



WHERE THE FOREST MEETS THE PRAIRIE

Todd County

● MINNESOTA ● EST. 1855 ●

BOARD OF COMMISSIONERS *Work Session Agenda*

Tuesday, July 21, 2026

10:15 AM

or immediately following the regular board meeting

*Meeting to be held in the County Board Room
at the Historic Courthouse, 215 1st Ave S, Long Prairie, MN.*

MEETING WILL BE LIVE-STREAMED AT: [HTTPS://WWW.TODDCOUNTYMN.GOV](https://www.toddcountymn.gov)

Agenda Item #

Agenda Time:

- | | | |
|----------|--|-------|
| 1 | 2026 Todd County Comprehensive Plan
<i>Adam Ossefoort, PZ/SWCD Division Director</i> | 10:15 |
| 2 | Public Health Nurse Job Description
<i>Jackie Och & Katherine Mackedanz, HHS</i> | 10:25 |



COMPREHENSIVE PLAN

2026

*community-led planning
developed in partnership with*



REGION FIVE
Development Commission

ACKNOWLEDGEMENTS

Todd County acknowledges the dedication and volunteerism of its residents in updating this plan. This plan update represents the dedication of many community members who have invested their time, thought, and energy toward the future success of Todd County. This plan was directly developed by the following Planning Committee members, elected leaders, and city staff:

CITY STAFF

Adam Ossefoort, Todd County SWCD/P&Z Division Director
Jackie Bauer, County Coordinator

PLANNING COMMITTEE

Kevin Grondahl, Community Member
Anthony Berscheit, Community Member
Deja Anton, Community Member & SWCD Staff
Virgil Schmidt, Community Member
Delvin Durham, Community Member
Larry Bebus, Community Member
Ken Hovet, Community Member
Al Peters, Community Member
Julie Krause, Community Member
Andrew Stevens, Community Member
Savannah Winkler, Region Five Development Commission
Thomas Zimmermann, Region Five Development Commission
Angela Anderson, Region Five Development Commission



Table of Contents

[Vision Statement & Introduction](#)4

[How to Use This Plan](#)5

[Authority to Plan & Planning Process](#)6

[Community Character](#)8

[History](#).....9

[Financial Assets – Capital, Fiscal Transparency, Business Support, and Public Investments](#)..... 11

[Built Assets – Broadband, Transportation, Community Facilities, Housing](#)..... 12

[Social Assets – Access to Childcare](#) 19

[Individual Assets – Health & Wellness](#) 22

[Cultural Assets – Opportunities for Innovation, Welcoming Communities](#) 23

[Political Assets – Zoning & Regulations, Governance, Land Use](#) 24

[Environmental Assets – Energy Efficiency, Stormwater Management, Soil, Waste, & Parks & Rec](#) 26

[Intellectual Assets – Education Facilities, Specialized Knowledge, and Learning Opportunities](#) 30

[References](#) 32

Vision Statement

Where forest meets prairie, honoring rural heritage is just as important as opportunity. Todd County is committed to growth and creating a place where all generations can thrive.

Introduction

Todd County citizens and staff wanted to be intentional in creating a comprehensive plan to make Todd County even more prosperous. Through community engagement, surveys, and outreach, the plan represents a shared vision for the future and a strategic roadmap to achieve it.

The plan provides broad recommendations to guide and manage growth and development. These broad recommendations take the form of goals and action items that express the county's aspirations for the future. Efforts to implement the plan's vision, goals, and strategies began upon adoption.

This living document should be used as a guide for the day-to-day activities of commission members and staff. This plan should be easily accessible to elected and appointed officials, commissioners, staff, all Todd County residents, and visitors. Comprehensive Plans are intended to provide direction for a 10 to 15-year period. However, plans are most effective when reviewed annually and updated every five years.



How to Use This Plan

Todd County's Comprehensive Plan Update is divided into the following broad sections:

- Financial Assets – Access to Capital, Fiscal Transparency, Business Support, Public Investments
- Built Assets – Broadband, Transportation, Community Facilities, Housing
- Social Assets – Community Services, Childcare, Eldercare, Safety
- Individual Assets – Access to Health & Wellness
- Cultural Assets – Welcoming Communities, Opportunities for Innovation
- Political Assets – Zoning & Regulations, Governance, Land Use
- Social Assets – Access to childcare, Access to Eldercare, Community Services
- Environmental Assets – Energy Efficiency, Stormwater Management, Soil, Waste, and Parks & Recreation
- Intellectual Assets – Education Facilities, Specialized Knowledge, Learning Opportunities

Each section provides background information and goals developed based on community input. These goals are intended for a wide range of audiences and end users, including the commissioners, elected decision-makers, business owners, developers, permanent residents, seasonal residents, tourists, and prospective residents. We have tried to streamline this document as much as possible for the casual reader while providing enough specific information for the commission. To further describe the multi-faceted nature of this plan, the following list describes each of the users and how they might use this plan:

To further describe the multi-faceted nature of this plan, the following list describes each of the users and how they might use this plan:

1. GUIDE COUNTY OFFICIALS AND STAFF IN:
 - a. Communicating Todd County's vision for the future.
 - b. Establishing regulatory changes and permitting.
 - c. Acquiring and use of land.
 - d. Planning for capital improvement.
 - e. Development and infrastructure decisions.
2. GUIDE BUSINESSES, PROPERTY OWNERS, AND RESIDENTS IN:
 - a. Determining potential property use.
 - b. Understanding possible land use changes in the surrounding areas.
 - c. Establishing reasonable land use expectations.
 - d. Understanding future infrastructure improvements.
 - e. Improving and investing in property.
3. GUIDE DEVELOPERS WITH PROPERTY ACQUISITION AND THE COORDINATION OF PLANS WITH CITY GOALS, REGULATIONS, AND INFRASTRUCTURE PLANS.
4. ASSIST AND COORDINATE WITH NEIGHBORING JURISDICTIONS WITH ISSUES AND TOPICS OF MUTUAL INTEREST.

Authority to Plan

The State of Minnesota grants its communities the legal authority to adopt a Plan under the Municipal Planning Act (Minnesota State Statutes Sections 462.351 to 462.364). The Municipal Planning Act establishes a single, uniform procedure applicable to all cities. The Comprehensive Plan provides the legal framework to enact land use control and other municipal actions to implement long-term growth and development regulation strategies. Todd County's land-use (zoning) ordinances and official zoning map should be updated to conform to the Comprehensive Plan following its adoption.

Planning Process

In July 2024, Todd County contacted Region Five Development Commission (R5DC) requesting a proposal for professional technical assistance to help guide the planning process and facilitate meetings to update the county's Comprehensive Plan. The proposal was presented and approved by the Commission in October of 2024.

During 2024 and the start of 2025, the R5DC Team worked with county staff and officials to develop a local planning team tasked with guiding the planning process, attending the regular planning meetings, and providing key insights and expertise. The Team ensured that a process was implemented to gather community input and develop goals and strategies based on that input.

