



Bismarck- Burleigh Commissions Committee

The Bismarck-Burleigh Commissions Committee is scheduled to meet on Tuesday, May 7, 2024, at 4:00 PM in the Tom Baker Meeting Room, City/County Office Building, 221 North Fifth Street, Bismarck, North Dakota.

Call to Order

Roll Call

Agenda

1. Consider approval of minutes

Documents:

[4.2.2024 - Minutes.pdf](#)

2. Bismarck Burleigh Public Health Update

Documents:

[BBPH - Draft Bylaws.pdf](#)
[Public Health Services.pdf](#)

3. Dakota Media Access Discussion

Documents:

[2023 Government Meetings with Radio Access.pdf](#)

4. Provident Building Update

5. Other Business

Adjourn

Next meeting: 4:00 PM, June 4, 2024
Tom Baker Meeting Room - Bismarck City/County Building
221 N 5th Street, Bismarck, ND



Bismarck-Burleigh Commissions Committee

4/2/2024 - Minutes

Call to Order

Commissioner Bakken called the meeting to order at 4:00 PM.

Roll Call

Committee members present were Mayor Mike Schmitz, Burleigh County Commissioner Steve Bakken, City Administrator Jason Tomanek, and Burleigh County Auditor Mark Splonskowski.

1. Consider approval of minutes

Mayor Schmitz motioned to approve the March 5, 2024, meeting minutes, and Auditor Splonskowski seconded. Upon a roll call vote, all voted aye. M/C.

2. Burleigh County Home Rule Charter

- A. 1/2-Cent Sales Tax Initiative

Burleigh County Commissioner Munson shared an informational video regarding the 1/2 cent Sales Tax initiative. Commissioner Munson informed the committee that the current 1/2 cent sales tax will have generated enough revenue to cover the initial debt caused by the construction of the Burleigh Morton Detention Center. Commissioner Munson indicated a 1 cent Burleigh County collection is estimated to generate \$22 million annually. The sales tax revenue will be used to support the Detention Center, the Sheriff's Department, the States Attorneys Office, and a property tax reduction of approximately \$150 per \$100,000 valuation.

3. Bismarck Burleigh Public Health Update

Commissioner Munson and Renae Moch, Bismarck Burleigh Public Health Director, provided information regarding the core functions of Public Health units, as mandated by ND Century Code Chapter 23-25. Commissioner Munson has worked with Director Moch to create a document to explain what services are required by ND Century Code, the services that BBPH provides, and also how the services are funded. The largest portion of services which include communicable disease control is primarily funded by grants.

Commissioners Cleary and Munson spoke in favor of creating a Public Health Advisory

Board that will function similar to the Planning and Zoning Commission which consists of both City, County, and public board members. This board would be in an advisory position and would report to each respective Board of Health.

Commissioner Bakken asked Director Moch to provide the draft bylaws for the Committee to review as well as a list of services that BBPH currently provides at the May meeting.

4. Provident Building Update

Commissioner Bakken informed the Committee that the department directors have met with the architect for the Provident Building Update and will have a project timeline at the May meeting.

5. Other Business

Adjourn

There being no further business to discuss, the meeting adjourned at 4:40 PM.



Bismarck-Burleigh Public Health

DATE: April 30, 2024

FROM: Renae Moch, Public Health Director

ITEM: Bismarck-Burleigh Combined Commissions Committee

REQUEST:
Receive draft bylaws for a Joint Board of Health.

Please place this item on the May 7, 2024, Bismarck-Burleigh Combined Commissions Committee meeting agenda.

BACKGROUND INFORMATION:

During the April 2, 2024, Bismarck-Burleigh Combined Commissions Committee meeting, participants received an update on public health services, core functions and requirements for a public health unit in North Dakota. Following the update, the committee recommended bringing forward the previously drafted Joint Board of Health Bylaws for review at the next Bismarck-Burleigh Combined Commissions Committee meeting on May 7.

