



Richland County
Health Department
Prevent. Promote. Protect.

Richland County Board of Health Meeting PH Conference Room December 5, 2025, 12:00 p.m.

Members Present: Laurie Straus, Terry Goerger, Dr. Nyarandi, Patty Lies

Others Present: Kayla Carlson, Kenzy Kaehler

Laurie called the meeting to order at 12:19 p.m.

Review/Approval of Minutes & Agenda: Commissioner Goerger made a motion to approve agenda and minutes, seconded by Dr. Nyarandi, minutes and agenda approved.

Health Department Overview – Kayla shared the following with the Board:

- Lance Ehrlin has been re-appointed to the board.
- Program Reports
 - Reviewed performance evaluations and grievance policies.
 - Budget
 - Medical expenses are up due to purchasing more vaccine than anticipated.
 - Fee Scale
 - Cost of footcare will be increasing to \$30 effective January 1, 2026.
 - Non-Richland County residents will be charged \$50 for services.
 - Environmental Health
 - 2 formal nuisance complaints have been addressed. RCHD partners with Fargo Cass Environmental Health to address nuisance complaints. Letters were sent with orders to abate.
 - 1 local pool has been temporarily closed.
- Home Health –
 - Distributed 2025 Home Health Quarter 3 report & reviewed
 - Rates will not be increasing for 2026. Rate is based on a fee scale which has been adjusted to meet federal guidelines.
- Hearing and vision - screenings are being offered to schools.
- Ear irrigation – working on adding this as a billable service.
- Immunizations

- Recently awarded a \$30,000 grant for increasing immunizations – funding for this grant has been delayed, we are hoping to receive end of January or early February.
 - Focus on pneumococcal, HPV and Men B vaccines.
 - Revitalize our immunization coalition
 - Host educational events for the community
 - Kaci has taken over our immunization program. Immunizations are down across the state. Under Kaci's leadership RCHD has administered over 100 more flu shots compared to this time last year and has also seen an increase in Covid vaccine. Kaci and the other staff members are doing an excellent job to keep our community safe!
- Trick or Treating Event on October 23rd 4 – 7pm here at the county. Approximately 175 youth attended.
 - SOR – Working through the beginning stages of a leave behind program.
 - Tobacco – Updating signage in the community. Still doing 1 on 1 education in the schools.
 - Partnership for Success (PFS) – We have ID scanners placed out in the community. Staff have completed alcohol compliance checks. We continue to work with the Sources of Strength group at WHS.
 - Continued Partnership with NDSCS providing nursing services for students.
 - CPR First Aid/AED – Alexis has been trained and we are now starting to offer to the community again.
 - Babysitting and Home Alone Classes – hoping to offer additional classes coming up.
 - Car Seat Program – 2 staff members are now trained.
 - MCH – grant is wanting PH to promote infant friendly workplaces. State will offer a grant for the county to have a designated space for lactation. Board was in favor of creating a space.
 - Community Health Worker – We are looking to the process of being able to bill for MOE services.

Staffing

- Kayla discussed the decrease in staffing over the last few years. In 2021 the health department had 16 staff, currently there are 10 staff. The health department would like to move forward with rehiring one of the nursing positions with an emphasis on corrections. Given the county budget and working to stay within the 5 mills Kayla is requesting the administrator position be cut to .9 FTE, which in conjunction with staffing shifts would allow for a budget neutral request.
- Patty motioned to move administrator to .9, follow up with HR & Auditor, Commissioner Goerger 2nd. Motion passed.

- Patty motioned to hire RN at 32 hours per week, Terry 2nd. Motion passed.

Other –

Sherry Adams has been appointed the State Health Officer position.

Discussion on trailer, currently being moved to highway shop.

Public Comment– None.

Adjournment/Next Meeting –

Laurie adjourned the meeting. 1:35 p.m.

Respectfully submitted,
Kenzy Kaehler