

"Committed to strengthening individuals, families and communities by providing quality services in a respectful, caring and cost-effective manner."

Board Agenda Wednesday March 20,2024 **Marshall Government Center** Commissioners Room – 2nd Floor 9:00 a.m.

HUMAN SERVICES

- A. Call to Order
- B. Pledge of Allegiance
- C. Consent Agenda
 - 1. Amend/Approval of Agenda
 - 2. Identification of Conflict of Interest
 - 3. Approval of 02/21/2024 Board Minutes
- D. Introduce New Staff
 - Joshua Flink, Social Worker (AMH)- Redwood Falls
- E. Employee Recognition

•	Stephan	ie Gunder	mann, \$	Social \	Norker	(CP)-	Marshall	1 Year
	<u> </u>	-	— • • •					0 =) <i>(</i>

- 35 Years Christina Blomme, Public Health Nurse- Marshall 35 Years
- Karyn Zins, Eligibility Worker- Slayton
- F. Financial

HUMAN SERVICES (Cont.)

G. Caseload

	<u>2/24</u>	<u>2/23</u>	<u>1/24</u>	<u>12/23</u>
Social Services	3,776	3,750	3,791	3,810
Licensing	381	392	383	407
Out-of-Home Placements	158	162	163	162
Income Maintenance	13,403	14,681	14,103	13,703
Child Support Cases	2,702	2,785	2,684	2,694
Child Support Collections	\$694,210	\$662,479	\$706,364	\$690,518
Non IV-D Collections	\$93,219	\$121,468	\$103,585	\$59,079

H. Discussion/Information

- 1. Child Support Program Overview JoAnne Brisk
- I. Decision Items

COMMUNITY HEALTH

J. Call to Order

K. Consent Agenda

- 1. Amend/Approval of Agenda
- 2. Identification of Conflict of Interest
- 3. Approval of 02/21/2024 Board Minutes
- L. Financials

M. Caseloads

	02/24	<u>01/24</u>	<u>12/23</u>
WIC	N/A	2101	2106
Family Home Visiting	40	26	24
PCA Assessments	11	13	8
Managed Care	280	261	214
Dental Varnishing	0	0	0
Refugee Health	9	0	11
Latent TB Medication Distribution	4	0	5
Water Tests	110	113	95
FPL Inspections	27	31	37
Immunizations	63	19	52
Car Seats	8	19	33

COMMUNITY HEALTH (Cont.)

- N. Discussion/ Information
 - 1. Opioid funding update-Ann Orren
- O. Decision Items
 - 1. CTC Request Kristin Deacon
 - 2. HemoCue Request Kristin Deacon
 - 3. Poverty Simulation Request Jen Nelson
 - 4. EH Policy 05 Environmental Health Inspection Policy-Jason Kloss
 - 5. EH Policy 06 Food and Beverage Follow-Up-Jason Kloss

GOVERNING BOARD

- P. Call to Order
- Q. Consent Agenda
 - 1. Amend/Approval of Agenda
 - 2. Identification of Conflict of Interest
 - 3. Approval of 02/21/2024 Board Minutes
- R. Financial

GOVERNING BOARD (Cont.)

S. Human Resources Statistics

Number of Employees Separations New Hires	<u>2/24</u> 243 6 1	<u>2/23</u> 232 1 4	<u>1/24</u> 240 1 2	<u>12/23</u> 239 3 2
Current Open Positions		14		
Public Health Nurses		5		
Eligibility Worker		2		
Communications Spe	cialist	1		
Emergency Prepared	ness Planner	1		
Social Worker DD		1		
Lead Child Support C	Officer	1		
Health Services Prog	ram Aide	1		
Office Support Specia	alist, Sr.	2		

- T. Discussion/Information
 - 1. Southwestern Minnesota Adult Mental Health Consortium Update

U. Decision Items

- 1. Amy Marks, County Agency Social Worker (CPS), probationary appointment (6 months), \$27.00 hourly, effective 3/4/2024 Marshall Office
- 2. Jessie Stoufer-Mertens, County Agency Social Worker- Children's Intake, probationary appointment (6 months), \$29.50 hourly, effective 3/11/2024 Redwood Falls Office
- 3. Amy Mead, Health Services Program Aide, probationary appointment (6 months), \$19.50 hourly, effective 3/11/2024 Marshall Office
- 4. Tami Dorenkamper, County Agency Social Worker (CAC/CADI/BI), probationary appointment (6 months), no change to rate in pay, effective 3/18/2024 Marshall office
- 5. Brittany Allex, County Agency Social Worker- Children's Welfare, probationary appointment (12 months), \$28.00 hourly, effective 3/11/2024 Redwood Falls Office
- 6. Julia Falsetta, Eligibility Worker, probationary appointment (12 months), \$20.07 hourly, effective 3/25/2024 Marshall Office
- 7. Nichole Thooft, Case Aide- Parent Educator, probationary appointment (12 months), \$20.50 hourly, effective 4/15/2024 Marshall Office
- 8. Personnel Policy 08 Employee Resignation
- 9. Defensive Driving Request
- 10. Request to Renew AppXtender Maintenance Contract
- 11. Donations
- 12. Contracts

V. Adjournment

GOVERNING BOARD (Cont.)

Next Meeting Dates:

Wednesday, April 17, 2024 – Marshall PrimeWest Update/Presentation—April 17, 2024 Wednesday, May 15, 2024 – Marshall Wednesday, June 26, 2024 – Marshall New Commissioner Training May 15,2024- Marshall

SOUTHW	VEST HEAL	TH & HUMAN SER	RVICES
		Pipestone, Redwood and	
SUMMARY OF FINANCIAL ACCOUNTS		For the Month Ending: vices * Information Teo	-
Description	Month	Running Balance	childiogy Health
BEGINNING BALANCE	month	\$1,849,212	
RECEIPTS		<i><i><i>Y</i>1,0<i>4</i>3,212</i></i>	
Monthly Receipts	3,255,646		
County Contribution	98,841		
Interest on Savings	49,150		
TOTAL MONTHLY RECEIPTS		3,403,637	
DISBURSEMENTS			
Monthly Disbursements	3,035,212		
TOTAL MONTHLY DISBURSEMENTS	-,,	3,035,212	
ENDING BALANCE		\$2,217,637	
REVENUE			
Checking/Money Market	\$2,217,637		
SS Benefits Checking	\$3,000		
Bremer Savings	\$506,320		
First Interstate Bank Savings	\$77,198		
CD/Term Investment - Magic Fund	\$0		
Investments - MAGIC Fund	\$10,554,683		Feb 2023 Ending Balance
ENDING BALANCE		\$13,358,838	\$11,548,891
DESIGNATED/RESTRICTED FUNDS			
Opioid Settlement		\$541,402	Feb 2023 Ending Balance
Agency Health Insurance		\$1,119,962	\$678,479
Private Purpose Trust Fund		\$12,289	
LCTS Lyon Murray Collaborative		\$151,070	
LCTS Rock Pipestone Collaborative		\$46,745	
LCTS Redwood Collaborative		\$78,859	
Local Advisory Council		\$598	Feb 2023 Ending Balance
AVAILABLE CASH BALANCE		\$11,407,913	\$10,567,341
	REVENUE	DESIGNATION	
		DESIGNATION	
6			
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1			

\$6,000,000 \$8,000,000 \$10,000,000 \$12,000,000

\$2,000,000

\$0

\$4,000,000

SOUTHWEST HEALTH AND HUMAN SERVICES CHECK REGISTER FEBRUARY 2024

DATE	RECEIPT or CHECK #	DESCRIPTION	+ DEPOSITS	-DISBURSEMENTS	BALANCE
	BALANCE FORWARD				1,849,211.82
02/01/24	10476	Disb		81,813.50	1,767,398.32
	131597-131614	Disb		2,294.80	1,765,103.52
02/02/24	21282- 21291 ACH	Disb		993.09	1,764,110.43
	131615-131650	Disb		92,995.66	1,671,114.77
	21292-21319 ACH	Disb		14,849.17	1,656,265.60
	55979-56021	Deposit	589,399.70	,	2,245,665.30
02/06/24		Disb		3,237.19	2,242,428.11
	56022-56037	Deposit	190,924.03		2,433,352.14
02/08/24		Disb	,	138,986.21	2,294,365.93
	VOID 131575	Disb		(1,200.00)	2,295,565.93
02/09/24	11044- 11061	Payroll		168,289.45	2,127,276.48
	87230- 87479 ACH	Payroll		605,300.88	1,521,975.60
02/09/24	131651-131653	Disb		165.74	1,521,809.86
02/09/24	21320 ACH	Disb		832.45	1,520,977.41
	131654-131723	Disb		127,119.83	1,393,857.58
02/09/24	21321-21406 ACH	Disb		190,213.77	1,203,643.81
	56038-56092	Deposit	202,974.96		1,406,618.77
02/09/24		Disb	,0100	17,381.74	1,389,237.03
	VOID 130803	Disb		(496.28)	1,389,733.31
	56093-56114	Deposit	441,026.44	(100120)	1,830,759.75
02/15/24		Disb	111,020111	36,176.41	1,794,583.34
	131724-131740	Disb		1,405.00	1,793,178.34
	21407-21412 ACH	Disb		465.20	1,792,713.14
	131741-131780	Disb		71,416.07	1,721,297.07
	21413-21440 ACH	Disb		67,835.32	1,653,461.75
	VOID 131767	Disb		(315.00)	1,653,776.75
	56115-56134	Deposit	24,622.37	(010.00)	1,678,399.12
02/20/24		Disb	21,022.01	11,553.40	1,666,845.72
	56135-56155	Deposit	938,074.04	11,000.40	2,604,919.76
02/22/24		Disb	000,074.04	16,964.34	2,587,955.42
	131781-131818	Disb		8,181.50	2,579,773.92
	21441-21485 ACH	Disb		7,983.80	2,571,790.12
	131819-131878	Disb		28,932.99	2,542,857.13
	21486-21590 ACH	Disb		60,137.94	2,482,719.19
	11062 - 11080	Payroll		167,982.05	2,314,737.14
	87480 - 87728 ACH	Payroll		604,717.16	1,710,019.98
	131879-131906	Disb		4,259.88	1,705,760.10
	21591-21599 ACH	Disb		1,121.15	1,704,638.95
	131907-131943	Disb		173,865.76	1,530,773.19
	21600-21632 ACH	Disb		166,562.06	1,364,211.13
	56156-56230	Deposit	400,509.71	100,002.00	1,764,720.84
02/26/24		Disb	100,000.71	18,192.63	1,746,528.21
	VOID 114988	Disb		(8.70)	1,746,536.91
	56231-56264	Deposit	172,300.62	(0.10)	1,918,837.53
	VOID 114528	Disb		(148.50)	1,918,986.03
	VOID 131268	Disb		(95.94)	1,919,081.97
	Transfer from SS Acct	Deposit	4,659.00	(00.0+)	1,923,740.97
02/29/24		Disb	1,000.00	145,249.87	1,778,491.10
	56265-56293	Deposit	439,145.92		2,217,637.02
52,20,27		20000	100,110.02		2,217,637.02
					2,217,637.02
	balanced 3/4/24 js	TOTALS	3,403,636.79	3,035,211.59	_, , 301.02
			-,,	-,,	