Public Informational Visioning Sessions – April 15 & 29, 2025 / May 1, 2025

Three public informational visioning sessions were held at various locations within Todd County. The first meeting was held in Browerville on April 15, 2025. The second meeting was held at Sourcewell in Staples on April 29, 2025. The final meeting was held at the Todd County Courthouse in Long Prairie on May 1, 2025. These meetings included a presentation from R5DC staff on what comprehensive planning is, its purpose, and how it can benefit communities; an asset mapping exercise; and a call to action to join the local planning team.

Local Planning Team

Following the public informational visioning sessions, R5DC and Todd County staff members requested volunteers to participate in the local planning team. Some members responded via this call to action, and others responded based on what they heard at the public informational kickoff meeting in April/May 2025. Once the local planning team was established, the group began meeting bi-monthly according to the timeline laid out by R5DC staff.

Dedicated Comprehensive Plan Update Webpage

With an emphasis on public and community engagement, the local planning team (LPT) directed staff to develop a webpage that would be easily accessible and dedicated to the comprehensive plan update. Here, residents unable to attend the local planning team meetings could stay informed of the planning process and would have access to all the meeting agendas, handouts, and summaries of the meetings, surveys, and outcomes. You can access this webpage at www.regionfive.org/todd.

Community Survey

One of the Local Planning Team's (LPT) first orders of business was to review the community survey and asset mapping exercise from the kickoff meeting. The LPT and R5DC staff carefully reviewed the individual responses to the 15-question survey that provided valuable community input for the planning team.

Discussion of Issues and Barriers

After many community discussions, at the visioning session and subsequent LPT meetings. Equipped with the community survey responses, the LPT focused on identifying community issues and barriers. R5DC facilitated a few LPT meetings dedicated solely to the topic of identifying issues. The LPT spent a considerable amount of time assessing the issues and barriers to appropriately identify solutions to the challenges that they identified throughout the planning process.

Development of Goals and Strategies

After collecting as much information as possible through the public informational visioning sessions, the development of a dedicated comprehensive plan webpage, the development of a local planning team, and the administration of a community survey, the LPT began to apply this information productively by developing goals and strategies to address the identified issues and barriers.

The LPT held a series of meetings aimed at identifying goals and strategies. The first meeting involved brainstorming a large list of projects. The following meeting focused on evaluating these projects for feasibility and actionability. This meeting also categorized items into topic areas like Built and Social. This led to a more concise list of goals and projects. Through this process, the LPT developed a categorized, prioritized, and actionable plan aligned with earlier community engagement, ready to be presented to the community and county board.



Community Character

Overview

Todd County was established in 1856 by the Minnesota Territorial Legislature. At that time, the county extended east to the Mississippi River, including Fort Ripley. Captain John Baines Smith Todd lent his name to the county as counties were named for prominent people in keeping with the custom of the times. Currently, Todd County has a population of 25,402 people. ^[1]

This plan seeks to use the most up-to-date information available. Some sources used in this plan include the 2023 U.S. Census Bureau, the Minnesota State Demographer's office, and a variety of other local sources. Among the data gathered were demographic information for community planning, including General Population (current and past), age, race, ethnicity, income levels, educational attainment, transportation volume, transportation costs, and transportation counts, among others.

It was the LPT's desired effort to not discard past planning efforts but rather build upon them and continue where those efforts left off. Therefore, staff and the LPT emphasized reviewing and using the previous 2009 comprehensive plan to the extent possible and where it made sense. Past goals were reviewed to determine if they had been accomplished, remained relevant for inclusion in this update, or were determined to no longer be relevant goals.

This document is a continuation of Todd County's ongoing planning process. The county has used this planning process as an opportunity to evaluate and reinforce the existing growth and development policies and to evaluate previous planning efforts to update and reinforce past decisions that are still valid. A major premise of this Plan, therefore, is to utilize portions of the previous comprehensive plan whenever applicable.



History

Origins and Founding

Todd County was established in 1856 by the Minnesota Territorial Legislature and named after Captain John Baines Smith Todd, who commanded Fort Ripley at the time. Following Minnesota's statehood in 1858, county boundaries were adjusted, resulting in the formation of Morrison County to the east. Todd County was fully organized by 1867, and its boundaries have remained unchanged since that time.

Long Prairie played an early and important role in the region's history, serving as the site of the Winnebago Indian Agency beginning in 1845. The Winnebago people were relocated to the area as a buffer between the Dakota and Ojibwe nations before being moved again in the mid-1850s.

The county's civic development was solidified in the late 19th and 20th centuries with the establishment of permanent county facilities in Long Prairie. The original courthouse was constructed in 1883, followed by jail and government expansions that culminated in the current Government Center and Law Enforcement/Detention Center complex.

Geographically, Todd County is located near the center of Minnesota and lies within a transition zone where eastern forests meet western prairies. The county encompasses approximately 631,000 acres of land, including more than 27,000 acres of lakes. Today, Todd County is governed by a five-member County Board and includes 28 townships, and 12 cities, with Long Prairie serving as the county seat. ^[2]

Population

This table shows the changes in population that have taken place from 2016 to the 2023 census for Todd County, surrounding counties, and the State of Minnesota. ^[3]

	2016	2017	2018	2019	2020	2021	2022	2023
Todd County	24,500	24,500	25,402	25,262	24,894	25,353	25,500	24,402
Wadena County	13,800	13,700	13,773	14,065	14,065	14,146	14,307	14,135
Douglas County	37,000	38,006	38,006	37,513	39,006	39,312	39,668	39,874
Cass County	28,663	28,810	29,022	29,268	29,462	29,917	30,066	31,446
Crow Wing County	63,757	64,324	64,957	65,191	65,644	67,270	67,884	68,304
State of Minnesota	5,525,360	5,569,283	5,608,762	5,640,053	5,706,494	5,717,968	5,714,300	5,737,915

Trends and Future

Demographics and Trends

In 2024, Todd County had a population of 25,955 residents. Since 2020, the county has grown by 693 people, representing a 2.7% increase and ranking 19th in growth statewide during that period. While growth has been modest, it has been steady. Todd County's median age is 42.8, compared to the statewide median of 38.6, reflecting a somewhat older population profile. A significant share of residents are age 55 and older, as the Baby Boom generation continues to move through the population structure.

Todd County's population structure is characterized by a relatively small young adult cohort and a large older adult population. In 2024, 15.4% of residents were ages 55–64, 12.8% were 65–74, and 7.2% were 75–84, while only 6.6% were under age 5. This distribution underscores a long term demographic shift toward an older population. The county experienced both natural increase (338 more births than deaths) and net in migration (360 new residents), including 73 international migrants, between 2020 and 2024. Todd County is also slowly diversifying, with the foreign born population increasing by 296 (34.9%) from 2013 to 2023.

According to the Minnesota State Demographic Center, Todd County's population is projected to grow from 26,077 residents in 2025 to 27,853 in 2035, a 6.8% increase. The most significant growth is expected among older adults. Residents aged 75–84 are projected to increase by 39.7%, and those 85+ by 36.5%, while the 55–64 age group is projected to decline 15.7%. These shifts will place increasing demands on healthcare, senior housing, transportation services, and age friendly community infrastructure. It will also have implications for schools and other community resources for youth, as student populations stabilize or decline.

