

2025 Board of Health Meeting Minutes



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Grand Forks Public Health

Coalition/Group Name:	Board of Health		
Date of Meeting:	October 9, 2025	Location:	Hybrid Meeting Zoom and in person at Grand Forks City Hall in Council Chambers

1. Purpose of Meeting
Approve meeting minutes from 8/14/25 meeting, discuss Old and New Business, inform of next regularly scheduled meeting details.

2. Attendees
<u>Board members present:</u> Dr. Joel Walz, Cindy Pic (attended virtually), Rebecca Osowski, Dr. David Bradley, and Chris Harsell.

3. Meeting Agenda
<ol style="list-style-type: none"> 1. Call to Order 2. Approval of Meeting Minutes of 8/14/25 meeting 3. Old Business 4. New Business 5. Next Regularly Scheduled Meeting details 6. Adjournment

4. Meeting Notes, Decisions, Issues	
Call to Order – Dr. Walz	Dr. Walz called the meeting to order at 4:00 pm.
Approval of Meeting Minutes of 8/14/25– Board members	<ul style="list-style-type: none"> • ACTION: Ms. Osowski made a motion to approve the meeting minutes from 8/14/25. Dr. Bradley seconded. All voted to approve the minutes. Motion passed.
Other Old Business	<ul style="list-style-type: none"> • Ms. Osowski inquired about an update regarding a rodent issue in Grand Forks.

2025 Board of Health Meeting Minutes

	<ul style="list-style-type: none"> • Tess indicated that this issue will be discussed further during the off season for Env. Health and Animal Control at GFPD.
<p>New Business</p>	<ul style="list-style-type: none"> • PHWINS GFPH 2024 Outcomes – Tess/Kate <ul style="list-style-type: none"> ○ Staff completed a survey a year ago ○ Survey findings put into handout (see attachment) ○ Discussion <ul style="list-style-type: none"> ✓ Ms. Osowski inquired about frequency of this survey. Kate indicated this survey is done every 3 years. ✓ Ms. Osowski asked if other surveys from previous years were available for comparison purposes. Kate indicated the questions are not the same from year to year but she is willing to inquire about previous survey results. The PHWINS survey does utilize local & state data as well as national data. ✓ Ms. Osowski noted she would appreciate more consistent measurable ways of data collection and looking for feedback pertaining to our area and not as much from a national level. Are there better surveys to utilize (like a survey from HR)? Kate indicated the PHWINS survey is one tool but indicated other tools to gauge staff satisfaction exist. The PHWINS survey does offer good data. ✓ Ms. Osowski indicated a yearly survey would be more beneficial than every 3 years. Tess indicated that 3 years is a better cycle than every year as it allows more time to show change. ✓ Dr. Bradley asked if we could compare results with similar regional cities for comparison purposes. He agreed that every 3 years for a survey was adequate. ✓ Tess indicated that at a previous conference she attended it was noted that sister city's comparisons were a good idea. • Community Health Needs Assessment (CHNA) <ul style="list-style-type: none"> ○ Partner with Altru Health System ○ Requirement for Public Health accreditation & hospitals ○ Contracted with Blue Zones for 2025 Assessment ○ Last assessment was done in 2022

2025 Board of Health Meeting Minutes

	<ul style="list-style-type: none">○ Presentation – Monica Arrowsmith, Blue Zones<ul style="list-style-type: none">✓ Prioritized Significant Health Needs: Housing, Access to Care, Food Environment, Mental Health, Health Behavior, Financial Stability, Education, Built Environment✓ Primary Data Sources: Focus groups, key stakeholder interviews, community conversations. Spoke with 91 different people through these data sources.✓ People, places & equity were discussed with all data sources.✓ Interviews were recorded, transcribed and uploaded into a qualitative analysis software tool.✓ Top areas of concern identified in analysis were access to care, food environment, mental health, housing, and health behavior.✓ Visited five different locations (Salvation Army, Love In Action, GF Senior Center, GF Mission and Spectra Health) to talk to people about concerns. The same concerns were identified as in the analysis.✓ Kept focus on the GF county level✓ Drivers of the top health needs:<ol style="list-style-type: none">1. Housing - Housing cost/burden & homelessness2. Access to Care - Transportation & dental care3. Food Environment - Food insecurity & access to healthy food4. Mental Health - Mental health access5. Health Behavior - Alcohol✓ Final Recommendation: Focus on improving top areas of concern.○ Discussion<ul style="list-style-type: none">✓ Dr. Bradley indicated he felt this was a segment assessment rather than a community assessment.✓ Ms. Osowski indicated not enough of the general population was represented for this assessment.✓ Inquiry made about assessment cost. GFPH's portion was \$29,000. Ms. Osowski agreed with Dr. Bradley that not enough of the overall population was represented in the assessment.
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2025 Board of Health Meeting Minutes