Checking - SS Beneficiaries Savings - Bremer Savings - First Interstate Bank Investments - Magic Fund

3,000.00
506,900.69
77,225.87
10,603,224.24

TOTAL CASH BALANCE

13,407,987.82

SWHHS TREND ANALYSIS

Total Cash and Investment Balance by Month

ALL FUNDS

													Average	
	January	February	March	April	May	June	July	August	September	October	November	December	for Year	
2018	\$4,721,044.88	\$4,333,938.53	\$2,935,770.10	\$1,965,449.62	\$2,570,090.71	\$5,977,407.40	\$6,033,326.24	\$5,731,633.62	\$4,391,517.44	\$3,775,199.56	\$5,252,398.36	\$6,085,906.40	\$4,481,140.	24
2019	\$5,468,300.08	\$5,390,753.05	\$3,560,027.40	\$2,614,293.54	\$4,269,080.30	\$7,062,814.89	\$7,420,076.79	\$6,778,561.83	\$5,219,902.01	\$4,511,324.16	\$5,788,830.92	\$7,097,094.23	\$5,431,754.	93
2020	\$5,612,100.09	\$5,244,836.41	\$3,999,085.28	\$3,557,399.16	\$3,544,281.51	\$8,279,950.83	\$8,206,914.72	\$8,087,152.70	\$7,320,202.93	\$6,302,908.56	\$6,288,111.05	\$8,688,761.65	\$6,260,975.	41
2021	\$8,213,250.83	\$7,755,540.60	\$6,331,255.58	\$4,926,907.49	\$5,077,191.48	\$10,354,544.54	\$9,823,063.10	\$9,696,380.41	\$8,596,377.19	\$7,380,331.30	\$7,918,904.38	\$10,090,463.28	\$8,013,684.	18
2022	\$9,063,232.17	\$9,669,188.89	\$8,757,032.95	\$7,551,267.96	\$7,600,154.97	\$11,926,913.67	\$11,759,179.93	\$11,073,388.31	\$9,901,872.00	\$9,446,009.83	\$10,477,101.38	\$11,454,718.79	\$9,890,005.	07
2023	\$11,060,333.16	\$11,548,890.82	\$10,317,240.69	\$9,301,999.20	\$10,138,948.20	\$13,789,129.14	\$14,781,337.63	\$14,708,502.17	\$13,461,381.69	\$12,826,934.47	\$13,827,985.91	\$14,612,668.79	\$12,531,279.	32
2024	\$12,990,412.51	\$13,407,987.82												

PUBLIC HEALTH

													Average
	January	February	March	April	May	June	July	August	September	October	November	December	for Year
2018	\$1,962,214.72	\$1,943,637.75	\$1,780,622.98	\$2,023,315.56	\$1,870,382.57	\$1,633,344.06	\$1,816,127.45	\$1,643,850.72	\$1,584,218.99	\$1,914,793.23	\$1,842,417.33	\$1,743,836.48	\$1,813,230.15
2019	\$1,851,277.80	\$1,972,764.31	\$1,918,434.61	\$2,063,608.18	\$2,039,616.86	\$1,918,780.30	\$2,044,401.82	\$2,039,261.99	\$1,915,329.19	\$2,036,424.83	\$1,985,685.37	\$1,910,997.42	\$1,974,715.22
2020	\$1,967,807.21	\$2,029,158.92	\$2,191,628.66	\$2,443,036.94	\$2,039,616.86	\$1,918,780.30	\$2,044,401.82	\$2,039,261.99	\$2,236,196.53	\$2,383,533.05	\$2,377,097.32	\$2,458,002.48	\$2,177,376.84
2021	\$2,686,372.79	\$2,595,490.74	\$2,483,393.31	\$2,394,881.79	\$2,704,232.84	\$2,797,102.25	\$2,854,166.91	\$2,927,270.22	\$2,887,651.14	\$2,943,305.87	\$3,062,913.28	\$3,061,698.33	\$2,783,206.62
2022	\$3,188,143.70	\$3,522,705.99	\$3,489,931.37	\$3,750,709.18	\$3,760,049.78	\$3,637,055.84	\$3,801,847.69	\$3,792,898.70	\$3,701,291.30	\$3,780,582.03	\$4,015,468.97	\$3,958,921.27	\$3,699,967.15
2023	\$4,092,369.86	\$4,485,621.04	\$4,522,574.88	\$4,317,365.64	\$4,392,590.53	\$4,413,234.48	\$4,329,419.65	\$4,465,577.48	\$4,276,687.45	\$4,346,328.21	\$4,280,939.44	\$3,969,889.82	\$4,324,383.21
2024	\$4,038,252.01	\$4,221,609.24											

HUMAN SERVICES

														Average	1
		January	February	March	April	May	June	July	August	September	October	November	December	for Year	1
2	2018	\$2,027,812.89	\$1,484,259.33	\$191,366.90	-\$965,731.97	-\$501,975.29	\$2,490,788.49	\$3,357,738.65	\$3,035,839.30	\$1,833,134.33	\$948,482.40	\$2,542,047.76	\$3,397,063.22	\$1,653,402.17	1
2	2019	\$2,581,063.09	\$2,265,158.91	\$405,973.82	-\$661,408.85	\$934,705.49	\$3,904,218.27	\$4,115,284.54	\$3,342,408.83	\$1,895,296.62	\$1,080,003.92	\$2,347,069.20	\$3,881,423.66	\$2,174,266.46	1
2	2020	\$2,332,934.55	\$1,794,776.37	\$446,580.09	-\$301,075.40	-\$322,039.73	\$4,477,838.46	\$4,384,474.68	\$4,260,536.62	\$3,518,651.39	\$2,410,104.32	\$2,492,480.39	\$4,846,662.00	\$2,528,493.65	1
2	2021	\$4,187,134.17	\$3,427,813.26	\$2,563,120.41	\$1,286,019.28	\$934,705.49	\$3,904,218.27	\$4,115,284.54	\$3,342,408.83	\$4,305,643.19	\$3,134,667.60	\$3,557,047.37	\$5,699,958.61	\$3,371,501.75	1
2	2022	\$4,620,423.53	\$4,781,219.71	\$3,878,657.09	\$2,403,835.75	\$2,505,036.95	\$7,134,523.44	\$6,827,202.31	\$6,300,253.90	\$5,236,120.79	\$4,373,885.31	\$5,527,904.49	\$6,555,357.85	\$5,012,035.09	1
2	2023	\$6,052,424.45	\$6,081,720.18	\$4,666,308.71	\$3,354,346.73	\$4,090,366.08	\$7,797,583.18	\$8,821,277.15	\$8,602,178.45	\$7,457,835.03	\$6,724,760.36	\$7,810,473.46	\$8,528,878.75	\$6,665,679.38	l
2	2024	\$6,839,001.71	\$7,235,453.39												l
															4

HEALTH INSURANCE

													Average
	January	February	March	April	May	June	July	August	September	October	November	December	for Year
2018	\$547,461.08	\$661,779.26	\$734,590.83	\$705,226.64	\$998,994.04	\$688,218.46	\$693,431.75	\$820,833.21	\$742,653.73	\$690,065.54	\$709,870.88	\$736,904.37	\$727,502.48
2019	\$830,786.86	\$898,632.50	\$996,671.64	\$973,046.88	\$1,015,393.62	\$1,046,007.99	\$1,064,138.10	\$1,127,623.68	\$1,189,707.87	\$1,200,976.08	\$1,195,846.02	\$1,051,604.82	\$1,049,203.01
2020	\$1,070,978.00	\$1,108,164.79	\$1,071,726.42	\$1,126,237.51	\$1,216,443.58	\$1,252,789.13	\$1,289,386.59	\$1,328,430.70	\$1,343,792.01	\$1,297,527.65	\$1,206,581.80	\$1,132,234.63	\$1,203,691.07
2021	\$1,103,507.67	\$1,443,581.40	\$1,012,036.66	\$973,311.22	\$1,025,293.31	\$970,211.29	\$957,506.41	\$1,089,406.61	\$1,075,654.66	\$1,043,092.63	\$1,036,496.53	\$1,025,248.14	\$1,062,945.54
2022	\$954,094.74	\$996,914.99	\$1,020,096.29	\$1,046,274.83	\$933,827.04	\$843,343.19	\$833,162.73	\$700,529.94	\$684,754.43	\$988,223.72	\$662,283.75	\$623,422.50	\$857,244.01
2023	\$612,668.68	\$678,479.43	\$767,125.93	\$804,622.27	\$763,093.34	\$779,663.23	\$844,301.69	\$833,854.87	\$909,715.53	\$929,036.75	\$862,791.28	\$1,271,163.67	\$838,043.06

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LMD

Southwest Health and Human Services



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3/10			Treasurer's Cash	Trial Balance	As of 02/2024
<u>Fun</u>	<u>id</u>	Beginning Balance	<u>This</u> <u>Month</u>	YTD	Current <u>Balance</u>
1	Health Services Fund				
		3,969,983.30			
	Receipts	-,,	486,284.37	926,524.67	
	Disbursements		32,087.48-	141,249.80-	
	Payroll		270,837.20-	533,648.93-	
	Fund Total		183,359.69	251,625.94	4,221,609.24
2	Opioid Settlement				
		541,414.68			
	Disbursements		0.00	12.42-	
	Fund Total		0.00	12.42-	541,402.26
5	Human Services Fund	410	General Administra	tion	
		966,127.41-			
	Receipts		67,623.83	135,226.86	
	Disbursements		73,250.45-	129,571.09-	
	Payroll		10,148.17-	21,600.21-	
	Dept Total		15,774.79-	15,944.44-	982,071.85-
5	Human Services Fund	420	Income Maintenanc	ce	
		5,589,707.22			
	Receipts		1,217,217.18	1,578,646.44	
	Disbursements		174,808.96-	930,484.42-	
	Payroll		388,875.49-	773,038.17-	E 404 001 07
	Dept Total		653,532.73	124,876.15-	5,464,831.07
5	Human Services Fund	431	Social Services		
	Receipts	8,128,535.51	1 222 156 02	0 100 007 00	
	Disbursements		1,328,156.98 68,172.79-	2,188,027.88 260,828.34-	
	SSIS		707,507.63-	1,431,492.41-	
	Payroll		852,748.35-	1,687,918.60-	
	Dept Total		300,271.79-	1,192,211.47-	6,936,324.04
-		461			