Todd County's workforce reflects its aging demographic profile. In 2023, the county had 11,968 available workers, a labor force participation rate of 60.3%, and an unemployment rate of 4.5%, slightly above the statewide 3.9%. Labor force growth has slowed over time, with the county averaging a loss of workers annually since 2010. However, projections indicate modest growth ahead: the labor force is expected to increase from 12,004 workers in 2025 to 12,529 in 2035. Growth will be concentrated among younger and mid career workers, while the number of workers aged 55–64 is expected to decline. This trend highlights the importance of workforce retention, training, and strategies to attract new residents.

Todd County remains a predominantly White community, with 87.9% of residents identifying as White alone. Other racial and ethnic groups make up a small but meaningful portion of the population. Residents identifying as Two or More Races account for 9.0% of the population, making it the largest non White group in the county. Smaller groups include Black or African American residents at 0.7%, Asian or Pacific Islander residents at 0.7%, and American Indian or Alaska Native residents at 0.2%. Todd County also has a growing Hispanic or Latino community, which now represents 9.2% of the total population. While the county's foreign born population remains relatively small at 4.5%, most foreign born residents originate from Latin America, with 78.7% of the foreign born population coming from that region. ^[4]

Financial Assets - Access to Capital, Fiscal Transparency, Business Support, and Public Investments

Overview

Financial stewardship is essential to ensuring Todd County can continue to provide services, maintain infrastructure, and invest in future priorities. Responsible planning requires balancing community needs with available resources, long-term sustainability, and fiscal transparency. As service demands evolve and costs increase, thoughtful financial planning helps ensure public investments are strategic, equitable, and aligned with community values. A strong financial foundation supports the county's ability to respond to changing conditions, pursue grant opportunities, and deliver services efficiently across urban and rural areas.

Goals and Strategies

1. Strengthen countywide identity and promote Todd County as a destination to live, work, and visit.

This looks like:

- a. Launch a collaborative marketing task force with local businesses, cities, chambers, and tourism groups.
- b. Explore funding models such as tourism tax or voluntary business contributions (½%) for branding and promotions.
- c. Develop a countywide brand and slogan, and apply it across signage, events, and digital platforms.



2. Improve interconnection between businesses and industry sectors.

This looks like:

- a. Map economic interdependencies (agriculture, healthcare, education, manufacturing, etc.) to better support local economies.
- b. Support workforce training partnerships between schools and businesses.
- c. Include small-scale business and rural entrepreneur voices in economic development planning

3. Improve financial transparency through increased public understanding of county investments.

- a. Provide easy-to-understand summaries (without acronyms) explaining how county funds are allocated.
- b. Increase public awareness of a resident-facing annual “Where Your Tax Dollars Go” report, showing investments in schools, roads, emergency services, and community facilities.
- c. Clarify county-level “investment buckets” and budget priorities in plain language.
- d. Create and market communication tools to help residents view and understand the county’s business plan and long-term fiscal goals.

Built Assets – Broadband, Transportation, Community Facilities, and Housing

A well-designed built environment provides the foundation for Todd County’s long-term growth, connectivity, and quality of life. Investment in housing, broadband, transportation networks, and community facilities helps ensure that residents across urban and rural areas have access to essential services, reliable infrastructure, and safe, efficient mobility.

This section focuses on expanding housing opportunities, strengthening digital and transportation connectivity, and maximizing the use of public facilities through coordinated planning and partnerships. By supporting well-maintained infrastructure and strategically guiding future development, Todd County can enhance economic vitality, improve service delivery, and create resilient communities for current and future generations.

Issues we’ve heard:

1. Transportation & Mobility:
 - Limited public transportation options, including requests for expanded hours, routes, and ride-share options.
 - Safety concerns related to Amish buggies, farm equipment, and narrow road shoulders.
 - Request for wider shoulders, improved signage, and better speed control on county roads.
 - Lack of sidewalks and safe walking infrastructure in many communities.
 - Limited trail connections between towns and communities.
2. Broadband & Digital Connectivity
 - Inconsistent broadband and cell coverage in rural areas.
 - Dependence on expensive satellite internet in underserved areas.
 - Limited competition among providers, leading to service and affordability concerns.
 - Frustration over delayed or unmet broadband expansion promises.

3. Housing:

- Strong demand for affordable rental housing and workforce housing.
- Limited senior housing options in smaller communities.
- Need for housing options for young families and first-time homebuyers.
- Vacant and deteriorating homes and buildings in small towns.
- Concerns about housing development impacting farmland and natural areas.

4. Community Facilities & Public Spaces

- Limited access to community centers and recreational facilities in rural areas.
- Aging parks, buildings, and facilities in need of upgrades.
- Requests for more youth- and family-friendly amenities (splash pads, skate parks, pools and public swim areas, bike trails, teen spaces).
- Limited programming hours and accessibility.
- Underutilized downtown buildings and vacant properties.

Positives we've heard:

- Many residents find it easy to travel by car within the county.
- Appreciation for generally well-maintained county roads.
- Recognition of existing trail systems in some communities, such as Staples.
- Strong recognition of broadband as essential to daily life and economic participation.
- Support for continued investment in fiber and digital infrastructure.
- Appreciation for existing single-family neighborhoods and homeownership opportunities.
- Interest in balanced housing development that reflects community needs.
- Support for mixed-use and walkable development in more populated areas.
- Positive feedback on local libraries and existing community centers.
- Recognition that many facilities are functional and meet current needs.
- Support for expanding recreational amenities and outdoor spaces.



Broadband

Overview

Access to reliable, high-speed broadband is essential for Todd County's economic competitiveness, quality of life, and access to services. Broadband supports remote work, education, healthcare, public safety, and business development, particularly in rural areas where service distances are greater.

Availability and quality of service can vary across the county, creating challenges for residents, businesses, and service providers. Planning for broadband focuses on improving access, reliability, and understanding of service options while coordinating with regional partners and infrastructure providers to support long-term connectivity.

Goals and Strategies

1. Improve broadband and cell service across the county.

This looks like:

- a. Partner with local internet service providers to complete broadband buildouts, prioritizing underserved rural areas.
- b. Advocate at the state and federal levels for funding and policy support.
- c. Ensure that broadband access is factored into all economic development and housing plans.
- d. Provide community education on high-speed broadband and digital connectivity, including its role in education, entertainment, commerce, communication, and employment.
- e. Highlight the role of broadband in public safety, emergency communication, and community security through access to modern technology and connected systems.

2. Improve broadband and cell service across the county.

This looks like:

- a. Provide residents with information on government and provider assistance programs for low-income households.
- b. Promote affordable broadband options available through state, federal, or provider programs.
- c. Work with schools, libraries, and employers to connect residents to low-cost internet resources.
- d. Align broadband accessibility efforts with workforce training, housing, and digital literacy programs.



Transportation

Overview

Todd County's transportation system connects residents to jobs, education, healthcare, recreation, and regional destinations. Roads, highways, trails, and transit services all contribute to mobility across a largely rural landscape. Safe and reliable transportation is especially important for residents who travel longer distances for essential services.