	<ul style="list-style-type: none">✓ Ms. Osowski questioned some of the accuracy/validity of the data collected as well.✓ Ms. Osowski inquired who conducted this study before Blue Zones. Tess indicated UND MPH students did this last time at a cost of roughly \$10,000-\$15,000.✓ Monica Arrowsmith did indicate that community conversations were part of the study, but many agencies were included in this study. She did indicate that when the full report is released it should help answer some questions.✓ Ms. Osowski suggested that next time this assessment is done to utilize UND MPH students not only for cost savings but also to give students valuable experience.✓ Ms. Harsell felt that the issues addressed are issues that could help the community at large – not just the people who were surveyed.✓ Dr. Bradley reiterated that the issues identified are valid, but more people in the community should have been surveyed for a community assessment.✓ Tess thanked everyone for their feedback and indicated she would bring the feedback back to the subgroup.✓ CHNA report draft was requested to be sent out to board members as soon as it was available. <ul style="list-style-type: none">• Approval of 2026 meeting dates<ul style="list-style-type: none">○ No issues were noted with the proposed 2026 meeting dates (1/8/26, 4/9/26, 7/9/26 and 10/8/26).○ ACTION: Ms. Osowski moved to approve the 2026 meeting dates. Dr. Bradley seconded. All voted in favor. Motion passed.• Director's Report - Tess<ul style="list-style-type: none">○ Environmental Health Division had a record number of nuisance complaints (over 700). Thank you to the Environmental team for their efforts!○ GF Public Health staff attended multiple outreach events with multiple programs which demonstrate community partnerships and community engagement.○ GF Public Health was invited to the Measles Tabletop exercise at the GFAFB.
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2025 Board of Health Meeting Minutes

	<ul style="list-style-type: none"> ○ See full Director’s Report attached at the end of the minutes. 				
	NONE				
Next Meeting details	<ul style="list-style-type: none"> • The next regularly scheduled meeting is January 8th, 2026, at 4:00 p.m. 				
Adjournment	<ul style="list-style-type: none"> • ACTION: Ms. Osowski moved to adjourn the meeting. Dr. Bradley seconded. All voted in favor to adjourn. Meeting adjourned at 4:56 pm. 				
6. Next Meeting					
Date:	January 8 th , 2026, at 4:00 pm			Location/Time	Hybrid Meeting over Zoom or in person and Grand Forks City Hall in Council Chambers
Agenda:	TBA				

Attachments:

1. Issue Listing
2. PHWINS GFPH 2024 Outcomes
3. Director’s Report

BOARD OF HEALTH ISSUE STATEMENTS

October 2025

Topic: Public Health Workforce Interests and Needs Survey (PHWINS)

Contact: Kate Goldade, Family Health Team Leader 701-787-8115

Background: Grand Forks Public Health (GFPH) participated in the Public Health Workforce Interests and Needs Survey (PHWINS) 2024. PHWINS 2024 is a national survey of governmental health agency workers at the state and local level. The survey was conducted by the de Beaumont Foundation in partnership with the Association of State and Territorial Health Officials (ASTHO).

PHWINS 2024 assessed our workforce's knowledge, skills, and attitudes. The survey collected respondents' perspectives on key issues affecting our department related to workforce morale, training needs, worker empowerment, emerging trends in public health, as well as demographic characteristics of the workforce. Grand Forks Public Health reached 100% response rate on the survey which qualified the health department to receive department level specific data. Highlights from the department level data were compiled into an information sheet that is included in the meeting packet for your review.

The survey results will help identify the workforce needs of our department and highlight opportunities for improvement. The GFPH Workforce Development Committee will take into consideration these findings when developing training goals and strategies for the department.

Citation: *What is PHWINS?* (2025). de Beaumont. Retrieved September 29, 2025, from <https://debeaumont.org/phwins/what-is-phwins/>.

Action: For information only.

