## BOARD MEETING AGENDA

Tues. Feb 23, 2022  
CCHD Conf. Rm. 3:00 pm

### Monthly Meeting

CALL TO ORDER  
APPROVAL OF AGENDA  
SECRETARY'S MINUTES  
DIRECTOR'S REPORT  
VOUCHERED EXPENSES  
FINANCIAL REPORT

#### OLD BUSINESS:

- 1) COVID-19 public health ongoing response
- 2) Finance and Eide Bailly update
- 3) Complete Theresa Will's performance Evaluation
- 4) Bylaws; approve proposed changes
- 5) Board meeting date/time change
- 6) Other

#### NEW BUSINESS

- 1) Other

Next meeting: March ?

In response to the declaration of national emergency due to the growing COVID-19 crisis in the United States, the Health Board of City-County Health District is asking for the public's cooperation in limiting interpersonal contact; therefore, we have implemented an option by which the public may tune in to the Health Board meeting via teleconference. Simply dial the number below and follow the instructions for the conference ID. Please note, this is a Fargo number, so use of cell phone, rather than landline, is recommended, to avoid charges.

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## BOARD MEETING AGENDA

Wed. Mar 23, 2022  
CCHD Conf. Rm. 3:00 pm

### Monthly Meeting

CALL TO ORDER  
APPROVAL OF AGENDA  
SECRETARY'S MINUTES  
DIRECTOR'S REPORT  
VOUCHERED EXPENSES  
FINANCIAL REPORT

#### OLD BUSINESS:

- 1) COVID-19 public health ongoing response
- 2) Finance and Eide Bailly update; Rose and Theresa
- 3) Bylaws; Final approval of changes
- 4) Review probable and approved capital improvements, Bobby to tour at 3:30
- 5) Complete Theresa Will's Performance Evaluation
- 6) Other

#### NEW BUSINESS

- 1) QAPI (quality assurance/performance improvement) Katie Beyer
- 2) Executive Officer Retirement and tentative staffing plan
- 3) Other

Next meeting: April 25, 9:30 am CCHD conference room

In response to the declaration of national emergency due to the growing COVID-19 crisis in the United States, the Health Board of City-County Health District is asking for the public's cooperation in limiting interpersonal contact; therefore, we have implemented an option by which the public may tune in to the Health Board meeting via teleconference. Simply dial the number below and follow the instructions for the conference ID. Please note, this is a Fargo number, so use of cell phone, rather than landline, is recommended, to avoid charges.

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## BOARD MEETING AGENDA

Wed. April 25, 2022  
CCHD Conf. Rm. 9:30 am

### Monthly Meeting

CALL TO ORDER  
APPROVAL OF AGENDA  
SECRETARY'S MINUTES  
DIRECTOR'S REPORT  
VOUCHERED EXPENSES  
FINANCIAL REPORT

#### OLD BUSINESS:

- 1) COVID-19 public health ongoing response
- 2) Finance and Eide Bailly update; Rose and Theresa
- 3) Review probable and approved capital improvements; KLJ proposal
- 4) Executive Officer Retirement and staffing updates
- 5) Other

#### NEW BUSINESS

- 1) Staff wages
- 2) Environmental Health update
- 3) Board packets/email? discussion
- 4) Other

Next meeting: May 25, 3:30 pm CCHD conference room

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## BOARD MEETING AGENDA

Wed. May 25, 2022  
CCHD Conf. Rm. 3:30 pm

### Monthly Meeting

CALL TO ORDER  
APPROVAL OF AGENDA  
SECRETARY'S MINUTES  
DIRECTOR'S REPORT  
VOUCHERED EXPENSES  
FINANCIAL REPORT

#### OLD BUSINESS:

- 1) COVID-19 public health ongoing response
- 2) Finance and Eide Bailly update
- 3) Building updates
- 4) Interviews
- 5) Staff wages
- 6) Other

