North Dakota Mentorship Participants

First District Health Unit (ND)

Background

State: North Dakota
LHD Population Size Served: 96,383 people covering 10,618 square miles in North Dakota
Number of Retail Food Establishments Inspected: 1,100 inspections conducted per year
Retail Program Standards Met/Working On: Self-Assessment, working on Standards 1, 3, and 9
Enrolled in the Retail Program Standards: 2016
NACCHO Mentorship Program Cohort(s): 6, 7

The Minot City Health Department was established by city ordinance #23 in 1892. The name “First District Health Unit” was adopted in 1945. The First District Health Unit (FDHU)’s mission is to make a positive impact on the health and welfare of the community through service, education, prevention and collaborative activities. Their vision statement is: “Healthy People in Healthy Communities.”

FDHU’s retail food regulatory program inspects food establishments throughout seven rural counties in North Dakota, including Bottineau County (1,668 square miles), Burke County (1,104 square miles), McHenry County (1,874 square miles), McLean County (2,110 square miles), Renville County (877 square miles), Sheridan County (972 square miles), and Ward County (2,013 square miles), covering a total area of 10,618 square miles throughout the state of North Dakota.

FDHU’s main agency office is located in Minot, North Dakota, with smaller offices located in each of the counties. They have eight staff members who work in our Environmental Health Division and all are actively involved in our food regulation program. All staff members work from the main office in Minot, North Dakota and four of those staff members regularly commute to their assigned food establishments located in each inspector’s respective counties to conduct food safety inspections. The Environmental Health Division completes approximately 1,100 inspections per year, including inspections for assisted living establishments, bakeries, bars, bed and breakfast facilities, daycare facilities, food processors, full restaurants, grocery stores, hotels/motels, hunting lodges, limited restaurants, meat markets, produce growing operations, schools, summer camps, temporary and mobile food establishments, and vending machines.

FDHU’s Board of Health supports their work and efforts to stay up-to-date with all food regulatory changes. Their most current local food code is largely based on the 2013 FDA Model Food Code.
Role in Mentorship Program

First District Health Unit participated in the NACCHO Retail Program Standards Mentorship Program as a mentee in the sixth and seventh cohort. In cohort six, Southern Nevada Health District mentored FDHU on conducting their initial self-assessment for Standards 1-9. During cohort 7, Southern Nevada Health District mentored FDHU on Standards 1, 3, and 9.

Lessons Learned/Tips

- Do not do all the work on your own, let other staff help and lead a standard
- Get started, there’s never a “right” time, just get going and you’ll learn as you go
- Network and indirectly learn from the experiences of others

Contact

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Link: https://www.fdhu.org/cgi-bin/programs.pl?display&pid=69&program_ty=ENVR

North Dakota Department of Health

Background
State: North Dakota
HD Population Size Served: 755,393
Number of Retail Food Establishments Inspected: 2,018
Retail Program Standards Met/Working On: Met Standard 1 / 2-9 working on
Year Enrolled in the Retail Program Standards: 2013
NACCHO Mentorship Program Cohort(s): 7
Version of Food Code: 2013 and 2015 supplement
Pursuing Accreditation (Y/N?) If Y, have you achieved accreditation?) Yes/Yes

Mission and Background:
The North Dakota Department of Health Division of Food and Lodging (the Department) is dedicated to ensuring a safe food supply and sanitary food establishments for consumers through education and the licensing and inspection of food establishments such as restaurants, retail food stores, and small food processors operating in North Dakota. Under Memorandum of Understanding, the Department delegates regulatory authority over retail food establishments to nine city, county, or district local health
units. We advance our mission by collaborating, networking, and training with local health units, the industry, and other state and federal agencies.

**Role in Mentorship Program**

North Dakota participated in the mentorship program as a mentee. Southern Nevada Health District mentored North Dakota on Standard 4.

**Lessons Learned/Tips**

- Consider Standardization for joint inspections as part of the QAP when assigning Roles and Responsibilities
- Training and implementation of QAP requires Standards 3 and 6 compliance and enforcement policies to be completed first. Priorities have been changed to work on these components of Standards 3 and 6 in order to fully implement a QAP conforming with Standard 4.

**Contact**

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**Link to food safety program website:** [https://www.ndhealth.gov/foodlodging/](https://www.ndhealth.gov/foodlodging/)