5 Human Services Fund

461 Information Systems

Copyright 2010-2022 Integrated Financial Systems

LMD		Southw	est Health	and Human	Services	INTEGRATED FINANCIAL SYSTEM
3/10/2	4 2:54PM		Treasurer's Ca	sh Trial Balance	As of 02/2024	Page
		Beginning	<u>This</u>		Current	
<u>Fund</u>		Balance	<u>Month</u>	YTD	Balance	
		4,227,244.05-				
	Receipts		8,518.54	13,011.90		
	Disbursements		439.14-	1,732.54-		
	Payroll		23,680.33-	42,229.18-		
	Dept Total		15,600.93-	30,949.82-	4,258,193.87-	
5	Human Services Fund		471 LCTS Collabora	ative Agency		
		0.00				
	Receipts		74,564.00	74,564.00		
	Dept Total		74,564.00	74,564.00	74,564.00	
	Fund Total	8,524,871.27	396,449.22	1,289,417.88-	7,235,453.39	
61	Agency Health Insurance					
		1,271,163.67				
	Receipts		265,463.00	549,822.78		
	Disbursements		420,655.60-	701,024.39-		
	Fund Total		155,192.60-	151,201.61-	1,119,962.06	
71	LCTS Lyon Murray Collaborative Fun	nd	471 LCTS Collabora	ative Agency		
		175,720.21				
	Receipts		0.00	100.00		
	Disbursements		12,000.00-	24,750.00-		
	Dept Total		12,000.00-	24,650.00-	151,070.21	
	Fund Total	175,720.21	12,000.00-	24,650.00-	151,070.21	
73	LCTS Rock Pipestone Collaborative I	Fund	471 LCTS Collabora	ative Agency		
		46,144.81				
	Receipts	, -	300.00	600.00		
	Dept Total		300.00	600.00	46,744.81	
	Fund Total	46,144.81	300.00	600.00	46,744.81	

75 Redwood LCTS Collaborative

471 LCTS Collaborative Agency

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LMD		Southwest	Health a	nd Human	Services	INTEGRATED FINANCIAL SYSTEMS
3/10/24	2:54PM		Treasurer's Cash	Trial Balance	As of 02/2024	Page 4
Fund		Beginning <u>Balance</u>	<u>This</u> Month	YTD	Current Balance	
		78,858.51				
	Dept Total		0.00	0.00	78,858.51	
	Fund Total	78,858.51	0.00	0.00	78,858.51	
77	Local Advisory Council	477	Local Advisory Cou	ıncil		
		598.34				
	Dept Total		0.00	0.00	598.34	
	Fund Total	598.34	0.00	0.00	598.34	
78	Private Purpose Trust Fund	431	Social Services			
		3,914.00				
	Receipts		4,659.00	8,539.00		
	Disbursements Dept Total		0.00	164.00-	10,080,00	
			4,659.00	8,375.00	12,289.00	
	Fund Total	3,914.00	4,659.00	8,375.00	12,289.00	
All Funds		14,612,668.79				
	Receipts		3,452,786.90	5,475,063.53		
	Disbursements		781,414.42-	2,189,817.00-		
	SSIS		707,507.63-	1,431,492.41-		
	Payroll		1,546,289.54-	3,058,435.09-		
	Total		417,575.31	1,204,680.97-	13,407,987.82	

LMD

Southwest Health and Human Services

INTEGRATED FINANCIAL SYSTEMS

3/10/24 2:54PM

RM- Stmt of Revenues & Expenditures

Page 2

As Of	02/2024
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DESCRIPTION	CURRENT MONTH	YEAR TO- DATE	2024 BUDGET	% OF BUDG	% OF YEAR	
FUND 1 HEALTH SERVICES FUND						
REVENUES						
CONTRIBUTIONS FROM COUNTIES	98,841.00-	220,923.00-	883,692.00-	25	17	
INTERGOVERNMENTAL REVENUES	4,960.00-	149,677.00-	168,500.00-	89	17	
STATE REVENUES	133,724.14-	133,916.47-	1,320,150.00-	10	17	
FEDERAL REVENUES	205,249.02-	334,821.06-	1,399,913.00-	24	17	
FEES	34,140.95-	68,646.59-	457,605.00-	15	17	
EARNINGS ON INVESTMENTS	8,847.02-	17,750.83-	29,850.00-	59	17	
MISCELLANEOUS REVENUES	16.47-	283.95-	7,550.00-	4	17	
TOTAL REVENUES	485,778.60-	926,018.90-	4,267,260.00-	22	17	5%
EXPENDITURES						over
PROGRAM EXPENDITURES	0.00	0.00	0.00	0	17	
PAYROLL AND BENEFITS	270,716.43	533,887.95	4,007,394.00	13	17	
OTHER EXPENDITURES	31,702.48	140,505.01	652,006.00	22	17	
TOTAL EXPENDITURES	302,418.91	674,392.96	4,659,400.00	14	17	3%
						under

LMD

Southwest Health and Human Services

INTEGRATED FINANCIAL SYSTEMS

3/10/24 2:54PM

RM- Stmt of Revenues & Expenditures

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As Of (02/2024
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DESCRIPTION	CURRENT MONTH	YEAR TO- DATE	2024 BUDGET	% OF BUDG	% OF YEAR	
FUND 5 HUMAN SERVICES FUND			BODGLI	<u> </u>		
REVENUES						
CONTRIBUTIONS FROM COUNTIES	0.00	425,051.27-	13,305,205.00-	3	17	
INTERGOVERNMENTAL REVENUES	0.00	42,568.50-	123,841.00-	34	17	
STATE REVENUES	896,720.69-	950,924.58-	5,973,027.00-	16	17	
FEDERAL REVENUES	1,640,517.37-	1,788,977.51-	7,697,964.00-	23	17	
FEES	178,059.27-	339,277.29-	2,306,164.00-	15	17	
EARNINGS ON INVESTMENTS	40,303.09-	80,864.83-	149,100.00-	54	17	
MISCELLANEOUS REVENUES	130,031.57	223,343.39-	1,546,600.00-	14	17	
TOTAL REVENUES	2,625,568.85-	3,851,007.37-	31,101,901.00 -	12	17	5%
EXPENDITURES						under
PROGRAM EXPENDITURES	846,226.83	2,164,932.18	11,791,540.00	18	17	
PAYROLL AND BENEFITS	1,280,900.72	2,521,761.33	16,512,609.00	15	17	
OTHER EXPENDITURES	101,992.45	453,732.85	2,797,752.00	16	17	
TOTAL EXPENDITURES	2,229,120.00	5,140,426.36	31,101,901.00	17	17	0%

Southwest Health and Human Services

Revenues & Expend by Prog,Dept,Fund

INTEGRATED FINANCIAL SYSTEMS

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<u>Eement</u> 1 FUND	Description Health Services Fund	Account Number		<u>Current Month</u>	<u>Year- To- Date</u>	<u>Budget</u>	<u>%of</u> Bdgt	<u>%of</u> <u>Year</u>
410 DEPT	General Administration							
0 PROGRAM			Revenue					17
			Expend.	706.57	1,531.36	0.00	0	17
			Net	706.57	1,531.36	0.00	0	17
910 PROGRAM	CHA/ CHIP		Revenue	6,023.54-	6,023.54-	4,170.00 -	144	17
			Expend.	3,360.40	9,383.94	70,907.00	13	17
			Net	2,663.14-	3,360.40	66,737.00	5	17
915 PROGRAM	CDC Infrastructure Grant		Revenue	13,545.33-	13,545.33-	57,702.00 -	23	17
			Expend.	4,149.20	9,087.46	59,954.00	15	17
			Net	9,396.13-	4,457.87-	2,252.00	198 -	17
919 PROGRAM	PH Foundational		Revenue	0.00	0.00	172,800.00 -	0	17
			Expend.	994.36	994.36	152,507.00	1	17
			Net	994.36	994.36	20,293.00 -	5 -	17
930 PROGRAM	Administration		Revenue	107,743.99-	238,992.22 -	1,036,704.00 -	23	17
			Expend.	65,111.27	150,408.50	928,689.00	16	17
			Net	42,632.72-	88,583.72 -	108,015.00 -	82	17
410 DEPT	General Administration	Totals:	Revenue	127,312.86-	258,561.09-	1,271,376.00 -	20	17
			Expend.	74,321.80	171,405.62	1,212,057.00	14	17
			Net	52,991.06-	87,155.47 -	59,319.00 -	147	17
481 DEPT	Nursing							
100 PROGRAM	Family Health		Revenue	3,029.81-	3,462.69-	15,445.00 -	22	17
			Expend.	1,649.53	3,487.22	20,341.00	17	17
			Net	1,380.28-	24.53	4,896.00	1	17
103 PROGRAM	Follow Along Program		Revenue	4,102.41-	4,102.41 -	20,117.00 -	20	17
			Expend.	1,846.90	4,840.22	46,791.00	10	17
			Net	2,255.51-	737.81	26,674.00	3	17
110 PROGRAM	TANF		Revenue	0.00	23,807.45 -	130,240.00 -	18	17
			Expend.	0.00	18,533.11	96,564.00	19	17
			Net	0.00	5,274.34 -	33,676.00 -	16	17
125 PROGRAM	Asthma Program		Revenue					17
			Expend.	2,150.99	2,738.84	0.00	0	17
			Net	2,150.99	2,738.84	0.00	0	17

Southwest Health and Human Services

Revenues & Expend by Prog,Dept,Fund

INTEGRATED FINANCIAL SYSTEMS

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<u>⊟ement</u> 130 PROGRAM	Description WC	Account Number	Revenue Expend. Net	<u>Current Month</u> 136,443.00 - 52,628.94 83,814.06 -	<u>Year- To- Date</u> 136,443.00 - 104,392.64 32,050.36 -	<u>Budget</u> 514,577.00 - 679,605.00 165,028.00	<u>% of</u> <u>Bdgt</u> 27 15 19 -	<u>% of</u> <u>Year</u> 17 17 17
210 PROGRAM	CTC Outreach		Revenue Expend. Net	25,907.35- 12,909.40 12,997.95-	25,907.35- 22,608.92 3,298.43-	179,962.00 - 177,866.00 2,096.00 -	14 13 157	17 17 17
265 PROGRAM	Strong Foundations FHV		Revenue Expend. Net	1,785.72- 7,820.88 6,035.16	36,709.94 - 18,491.28 18,218.66 -	182,218.00 - 177,476.00 4,742.00 -	20 10 384	17 17 17
270 PROGRAM	Maternal Child Health - Title V		Revenue Expend. Net	19,885.57- 9,366.29 10,519.28-	22,479.91 - 26,054.02 3,574.11	180,373.00 265,729.00 85,356.00	12 10 4	17 17 17
280 PROGRAM	MCH Dental Health		Revenue Expend. Net	0.00 0.50 0.50	0.00 519.34 519.34	1,000.00 - 7,081.00 6.081.00	0 7 9	17 17 17
285 PROGRAM	MCH Blood Lead		Revenue Expend. Net	389.81 389.81	747.53 747.53	16,644.00 16,644.00	4	17 17 17
295 PROGRAM	MCH Car Seat Program		Revenue Expend. Net	1,018.00- 5,362.12 4,344.12	2,327.38 - 10,066.38 7,739.00	11,000.00 - 75,086.00 64,086.00	21 13 12	17 17 17
300 PROGRAM	Case Management		Revenue Expend. Net	48,944.57- 37,579.44 11,365.13-	74,502.30 - 82,502.54 8,000.24	336,212.00 - 353,928.00 17,716.00	22 23 45	17 17 17
330 PROGRAM	MNChoices		Revenue Expend. Net	44,744.65- 14,919.13 29,825.52-	44,744.65 - 30,474.00 14,270.65 -	203,974.00 - 244,193.00 40,219.00	22 12 35 -	17 17 17
603 PROGRAM	Disease Prevention and Control		Revenue Expend. Net	15,090.71- 11,794.23 3,296.48-	15,100.71- 26,805.94 11,705.23	199,158.00 - 192,911.00 6,247.00 -	8 14 187 -	17 17 17
660 PROGRAM	MIIC		Revenue Expend. Net	3.66 3.66	13.07 13.07	3,746.00 3,746.00	0 0	17 17 17

