BURLEIGH COUNTY HUMAN SERVICE ZONE BOARD
MEETING MINUTES
JUNE 16, 2026

The Burleigh County Human Service Zone Board convened a regular meeting which was called to order at 3:10pm in the Tom Baker Room of the City/County Building by Zone Director Kayla Kershaw.

Roll Call of the Members:
Zone Director Kayla Kershaw completed her Oath of Office as presented by Haley Wilder, Deputy of the Burleigh County Auditor's Department.

Keli Berglund, Trevor Vannett, Jim Hulm, and Director Kayla Kershaw were present. Commissioner Steve Bakken in attendance by phone. Senator Dick Dever and Tracy Famias were absent.
Also present: Tayonne Nachatilo

Approval of the Minutes:
A copy of the Board Meeting Minutes from March 17, 2026 was previously emailed to the membership. Motion by Trevor Vannett, second by Commissioner Bakken and unanimously carried to approve the minutes as distributed.

Public Comment:
None

Director's Report:
Economic Assistance Program Manager Gray Lang presented to the membership, providing brief program updates regarding the SNAP program, EBT cards, and the LIHEAP program. Lang also noted statewide overtime efforts currently in place to address backlog along with other program initiatives with more information yet to come in regard to those efforts. Director Kershaw also highlighted a meeting that was recently held between the Burleigh County Human Service Zone and Global Neighbors to discuss the experiences and concerns that their entity has observed in regard to refugee-related economic assistance programming and client support.

On behalf of the zone's Child Welfare division, Director Kershaw presented to the membership providing brief program updates regarding the Case Management Re-Design initiative and local Child Protection collaboration efforts.

For other zone updates, Director Kershaw noted for the membership that the remodel process within the Provident Life Building is still ongoing.

Trevor Vannett also informed the membership of the Bismarck City Commission's recent approval of a Bus Voucher Program with more program details to be shared as they become available.

Financial Report:
Business Manager Tayonne Nachatilo referred to the financial report as distributed in reference to the Human Service Zone's 2026 annual budget revisions and the Human Service Zone's proposed 2027 annual budget as developed in coordination with the Department of Health & Human Services.

Other Business:
Trevor Vannett acknowledged the public's potential for frustration in regard to Economic Assistance programming and encouraged continued patience throughout the Re-Design process as improvement efforts continue.

Adjourned:
Director Kershaw called for the meeting to be adjourned at 3:30 pm.

Next Regular Board Meeting:
Tuesday, September 15, 2026 at 3:00pm in the Tom Baker Room of the City/County Building.

Tayonne Nachatilo, Business Manager

Kayla Kershaw, Presiding Officer/Zone Director

BURLEIGH COUNTY HUMAN SERVICE ZONE BOARD
MEETING MINUTES
March 17, 2026

The Burleigh County Human Service Zone Board convened a regular meeting at 3:00pm in the Tom Baker Room of the City/County Building. Director Chelsea Flory called the meeting to order.

Roll Call of the Members: Commissioner Steve Bakken, Senator Dick Dever, Jim Hulm, Trevor Vannett, and Director Chelsea Flory present in person. Tracy Famias by remote attendance. Absent: Kelli Berglund. Also present: Tayonne Nachatilo.

Approval of the Minutes: A copy of the Board Meeting Minutes from December 16, 2025 was previously emailed to the membership. Motion by Trevor Vannett, second by Commissioner Bakken and unanimously carried to approve the minutes as distributed.

Public Comment: None

Director's Report: Director Flory provided a brief update to the membership regarding the Economic Assistance unit including local outreach efforts, program updates, ongoing efforts relating to statewide backlog, and general staffing updates.

Director Flory provided a brief update to the membership regarding the Child Welfare and Family Service unit including general programming and re-design updates, workforce training, collaboration efforts, and general staffing updates.

Other Business: Director Flory notified the membership of her resignation as Human Service Zone Director effective April 14, 2026. ND Department of Health and Human Services team members Kristen Hasbargen, Director of Zone Operations, and Alicia Baumann, Human Resources, both joined the meeting to provide the membership with information and guidance for next steps in the Zone Director hiring process.

The membership identified Commissioner Bakken and Vice Presiding Officer Tracy Famias to serve on the Zone Director Hiring Committee along with the designated state team members. The membership supported Chelsea Flory's involvement with the Hiring Committee as a non-voting team member and identified Trevor Vannett to serve as an available alternate voting-member, if needed. The board membership delegated hiring approval to the identified Hiring Committee team members.

Motion by Commissioner Bakken, second by Trevor Vannett and unanimously carried to designate Tayonne Nachatilo as Interim Zone Director as of April 15, 2026 until the position of Zone Director has been re-filled.

Other Business: Trevor Vannett provided a public update regarding expanded service hours for Bis-Man Transit beginning April 1, 2026.

Adjourned: Director Flory called for the meeting to be adjourned at 04:01 pm.

Next Regular Board Meeting:
Tuesday, June 16, 2026 at 3:00pm in the Tom Baker Room of the City/County Building.

Tayonne Nachatilo, Business Manager

Kayla Kershaw, Presiding Officer/Zone Director