Bylaws for a Joint Board of Health were drafted during the 2024 budgeting process with intent to form “one” board of health serving in advisory capacity to Bismarck-Burleigh Public Health (BBPH). Currently there are “two” boards of health for “one” public health unit. The Bismarck City Commission serves as the Board of Health for the City of Bismarck and the Burleigh County Commission serves as the Board of Health for Burleigh County. The suggestion to form one Joint Board of Health was made in 2023 by the Public Health City and County Commission portfolio holders to improve communication and collaboration between the City and County for public health services, programming and activities in Bismarck and Burleigh County. One board of health serving both City and County residents would serve in advisory capacity to BBPH to carry out the core functions of public health identified in ND Century Code 23-35-02 and assist with the implementation of strategies addressing health concerns and needs identified through the Community Health Needs Assessment process. Legislative power of budget and ordinances would remain with commissions.

RECOMMENDED COMMISSION ACTION:

Receive draft bylaws for a Joint Board of Health.

STAFF CONTACT INFORMATION:

Renae Moch, Public Health Director, Bismarck-Burleigh Public Health

BY-LAWS OF THE BISMARCK-BURLEIGH BOARD OF HEALTH BISMARCK, NORTH DAKOTA

The Board of Health for the City of Bismarck and Burleigh County, North Dakota, hereinafter referred to as the "Board," does hereby adopt these by-laws that shall govern board operations.

I. PURPOSE

The mission of the "Board" shall be to act in advisory capacity to Bismarck-Burleigh Public Health (BBPH) to carry out the core functions of public health identified in ND Century Code 23-35-02. The "Board" shall also make recommendations to the board of city and county commissioners for appointment of a local health officer.

II. MEMBERSHIP

The Board of Health shall consist of the following:

- One (1) Bismarck City Commissioner who holds the portfolio for BBPH.
- One (1) Burleigh County Commissioner who holds the portfolio for BBPH.
- Two (2) physicians (MD/DO) licensed in good standing in the state of North Dakota working in one of the following specialties: (Family Medicine, Internal Medicine, Pediatrics, Epidemiology, Infectious Disease).
- One (1) Dentist or Pharmacist licensed in good standing in the state of North Dakota.
- One (1) Superintendent or a designated employee of Bismarck Public Schools or Burleigh County Schools.
- One (1) Bismarck-Burleigh Public Health consumer/client, but more specifically, a consumer/client representing the needy, underprivileged, or elderly population in the City of Bismarck and/or Burleigh County.
- The Public Health Director and City-County Health Officer shall serve as ex-officio members to the board, with the Public Health Director serving as secretary to the board. The board shall elect a chair and vice-chair at its first meeting and annually thereafter. It is the duty of the chair to call all meetings of the board.
- All "Board" members, except ex-officio members, shall be residents of Bismarck and/or Burleigh County.
- All of these members shall be appointed and approved by the Board of City Commissioners, Bismarck and the Board of County Commissioners, Burleigh for a term of four (4) years. Staggered terms may apply. All vacancies shall be filled to serve the remainder of the unexpired term. A majority of the board shall constitute a quorum.
- City and/or County Commissions may remove an appointed member for cause.

In no instance may the board be either all male or all female. Each appointee shall serve until a successor is appointed or qualified, and if a vacancy occurs, the vacancy shall be filled by appointment for the remainder of the unexpired term in the same manner as the initial appointment. Each appointee shall qualify by filing the constitutional oath of office in the office of the city attorney.

III. OFFICERS

Officers shall be elected annually. The officers will include a Chair and a Vice Chair. Subsequent terms are allowed if the Board member agrees to continue on in the elected position and a quorum of Board members are in approval.

The Chair shall generally preside and conduct all Board meetings, all special meetings and, with the advice and consent of other members, may appoint committees from Board members to perform specific duties.

The Vice-Chair - In the event of the absence, disability, resignation or conflict of interest of the Chair, the Vice-Chair shall exercise all the powers and duties of said Chair. The Board may elect from its own members a successor Vice-Chair to fill this vacancy at its next regular meeting.

IV. MEETINGS

Quorum - A quorum shall consist of four (4) members (7 members serving).

Regular Meetings - the Board shall meet at a minimum of quarterly. At the December meeting, the following year dates for meetings will be scheduled. Meetings will be scheduled for an hour in duration.