Southwest Health and Human Services

Revenues & Expend by Prog,Dept,Fund

INTEGRATED FINANCIAL SYSTEMS

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⊟ement 481 DEPT	Description Nursing	<u>Account Number</u> Totals:	Revenue Expend. Net	<u>Current Month</u> 300,951.79- 158,421.82 142,529.97-	<u>Year- To- Date</u> 389,587.79 - 352,275.05 37,312.74 -	<u>Budget</u> 1,974,276.00 - 2,357,961.00 383,685.00	<u>% of</u> <u>Bdgt</u> 20 15 10 ⁻	<u>% of</u> <u>Year</u> 17 17 17
483 DEPT	Health Education							
500 PROGRAM	Direct Client Services		Revenue Expend. Net	575.64- 1,574.26 998.62	575.64 - 2,149.90 1.574.26	5,112.00 - 18,292.00 12,180.00	11 12 12	17 17 17
510 PROGRAM	SHIP		Revenue Expend.	47,156.19- 17,691.65	1,574.26 47,156.19- 38,022.81	13,180.00 224,631.00 - 293,888.00	21 13	17 17
540 PROGRAM	Toward Zero Deaths (TZD) Safe	Roads	Net Revenue Expend.	29,464.54- 1,312.55- 239.78	9,133.38 - 1,312.55 - 1,009.81	69,257.00 16,598.00 - 16,322.00	13 - 8 6	17 17 17
541 PROGRAM	Toward Zero Deaths (TZD) Safe	Roads	Net Revenue Expend.	1,072.77- 911.60- 85.77	302.74- 911.60- 518.17	276.00 - 16,458.00 - 16,703.00	110 6 3	17 17 17
551 PROGRAM	Pipestone Drug Free Communi	ties	Net Revenue Expend.	825.83- 0.00 10,694.76	393.43 - 40,239.14 - 26,053.37	245.00 125,000.00 - 125,475.00	161 - 32 21	17 17 17
565 PROGRAM	Cannabis		Net Revenue Expend.	10,694.76 0.00	14,185.77 - 0.00	475.00 50,000.00 -	2,986 - 0	17 17 17
570 PROGRAM	Regional Health Equity Networl	Grant	Net Revenue Expend.	0.00 0.00 1,411.69	0.00 1,765.46 - 2,334.20	50,000.00 - 0.00 0.00	0 0 0	17 17 17
900 PROGRAM	Emergency Preparedness		Net Revenue Expend.	1,411.69 0.00 8,797.66	568.74 23,856.78 - 17,818.30	0.00 93,761.00 - 94,885.00	0 25 19	17 17 17
903 PROGRAM	Response Sustainability- PHEP		Net Revenue	8,797.66 0.00	6,038.48 - 0.00	1,124.00 173,110.00 -	537 - 0	17 17 17
			Expend. Net	348.03 348.03	353.83 353.83	175,478.00 2,368.00	0 15	17 17
905 PROGRAM	COVID- 19 Pandemic		Revenue Expend. Net	0.00 783.13 783.13	4,929.69 - 1,318.15 3,611.54 -	0.00 0.00 0.00	0 0 0	17 17 17

Southwest Health and Human Services

Revenues & Expend by Prog,Dept,Fund

INTEGRATED FINANCIAL SYSTEMS

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日 回 日 日 日 日 日 日 日 日 日 日 日 日 日 日 日 日 日 日	Description Crisis Response Workforce Grant	Account Number (CO)	Revenue	Current Month	<u>Year- To- Date</u>	<u>Budget</u>	<u>% of</u> Bdgt	<u>%of</u> <u>Year</u> 17
			Expend.	0.00	6,395.05	0.00	0	17
			Net	0.00	6,395.05	0.00	0	17
483 DEPT	Health Education	Totals:	Revenue	49,955.98-	120,747.05 -	704,670.00 -	17	17
			Expend.	41,626.73	95,973.59	741,043.00	13	17
			Net	8,329.25-	24,773.46 -	36,373.00	68 ⁻	17
485 DEPT	Environmental Health							
800 PROGRAM	Environmental		Revenue	5,014.00-	150,079.00-	226,858.00 -	66	17
			Expend.	19,520.59	40,262.45	251,407.00	16	17
			Net	14,506.59	109,816.55-	24,549.00	447 -	17
809 PROGRAM	Environmental Water Lab		Revenue	2,543.97-	7,043.97-	90,080.00 -	8	17
			Expend.	8,456.06	13,806.03	96,932.00	14	17
			Net	5,912.09	6,762.06	6,852.00	99	17
830 PROGRAM	FDA Standardization Grant		Revenue					17
			Expend.	71.91	670.22	0.00	0	17
			Net	71.91	670.22	0.00	0	17
485 DEPT	Environmental Health	Totals:	Revenue	7,557.97-	157,122.97 -	316,938.00 -	50	17
			Expend.	28,048.56	54,738.70	348,339.00	16	17
			Net	20,490.59	102,384.27 -	31,401.00	326 ⁻	17
1 FUND	Health Services Fund	Totals:	Revenue	485,778.60-	926,018.90-	4,267,260.00 -	22	17
			Expend.	302,418.91	674,392.96	4,659,400.00	14	17
			Net	183,359.69-	251,625.94	392,140.00	64 -	17

Southwest Health and Human Services

Revenues & Expend by Prog,Dept,Fund

INTEGRATED FINANCIAL SYSTEMS

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<u>Eement</u> 5 FUND	<u>Description</u> Human Services Fund	Account Number		Current Month	<u>Year- To- Date</u>	Budget	<u>%of</u> Bdgt	<u>%of</u> <u>Year</u>
410 DEPT	General Administration							
0 PROGRAM			Revenue					17
			Expend.	15,775.16	15,945.55	33,605.00	47	17
			Net	15,775.16	15,945.55	33,605.00	47	17
410 DEPT	General Administration	Totals:	Revenue					17
			Expend.	15,775.16	15,945.55	33,605.00	47	17
			Net	15,775.16	15,945.55	33,605.00	47	17
420 DEPT	Income Maintenance							
0 PROGRAM			Revenue					17
			Expend.	5.10	10.20	0.00	0	17
			Net	5.10	10.20	0.00	0	17
600 PROGRAM	Income Maint Administrativ	ve/ Overhea	Revenue	39,374.17-	179,411.70-	4,209,520.00 -	4	17
			Expend.	94,564.58	251,917.04	1,491,047.00	17	17
			Net	55,190.41	72,505.34	2,718,473.00 -	3 -	17
601 PROGRAM	Income Maint/ Random Mon	nent Payro	Revenue					17
			Expend.	239,311.24	478,770.53	3,019,158.00	16	17
			Net	239,311.24	478,770.53	3,019,158.00	16	17
602 PROGRAM	Income Maint FPI Investigat	or	Revenue	38,506.00-	38,506.00-	210,256.00 -	18	17
			Expend.	10,190.54	19,794.23	200,109.00	10	17
			Net	28,315.46-	18,711.77-	10,147.00 -	184	17
605 PROGRAM	MN Supplemental Aid (MSA)/ GRH	Revenue	7,524.54-	12,363.11-	50,000.00 -	25	17
			Expend.	4,193.53	14,639.14	50,000.00	29	17
			Net	3,331.01-	2,276.03	0.00	0	17
610 PROGRAM	TANF(AFDC/ MFIP/ DWP)		Revenue	1,325.00-	1,380.00-	8,400.00 -	16	17
			Expend.	4.69	18.75	5,040.00	0	17
			Net	1,320.31-	1,361.25-	3,360.00 -	41	17
620 PROGRAM	General Asst (GA) / Burials		Revenue	7,084.37-	11,294.03 -	37,000.00 -	31	17
			Expend.	20,312.00	62,490.25	301,000.00	21	17
			Net	13,227.63	51,196.22	264,000.00	19	17
630 PROGRAM	Food Support (FS)		Revenue	145,301.20-	160,739.20-	635,500.00 -	25	17
			Expend.	199.06	771.21	2,500.00	31	17
			Net	145,102.14-	159,967.99-	633,000.00 -	25	17

Southwest Health and Human Services

Revenues & Expend by Prog,Dept,Fund

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日ement 640 PROGRAM	Description Child Support (IVD)	<u>Account Number</u>	Revenue Expend. Net	<u>Current Month</u> 198,709.99- 74,410.41 124,299.58-	<u>Year- To- Date</u> 259,719.55 - 165,849.05 93,870.50 -	<u>Budget</u> 1,597,558.00 - 1,231,801.00 365,757.00 -	<u>%of</u> <u>Bdgt</u> 16 13 26	<u>% of</u> <u>Year</u> 17 17 17
650 PROGRAM	Medical Assistance (MA)		Revenue Expend. Net	778,209.43- 119,497.82 658,711.61-	914,050.37 - 708,266.71 205,783.66 -	4,620,000.00 - 3,345,000.00 1,275,000.00 -	20 21 16	17 17 17
680 PROGRAM	Refugee Cash Assistance (RCA)		Revenue Expend. Net	187.00-	187.00 - 187.00 -	0.00	0 0	17 17 17
420 DEPT	Income Maintenance	Totals:	Revenue Expend. Net	1,216,221.70- 562,688.97 653,532.73-	1,577,650.96 1,702,527.11 124,876.15	11,368,234.00 - 9,645,655.00 1,722,579.00 -	14 18 7-	17 17 17
431 DEPT	Social Services							
0 PROGRAM			Revenue Expend. Net	224,526.57 80.21 224,606.78	0.00 94.21 94.21	0.00 0.00 0.00	0 0 0	17 17 17
700 PROGRAM	Social Service Administrative/ Ove	rhea	Revenue Expend. Net	502,437.20- 198,427.90	855,323.33 - 515,797.31	11,980,137.00 - 3,279,379.00	7 16 4	17 17 17 17
701 PROGRAM	Social Services/SSTS		Revenue Expend.	304,009.30- 708,296.16	339,526.02-	8,700,758.00 - 9,269,397.00	15	17 17
710 PROGRAM	Children's Social Services Program	15	Net Revenue Expend.	708,296.16 182,520.71- 349,356.39	1,406,951.75 256,905.88 - 733,839.55	9,269,397.00 1,993,256.00 - 4,439,251.00	15 13 17	17 17 17
711 PROGRAM	YIP Grant (Circle)- Dept of Public S	Safet	Net Revenue Expend.	166,835.68 2,345.73- 2,146.16	476,933.67 2,345.73 - 4,206.83	2,445,995.00 0.00 0.00	19 0 0	17 17 17
712 PROGRAM	CIRCLE Program		Net Revenue	199.57- 0.00	1,861.10 5,000.00-	0.00 5,000.00 -	0 100	17 17
		_	Expend. Net	1,377.57 1,377.57	1,746.36 3,253.64 -	13,000.00 8,000.00	13 41 -	17 17
713 PROGRAM	STAY Program Grant (formerly SE	_F)	Revenue Expend. Net	22,500.00- 2,580.57 19,919.43-	22,500.00 - 2,694.54 19,805.46 -	45,000.00 - 45,000.00 0.00	50 6 0	17 17 17