Transportation planning in Todd County must balance safety, accessibility, maintenance, and connectivity while coordinating with local, regional, and state partners to support both daily travel and long-term growth.



Input & Data

As in most counties, the network of roads is a partnership between several jurisdictions, including its townships, cities, and the State of Minnesota and neighboring counties. When discussing highways and roads, functional classification is the grouping of streets and highways into classes or systems according to the character of service they are intended to provide. Basic to this process is the recognition that most travel involves movement through a network of roads. Functional classification defines the role that any road or street plays in serving the flow of trips through an entire network.

Federal, State and Local Programs, Plans and Planning

The Statewide Multimodal Transportation Plan is Minnesota's highest-level policy plan for transportation. It is a 20-year plan based on "Minnesota GO", a vision of a transportation system that maximizes the health of people, the environment, and our economy. The plan is for all types of transportation and all transportation partners. It covers more than just roadways and applies to more than just the Minnesota Department of Transportation. It evaluates the status of the transportation system, what is changing, and how we will move forward over the next twenty years. The Statewide Multimodal Transportation Plan was updated as of January 2017. You can read the plan at <https://minnesotago.org/final-plans/sntp-final-plan-2017>

10-Year Capital Highway Investment Plan (CHIP)

The 10-year Capital Highway Investment Plan details MnDOT's capital highway investments for the next ten years on the state highway network. The CHIP is updated yearly to remove projects that are being constructed, adjust the timing of existing planned projects, and add new planned projects. The primary purpose of the document is to communicate programmed and planned capital highway projects over the next 10 years. The document serves as a check to ensure that MnDOT is meeting the investment levels and performance outcomes identified in MnDOT's 20-year State Highway Investment Plan, MnSHIP, and explains any change in direction or outcomes from the investment direction. ^[5]

4-Year Statewide Transportation Improvement Program (STIP)

The STIP is a federally required public document that lists Minnesota's four-year transportation improvement program. The STIP includes all state and local transportation projects that use federal highway and/or federal transit funding, as well as state transportation projects that use 100% state funds. The STIP includes the cost, schedule, and funding sources for the identified projects. The STIP is developed annually and updated throughout the year to reflect significant changes in the program. In addition to federal highway and transit projects, the STIP includes rail and port projects for informational purposes.^[6]

Goals and Strategies

1. Promote pedestrian and bike access throughout the county.

This looks like:

- a. Invest in community trail development and expand connections between towns.
- b. Prioritize sidewalk improvements in towns with aging infrastructure.
- c. Create signage, maps, and promotional materials to highlight walkable and bike-friendly routes.

2. Expand transportation options for all residents, especially seniors, non-drivers, and rural communities.

This looks like:

- a. Work with regional partners to enhance rural bus routes, (e.g., Friendly Rider / Rainbow Rider) and extend hours.
- b. Explore the feasibility of ride-share partnerships, taxi cooperatives, or volunteer driver programs.
- c. Create dedicated lanes or safer shoulders on busy roads for buggies, bikes, and farm equipment.

3. Strengthen the transportation workforce and service capacity.

This looks like:

- a. Recruit volunteer drivers and promote ride-share options for medical appointments and essential trips.
- b. Partner with regional transit providers to expand coverage and reliability.
- c. Collaborate with high schools and technical colleges to offer CDL training, identifying funding to offset student costs.
- d. Evaluate the feasibility of a county transportation resource hub (digital or in-person) to connect residents with available services.
- e. Support Public Works staff in forming collaborations with townships, cities, and state highway departments to enhance transportation services.

Community Facilities

Overview

Community facilities serve as important gathering places and service hubs throughout Todd County, supporting civic life, recreation, public services, and emergency response. Facilities such as county courthouses, community centers, libraries, parks, and public buildings contribute to community identity and quality of life. As needs change over time, facilities must remain accessible, functional, and adaptable. Planning for community facilities helps ensure these spaces continue to meet resident needs while supporting collaboration and efficient use of public resources.



Goals & Strategies

1. Leverage county-owned facilities and partnerships.

This looks like:

- Explore innovative uses of county-owned fairgrounds, parks, and trails to support tourism and local business activity.
- Create marketing campaigns in partnership with chambers of commerce and business leaders to attract investment and events.
- Convene business owners, civic leaders, and county representatives regularly to align strategies for economic growth.

Housing

Overview

Housing plays a critical role in supporting Todd County's residents, workforce, and long-term economic stability. A diverse, accessible, and well-maintained housing supply is essential to meeting the needs of residents at all life stages, from young families to seniors aging in place.

Housing challenges and opportunities vary across the county's cities, townships, and rural areas, requiring flexible and locally responsive solutions. As demographic trends shift and workforce needs evolve, thoughtful housing planning will help ensure that Todd County remains a place where residents can live, work, and live out their lives.

Input & Data

A county's housing landscape and needs can be determined by the population living in the community and the current availability of housing. Todd County's current housing landscape and data include:

- A median age of 42.8 years, compared to 39.2 for the State of Minnesota. ^[7]
- The median value of owner-occupied units of \$200,000 – \$299,999. ^[7]
- A majority of residents in Todd County are owner-occupied with 83.1% of the residents owning their homes, compared to 71.6% for the State of Minnesota. ^[7]

Goals and Strategies

1. Expand access to diverse, affordable housing options across the county.

This looks like:

- a. Work with local developers and non-profits to encourage a mix of housing types (senior living, workforce housing, rentals, townhomes, single-family, entry-level, nontraditional, etc.).
- b. Support the renovation and reuse of vacant or deteriorated housing in small towns to attract new residents.
- c. Explore housing incentive programs for first-time homebuyers, seniors, and low-to-moderate income families.
- d. Ensure new development aligns with infrastructure and services and does not negatively impact natural resources.

2. Address housing needs of vulnerable and aging populations.

This looks like:

- a. Partner with healthcare providers, senior advocates, and service agencies to plan for more senior housing.
- b. Support independent living options near groceries, medical clinics, and transit.
- c. Advocate for housing designs that are accessible, energy-efficient, and affordable to maintain.

3. Consider the ability to increase access to housing through creative reuse and partnerships.

This looks like:

- a. Identify vacant or underutilized buildings/infrastructure that could be repurposed for housing or replaced with new housing infrastructure.
- b. Partner with local developers, chambers, and business owners to explore housing opportunities.
- c. Study successful housing initiatives in nearby communities and apply lessons learned.
- d. Prioritize housing types that attract and retain young families, including affordable starter homes and family-friendly rental options.



Social Assets – Access to Childcare, Community Services, Safety, and Eldercare

Social systems play a vital role in supporting the daily lives, well-being and resilience of Todd County residents. Access to childcare, eldercare, and community services influences workforce participation, family stability, aging in place, and overall quality of life. Volunteer fire and medical response teams are also a key part of this social fabric, reflecting the strong community networks and shared responsibility that underpin Todd County's social capital. These volunteer departments play an essential role in local emergency preparedness and are typically central partners in hazard mitigation planning. Needs can vary widely across cities, townships, and rural areas, requiring flexible and locally responsive approaches.