Special Meetings - The Chair may, from time to time, call special meetings of the Board on not less than three days' notice to all Board members.

Meeting Location - All regular meetings of the Board shall be held at the City/County Building Tom Baker Chambers and/or virtually. Special meetings may be held at other locations and at other times which shall be designated in the written notice of special meetings, which shall be transmitted to each member not later than three days prior to the special meeting date.

Order of Business - The items of business to be considered at any regular or special meeting shall be specified on the notice of such meetings, which shall be the meeting agenda and which shall be transmitted to each member, in the case of a regular meeting, not later than five days immediately preceding the meeting date and, in the case of special meetings, not later than provided above. Items of business at any regular or special meeting will be considered by the Board in the order in which they appear on the meeting agenda. Additional items may be placed on the agenda if agreed to by the membership.

Public Notice – Public notice will be given in advance of the meeting as required by law.

Records - The Board shall keep a record of its resolutions, transactions, findings, and determinations; and, such record shall be a public record.

V. VOTING

All Board members, including the Chair and Vice-Chair, shall be entitled to one equal vote at any regular or special meeting. There shall be no voting by proxy. Dissenting votes or abstentions on any matter presented to the Board shall be clearly expressed orally or in writing when voting is in process. When a quorum is present, all matters presented for Board consideration shall be decided by the majority vote of those present at the meeting.

VI. COMPENSATION

All members of the Board shall serve without compensation. When duly authorized by the Board, members thereof may attend conferences or meetings that pertain to public health and the Board may pay the reasonable traveling expenses.

VII. RESPONSIBILITIES OF THE BOARD

The Board of Health is an advisory board for the public health department.

1. Be a community advocate for public health.
2. Make recommendations to the Board of Bismarck City Commissioners and Burleigh County Commission regarding public health issues ensuring policy and legislation is based on the most rigorous and current scientific evidence based on expert recommendation or evidence-based or promising practices.
3. Provide feedback on performance evaluations on the Health Officer and the Director of Public Health positions if requested by City Administration.
4. Provide feedback on the public health department's strategic plan and provide guidance on goals and objectives and ensure alignment with the health department's mission.
5. Assist in providing feedback in identifying and prioritizing programs using data highlighting community needs.
6. Review the annual budget requests and provide a recommendation to support or revise.
7. Review and make recommendations regarding the public health department's policies and procedures involving significant changes.

VIII. OTHER PROCEDURES

All operating procedures not specifically provided for herein shall be governed by "Robert's Rules of Order" which are hereby incorporated for purposes of reference. In the event any provision of "Robert's Rules of Order" are inconsistent herewith, these by-laws shall govern.

IX. CONTROL OF LAW

The by-laws of the Board generally shall be governed by the applicable ordinances of the City of Bismarck, laws of the State of North Dakota, and laws of the United States of America and any provisions herein inconsistent or in conflict with such laws or ordinances shall be deemed void.

X. AMENDMENT AND REPEAL

Except when in conflict with state statutes, these by-laws may be amended or repealed from time to time by the affirmative vote of a majority of the appointed Board members at a regular or special meeting. Said by-laws may be made inoperative regarding any particular subject matter by the affirmative vote of a majority of Board members.

Signature:

Adopted this ____ day of _____, 20__

Bismarck-Burleigh Board of Health Chair

What is Public Health?

Public Health is Prevention

Public Health professionals stress the importance of preventive care to maintain good health and work to prevent the spread of infectious disease.

Public Health is Promoting Health

Public Health professionals promote and encourage preventive health care and healthy lifestyles.

Public Health is Protecting the Public

Public Health professionals work to protect the public against injuries and environmental threats and prepare for and respond to natural and manmade disasters and emergencies.

Public Health Advances Community Health

Public Health plays a vital role in developing policies and standards to address challenges to our community's health.

Public Health is “Your” Health!

Public health ensures the safety of the places we live, work and play.



About Us

Bismarck-Burleigh Public Health



Bismarck-Burleigh Public Health employs public health professionals who work to protect the health of the community. We serve all residents of Bismarck and Burleigh County.