Southwest Health and Human Services

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日ement 714 PROGRAM	Description <u>Account Number</u> PrimeWest Reinvestment Grant	Revenue Expend. Net	<u>Current Month</u> 5,660.88 5,660.88	<u>Year- To- Date</u> 10,687.05 10,687.05	<u>Budget</u> 0.00 0.00	<u>% of</u> <u>Bdgt</u> 0 0	<u>%of</u> <u>Year</u> 17 17 17
715 PROGRAM	Children Waivers	Revenue Expend.	14,447.74-	14,447.74 -	110,000.00 -	13	17 17
716 PROGRAM	FGDM/ Family Group Decision Making	Net Revenue Expend. Net	14,447.74- 28,163.92- 9,055.75 19,108.17-	14,447.74 - 28,163.92 - 18,851.04 9,312.88 -	110,000.00 - 123,032.00 - 123,032.00 0.00	13 23 15 0	17 17 17 17
717 PROGRAM	Family Assmt Response Grant/Discr F	Revenue Expend. Net	0.00 1,584.26 1,584.26	0.00 2,114.18 2,114.18	37,888.00 - 37,888.00 0.00	0 6 0	17 17 17
718 PROGRAM	PSOP/ Parent Support Outreach Progra	Revenue Expend. Net	8,289.00- 8,345.04 56.04	16,578.00 10,124.02 6,453.98-	30,113.00 - 30,113.00 0.00	55 34 0	17 17 17
720 PROGRAM	Child Care/ Child Protection	Revenue Expend. Net	1,050.00- 637.50 412.50-	2,750.00 - 1,530.00 1,220.00 -	20,500.00 - 2,500.00 18,000.00 -	13 61 7	17 17 17
721 PROGRAM	CC Basic Side Fee/ Cty Match to DHS	Revenue Expend. Net	2,577.00- 3,614.00 1,037.00	2,577.00- 10,839.00 8,262.00	46,194.00 - 43,365.00 2,829.00 -	6 25 292 -	17 17 17
726 PROGRAM	MFIP/ SW MN PIC	Revenue Expend. Net	1,602.00-	1,602.00-	7,000.00 -	23 23	17 17 17
730 PROGRAM	Chemical Dependency	Revenue Expend. Net	16,368.50- 17,069.25 700.75	39,057.13 - 25,097.24 13,959.89 -	207,500.00 - 233,500.00 26,000.00	19 11 54 -	17 17 17
740 PROGRAM	Mental Health (Both Adults & Children	Revenue Expend. Net	45.60- 45.60-	45.60 - 45.60 -	0.00	0	17 17 17
741 PROGRAM	Mental Health - Adults Only	Revenue Expend. Net	181,996.96- 195,115.94 13,118.98	195,162.34 - 386,257.84 191,095.50	1,299,626.00 - 1,862,749.00 563,123.00	15 21 34	17 17 17

Southwest Health and Human Services

Revenues & Expend by Prog,Dept,Fund

INTEGRATED FINANCIAL SYSTEMS

Page 10

<u>日ement</u> 742 PROGRAM	Description Mental Health - Children Only	Account Number	Revenue Expend. Net	<u>Current Month</u> 175,883.73- 64,086.26 111,797.47-	<u>Year- To- Date</u> 191,781.95 - 149,544.76 42,237.19 -	<u>Budget</u> 884,553.00 - 1,069,265.00 184,712.00	<u>% of</u> <u>Bdgt</u> 22 14 23 -	<u>% of</u> <u>Year</u> 17 17 17
750 PROGRAM	Developmental Disabilities		Revenue	136,749.06-	136,749.06-	774,144.00 -	18	17
			Expend. Net	18,406.16 118,342.90-	32,593.62 104,155.44 -	257,169.00 516,975.00 -	13 20	17 17
760 PROGRAM	Adult Services		Revenue	115,953.59	256,930.39-	1,284,724.00 -	20	17
			Expend.	7,027.87	11,899.88	85,200.00	14	17
			Net	108,925.72-	245,030.51 -	1,199,524.00 -	20	17
765 PROGRAM	Adult Waivers		Revenue	157,860.44-	157,860.44-	844,000.00 -	19	17
			Expend.	33,668.53	53,122.80	198,500.00	27	17
			Net	124,191.91-	104,737.64 -	645,500.00 -	16	17
431 DEPT	Social Services	Totals:	Revenue	1,326,264.61-	2,185,780.51 -	19,692,667.00 -	11	17
			Expend.	1,626,536.40	3,377,991.98	20,989,308.00	16	17
			Net	300,271.79	1,192,211.47	1,296,641.00	92	17
461 DEPT	Information Systems							
0 PROGRAM			Revenue	8,518.54-	13,011.90-	41,000.00 -	32	17
			Expend.	24,119.47	43,961.72	433,333.00	10	17
			Net	15,600.93	30,949.82	392,333.00	8	17
461 DEPT	Information Systems	Totals:	Revenue	8,518.54-	13,011.90-	41,000.00 -	32	17
			Expend.	24,119.47	43,961.72	433,333.00	10	17
			Net	15,600.93	30,949.82	392,333.00	8	17
471 DEPT	LCTS Collaborative Agency							
702 PROGRAM	LCTS		Revenue	74,564.00-	74,564.00-	0.00	0	17
			Expend.					17
			Net	74,564.00-	74,564.00-	0.00	0	17
471 DEPT	LCTS Collaborative Agency	Totals:	Revenue	74,564.00-	74,564.00-	0.00	0	17
			Expend.					17
			Net	74,564.00-	74,564.00-	0.00	0	17
5 FUND	Human Services Fund	Totals:	Revenue	2,625,568.85-	3,851,007.37-	31,101,901.00 -	12	17
			Expend.	2,229,120.00	5,140,426.36	31,101,901.00	17	17
			Net	396,448.85-	1,289,418.99	0.00	0	17

Social Services Caseload:

Yearly Averages	Adult Services	Children's Services	Total Programs
2018	2683	617	3299
2019	2651	589	3241
2020	2623	572	3195
2021	2694	560	3254
2022	2729	567	3295
2023	2820	575	3395
2024			

2024	Adult Services	Children's Services	Total Programs
January	2770	638	3408
February	2783	652	3435
March			0
April			0
May			0
June			0
July			0
August			0
September			0
October			0
November			0
December			0
Average	2777	645	3422

Adult - Social Services Caseload

Average	Adult Brain Injury (BI)	Adult Community Access for Disability Inclusion (CADI)	Adult Community Alternative Care (CAC)	Adult Essential Community Supports	Adult Mental Health (AMH)	Adult Protective Services (APS)	Adult Services (AS)	Alternative Care (AC)	Chemical Dependency (CD)	Developmental Disabilities (DD)	Elderly Waiver (EW)	Total Programs
2018	11	299	14	0	282	43	880	18	353	451	331	2683
2019	9	319	13	0	261	58	887	17	295	542	339	2651
2020	10	328	12	0	270	61	869	15	287	453	319	2623
2021	9	362	13	0	272	50	926	14	299	446	303	2609
2022	8	387	12	0	260	72	996	16	230	448	303	2671
2023	8	406	10	0	246	83	1065	17	228	450	306	2757
2024												

*Note: CADI name change and there is a new category (Adult Essential Community Supports)

2024	Adult Brain Injury (BI)	Adult Community Access for Disability Inclusion (CADI)	Adult Community Alternative Care (CAC)	Adult Essential Community Supports	Adult Mental Health (AMH)	Adult Protective Services (APS)	Adult Services (AS)	Alternative Care (AC)	Chemical Dependency (CD)	Developmental Disabilities (DD)	Elderly Waiver (EW)	Total Programs
January	11	398	10	0	242	93	1026	22	194	470	304	2770
February	11	396	10	0	240	97	1004	23	227	470	305	2783
March												0
April												0
May												0
June												0
July												0
August												0
September												0
October												0
November												0
December												0
	11	397	10	0	241	95	1015	23	211	470	305	1851

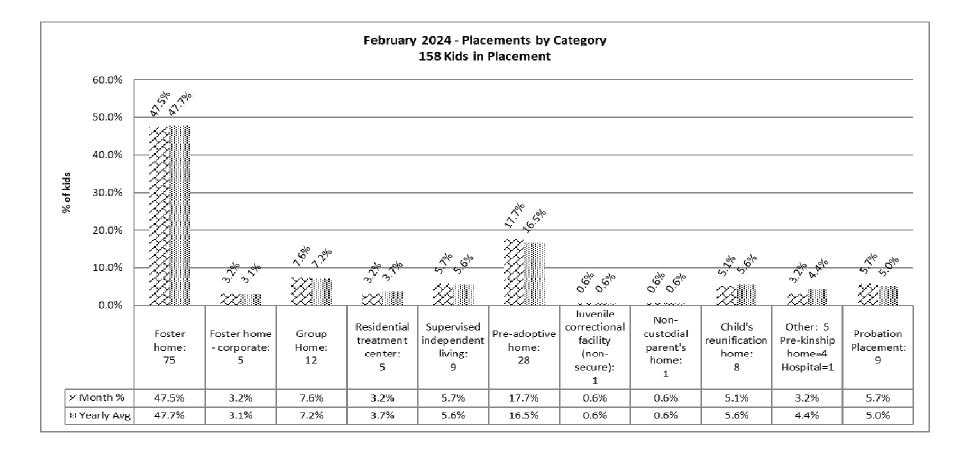
Children's - Social Services Caseload

Average	Adolescent Independent Living (ALS)	Adoption	Child Brain Injury (BI)	Child Community Alternative Care (CAC)	Child Community Alternatives for Disabled Individuals (CADI)	Child Protection (CP)	Child Welfare (CW)	Children's Mental Health (CMH)	Early Inter vention: Infants & Toddlers with Disabilities	Minor Parents (MP)	Parent Support Outreach Program (PSOP)	Total Programs
2018	46	23	0	11	40	180	182	110	0	0	25	604
2019	36	18	0	11	40	170	191	94	0	0	30	589
2020	30	29	0	12	48	163	178	82	0	0	32	572
2021	21	33	0	13	59	165	155	85	0	0	31	591
2022	23	30	0	13	64	176	145	78	0	0	38	592
2023	22	31	0	12	64	166	158	86	0	0	37	584
2024												