Topic: Community Health Needs Assessment (CHNA)

Contact: Tess Wall, Director 701-787-8101

Background: In partnership with Altru, CHNAs are completed every three years. The process involves gathering and analyzing primary and secondary data to assess the health needs of the community. Guidelines are established per Altru's regulatory requirements and GFPH's accreditation measures. Given the feedback of a homogenous primary data group last cycle, it was decided to switch up the data gathering approach this cycle. Blue Zones (corporate) was contracted to do this work.

Preliminary results show that five distinct categories rose to the top as health needs in our service area -- Food Environment, Access to Care, Housing, Mental Health, and Health Behavior (alcohol).

From this report, a Community Health Improvement Strategy (CHIS) will be developed in 2026.

Action: For information only. Consider approval of final report once available.

PHWINS: Grand Forks Public Health

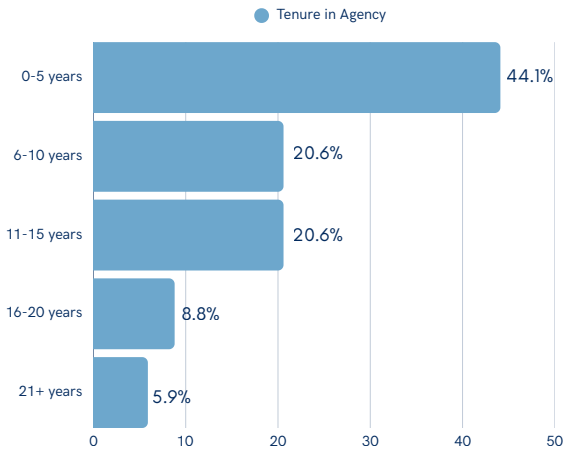
2024 department level findings



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Years of Experience

Tenure at GFPH shows a diverse mix of experience levels. 44.1% employees have served 0–5 years, while 5.9% have 21 or more years of service.



55.9%
36-54 years old

32.4%
<35 years old

Age

Majority of staff (55.9%) are 36–54 years of age. The next largest age group (32.4%) is <35 years old.

87.8%
Bachelor's/Master degree

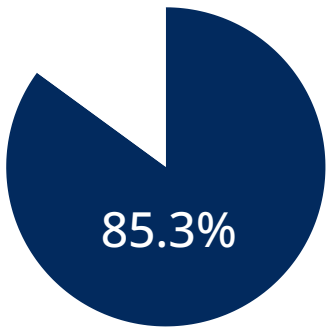
9.1%
Degree specific to public health

Education

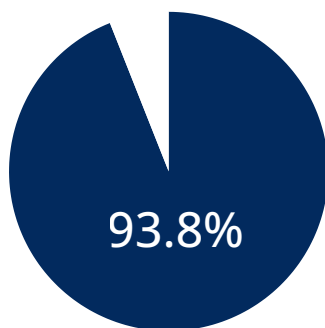
87.8% staff hold a Bachelor's or Master level degree. Majority of these degrees (90.9%), are not specific to Public Health.

Employees Reported:

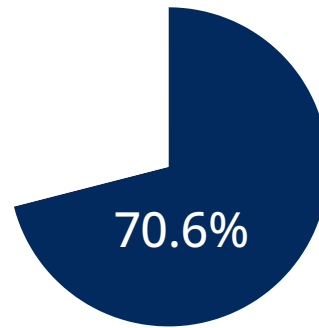
High job satisfaction



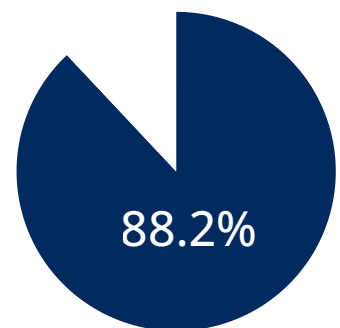
Satisfaction within individual work



Plan to stay in the next year



Healthy work/life balance

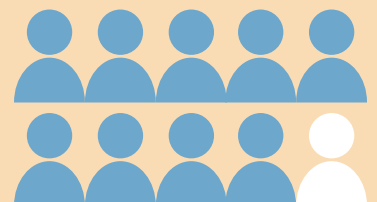


Employees with intentions to stay in the next year noted **flexible work schedule** and **feeling supported** as driving factors to stay at GFPH.