The work we do in public health affects lives every day. The ability to breathe clean air, drink safe water, and work in smoke-free workplaces can be attributed to the efforts of public health.

Bismarck-Burleigh Public Health is committed to safeguarding the health of every citizen in our community and we look forward to serving you.

Mission

Dedicated to improving the health and safety of our community.

Vision

Optimal health in a thriving community.

Values & Guiding Principles

Wellness

Education

Collaboration

Advocacy

Responsiveness

Equity



Public Health

Prevent. Promote. Protect.

Bismarck-Burleigh Public Health



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Bismarck, ND 58504**

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Fax: (701) 221-6883

Website: www.bismarcknd.gov/publichealth

Email: bbph@bismarcknd.gov

Follow us on social media:

Facebook: facebook.com/bbpublichealth

Instagram: instagram.com/bbpublichealth

Twitter: twitter.com/BBPublicHealth

Services Available at Bismarck-Burleigh Public Health

Health Maintenance

Registered Nurses provide nursing care and case management in a client's home.

Home visits may consist of:

- Medication management
- Physical assessment
- Patient education
- Referrals for appropriate services

Health Services

Registered Nurses provide various health screenings, assessments, & services such as:

- Immunizations
- Medication management
- TB testing
- STD/HIV testing
- Injections
- Car seat safety education
- Newborn home visits/Lactation Support
- Prenatal education & assessments

Nurse-Family Partnership®

A free program for first-time mothers and their babies. This service is available to moms who are less than 29 weeks pregnant with their first baby and meet income eligibility guidelines. A registered nurse will provide support, advice and information for a healthy pregnancy and a healthy baby.

Substance Abuse Prevention

Public Health Professionals provide:

- Narcan training and free Narcan
- Education on prevention of underage drinking/marijuana/tobacco products
- Individual counseling for quitting tobacco/vaping
- Assistance with tobacco-free policies

Nutrition Services

A Licensed Registered Dietitian coordinates the Nutrition Services programs & activities.

Services include:

- Healthy lifestyle & nutrition education for individuals and/or groups
- Worksite wellness presentations
- Coordination and support for livable community initiatives

Health Tracks Screenings

A Registered Nurse provides free preventive health screenings for Medicaid eligible clients from newborn to 21 years of age.

Screenings include:

- Physical exam
- Development & language testing
- Hearing, vision & dental screening
- Immunizations
- Fluoride varnish
- Blood lead tests
- Assistance with necessary referrals

Women's Way

A Registered Nurse coordinates this breast and cervical cancer screening program for women meeting age, income, and insurance eligibility guidelines. Patient Navigation Services available for Medicaid and Medicare recipients. Limited diagnostic procedures available for enrolled women.

Ryan White Part B Program

A Registered Nurse provides case management services for people living with HIV who meet program eligibility guidelines. Services focus on eliminating barriers to HIV care with the goal of viral suppression and overall good health.

Emergency Preparedness

Public health professionals ensure our community is prepared to respond to public health and disaster emergencies by providing information and guidance for you, your family or your workplace through a variety of services.

- Assistance with emergency preparedness plans and efforts
- Public education on health-related mitigation measures
- N-95 Fit Testing for regional healthcare facilities

Environmental Health

Environmental Health Specialists at Bismarck-Burleigh Public Health are responsible issuing permits and performing inspections for the following programs:

- Food Service Operations
- Public/Semi-Public Swimming Pools
- Tanning Facilities
- Tattoo/Body Art Facilities
- Lodging Establishments
- Special pet licensing *(Required for households with 4 or more dogs and/or cats.)*

Other program functions include:

- Mosquito control and surveillance
- City of Bismarck public health nuisances

Please contact Bismarck-Burleigh Public Health at (701) 355-1540 if you have questions on programs or services offered.

Website:

www.bismarcknd.gov/publichealth

ND CENTURY CODE CHAPTER 23-35: PUBLIC HEALTH UNITS

Green denotes BBPH receives grant funds to support the service. May not cover the entire cost.

Blue denotes billable service via health insurance reimbursement, fees, employer pay, private pay. May not cover entire cost.

Brown denotes a non-billable service provided for public health and safety of the community.