2024	Adolescent Independent Living (ALS)	Adoption	Child Brain Injury (BI)	Child Community Alternative Care (CAC)	Child Community Alternatives for Disabled Individuals (CADI)	Child Protection (CP)	Child Welfare (CW)	Children's Mental Health (CMH)	Early Inter vention: Infants & Toddlers with Disabilities	Minor Parents (MP)	Parent Support Outreach Program (PSOP)	Total Programs
January	23	26	0	12	65	189	178	99	0	0	46	638
February	23	25	0	12	65	202	184	104	0	0	37	652
March												0
April												0
May												0
June												0
July												0
August												0
September												0
October												0
November												0
December												0
	23	26	0	12	65	196	181	102	0	0	42	430

2024 KIDS IN OUT OF HOME PLACEMENT - BY COUNTY

	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	YTD Average	2023 Average
Lincoln	5	5											5	5
Lyon	69	69											69	51
Murray	14	16											15	14
Pipestone	22	20											21	21
Redwood	43	41											42	53
Rock	10	7											9	10
Monthly Totals	163	158	0	0	0	0	0	0	0	0	0	0		



February 2024: Total kids in placement = 158

Total of 8 Children entered placement

2	Lyon	Foster Home
4	Murray	Foster Home
2	Redwood	Probation

Total of 13 Children were discharged from placement (discharges from previous month)

2	Lyon	Child's Reunification Home
1	Murray	Residential Treatment Center
1	Murray	Child's Reunification Home
1	Pipestone	ADOPTED
1	Pipestone	Child's Reunification Home
4	Redwood	Pre-Kinship Home
3	Rock	Foster Home

NON IVD COLLECTIONS

February 2024

PROGRAM	ACCOUNT	TOTAL
MSA/GRH	05-420-605.5803	7,525
TANF (MFIP/DWP/AFDC)	05-420-610.5803	1,325
GA	05-420-620.5803	0
GA County Burial Recovery	05-420-620.5804	7,084
FS	05-420-630.5803	1,218
CS (PI Fee, App Fee, etc)	05-420-640.5501	198
MA Recoveries & Estate Collections (25% retained by agency)	05-420-650.5803	54,592
REFUGEE	05-420-680.5803	0
CHILDRENS		
Court Visitor Fee	05-431-700.5514	0
Parental Fees, Holds	05-431-710.5501	5,501
OOH/FC Recovery	05-431-710.5803	871
CHILDCARE		
Licensing	05-431-720.5502	50
Corp FC Licensing	05-431-720.5505	1,000
Over Payments	05-431-721&722.5803	0
CHEMICAL DEPENDENCY		
SUD Assessment Fee	05-431-730.5504	2,454
CD Assessments	05-431-730.5519	1,343
Detox Fees	05-431-730.5520	5,334
SUD Treatment	05-431-730.5523	2,952
Over Payments	05-431-730.5803	0
MENTAL HEALTH		
Insurance Copay	05-431-740.5803	46
Over Payments	05-431-741 or 742.5803	109
DEVELOPMENTAL DISABILITIES		
Insurance Copay/Overpayments	05-431-750.5803	1,364
ADULT		
Court Visitor Fee	05-431-760.5515	0
Insurance Copay/Overpayments	05-431-760.5803	251

TOTAL NON-IVD COLLECTIONS

93,219

Spotlight on SWHHS County

Federal Performance Measures

FF	Y23	Paternities established (%)	Orders established (%)	Current collections (%)	Arrears collections (%)	Cost effect (\$)
Stat	ewide	96.58	85.72	73.39	69.58	2.68
DOPLAT	/HHS	98.12	89.81	75.82	73.79	6.08

Payment stats

- Total dollar amount disbursed: \$8,681,490.
- Total number of cases with payments: 2,024

Maintenance stats

- Total number of cases with a Cost-of-Living Adjustment: 606
- Total number of modified orders: 190

People stats

- Number of children served: 3,129
- MSCO registrations: 34% of all participants are registered.

Staff stats

Total number of child support staff (includes cooperative agreements if applicable): 15.0



2024 Public Health Statistics

	WIC	Family Home Visiting	MnChoices PCA Assessments	Managed Care	Dental Varnish	Refugee Health	LTBI Medication Distribution	Water Tests	FPL Inspections	Imm	Car Seats	COVID Vaccine Admin
'12 Avg	1857	48	15	187	81							
'13 Avg	2302	37	21	211	90							
'14 Avg	2228	60	25	225	112	6	30					
'15 Avg	2259	86	23	238	112	12	36					
'16 Avg	2313	52	22	265	97	12	27					
'17 Avg	2217	47	22	290	56	9	25					
'18 Avg	2151	50	22	324	23	4	18	128	48	57	19	
'19 Avg	2018	31	10	246	18	4	10	131	47	63	20	
'20 Avg	2008	27	8	224	-	-	6	129	34	21	7	
'21 Avg	1921	19	8	195	-	1	4	132	41	24	9	633
'22 Avg	1984	35	9	189	-	1	17	171	47	41	12	4
'23 Avg	2096	33	11	175	-	4	2	133	41	57	16	-

	WIC	Family Home Visiting	MnChoices Assessments	Managed Care	Dental Varnish	Refugee Health	LTBI/DOT Medication Distribution	Water Tests	FPL Inspections	Imm	Car Seats
11/23	2091	30	4	186	0	0	4	97	43	103	18
12/23	2106	24	8	214	0	11	5	95	37	52	32
1/24	2101	26	13	261	0	0	0	113	31	19	19
2/24		42	11	281	0	9	4	110	27	63	8
3/24											
4/24											
5/24											
6/24											
7/24											
8/24											
9/24											
10/24											
11/24											
12/24											

Child and Teen Check Up Outreach Supplies

Authorization Summary

March 20, 2024 SWHHS Board Meeting

Vendor	Description	Quantity	Quote
Cubik Promotions	Imprinted bags	1,000	\$565.00
MyPlate Materials	Divided plates	500	\$2,175.00
Fresh Baby, LLC	Infant self-feeding spoon	300	\$729.00
Fresh Baby, LLC	Infant training cup	500	\$1,431.25
Windstar Promotions	Imprinted baby bib	300	\$927.00
Henle	CTC Periodicity magnets	1,000	\$722.13
Quantum	Infant & Toddler Toothbrush	960	\$361.20
Noodle Soup	Oral Health Education; Secondhand smoking education	500	\$217.56
Nutrition Matters	Various education	1,300	\$416.00
Channing Bete	Healthy Home Education	600	\$1,308.00
		TOTAL	\$8,852.14

- ALL COSTS will be covered by the Child & Teen Check Up Grant and have been approved in our work plan. This supply will last for approximately one year, depending on the number in children enrolled in medical assistance.
- Specific brochures have been used in the past, are not offered by any other vendors, and the cost has been deemed reasonable. Price breaks are offered depending on quantity. Shipping costs are not included but will be added to costs. At this time, some shipping costs are not available until the payment information is added to the order. **Requesting approval for the costs listed above plus applicable shipping.**
- Give away items will be handed out at WIC appointments and various health fairs.
- The particular vendors have been checked on the SAM System and have no active exclusion records.

CTC Quotes for November 2023 Board

Bags:



Cubik Promotions Inc.

ESTIMATE for Southwest Health and Human Services 1000 - Reusable Bags

SHIPPING ADDRESS Stephanie Holwerda Southwest Health and Human Services 607 W. Main St Suite 200 Marshall, Minnesota 56258 United States

BILLING ADDRESS Stephanie Holwerda Southwest Health and Human Services 607 W. Main St Suite 200 Marshall, Minnesota 56258 United States

PROJECT # 25580 TERMS Net 30 ESTIMATE # 57538 CUSTOMER PO IN HANDS DATE Dec 22, 2023 CURRENCY USD

OXO Reusable Die Cut Fold-Over Reinforced Bag (9"x12"x2")

Show your GREEN side with REUSABLE OXO Die Cut Bags now available in 12 different color options! The oxo-degradable process begins when the film is exposed to oxygen and the outdoor elements for an extended period of time and will degrade and disappear over a 12-18 month period. 2.5 Mil oxo plastic film is reusable. The oxo logo is printed randomly on bottom gusset. Use within 1yr, Recyclable symbol #4. Complies with Prop 65. 9" W x 12" H x 2" D



TEM	QTY	PRICE	AMOUNT
Size: 9" W X 12" H X 2" D - Color: Lime Green	1,000	\$0.49	\$490.00
FOTAL UNITS	1,000		
Setup Cost - Front	1	\$75.00	\$75.00
TOTAL			\$565.00

Artwork Details

<u>Plates:</u>



The Flexi Group Inc, Inc. dba MyPlate Materials

Quotation

Quotation # SWMHHS.2824 Quotation Date: February 8, 2024

Southwest Health and Human Services 607 W Main Street #200 Marshall, MN 56258

Portion Plate Kids Style H

500 pieces @ \$3.95 ea \$	1,975
Shipping to 56258 (10 boxes) \$	200
Tax	Exempt
Total\$	2,175

Payment Methods: Check (Net 30 Days) or Credit Card

PO Box 316 Kingsbridge Station Bronx, NY 10463

800 665-8053 myplatematerials.com

<u>Spoons:</u>

				QUOT
	Fresh Baby U.C.	Office Use Only:	QUOTE #:	AAAQ1332
FRESH	Fresh Baby, LLC 523 East Mitchell St.	Ship Date:	Date:	2/8/202
ВАВУ	Petoskey, MI 49770 231-348-2706 accountservice@fres	Invoice #:	Valid Until:	Mar 9, 202
Bill To:	Barran and Barran - a and	Ship To:	Prepared By:	1.000
tephanie Holwer outhwest Health 07 West Main St 200 Aarshall, MN 562	and Human Services	Stephanie Holwerda Southwest Health and Human 607 West Main St #200 Marshall, MN 56258	Brian Seelye Account Manager 231-489-7506 brian@freshbaby.com	
: (507) 532-127 : stephanie.holv	5 werda@swmhhs.com	p: (507) 532-1275 e: stephanie.holwerda@swmhhs.com	m 3:87	
pecial Instruction	is:			
Qty (pcs)	Item #	Description	Case Unit Discounted Qty Price Price	Ext. Price
300	22017 I GC Colo	OT THIS Self-feeding Spoon, Assorted ors	60 \$2.40 \$2.16	\$648.00
22 SZ SZ SZ			Subtotal:	\$648.00
*Backorder dates o	are estimates and may ch	ange without notice.	Shipping:	\$81.00
			Shipping Method:	UPS Ground
			TOTAL	\$729.00
	accou	TO PLACE AN ORDER: Please complete the following and ema intservice@freshbaby.com or fax to 888		
Signature:		Purchaser's Name:		
P.O. Number (Optional):		[] Credit Card [x] Terms Net 30	

Fresh Baby Certifications include: SBA WOSB, WBENC

[x] Terms Net 30

Windst r promotions

6601 West Laketowne Drive, Albertville, MN 55301 • Phone: 763.420.7309 • Fax: 763.416.4179 WindstarPromotions.com • <u>kbateman@windstarpromotions.com</u>

PROPOSAL

November 2, 2023

TO:	Stephanie Holwerda, Southwest Health and Human Services				
FROM:	Kären Bateman				
Description:	Silicone Baby Bib				
Imprint color:	White (I might recommend black on the light green so that logo pops)				
Imprint:	Child and Teene Checkups (888) 837-6713				
Item color:	Light green				
Production time:	10-12 working days; (see below for shipping times)				
Quantity:	200 - 300 (price each is the same for either 200 or 300)				
Price per bib:	 \$2.94 each ships via ocean - 25-30 days for shipping \$4.13 each ships via air - 12-15 days for shipping \$4.20 each ships via express - 7-9 days for shipping 				
	Price includes shipping charges. Setup charge of \$45.00 not included in above pricing.				