Access to Childcare

Overview

Access to reliable, affordable childcare is essential for working families and for the overall economic health of Todd County. Childcare availability influences workforce participation, business retention, and family stability. It also intersects with broader community priorities, including economic development, workforce sustainability, education outcomes, and overall quality of life.

Expanding access to affordable, high-quality childcare supports not only individual families but also the long-term vitality of Todd County. Strategic partnerships, provider support, and employer engagement will be critical to strengthening the local childcare system and ensuring it remains responsive to community needs.



Goals and Strategies

1. Increase access to affordable, high-quality childcare throughout Todd County.

This looks like:

- Explore public-private partnerships or use underutilized buildings (e.g., community centers or schools) to expand licensed care.
- Provide resources and startup support for in-home providers (grants, training, business tools, etc.)
- Work with employers to encourage family-friendly workplace policies that support childcare needs.

Access to Eldercare

Overview

As Todd County's population ages, providing services and environments that support older adults becomes increasingly important. Eldercare includes access to healthcare, housing options, transportation, social connection, and supportive services that allow residents to age with dignity and independence. Planning for eldercare helps communities anticipate future needs, strengthen regional partnerships, and ensure seniors remain active and valued members of their communities.

Goals and Strategies

1. Strengthen support services for seniors and caregivers.

This looks like:

- a. Expand volunteer driver programs and transportation options for seniors, especially in rural areas.
- b. Promote in-home care, Meals on Wheels, and respite care services for aging residents.
- c. Increase collaboration among senior centers, healthcare, and faith-based organizations.
- d. Support multi-generational living by encouraging housing options that allow extended families to live together, reducing the need for senior support services and caregivers.

Community Services

Overview

Community services contribute to the social fabric of Todd County by supporting residents through programs, resources, and opportunities for connection. Services such as recreation programs, food assistance, libraries, and community events help meet daily needs and foster a sense of belonging. As communities grow and change, service needs may shift. Long-term planning helps ensure services remain accessible, coordinated, and responsive to residents across both incorporated and rural areas.

Goals and Strategies

1. Improve availability and visibility of mental health services.

This looks like:

- a. Support mobile mental health units or satellite clinics in underserved areas.
- b. Launch a public campaign to reduce stigma and normalize mental health conversations.
- c. Encourage coordination between schools, healthcare providers, and law enforcement for mental health crisis options.

2. Increase the number and long-term sustainability of volunteers within medical and fire departments serving Todd County's small communities.

This looks like:

- a. Develop targeted recruitment strategies to address anticipated retirements and maintain service quality and response times.
- b. Partner with local school districts to build awareness of emergency service careers, while ensuring pathways support continued education and workforce development.
- c. Create mentorship and transition programs that pair retiring volunteers with new recruits to preserve institutional knowledge and strengthen readiness.
- d. Explore incentives such as stipends, tuition reimbursement, flexible scheduling, or tax credits to attract and retain volunteers.
- e. Increase public awareness of the community impact and personal benefits of volunteer service through coordinated outreach campaigns.



Individual Assets – Health & Wellness

Overview

The health and wellness of Todd County residents play a vital role in fostering a thriving and connected community. Access to healthcare services, recreational opportunities, and wellness programs contributes to the overall quality of life and long-term sustainability.

Recreational spaces, trails, and parks provide opportunities for physical activity and community engagement. By investing in health and wellness infrastructure and programs, Todd County aims to foster a supportive environment where all residents can lead healthy, active lives.

Health & Wellness

Overview

Access to health and wellness services is essential to supporting the physical, mental, and social well-being of Todd County residents. Healthcare access can vary across the county due to distance, transportation, and service availability. Beyond medical care, wellness is influenced by access to recreational opportunities, nutritious foods, safe environments, and supportive community spaces. Planning for health and wellness focuses on reducing barriers, supporting preventative care, and creating environments that promote healthy lifestyles for residents of all ages.

Goals and Strategies

1. Support equitable access to healthy food and healthcare.

This looks like:

- a. Expand mobile food pantries and farmers market access
- b. Promote community gardens and food-growing education.
- c. Work with clinics to identify gaps in rural health access.

2. Promote active living and community well-being.

This looks like:

- a. Enhance walking paths, playgrounds, splash pads, and fitness zones.
- b. Promote year-round events and programming at parks and libraries.
- c. Encourage community wellness challenges or health fairs.
- d. Offer tours of active living resources in the area.

3. Strengthen rural healthcare services by retaining and recruiting medical providers.

This looks like:

- a. Partner with regional healthcare systems, medical schools, and training programs to support rural residency placement, internships, and recruitment pipelines.
- b. Promote Todd County's small-town healthcare model and strong community relationships as a competitive advantage when attracting healthcare professionals.
- c. Work with local clinics, hospitals, and pharmacies to identify barriers to provide retention and develop strategies to improve long-term stability.
- d. Monitor access to pharmaceutical services and support efforts to maintain or expand local pharmacy options, especially in underserved communities.
- e. Explore housing, spousal employment and community integration initiatives that help healthcare providers establish long-term roots in the county.

Cultural Assets – Opportunities for Innovation, Welcoming Communities

Culture shapes how people experience, connect to, and take pride in their communities. In Todd County, cultural identity is influenced by local history, traditions, creativity, volunteerism, and the shared values that bring residents together. Cultural assets—such as community events, arts, historic places, local businesses, and public spaces—contribute to the quality of life and strengthen a sense of belonging across the county’s cities, townships, and rural areas.

A strong cultural foundation also supports welcoming communities and encourages innovation by fostering connection, collaboration, and new ideas. As Todd County continues to evolve, cultural planning focuses on honoring local character while creating inclusive environments where residents of all ages and backgrounds feel welcome and engaged. Thoughtful attention to culture helps strengthen community identity, support creativity, and ensure that growth and change reflect the values of those who live and work in Todd County.

Opportunities for Innovation

Overview

Innovation in Todd County often emerges through collaboration, creativity, and adaptive use of existing resources. Innovation supports resilience by helping communities respond to changing demographics, economic conditions, and service needs. Opportunities for innovation may include new partnerships, technology adoption, shared services, or reimagined spaces. Planning for innovation encourages practical, community-driven solutions that align with local values and long-term sustainability.

Goals and Strategies

1. Support grassroots community events and volunteerism.

This looks like:

- a. Create a small grant or mini-sponsorship fund for resident-led community gatherings
- b. Establish and maintain a countywide cultural events calendar.
- c. Encourage inter-town partnerships for shared events and services (e.g., rotating festivals, youth programs).

Welcoming Communities

Overview

Welcoming communities are those where residents feel connected, respected, and included. Todd County’s communities are shaped by strong local identities, volunteerism, and a shared sense of place. Fostering welcoming environments involves communication, community engagement, and opportunities for residents of all backgrounds and ages to participate. Planning for welcoming communities helps strengthen social connections and ensures all residents feel invested in the county’s future.