ND Century Code: 23-35-08 - Services may not be withheld due to inability to pay.

23-35-02. Public Health Units – Core functions

1. All land in the state must be in a public health unit.
2. At a minimum, a public health unit shall provide the following core functions:

A. Communicable Disease control which must include:	Comments:
A1. Conducting of disease surveillance for the purpose of preventing and controlling communicable disease, with assistance from the department. • Tuberculosis (TB) screening and management of positive cases. • Treatment of latent TB (so it doesn't become active) through administration of medication and monitoring of side effects. • Direct observation therapy provided to active TB cases in the community. • Provide wrap around services for active TB cases in the community including food, lodging and basic needs to maintain isolation requirements of individuals. • Confidential STD/HIV/Hepatitis C testing, counseling, and treatment to all residents. • Surveillance and monitoring for new and ongoing emergency public health threats. • Review of student immunization records for Burleigh County Schools to ensure students are compliant with <u>state law</u>.	Receive grant funding to support these services. Non-billable service. Done for Burleigh County Schools only, Bismarck schools have their own nurses providing this service.
A2. Assurance of the availability of community-based programs to provide communicable disease prevention and control services. • BBPH protects the community from communicable disease through administration of vaccines. All vaccines offered to all populations both in clinic and at offsite locations in the community (Vaccines for Children, Vaccines for Adults, Privately Purchased Vaccines) and maintain compliance with storage and handling, documentation requirements, and submission of data to the state health department including tracking of temperatures, documentation of lot numbers, and maintenance of storage equipment. The Vaccines for Children (VFC) program is a federally funded program that provides vaccines to children 0 through 18 years of age who are either Medicaid eligible, American Indian or Alaskan Native, uninsured or underinsured (a child whose health insurance benefit plan does not cover vaccines or a particular vaccine).	Billable service.

• Travel vaccination administration. We are the only travel vaccine provider in Burleigh County. Vaccines are required to travel to international locations, local clinics do not provide this service. • All recommended vaccines offered to all school staff and students in Bismarck and Burleigh County Schools in accordance with <u>state law</u>. • Infection control specialist/RN provides bloodborne pathogen training for BBPH staff and by request to departments and/or community organizations. • N-95 Mask Fit Testing provided to regional health care agencies and first responders to ensure protection from communicable disease. • Personal protective equipment (PPE) donning and doffing training for healthcare agencies and first responders to prevent exposure to communicable disease.	Billable service. Billable service Required by state law to attend school. Offered in schools and at BBPH office. Receive grant funding to support these services.
A3. Recognition, identification, and response to a communicable disease event, in collaboration with the department of health and human services. • Investigate recreational water outbreaks in Burleigh County. • Manage the vector/mosquito control program for the City of Bismarck which includes placing light traps, tracking mosquito counts, fogging, and treating stagnant water to prevent vector borne illness. (West Nile, Zika). • Maintain records of the mosquito control pesticide applications and report to the state agriculture department. • Public health works with local health care facilities and community stakeholders to develop plans, conduct community exercises, and will respond to a communicable disease emergency such as the COVID-19 pandemic, H1N1 influenza pandemic, etc. For example, efforts during COVID-19 response included: established a Department Operations Center (DOC), engaged City departments to establish an EOC (Emergency Operations Center) to coordinate community response to the COVID pandemic. Duties included public education, contact tracing, COVID-19 testing by appointment, mass COVID-19 testing clinics, COVID-19 vaccinations by appointment, mass COVID vaccination clinics, COVID-19 homeless shelter operations and wrap around service coordination for food, lodging, medication, and basic needs supplies for COVID positive cases to maintain compliance with isolation.	Non-billable service. Environmental Health Specialists provide these services. Receive grant funding to support these services.

B. Chronic disease and injury prevention, which must include conducting programs to reduce the burden of chronic disease and injury through policy, system, and environmental change approach; prevention screening; and education.