Kären Bateman Kären Bateman, President Dated: November 2, 2023

Bibs:

<u>Cups:</u>

				QUOTI
-	Freeh Bahy U.C.	Office Use Only:	QUOTE #:	AAAQ1332
FRESH	Fresh Baby, LLC	Ship Date:	Date:	2/8/202
BABY	Petoskey, MI 49770	Invoice #:	Valid Until:	Mar 9, 202
	231-348-2706 accountservice@fres	hbaby.com		
Bill To:		Ship To:	Prepared By:	
tephanie Holwer	rda	Stephanie Holwerda	Brian Seelye	S lash
7.5.7.5.7.6.5.6.6.6.6.6.6.6.6.6.6.6.6.6.	and Human Services	Southwest Health and Human	Account Manager	
07 West Main St 200		607 West Main St 231-489-7506 #200 brian@freshbaby.com		
Marshall, MN 562	58	Marshall, MN 56258	brian@rreshbaby.com	
: (507) 532-127		p: (507) 532-1275	7. 01	201
	werda@swmhhs.com	e: stephanie.holwerda@swmhhs.com	m 7-87	
special Instruction	ns:			
Qty	Item #	Description	Case Unit Discounted	Ext. Price
(nec)	CONCEPTION OF THE OWNER OF			
(pcs) 500	13513E 4- to	o 6- oz. Kid's MyPlate Dairy Training Cup Iid) - English	Qty Price Price 0 60 \$2.95 \$2.58	\$1,290.00
-	13513E 4- to	o 6- oz. Kid's MyPlate Dairy Training Cup	p 60 \$2.95 \$2.58	
500	13513E 4- to	o 6- oz. Kid's MyPlate Dairy Training Cup lid) - English	p 60 \$2.95 \$2.58 Subtotal:	\$1,290.00
500	13513E 4- to (w/	o 6- oz. Kid's MyPlate Dairy Training Cup lid) - English	p 60 \$2.95 \$2.58 Subtotal: Shipping:	\$1,290.00 \$141.25
500	13513E 4- to (w/	o 6- oz. Kid's MyPlate Dairy Training Cup lid) - English	p 60 \$2.95 \$2.58 Subtotal: Shipping: Shipping Method:	\$1,290.00 \$141.25 UPS Ground
500	13513E 4- to (w/	o 6- oz. Kid's MyPlate Dairy Training Cup lid) - English	p 60 \$2.95 \$2.58 Subtotal: Shipping:	\$1,290.00
500	13513E 4- to (w/	o 6- oz. Kid's MyPlate Dairy Training Cup lid) - English nange without notice. TO PLACE AN ORDER:	p 60 \$2.95 \$2.58 Subtotal:	\$1,290.00 \$141.25 UPS Ground
500	13513E 4- to (w/	o 6- oz. Kid's MyPlate Dairy Training Cup lid) - English nange without notice.	p 60 \$2.95 \$2.58 Subtotal: Shipping: Shipping Method: TOTAL	\$1,290.00 \$141.25 UPS Ground
*Backorder dates of	13513E 4- to (w/	o 6- oz. Kid's MyPlate Dairy Training Cup lid) - English nange without notice. TO PLACE AN ORDER: Please complete the following and ema intservice@freshbaby.com or fax to 888	p 60 \$2.95 \$2.58 Subtotal: Shipping: Shipping Method: TOTAL	\$1,290.00 \$141.25 UPS Ground
500	13513E 4- to (w/	o 6- oz. Kid's MyPlate Dairy Training Cup lid) - English nange without notice. TO PLACE AN ORDER: Please complete the following and ema	p 60 \$2.95 \$2.58 Subtotal: Shipping: Shipping Method: TOTAL	\$1,290.00 \$141.25 UPS Ground
*Backorder dates	13513E 4- to (w/ are estimates and may ch	o 6- oz. Kid's MyPlate Dairy Training Cup lid) - English nange without notice. TO PLACE AN ORDER: Please complete the following and ema intservice@freshbaby.com or fax to 888	p 60 \$2.95 \$2.58 Subtotal: Shipping: Shipping Method: TOTAL	\$1,290.00 \$141.25 UPS Ground
Signature:	13513E 4- to (w/ are estimates and may ch accou	o 6- oz. Kid's MyPlate Dairy Training Cup lid) - English mange without notice. TO PLACE AN ORDER: Please complete the following and ema intservice@freshbaby.com or fax to 888	p 60 \$2.95 \$2.58 Subtotal: Shipping: Shipping Method: TOTAL	\$1,290.00 \$141.25 UPS Ground
Signature:	13513E 4- to (w/ are estimates and may ch	o 6- oz. Kid's MyPlate Dairy Training Cup lid) - English mange without notice. TO PLACE AN ORDER: Please complete the following and ema intservice@freshbaby.com or fax to 888	p 60 \$2.95 \$2.58 Subtotal: Shipping: Shipping Method: TOTAL	\$1,290.00 \$141.25 UPS Ground

<u>Magnets:</u>



Stark Printing Inc dba Henle Printing

601 Jewett Street Marshall, MN 56258 507-532-4493 Estimate

37895

#-1

11/1/23

No:

		reprint:
		Date:

STEPHANIE HOLWERDA SOUTHWEST HEALTH & HUMAN SERVICES 607 W. MAIN SUITE 100 MARSHALL MN 56258 Phone: 507-532-1275 Fax:

Quantity		Description		Amount
500	500 (4x4) "C&TC" FULL COL	OR (.019) MAGNET		\$ 424.60
750	750 (4x4) "C&TC" FULL COL	OR (.019) MAGNET		\$ 630.66
1,000	1,000 (4x4) "C&TC" FULL CO	DLOR (.019) MAGNET		\$ 722.13
			SUBTOTAL	\$ 1,777.39
guarantee p	paper scarcity, we cannot ricing or paper availability		SHIPPING	\$ 110.00
-	ays from the date of estimate.		TOTAL	\$ 1,887.39
	accepted, pricing will be ime of printing and paper		AMOUNT DUE	\$ 1,887.39
-	may also occur.	1,000 (4x4) "C&TC" FULL		

Toothbrushes:

a safco company	WAYS TO SAVE	CONTACT US	Search stor	a 1-800-328-8213	Q	
Quantum						

Shopping cart

#	Remove	SKU		Product(s)		Price	Qty.	Total
1		201	.8	INFANT Toothbrush - 24/box		\$10.32	13	\$134.16
2		\$823	W	MR BUBBLES Suction Cup Toothbrush - 72/box		\$30.96	9	\$278.64
					C Update shopping	cart 👕	Continue	e shopping

Attention ALL Tax Exempt Customers - You must register even if you have previously registered

□ Yes, I am tax exempt. I will send certificate to contact@quantumlabs.com. List seller as "Safco Dental" Once received, order will ship with sales tax removed. Memo Box

Offer Code Enter offer code here		Sub-Total:	\$412.80
Enter offer code nere	Apply code	You Saved: Special Offers Applied:	
		Shipping:	Calculated during checkout
		Ταχ:	\$0.00
		Total:	\$361.20

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Shipping	costs updated.					
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					Tax	Change address \$7.56
					Total	\$117.56

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nutrition education that matters

anniversary

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SHOPPING CART

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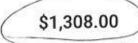
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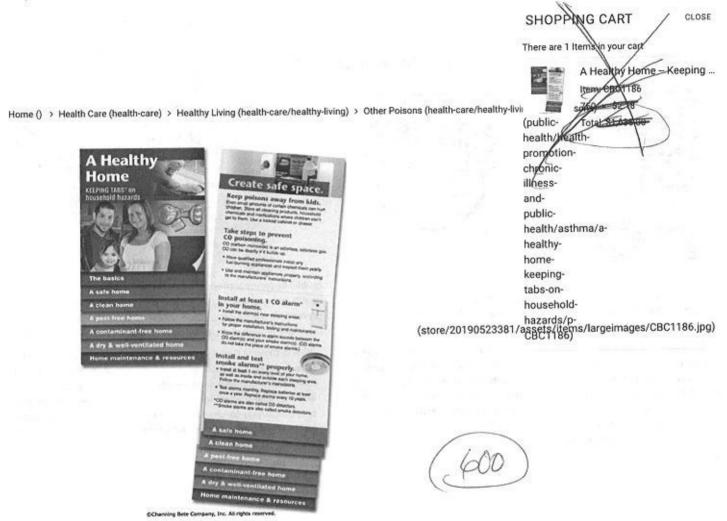
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mode=addWishlist&iid=25358&vid=20190523381&qty=1&url=storeitem.html%3Fiid%3D25358%26vid%3D2019

Item: CBC1186

Product Description

This eye-opening guide raises awareness about household hazards, such as lead, carbon monoxide, mold, poisons, and pests. The guide explains the risks posed by various hazards, and provides easy-to-follow steps readers can take to minimize the danger. Also covers common household maintenance, and provides resources for additional help. Tabbed table of contents lets readers flip right to the information they need. 16 pages, 3 1/2* x 6". Retired Item Number: 81427. Spanish Retired Item Number: 81482

Buy More - Save More

Quantity	1-9	10 - 99	100 - 499	500 - 999	1,000 - 2,499	2,500 - 4,999	5,000 - 9,999	10,000+
Price	\$ 4.94	\$ 2.28	\$ 2.24	\$ 2.18	\$ 1.91	\$ 1.31	\$ 1.05	Call

For discounted pricing on larger quantities call (800) 477-4776.