Goals and Strategies

1. Foster inclusivity and cultural connection.

This looks like:

- a. Organize multicultural events, festivals, or “Todd County Unity Days” to celebrate the diversity of communities.
- b. Consider developing a New Resident Toolkit/Welcome Packet introducing county services, events, and cultural resources.

- c. Provide cross-cultural and anti-bias training for public employees and boards.
- d. Showcase diversity in countywide marketing campaigns and outreach.
- e. Incorporate flexible engagement opportunities to account for differing working hours among residents (e.g., evening events, rotating meeting times, online participation options).

2. Strengthen language access, English learning pathways, and communication.

This looks like:

- a. Assess community demand for translation services across public meetings and documents.
- b. Provide multilingual communication for critical county information (safety, health, permits, zoning).
- c. Partner with schools, nonprofits, and businesses to strengthen translation and interpretation resources.
- d. Promote English and second-language learning opportunities offered by adult education programs, libraries, nonprofits, and schools – position as “bridging program” to strengthen communication between new residents and English-speaking community members.
- e. Provide access to interpretive services, including online or AI-assisted interpretation tools.
- f. Ensure that both translation services and English language learning are supported, recognizing that:
 - i. Languages are not learned overnight, and
 - ii. Access to interpretation is essential to navigating county systems.

Political Assets – Zoning & Regulations, Governance, Land Use

Overview

Political systems and governance provide the framework through which planning decisions are made, services are delivered, and community priorities are implemented. In Todd County, effective governance depends on coordination between the County, cities, townships, regional partners, and residents. Transparent processes, clear policies, and consistent communication help build public trust and support informed decision-making.

Political planning also includes land use regulation, intergovernmental coordination, and the processes that guide growth, development, and public investment. As Todd County plans for the future, attention to governance focuses on maintaining accessible and understandable decision-making processes, aligning policies with community values, and ensuring that regulations and procedures support long-term sustainability, economic vitality, and quality of life across both urban and rural areas.

Zoning & Regulations

Goals and Strategies

1. Prioritize education and public awareness on county services and regulations.

This looks like:

- a. Create a unified public education campaign (print, radio, online, video, in-person) around zoning, water, and land use.
- b. Update the county website to be more user-friendly, especially for permitting, regulations, and resources.
- c. Use newsletters, local radio, community events, and bilingual communication to reach all residents.

- d. Develop and implement a proactive, multi-platform communication strategy to educate residents in advance of major changes and promote clear, consistent public messaging.
- e. Provide simple guides explaining what each county department does and how to contact them.

2. Improve transparency and consistency in county decision-making.

This looks like:

- a. Summarize meeting minutes and decisions in plain language and distribute via a community update.
- b. Use a Q&A approach to explain controversial topics (e.g., feedlots, environmental regulations) and clarify who regulates what.
- c. Maintain a public calendar of opportunities for community input or engagement.

Governance

Overview

Governance in Todd County is carried out through public leadership, intergovernmental collaboration, and policy decisions that guide the County's direction and priorities. County officials are responsible for representing residents, stewarding public resources, and ensuring that services are delivered effectively and transparently.

Strong governance depends on clear communication, regional and state partnerships, and active participation in professional and legislative networks. Coordinated engagement with townships, cities, neighboring counties, and state and federal partners helps align local priorities with broader policy and funding opportunities. Clear and consistent governance practices strengthen accountability, build public trust, and support the County's long-term strategic goals.

1. Strengthen Todd County's regional and state-level advocacy capacity to advance local priorities and secure strategic partnerships.

This looks like:

- a. Maintain active participation and leadership within organizations such as Association of Minnesota Counties and Minnesota Rural Counties to elevate Todd County's voice in statewide policy discussions.
- b. Establish regular engagement with state and federal legislators to communicate county priorities, funding needs, and emerging challenges.
- c. Collaborate with neighboring counties to identify shared legislative priorities and coordinate advocacy efforts for greater regional influence.
- d. Encourage each county department to maintain active membership and participation in relevant professional associations or policy committees to strengthen subject-matter representation.

Land Use

Overview

Land use in Todd County is shaped through public policy decisions that guide how land is developed, preserved, and regulated over time. The County uses planning and zoning authority to balance private property rights with community goals related to growth, infrastructure, natural resources, and public services.

Land use policies are implemented through ordinances, maps, and review processes in coordination with townships, cities, and partner agencies. Clear and consistent land use direction helps ensure transparency, predictability, and alignment with long-term county priorities.

Goals and Strategies

1. Promote education and awareness around agriculture and land use policies.

This looks like:

- a. Develop easy-to-understand public materials that explain existing agriculture regulations and responsibilities.
- b. Host annual “Ag & Environment Open Houses” in partnership with local producers and Soil & Water Conservation District staff.
- c. Create short videos or infographics about common misconceptions in agriculture and zoning.

Environmental Assets - Energy Efficiency, Stormwater Management, Soil, Waste, and Parks & Recreation

Overview

Todd County’s natural environment is a defining asset, shaping both community character and quality of life. Lakes, rivers, parks, farmland, and open spaces contribute to the county’s rural identity and recreational opportunities. Environmental stewardship and community beautification efforts help protect these resources while enhancing the appearance of communities, corridors, and public spaces. As development and infrastructure needs evolve, thoughtful planning can support clean water, healthy ecosystems, and visually appealing places that reflect community pride.

Implementation of these priorities is strengthened through coordination with adopted plans and policies, including the County’s Local Water Plan, Hazard Mitigation Plan, and related watershed and resource management plans. Aligning environmental decisions with these guiding documents promotes resilience, protects public investments, and ensures a consistent, long-term approach to natural resource stewardship.

Goals and Strategies

1. Support local farmers and protect farmland while addressing environmental concerns.

This looks like:

- a. Encourage voluntary conservation practices like cover cropping, no-till farming, and rotational grazing.
- b. Promote incentives for landowners who implement runoff control and water quality protection measures.
- c. Collaborate with lake associations and water boards to develop joint education and restoration initiatives.

2. Support local farmers and protect farmland while improving shared understanding of water quality impacts.

This looks like:

- a. Encourage voluntary conservation practices such as cover cropping, no-till farming, rotational grazing, and other soil health practices.
- b. Offer incentives for landowners who implement runoff control and water quality protection measures.
- c. Collaborate with lake associations, watershed districts, MPCA, and DNR to align water quality efforts and ensure shared understanding.
- d. Develop joint education initiatives that explain the connection between agricultural practices and lakeshore impacts – and vice versa.
- e. Promote collaborative messaging, emphasizing that:
 - i. Many farmers already follow conservation, and
 - ii. Lakeshore property owners do significantly impact water quality through lawn care, shoreline alteration, and stormwater runoff.
- f. Create clear communication materials about natural processes affecting land and water – and responsibilities for each group.

3. Raise public awareness of water quality concerns and responsibilities.

This looks like:

- a. Partner with lake associations and watershed districts to deliver seasonal water education materials.
- b. Add a “What You Need to Know on the Lake” guide for lakeshore residents (mail + online + signage).
- c. Encourage local water associations to continue local water testing programs.