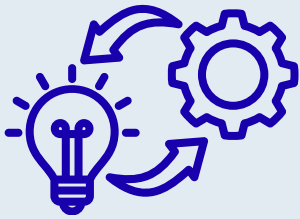


Those with intentions to leave in the next year noted that **leadership change** and **organization climate and culture** were top reasons for their desire to leave.

9/10 Experiencing some level of burnout



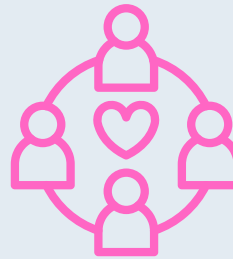
Top training needs identified:



Systems and Strategic Thinking



Budget and Financial Management



Community Engagement



Policy Engagement



Results emphasized an importance to prioritize under-resourced communities and to regularly involve community member input when considering organizational priorities.

Next Steps for Workforce Development:

- Prioritize training topics to build skills based on staff input as collected in these survey results.
- Explore and recommend strategies to enhance workplace culture.
- Review and update the workforce development plan to incorporate requested training topics and ensure accountability to support GFPH staff.

To further explore national data from PHWINS, visit phwins.org/dashboard.



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Director's Report and Activity Highlights for July-September 2025

Communications: Collaborated with Tobacco Prevention program to update NDQuits banners.

Emergency Preparedness & Response: Attended USPS Bioterrorism Planning Exercise.

Environmental Health: Monitored Xcel Energy's PCB Cleanup project in July. Contractors removed contaminated soil, sending 19 tons of heavily polluted soil to a hazardous landfill and 200 tons of lower-level soil to a permitted landfill. They brought in 650 tons of clean dirt to restore the site. All remaining soil tested below PCB safety levels, groundwater was unaffected, dust stayed within limits, and the site is now safe for normal use.

Javin attended the NEHA conference in September.

Collaborated with City of Grand Forks Finance Department to revise temporary and mobile food licensing and educational processes. These revisions aim to improve efficiency and clarify responsibilities for both vendors and coordinators.

Over 700 nuisance submissions this season, a new record.

Fulfilled first season of the Hazardous Algae Bloom partnership with ND Department of Environmental Quality which detects presence of cyanobacteria. Public advisories were issued for Stump Lake and Witman Dam.

Nursing and Nutrition & Public Health Professionals: Tobacco Prevention team updated signage supporting smoke free law which now includes vaping.

Tobacco and Alcohol Prevention team partnered with GFPD to offer a Special Events Toolkit and Forensic ID Scanner.

Women's Way program partnered with United Way Kidz Closet for outreach and had great success.

Wellness Program hosted 4th Street Farmer's Markets to reduce access barriers to local, fresh veggies.

Supported Grand Forks County Fair with the Rock and Rest tent.

School liaison supported summer schools and Manvel Migrant school.

Aided Grand Forks Public School and Head Start through onsite support to their fall registration process and assisting with physical screenings to 24 incoming students.

Supported all schools in immunization record review to ensure compliance with requirements.

Medical Office at GFCCC moved into their new space in July.

Partnered with Inspire Pharmacy to disburse nicotine replacement therapy for qualified clients.

Vincent Loos received his phlebotomy certification!

Department-wide: Worked in collaboration with Altru and Blue Zones to complete Community Health Needs Assessment (CHNA).

Representatives from GFPH participated in Measles Tabletop Exercise at the GFAFB.

Numerous staff members attended National Conference on Tobacco or Health (NCTOH) in August.

Tuesday August 12th, in celebration of World Breastfeeding Month, Grand Forks Public Health hosted a ribbon cutting for the Greater Grand Forks Milk Depot. The depot opened on November 4, 2024. To date, the milk depot has had 16 donors contribute over 13,000 ounces of breast milk. This breastmilk is shipped to the Colorado Milk Bank where it is processed, redistributed, and prioritized to infants in Neonatal Intensive Care Units and other infants in need. The Grand Forks Herald newspaper did an article on the depot and the celebration.

Two representatives from Grand Forks Public Health partnered with Northwood Deaconess Health Center in their process to complete a Community Health Needs Assessment. This resulting report from this process will inform further steps and a plan to address their identified community health needs.

Community events attended: Grand Cities Celebration (National Night Out) and Rally for Recovery

Staffing:

- Welcomed Lorgepee (Bop) Bushy, Administrative Specialist
- Kursten Kennedy, Administrative Specialist, and Peter Curran, Environmental Health Specialist, resigned.