

# Agenda

## BURLEIGH COUNTY HUMAN SERVICE ZONE BOARD

4:00 pm, Tuesday, October 18, 2022

Tom Baker Room – City/County Building

1. Meeting called to order by Presiding Officer
2. Roll Call of Members
3. Approval of Meeting Minutes: 08/16/22
4. Director's Report
  - a) Child Welfare Unit
  - b) Economic Assistance Unit
  - c) Other Zone Updates
5. Financial Report
6. 2023 Board Meeting Dates
7. Public Comment
8. Other Business
9. Adjourn

# Agenda

## **BURLEIGH COUNTY HUMAN SERVICE ZONE BOARD**

**4:00 pm, Tuesday, August 16, 2022**

**Tom Baker Room – City/County Building**

1. Meeting called to order by Presiding Officer
2. Oath of Office - Flory
3. Roll Call of Members
4. Approval of Meeting Minutes: 05/11/22
5. Director's Report
6. Public Comment
7. Other Business
8. Adjourn

# Agenda

## BURLEIGH COUNTY HUMAN SERVICE ZONE BOARD

12:30 pm, Wednesday May 11, 2022

Tom Baker Room – City/County Building

1. Meeting called to order by Vice Presiding Officer
2. Roll Call of Members
3. Approval of Meeting Minutes: 04/19/22
4. Zone Director Hiring Update
5. Interim Contract Updates
6. Child Welfare Information Updates:
  - a) Child Protection Report
  - b) Foster Care Report
  - c) In-Home Report
7. Economic Assistance Information Updates:
  - a) Call Center Report
  - b) Eligibility Report
8. Financial Report
9. Public Comment
10. Other Business
11. Adjourn

**PUBLIC MEETING NOTICE**  
**Burleigh County Human Service Zone Board**  
**Hiring Sub-Committee**

Date: Tuesday, May 10, 2022

Time: 1:00pm – 4:00pm

Location: Lewis & Clark Room, State Capitol Building  
600 East Boulevard Avenue  
Bismarck, North Dakota 58505

A sub-committee of the Burleigh County Human Service Zone Board will be conducting finalist interviews of the Burleigh County Human Service Zone Director candidates.

Tayonne Nachatilo  
Business Manager  
Burleigh County Human Service Zone

# Agenda

## BURLEIGH COUNTY HUMAN SERVICE ZONE BOARD

4:00 pm, Tuesday April 19, 2022

Tom Baker Room – City/County Building

1. Meeting called to order by Vice Presiding Officer
2. Roll Call of Members
3. Approval of Meeting Minutes: 04/01/22
4. Interim Director Introduction
5. Child Welfare Information Updates:
  - a) Child Protection Report
  - b) Foster Care Report
  - c) In-Home Report
6. Economic Assistance Information Updates:
  - a) Call Center Report
  - b) Eligibility Report
7. Financial Report
8. Program Service Information (Caseload Data)
9. Zone Director Position Update
10. Public Comment
11. Other Business
12. Adjourn

**PUBLIC MEETING NOTICE**  
**Burleigh County Human Service Zone Board**  
**Hiring Sub-Committee**  
Virtual Meetings

Date: Tuesday, April 19, 2022

Time: 2:00pm, 3:00pm

Date: Wednesday, April 20, 2022

Time: 1:00pm

Date: Friday, April 22, 2022

Time: 8:30am, 9:30am

Location: These meetings will be accessible virtually via Microsoft Teams by telephoning 1-701-328-0950 with Conference ID: 342784681#, 536778662#, 748048317#, 3690399#, 991988023# respectively.

A sub-committee of the Burleigh County Human Service Zone Board will be conducting interviews of the Burleigh County Human Service Zone Director candidates.

Tayonne Nachatilo  
Business Manager  
Burleigh County Human Service Zone

# **Agenda – Special Meeting**

## **BURLEIGH COUNTY HUMAN SERVICE ZONE BOARD**

8:00am - 9:00am, Friday, April 01, 2022  
Provident Life Building - 4th Floor Conference Room  
415. E. Rosser STE 113 - Bismarck, ND 58501

1. Meeting called to order by Vice Presiding Officer-Becky Matthews
2. Roll Call of Members
3. Vote on Meeting Minutes from Special Zone Board Meeting 03/14/22
4. Steps Moving Forward on Interim Director
5. Vote on contract for Interim Director- (2 days a week and be available by phone)
6. Vote on Contract for Director for EW-Rachel Bailey
7. Other Business
8. Adjourn

# **Agenda – Special Meeting**

## **BURLEIGH COUNTY HUMAN SERVICE ZONE BOARD**

**Tom Baker Room – City/County Building**

**Monday March 14<sup>th</sup>, 2022**

**3:30- 5:00 pm**

1. Meeting called to order by Presiding Officer-Rachel Bailey
2. Roll Call of Members
3. Vote on Meeting Minutes form February 15<sup>th</sup> and February 24th
4. Steps Moving Forward
5. State Representation/Guidance
6. Other Business
7. Adjourn



# **Agenda – Special Meeting**

## **BURLEIGH COUNTY HUMAN SERVICE ZONE BOARD**

**Tom Baker Room – City/County Building**

**Thursday, February 24<sup>th</sup>, 2022**

**4:30-5:00 PM**

1. Meeting called to order by Presiding Officer-Rachel Bailey
2. Roll Call of Members
3. Confidentiality Refresher
4. Vote on Director's 6-month evaluation
5. Other Business
6. Adjourn

# Agenda

## BURLEIGH COUNTY HUMAN SERVICE ZONE BOARD

Regular Meeting 4-5pm

Tuesday, February 15<sup>th</sup> 2022

Tom Baker Room – City/County Building

1. Meeting called to order by Presiding Officer-Rachel Bailey
2. Roll Call of Members
3. Approval of Meeting Minutes: 12/14/2021
4. Supervisor Updates;(EW & Call Center, CPS & Intake, Foster Care, In-Home)
5. Surveys for first part of the year. Client/Customer Survey's
6. Zone Director Eval-Approve
7. Upcoming Staff Training.
8. Review and accept Board Roles and Responsibilities
9. County Offices Moving/BCHSZ Offices
10. Discuss bonus, Plan going forward,
11. Discuss Differences of Zone/County/State
12. Last year/end of year financial report.
13. Public Comment
14. Other Business
15. Adjourn