#### NEW BUSINESS

- 1) New policy; Use of Agency Vehicles
- 2) New Org Chart
- 3) Nepotism discussion
- 4) Other

Next meeting: June 22, 3:30 pm CCHD conference room

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## BOARD MEETING AGENDA

Wed. June 22, 2022  
CCHD Conf. Rm. 3:30 pm

### Monthly Meeting

CALL TO ORDER  
APPROVAL OF AGENDA  
SECRETARY'S MINUTES  
DIRECTOR'S REPORT  
VOUCHERED EXPENSES  
FINANCIAL REPORT

#### OLD BUSINESS:

- 1) COVID-19 public health ongoing response
- 2) Environmental Health: Marcie Bata 3:45

#### NEW BUSINESS:

- 1) Dare to Lead: staff Development 4:00; Katie and Theresa

#### OLD BUSINESS:

- 3) Building updates
- 4) Staff changes
- 5) Organizational chart approval
- 6) Staff wages (tabled from last month)
- 7) Other

#### NEW BUSINESS

- 1) 2023 preliminary budget
- 2) Times Record Article
- 3) Other

Next meeting: July 27, 3:30 pm CCHD conference room

In response to the declaration of national emergency due to the growing COVID-19 crisis in the United States, the Health Board of City-County Health District is asking for the public's cooperation in limiting interpersonal contact; therefore, we have implemented an option by which the public may tune in to the Health Board meeting via teleconference. Simply dial the number below and follow the instructions for the conference ID. Please note, this is a Fargo number, so use of cell phone, rather than landline, is recommended, to avoid charges.

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## BOARD MEETING AGENDA

Wed. July 27, 2022  
CCHD Conf. Rm. 3:30 pm

### Monthly Meeting

CALL TO ORDER  
APPROVAL OF AGENDA  
SECRETARY'S MINUTES  
DIRECTOR'S REPORT  
VOUCHERED EXPENSES  
FINANCIAL REPORT

#### OLD BUSINESS:

- 1) COVID-19 public health ongoing response
- 2) Dare to Lead update
- 3) CCHD Trailer update
- 4) Building updates
- 5) Staff changes
- 6) Other

#### NEW BUSINESS

- 1) 4pm: Introduce Kaitlen Lee, RN, Tobacco Prevention Coordinator and Jail Health Nurse
- 2) Education Agreement
- 3) Other

Next meeting: August 24, 3:30 pm CCHD conference room

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## BOARD MEETING AGENDA

Wed. Aug. 24, 2022  
CCHD Conf. Rm. 3:30 pm

### Monthly Meeting

CALL TO ORDER  
APPROVAL OF AGENDA  
SECRETARY'S MINUTES  
DIRECTOR'S REPORT  
VOUCHERED EXPENSES  
FINANCIAL REPORT

#### OLD BUSINESS:

- 1) COVID-19 public health ongoing response
- 2) Dare to Lead update
- 3) Building updates
- 4) Staff changes; still advertising for a part time CNA
- 5) Other

#### NEW BUSINESS

- 1) 3:30: Board picture
- 2) Regional Strategic Planning contract
- 3) 4pm: Introduce Samantha Storhoff, LPN
- 4) Board payment for meetings; current rate \$62.50
- 5) Other

Next meeting: September 28, 3:30 pm CCHD conference room

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## BOARD MEETING AGENDA

Wed. Sept. 28, 2022  
CCHD Conf. Rm. 3:30 pm

### Monthly Meeting

CALL TO ORDER  
APPROVAL OF AGENDA  
SECRETARY'S MINUTES  
DIRECTOR'S REPORT  
VOUCHERED EXPENSES  
FINANCIAL REPORT

#### OLD BUSINESS:

- 1) COVID-19 public health ongoing response
- 2) Dare to Lead update
- 3) Building updates
- 4) Other