4. Support community collaboration on long-term water and environmental health.

This looks like:

- a. Host an annual Todd County Water Summit with farmers, lakeshore owners, and local officials.
- b. Encourage resident participation in shoreline restoration, buffer planting, and clean-up events.
- c. Maintain alignment with changing state and federal environmental standards through regular staff updates.

5. Protect Todd County's forests, farmland, lakes, and open spaces.

This looks like:

- a. Support voluntary conservation programs and landowner education on sustainable land management practices.
- b. Educate people on the benefits of diverse tree plantings for forest/ecological environmental health.
- c. Encourage responsible development along shorelines and critical habitats.
- d. Encourage sustainable agriculture and low-impact development.
- e. Ensure comprehensive water plans are reflected in zoning, development review, and infrastructure decisions.

6. Expand recreational opportunities and public access.

This looks like:

- a. Improve trails, signage, and lake access points.
- b. Repurpose unused county land for recreation or conservation.
- c. Highlight scenic and cultural assets with wayfinding and storytelling.

7. Build a culture of environmental stewardship.

This looks like:

- a. Host community cleanup days, tree-planting, and community science events.
- b. Actively promote and encourage responsible use of the Todd County solid waste transfer station.
- c. Promote pollinator gardens and native plantings.
- d. Partner with schools for environmental education programs.

8. Improve stormwater management in urban, developing, and lakeshore areas.

This looks like:

- a. Collaborate with cities, townships, and watershed partners to assess drainage needs and stormwater infrastructure capacity, including impacts from lakeshore redevelopment and increased impervious surfaces.
- b. Utilize existing local water plans and support the development of additional water plans.
- c. Provide public education on how stormwater systems, surface runoff, and underground drainage affects lakes and waterways, and how residents can reduce runoff through management practices.

- d. Work with planning and zoning officials to consider stormwater and waterflow impacts when reviewing new development and redevelopment proposals, particularly in shoreline areas.
- e. Seek state and federal funding to improve stormwater infrastructure and implement mitigation projects in vulnerable areas.

9. Strengthen relationships with state environmental agencies.

This looks like:

- a. Form regular coordination meetings with MPCA, DNR, watershed districts, and lake associations.
- b. Ensure consistent messaging across all agencies regarding regulations, shoreline expectations, and water quality responsibilities.

10. Consider establishing a balanced county approach for evaluating renewable energy projects, including solar farms.

This looks like:

- a. Develop site evaluation criteria that balance the protection of prime agricultural land, natural resources, and community character with economic development opportunities and landowner interests.
- b. Encourage renewable energy development in already disturbed or previously developed areas (brownfields, rooftops, gravel pits, former industrial sites, etc.) when feasible.
- c. Discourage deforestation for solar farm installation.
- d. Coordinate with landowners, developers, and local government early in the planning process to identify mutually beneficial siting options.
- e. Align solar permitting with environmental preservation goals and county zoning ordinances.

Intellectual Assets – Education Facilities, Specialized Knowledge, and Learning Opportunities

Overview

Intellectual reflects the knowledge, skills, and learning capacity of Todd County’s residents and plays a vital role in workforce development, economic stability, and quality of life.

Todd County benefits from strong schools, extension services, youth programs, adult education, and community-based learning resources. However, some residents travel outside the county for training and enrichment due to limited local options or scheduling challenges. As the population ages and the workforce evolves, expanding flexibility and accessible learning pathways will become increasingly important.

Goals and Strategies

1. Expand and diversify education and learning pathways for residents of all ages.

This looks like:

- Support public, private, and homeschooling options for elementary and secondary school education.
- Support multiple education and career pathways, including internships, trade schools, colleges, folk schools, recreational programs, and adult education.
- Partner with schools, employers, and training programs, to increase access to local and regional internship and apprenticeship opportunities.
- Work with educational institutions to offer flexible scheduling and remote learning options to reduce the need for residents to travel outside of the county.
- Promote lifelong learning opportunities that address the needs of an aging population, including skill development, technology training, and enrichment programs.

2. Strengthen partnerships with extension and youth development programs to expand lifelong learning and leadership opportunities.

This looks like:

- Partner with the University of Minnesota Extension to expand adult education, agricultural education, and community learning programs.
- Support and promote 4-H, FFA, and other youth leadership and agricultural education programs.
- Increase awareness of extension and youth programs through county communications and schools.
- Explore opportunities to incorporate civic education, local government engagement, and youth advisory input into county decision-making processes.



3. Strengthen partnerships with extension and youth development programs to expand lifelong learning and leadership opportunities.

This looks like:

- a. Partner with the University of Minnesota Extension to expand adult education, agricultural education, and community learning programs.
- b. Support and promote 4-H, FFA, and other youth leadership and agricultural education programs.
- c. Increase awareness of extension and youth programs through county communications and schools.
- d. Explore opportunities to incorporate civic education, local government engagement, and youth advisory input into county decision-making processes.

3. Support the long-term vitality, reputation, and sustainability of Todd County's school systems.

This looks like:

- a. Facilitate regular dialogue between the County Commissioners and local superintendents to discuss enrollment trends, facility planning, workforce alignment, and long-term community impacts.
- b. Encourage regional collaboration among school districts to identify shared challenges and opportunities that extend beyond individual communities.
- c. Assess factors influencing school enrollment and public perception, and support strategies that strengthen educational quality and community confidence.
- d. Promote open dialogue between school leadership and community members to improve local support and drive shared efforts to enhance school system quality and sustainability.

4. Support informal learning environments and “third spaces” for community engagement.

This looks like:

- a. Encourage the development of community gathering spaces such as coffee shops, art studios, maker spaces, libraries, and cultural centers that foster discussion and creativity.
- b. Explore partnerships with local businesses and non-profits to create spaces for workshops, lectures, and informal learning.
- c. Incorporate learning-focused spaces into downtown revitalization and economic development strategies.

5. Promote experiential and place-based learning opportunities.

This looks like:

- a. Support hands-on educational activities such as farm-based learning, “pick-your-own” events, agritourism experiences, and nature-based programs.
- b. Encourage partnerships between landowners, educators, and tourism organizations to expand educational programming.
- c. Highlight local learning experiences through county marketing and visitor promotion efforts.

References

[1]	US Census Bureau, “Todd County, Quick Facts,” [Online]. Available: https://www.census.gov/quickfacts/fact/table/toddcountyminnesota/PST045224 .
[2]	Todd County,” 2025. [Online]. Available: https://migration.revize.com/revize/toddcounty/about_us/history.php .
[3]	US Census Bureau, “United States Census Bureau,” [Online]. Available: https://data.census.gov/cedsci/ . [Accessed 2026].
[4]	Minnesota Department of Employment and Economic Development, “Todd County Labor Market Report,” www.mn.gov/deed/data/regional-lmi/ , 2024.
[5]	MNDOT, “Minnesota Department of Transportation,” [Online]. Available: https://www.dot.state.mn.us/planning/10yearplan/ .
[6]	MNDOT, “Minnesota Department of Transportation,” [Online]. Available: https://www.dot.state.mn.us/planning/program/stip.html .
[7]	US Census Bureau, “Todd County - Census Information,” [Online]. Available: https://data.census.gov/profile?g=050XX00US27153 .