- Adult and Child Health Assessments at BBPH office scheduled with an RN.
- Health Tracks child health screening program which includes developmental screening, physical assessment, hearing and vision screening, orthodontic screening, and immunizations.
- Preventive health screenings for diabetes and heart disease prevention scheduled with an RN or Licensed Registered Dietician which includes blood glucose testing, cholesterol testing, and blood pressure checks.
- Blood pressure screening clinics in the community by request and blood pressure checks by appointment at BBPH office.
- Child passenger safety seat program at Bismarck-Burleigh Public Health. Includes education, inspection, and installation of car safety seats by a Certified Car Seat Technician.
- Worksite wellness program development assistance from a Licensed Registered Dietician and RN's.
- Public education by Registered Nurses or Licensed Registered Dietician on health prevention topics.
- Support and create livable communities that enable healthy living and prevent chronic disease.
- Address gaps in the community to ensure access to healthy food, physical activities for chronic disease prevention.
- Tobacco prevention education and tobacco cessation services for the community.
- Tobacco Prevention presentations and education to schools and colleges.
- Host annual Break Free Youth Action Summit for youth tobacco prevention education.
- Tobacco policy enforcement and compliance efforts. Assist public and private schools and colleges with comprehensive tobacco free policies.
- Partner with law enforcement to conduct tobacco compliance checks.
- Substance abuse prevention education in community including schools & service organizations.
- Organize public events with student committees to provide education to peers and parents about substance abuse prevention.

Billable services.

Non-billable service.

Receive limited/intermittent grant funding offset by general fund.

Receive grant funding to support these services.

C2. Assurance of the availability of environmental health services to prevent and respond to community and residential environmental hazards. - Emergency planning and medication distribution for catastrophic and/or disaster situations utilizing Point of Dispensing (POD) plans. - Environmental health staff investigate bed bug and cockroach complaints; provide education on prevention and infestation removal. - Environmental Health Specialists and RNs are called upon for home inspections of vulnerable adults, hoarding situations, and child protective services visits. - RN's perform head lice checks and provide education and training for head lice screenings/head checks and proper protocols for head lice infestation.	Receive grant funding to support these services. Non-billable service. Nonbillable for Burleigh County Schools it's part of the Burleigh County contract. Billable service for appointments at BBPH.
D. Maternal, child, and family health, which must include:	
D1. Assessment and monitoring of maternal and child health status to identify and address problems. - Vision/hearing screenings offered to school-aged children Burleigh County Schools. - Vision/hearing screenings scheduled at BBPH is a billable service.	Nonbillable for Burleigh County Schools it's part of the Burleigh County contract. Billable service for appointments at BBPH.
D2. Implementation of programs to promote the health of women, children and youth and their families through policy, system and environmental change approaches; prevention screenings; and education. - Community and work site support to establish breastfeeding spaces for nursing mothers and provide support for policy development. - Nutrition and physical activity education and support for children and families. - Beyond Birth Education Program. RN's provide phone calls and home visits within 1-2 weeks of infant's birth as requested by the infant's mother. Visits are to assess both the baby and mother, assist with health concerns, and promote breastfeeding and. Height and weight checks are done on infants.	Receive limited/intermittent grant funding offset by general fund. Phone calls/education non-billable. Visit is billable service for Medicaid clients if a comprehensive assessment is done.

• Hands-on breastfeeding education and support services provided by Certified Lactation Counselors and International Board-Certified Lactation Consultants to mothers. • Nurse Family Partnership Program – Trained RN's regularly visit first-time moms, starting early in the pregnancy and continuing until the child's second birthday. During these visits, RN's Improve pregnancy outcomes by partnering with moms to engage in good preventive health practices, including thorough prenatal care from their healthcare providers, improving their diets and reducing any use of habit-forming substances; visits also improve child health and development by assisting families to provide responsible and competent care; and improve the economic self-sufficiency of the family by supporting parents to develop a vision for their own future, plan additional pregnancies, continue their education and find work.	Receive limited/intermittent grant funding offset by general fund. Non-billable service. Receive grant funding to support these services.
E. Access to clinical care, which must include:	
E1. Collaboration with health care system partners to foster access to clinical care.	
E2. Facilitation of linkages and referrals to appropriate clinical care, services and resources. • Women's Way breast and cervical cancer screening assistance available for individuals meeting age, income, and insurance guidelines. • Breast and cervical cancer coordination for diagnostic testing and treatment. • Case management and patient navigation services for Burleigh County residents who meet program eligibility guidelines. • Nurse Family Partnership Program • Home health maintenance nursing services. • Injections provided by RNs for mental health treatment and other medical conditions as ordered by physician. • Medication management services by an RN which includes setting up medication planners, coordination with medical providers, monitor for medication compliance with medications. • Medical foot care services for diabetics and individuals with peripheral vascular disease, elderly, and individuals with disabilities. • Social worker meets with health maintenance clients in their homes to discuss their needs and make referrals to services and resources within the community.	Receive grant funding to support these services. Billable services. Receive grant funding to support these services.