#### NEW BUSINESS

- 1) 3:30: Board picture
- 2) Single Audit
- 3) Environmental Health Update
  - a. Licensing fees
  - b. Contract increase for 2023
- 4) Other

Next meeting: OCTOBER 26, 3:30 pm CCHD conference room

In response to the declaration of national emergency due to the growing COVID-19 crisis in the United States, the Health Board of City-County Health District is asking for the public's cooperation in limiting interpersonal contact; therefore, we have implemented an option by which the public may tune in to the Health Board meeting via teleconference. Simply dial the number below and follow the instructions for the conference ID. Please note, this is a Fargo number, so use of cell phone, rather than landline, is recommended, to avoid charges.

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## BOARD MEETING AGENDA

Wed. Oct. 26, 2022  
CCHD Conf. Rm. 3:30 pm

### Monthly Meeting

CALL TO ORDER  
APPROVAL OF AGENDA  
SECRETARY'S MINUTES  
DIRECTOR'S REPORT  
VOUCHERED EXPENSES  
FINANCIAL REPORT

#### OLD BUSINESS:

- 1) COVID-19 public health ongoing response
- 2) Building updates; Bob Koepplin
- 3) Single Audit
- 4) Other

#### NEW BUSINESS

- 1) USDA
- 2) Health Equity video
- 3) Other

Next meeting: November 23, 3:30 pm CCHD conference room

In response to the declaration of national emergency due to the growing COVID-19 crisis in the United States, the Health Board of City-County Health District is asking for the public's cooperation in limiting interpersonal contact; therefore, we have implemented an option by which the public may tune in to the Health Board meeting via teleconference. Simply dial the number below and follow the instructions for the conference ID. Please note, this is a Fargo number, so use of cell phone, rather than landline, is recommended, to avoid charges.

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## BOARD MEETING AGENDA

Wed. Nov. 23, 2022  
CCHD Conf. Rm. 3:30 pm

### Monthly Meeting

CALL TO ORDER  
APPROVAL OF AGENDA  
SECRETARY'S MINUTES  
DIRECTOR'S REPORT  
VOUCHERED EXPENSES  
FINANCIAL REPORT

#### OLD BUSINESS:

- 1) COVID-19 public health ongoing response
- 2) Facilities update
- 3) Single Audit
- 4) USDA
- 5) Health Equity video; tabled from last month
- 6) PT Staff

#### NEW BUSINESS

- 1) Amachi contract
- 2) Grant Coordinator position
- 3) Other

Next meeting: December 28, 3:30 pm CCHD conference room

In response to the declaration of national emergency due to the growing COVID-19 crisis in the United States, the Health Board of City-County Health District is asking for the public's cooperation in limiting interpersonal contact; therefore, we have implemented an option by which the public may tune in to the Health Board meeting via teleconference. Simply dial the number below and follow the instructions for the conference ID. Please note, this is a Fargo number, so use of cell phone, rather than landline, is recommended, to avoid charges.

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## BOARD MEETING AGENDA

Wed. Dec. 28, 2022  
CCHD Conf. Rm. 3:30 pm

### Monthly Meeting

CALL TO ORDER  
APPROVAL OF AGENDA  
SECRETARY'S MINUTES  
DIRECTOR'S REPORT  
VOUCHERED EXPENSES  
FINANCIAL REPORT

#### OLD BUSINESS:

- 1) COVID-19 public health ongoing response
- 2) Facilities update
- 3) Single Audit
- 4) USDA; parking lot project update/discussion
- 5) Health Equity video; tabled until December
- 6) Environmental Health – Diegel property
- 7) Amachi Contract; Brenda Burgsrud has requested to attend our meeting; 4:00

#### NEW BUSINESS

- 1) Alzheimer's grant contract
- 2) Other contracts
- 3) Legal council?
- 4) CCHD closed for Strategic Planning 1/9/23
- 5) Rent increase?
- 6) Other

Next meeting: January 25, 3:30 pm CCHD conference room

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