Todd County Position Description

Department: Health & Human Services
Position Title: Public Health Nurse
Pay Grade: 12
FLSA: Non-Exempt
Status: Union Represented
Reports To: Unit Manager and Supervisor
Date: 2026-07

Purpose of Position

Under general direction of the Unit Manager and/or Supervisor, this position provides public health nursing to individuals, communities and systems. This position is responsible for using a holistic approach to complete individualized assessments and develop and implement plans using the nursing process, to enhance and protect the quality and dignity of life for the diverse population served. Public Health Nurses focus on promoting healthy families and communities; supporting disabled persons and senior citizens to live independently; preventing and responding to diseases and health threats; and identifying and preventing environmental health hazards.

Basic Performance Expectations of all Todd County Staff

- Serves as a positive example to other County personnel with regard to workplace actions, decisions, work skills, attitude and adherence to workplace policy and procedures.
- Has strong communication and interpersonal skills, is honest, fair and dependable.
- Embodies teamwork and cooperation within and across County departments and with the public.
- Communicates effectively with the Department Head and keeps supervisor apprised of important matters ongoing in the department.
- Respect all colleagues, co-workers, board members and the public and lead those around you to do the same.
- This position requires regular and timely attendance in accordance with the department schedule.
- Performs other duties as assigned or apparent.

Position Specific Essential Duties and Responsibilities

The following duties are normal for this position. These duties are not to be construed as exclusive or all-inclusive. Other duties may be required as assigned. To perform this job successfully, an individual must be able to perform each essential function satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required. Reasonable accommodations may be made to enable an individual with disabilities to perform the essential functions.

- Assesses clients in the home, office, a community facility, or other places of residence.
- Develops, implements, and evaluates nursing service or care coordination plans; authorizes services for delivery by others involved with a client.
- Provides nursing services, care coordination, crisis intervention, and advocacy for clients.
- Counsels and educates families and community groups in activities that promote a higher level of wellness and reduce the risk of disease and injury, including environmental health threats.
- Coordinates internal and external client referrals; gathers documentation to assist clients in obtaining services and accessing community resources.
- Communicates with medical providers and performs delegated nursing functions, including technical procedures as indicated by the client's individualized plan.
- Documents nursing interactions and maintains client records as required by department policy and the MN Nurse Practice Act.
- Develops and directs service plans for individuals and completes work assignments for paraprofessional staff.
- Interprets department or county policies or other agencies' standards or requirements and coordinates services with others to achieve effective and efficient services.

- Participates in and facilitates a variety of interdisciplinary meetings and client conferences.
- Participates in student educational experiences based on objectives developed by the school and applicable activities identified by the Unit Manager and Supervisor.
- Participates in legal proceedings as warranted per case.
- Participates in community events as required, such as health fairs, immunization clinics, forums, and groups which may occur weekends or evenings.
- Strictly observes all data privacy laws.

The following services and associated duties shall be assigned depending on the agency needs with consideration given to employee strengths. Employees shall expect to be assigned in multiple program areas.

- Maternal Child Health Family Home Visiting and evidence-based family home visiting.
- Child health screening including Child & Teen Checkups and Early Childhood Screening.
- Follow Along Program developmental screening, education and referral.
- Preconception health services ~~per DHS Family Planning grant.~~
- Child health services including dental varnish, blood lead screening.
- Follow up and case management for children through Early Hearing Detection & Intervention, and Birth Defects Information System.
- WIC coordinator duties including managing and implementing services for the Women, Infants, and Children Program in compliance with State and Federal guidelines
- Back up Competent Professional Authority (CPA) duties for the WIC program including client certifications, high risk nutrition care plan implementation.
- Car seat education and dispersal.
- Long Term Support Services, MNChoices & Relocation Services Assessment & Coordination.
- MN Senior Health Options, MN Senior Care Plus, Elderly Waiver, Alternative Care grant.
- Community Alternatives for Disabled Individuals (CADI), Community Alternative Care (CAC), Brain Injuries (BI) waivers.
- Public Health Nursing Clinics.
- Immunization services.
- Communicable Disease Prevention and Control services to individuals & communities.
- Participate in public health emergency preparedness activities.
- Provide health plan contracted services follow up for individuals.
- Public Health Nuisance assessments and abatement
- Grant writing, management, implementation and reporting
- Participate in community assessment and planning
- Participate in quality improvement and department strategic planning.
- Community resource, information and referral.
- Other services and/or duties as necessary.

Minimum Education and Experience/Special Requirements

Completion of an approved Associate or Diploma degree that results in MN Registered Nurse Licensure. Registration of a MN Public Health Nurse Certification within 2 years from date of hire.
Unencumbered MN Registered Nurse License.
Must be able to wear proper PPE needed to perform requirements of the job. This may include an N95, PAPR, etc.
Must possess and maintain a valid Driver's License.
Must pass a criminal background check.

Preferred Qualifications

Prior nursing experience.
MN Public Health Nurse Certification
Bilingual (English/Spanish)

Knowledge, Skills and Abilities

- Knowledge of the Nurse Practice Act, Data Privacy laws, and HIPAA.
- Knowledge of the practice of Public Health nursing theory and its application in the community.
- Knowledge of behavior as it relates to individuals, family dynamics and systems, physical and mental illness, chemical dependence, developmental disabilities, traumatic brain injuries, severe emotional disturbances, and aging, in order to maintain optimal health.
- Knowledge of nutrition best practices in relation to infant and child health issues.
- Knowledge of the socioeconomic factors which promote and maintain optimal health for individuals, families and communities.
- Knowledge and utilization of appropriate community resources and services.
- Knowledge of child welfare laws, the vulnerable adult act and the court system.
- Ability to make independent decisions.
- Ability to analyze and evaluate complex and crisis situations and assist individuals and families in resolving those situations.
- Ability to effectively communicate verbally and in writing, including diverse populations.
- Ability to apply motivational interviewing techniques.
- Knowledge of governmental public health, rules, laws and policies governing health and human services.
- Knowledge of agency operations, policies and procedures.
- Knowledge of quality assurance and quality improvement.
- Knowledge of grant process including applications, contracting, implementation, reporting, and evaluations.
- Skills with computer use and software programs.
- Skill in logical and creative thinking.
- Ability to represent Todd County professionally with other community partners and governmental agencies.
- Ability to work cooperatively and respectfully in all situations.

Physical Requirements

This work requires the occasional exertion of up to 50 pounds of force; work regularly requires sitting, speaking or hearing, using hands to finger, handle or feel and repetitive motions and occasionally requires standing, walking, stooping, kneeling, crouching or crawling, reaching with hands and arms, pushing or pulling and lifting; work has standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data, using measuring devices, operating machines including office equipment, operating motor vehicles or equipment and observing general surroundings and activities; work has some exposure to outdoor weather conditions and exposure to blood borne pathogens; work is generally in a moderately noisy location (e.g. business office, light traffic).