The 10 Essential Public Health Services are not listed specifically in ND Century Code but serve as the national framework for carrying out the mission of public health in the communities we serve.

Other BBPH Roles/Responsibilities that Align with the 10 Essential Public Health Services:

- Community Health Needs Assessment completed every 3 years in collaboration with local hospitals to identify community health concerns and needs which informs the Community Health Improvement Plan and the department's Strategic Plan.
- BBPH fills gaps in health needs in the community identified through the community health needs assessment process.
- Participation and engagement with community service providers serving the vulnerable populations in the community including homelessness, housing, and case management.
- A physician health officer is required and appointed to serve the City and the County. The Health Officer serves as the medical director and issues standing orders with oversight for clinical services. This is done through a contract for service.

The 10 Essential Public Health Services

The 10 Essential Public Health Services provide a framework for public health to protect and promote the health of *all people in all communities*. Essential Public Health Services actively promote policies, systems, and overall community conditions that enable optimal health for all and seek to remove systemic and structural barriers that have resulted in health inequities.

1. Assess and monitor population health status, factors that influence health, and community needs and assets.
2. Investigate, diagnose, and address health problems and hazards affecting the population.
3. Communicate effectively to inform and educate people about health, factors that influence it, and how to improve it.
4. Strengthen, support, and mobilize communities and partnerships to improve health.
5. Create, champion, and implement policies, plans, and laws that impact health.
6. Utilize legal and regulatory actions designed to improve and protect the public's health.
7. Assure an effective system that enables equitable access to the individual services and care needed to be healthy.
8. Build and support a diverse and skilled public health workforce.
9. Improve and innovate public health functions through ongoing evaluation, research, and continuous quality improvement.
10. Build and maintain a strong organizational infrastructure for public health.

2023 Total	Bismarck Board of Adjust	Bismarck City Comm	Historic Preserv Comm	Bismarck Parking Authority	Bismarck Planning & Zoning Comm	Bismarck Ren Zone Authority	Bismarck-Burleigh Com Commit	Metro Planning Org	MPO TAC	Special Meetings	Bismarck Park District Board	Bismarck Public School Board	Burleigh County Comm	Burleigh County Human Service Zone Board	Burleigh County Planning Comm	Burleigh County Water Resource District	Lincoln City Council	Mandan City Comm	Mandan Park District Board	Mandan Planning & Zoning Comm	Mandan Public School Board	Morton County Comm	Morton County Planning and Zoning Comm	Morton County Park Board	Totals
Jan		3:48:27		0:23:50	1:26:19			0:45:10	0:47:00		0:34:38	3:10:05	2:22:36			0:55:56		1:53:38	1:01:20	1:27:45	0:18:52	1:36:25	2:53:55	0:58:18	24:24:14
Feb		4:28:52	1:51:13	0:19:05	0:10:03		0:39:20	1:20:53	1:30:40		1:28:39	2:03:40	4:52:30	1:29:45	1:03:03	2:12:01		1:45:34	1:05:27	1:55:00	0:42:02	1:20:05			30:17:52
Mar	0:17:21	4:28:35		0:14:40	0:14:10		2:22:50	0:54:47	1:07:31		1:30:55	2:30:15	5:15:25		5:07:50	0:59:27		3:44:15	0:24:50	0:35:19	1:01:50	1:29:29	1:51:24	1:00:47	35:11:40
April	0:22:56	3:23:34		0:19:03	0:41:45	0:48:28	0:47:00	0:55:15	1:37:45	1:36:42	0:25:23	2:25:35	3:04:10	0:49:06		1:56:49	1:08:30	1:29:53	1:01:50	1:54:50	0:56:20	2:47:11	0:58:18	0:05:38	29:36:01
May		4:42:38		0:26:07	0:15:50	0:22:20	1:17:48	1:27:10	1:35:20		0:41:06	2:16:39	2:57:40		0:28:40	2:00:46	1:42:23	2:04:22	1:09:26	1:30:10	1:04:31	1:50:10	1:30:21		29:23:27
June		1:40:05	0:49:59	0:07:59	0:21:43	0:41:40	1:01:05	0:50:50	1:03:16	0:45:17	1:05:05	1:21:50	6:17:33	0:59:12		1:39:06	2:42:45	2:46:44	1:54:00	0:49:15	0:24:20	6:18:47	3:56:39	0:54:40	38:31:50
July	0:24:10	4:55:58	0:33:49	0:19:14	0:51:35	0:49:30	1:18:10	0:47:49	0:58:10		1:14:22	0:30:26	5:16:44		0:34:41	1:15:01	1:00:00	2:30:36	0:14:08	0:56:40	0:51:09	6:47:55	3:50:05	0:58:49	36:59:01
Aug		3:28:12	1:22:03	0:10:30	2:03:21	1:01:15	0:24:47	1:20:21	1:57:40	1:26:25	1:37:32	1:06:50	4:35:08	0:40:57	0:18:06	0:57:15	1:22:16	2:40:35	0:55:25	0:29:15	0:45:01	2:58:07	0:54:14		32:35:15
Sept		5:22:41	0:17:33	0:16:10	0:26:12	0:28:50		0:30:00	0:57:10		0:20:43	1:36:03	8:18:19		1:28:13	1:19:10	3:50:45	2:28:20	0:25:15	1:26:20	0:59:35	1:06:31	1:17:36	0:28:10	33:23:36
Oct	0:21:47	3:24:36	0:55:26	0:21:10	1:00:20			0:49:30	0:59:50	2:07:15	0:46:10	2:05:12	5:23:06	0:45:48	0:06:04	0:53:56	4:30:27	1:33:51	2:02:36	1:37:30	0:32:46	1:56:22	1:06:10		33:19:52
Nov		4:08:04	1:09:04	0:28:25	0:19:54	0:41:37		0:52:55	1:25:00	2:24:10	0:40:12	2:06:12	4:14:30		0:50:36	1:17:25	3:11:31	3:11:14	0:47:05	1:02:20	0:48:05	1:57:31	3:00:16		34:36:06
Dec		3:46:52	1:31:20	0:25:20	0:42:53	0:46:46	0:50:05	0:34:55	0:54:50			1:14:30	3:06:40	0:41:50	0:07:40	1:17:27	2:50:40	2:47:20	0:27:15	0:16:07	0:25:07	0:55:24	4:00:38		27:43:39
YTD Hours	1:26:14	47:38:34	8:30:27	3:51:33	8:34:05	5:40:26	8:41:05	11:09:35	14:54:12	8:19:49	10:24:45	22:27:17	55:44:21	5:26:38	10:04:53	16:44:19	22:19:17	28:56:22	11:28:37	14:00:31	8:49:38	31:03:57	25:19:36	4:26:22	386:02:33
YTD Mtgs	4	28	9	12	12	8	13	12	12	7	11	20	28	6	9	13	13	24	12	12	18	22	11	7	323

Location	Mtgs	Hrs
Bismarck "Tom Baker" Meeting Room	216	253:33:50
Mandan "Bosh Froehlich" Meeting Room	78	75:23:18
Recorded and submitted by Morton County Com, PB, & P&Z	40	60:49:55
Recorded and submitted by City of Lincoln	13	22:19:17
Special Meetings (varies)	7	8:19:49
TOTAL	354	420:26:09

YTD TOTAL MEETINGS - RADIO ACCESS	136
YTD TOTAL HOURS - RADIO ACCESS	185:40:27