SUBTOTAL:

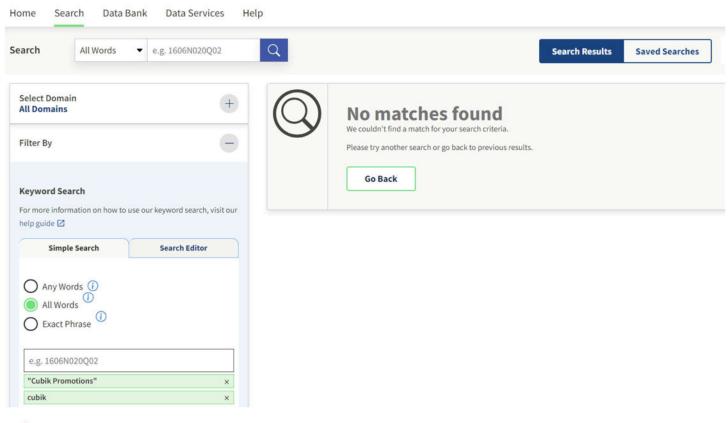
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Protecting, Maintaining and Improving the Health of All Minnesotans

February 14, 2024

Carol Biren, CHS Administrator Southwest Health and Human Services 607 West Main Street Ste. 200 Marshall, MN 56258 carol.biren@swmhhs.com

Dear Carol,

ARPA WIC Grant Funding Award

Your agency requested WIC Program American Rescue Plan Act (ARPA) Modernization grant funds to purchase HemoCue Hb 301 Analyzers. I am pleased to share your agency has been approved for \$5,000 toward your purchase of ten (10) analyzers for your agency. All purchases should be completed by 6/30/2024. This letter is considered a part of the current Grant Project Agreement for the Administration of the Special Supplemental Nutrition Program for Women, Infants and Children, Assistance Listing Number (ALN) 10.557.

As a recipient of these funds, we expect you to use the funds to purchase HemoCue Hb 301 Analyzers. Your agency should submit for reimbursement after the purchase is complete. **Please report and claim the analyzers no later than 9/30/24 on the ARPA Grant Invoice included in this email**. Any associated taxes and shipping costs should be included on the WIC Monthly Claim for Reimbursement form. Categorize the expense under "Other" with a specific note indicating "HemoCue Shipping and Taxes" or provide an explanation under "Remarks" if the item was claimed within another category on the form.

If for any reason your agency will not be able to use these funds, notify us as soon as possible. Don't hesitate to contact your State WIC Consultant with any questions. We are excited to be able to offer funding to support and strengthen your program.

Sincerely,

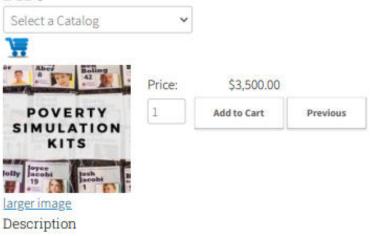
Kathy Wick

Kathy Wick Assistant Division Director | Child & Family Health Division Minnesota Department of Health PO Box 64975 St. Paul MN 55164-0975 Office: 651-201-4870 | Fax: 651-485-0241



Missouri Community Action Network

Community Action Poverty Simulation Kit



Each CAPS kit is all-inclusive and reusable. Inside the sturdy, convenient storage container you will find:

- A Facilitator's Manual with instructions about planning, promoting, directing, and facilitating the Poverty Simulation.
- 18 Community Resource Packets with all the instructions and accessories necessary for each station in the Poverty Simulation.
- 26 Family Packets with all the instructions and accessories necessary for up to 80 participants to experience the Poverty Simulation.
- A USB that contains PDF files of all re-printable materials, so any damaged or lost items can be replaced.

Please note: kits are unable to be purchased and resold via third parties.

To complete your order, please follow the instructions in your confirmation email you will receive upon purchasing. For more information on the Poverty Simulation and facilitator trainings, visit <u>PovertySimulation.net</u>.

For those ordering a kit through purchase order or invoice, please note that an order must be completed through the online store and payment must be received prior to kit shipment.

SOUTHWEST HEALTH AND HUMAN SERVICES ENVIRONMENTAL HEALTH POLICY NUMBER 5

EFFECTIVE DATE: 06/20/12 REVISION DATE: 01/15/14, 09/16/15, 04/17/19, 1/18/23, 3/20/24 AUTHORITY: Southwest Health and Human Services Health Board

--- ENVIRONMENTAL HEALTH INSPECTION POLICY ---

1.) Background:

Southwest Health and Human Services shall inspect all food, beverage, lodging, swimming pool, youth camps and MHP/RCA licensed establishments and establishments under construction in our service area.

2.) Purpose:

The purpose of this policy is to provide guidelines for conducting risk-based inspections of licensed establishments to ensure compliance with requirements of county public health ordinances and all applicable State Rules and Statutes in the SWHHS service area.

3.) Procedure:

- 1. INSPECTION:
 - a) The sanitarian will review plans, reports, conditions, previous inspection reports and other pertinent materials prior to conducting the inspection.
 - b) All pertinent material and equipment should be taken into the field by the registered sanitarian to aid him/her in a thorough inspection of the establishment. This equipment includes, but is not limited to the following: thermocouple, thermometer, flashlight, test strips, camera, alcohol wipes, hat, hairnet, ect. The sanitarian will deomonstrate proper sanitary practices when conducting inspections.
 - c) The sanitarian must announce his or her arrival at the establishment and present an identification card to the owner/operator of the establishment.
 - d) If the sanitarian is denied access to the establishment, he or she should leave and discuss the situation with his/her supervisor for the recommended action.
 - e) The sanitarian will verify that the establishment is assigned the proper risk category when conducting an inspection. <u>Changes made to the risk category will be documented in the general comments section of the inspection report that includes an explanation for the change. Establishments licensed for more than one service will be assigned the highest applicable risk category. Inspection frequency will be determined according to the risk categories of the licensed establishment. Additional establishment inspections may be conducted as necessitated by a degree of non-compliance at the site or other relevant factors. (See EH Policy #2: Environmental Health Inspection Frequency and EH Policy #3: MHP/RCA Inspection Frequency.)</u>
 - f) The appropriate inspection report forms should be used to assist the sanitarian in the inspection and to assure the consistency and comprehensiveness of the inspections. Inspection information will be entered into the inspection program. The sanitarian will verify correction of out-of-compliance observations identified during the previous inspection and follow through with compliance and enforcement activities when applicable. If a previously issued order is corrected, the inspector will mark that order as corrected. If a previously issued order is not corrected, the inspector will write the date of the inspection in the comment section of the reissued order, state any additional observations, state any progress made to correct the issue, and include enforcement language if necessary.

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SOUTHWEST HEALTH AND HUMAN SERVICES ENVIRONMENTAL HEALTH POLICY NUMBER 5

- g) Information to be noted on the inspection report form should indicate the establishment's name and address, licensee's name and address, license number, date, type of facility, risk category, type of inspection, identity of the Certified Food Protection Manager (CFPM), Certified Pool Operator (CPO), and Person-in-Charge (PIC), name of sanitarian conducting the inspection, points of non-compliance, code reference for violations, documentation of corrective actions or description of how to correct the violation, compliance date for correction of the violation, food temperatures, dishwasher temperatures, chemical sanitation concentration, food and water samples taken, information provided and inspection score.
- A water sample must be collected annually from all licensed establishments utilizing a private water supply.
- i) If the sample is found contaminated upon analysis, the sanitarian shall follow procedures dictated by the Safe Drinking Water Act and the MDH Non-Community Water Supply Program.
- j) Sampling of food and/or beverages in a licensed facility for bacterial and/or chemical analysis may be done at the discretion of the sanitarian and based on his/her professional judgment. The purpose of the sample(s) shall assist the sanitarian in the evaluation of the establishment's sanitation practices. The sanitarian will reimburse the owner/operator of the establishment for the cost of the food or beverage samples upon the owner's request.
- k) Photos may be taken of the establishment or procedures within the establishment by the sanitarian to document areas of non-compliance in the establishment.
- Observations of conditions in violation of statute, rule or ordinance will be documented on the computer generated inspection report form. Orders issued for the correction of violations should include a description of the nature of the violation and the general location of the violation. Orders issued for correction of the violations must include a compliance date. <u>Compliance dates for food and beverage</u> establishments with Priority 1 violations will be the shortest due to the associated health risks. These violations must be corrected by the operator immediately or generally within 1 day or less. <u>Priority 2</u> violations will generally be placed on a 1 to 3-day compliance schedule and the compliance dates for <u>Priority 3 violations will vary from 1 to 10 days or more depending on the violation</u>. The sanitarian shall use his/her professional judgment when establishing compliance dates for specific violations and should take into consideration the following items:
 - 1. Ease of correction
 - If the violation must be corrected on site.
 Significance of the health hazard presented by the violation
 - Significance
 Structural
 - 4. Structural

6

- Availability of equipment repair or construction services in the area Repeat violation
- m) Education will be incorporated into the inspection, including the discussion of out of compliance observations, public health reasoning and providing educational material as applicable. Informational items may be noted on the inspection form. Such items would be listed under the heading of "General Comment" and include areas of marginal compliance, things that are coming due, or to point out initial signs of physical deterioration of equipment and facilities which should receive the operator's attention. This section will also be used to document facility improvements that the owner has completed since the last inspection.
- n) The inspection results will be discussed with the licensee, operator, or other responsible person on the premises. The inspection report should be signed by the aforementioned personnel for purposes of acknowledging the inspection and receipt of the inspection report, without any admission of violation. If the licensee, operator, or other responsible person refuses to sign the inspection report, it will be noted on the report and the report posted on the premises. A copy of the inspection report will be left with the

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SOUTHWEST HEALTH AND HUMAN SERVICES **ENVIRONMENTAL HEALTH POLICY NUMBER 5**

person in charge. The sanitarian may elect to mail, email or fax the inspection report to the operator. A copy of the inspection report will be placed in the establishment file.

- o) Following the inspection, a letter may be sent to the licensee, which specifically references violations to the applicable rules, ordinances, or conditions. Compliance dates should be restated, as well as any discussion items noted in the field inspection report. The purpose of the follow-up letter is to formally present the findings of the inspection to the licensee if this is deemed necessary by the sanitarian.
- p) These procedures apply primarily to annually licensed establishments. Similar procedures would apply to other food establishments such as mobile, itinerant, and temporary food establishments, though they may be somewhat modified due to the characteristics of the establishment or the nature of the operation. In the event a prospective buyer of a food, beverage, or lodging establishment contacts the Health Department, the Health Authority shall encourage the service of performing a pre-inspection prior to purchase. There will be no charge to this service.

2 DEFINING A FAILED INSPECTION

The following criteria define a failing inspection for establishments licensed under the Southwest Health and Human Services Environmental Health Program. In addition, an inspection will be defined as failing if conditions exist that require emergency closure (See EH Policy #9: Environmental Health Emergency Closure). The criteria for defining an imminent health issue is listed in this policy.

- Food and beverage establishments: An inspection with five or more Priorty 1 violations or when inspecting sanitarian identifies significant issues affecting health and safety during an inspection.
- b) Lodging establishments: An inspection score of 75 or less or when the inspecting sanitarian identifies significant issues affecting health and safety during an inspection.
- Manufactured Home Parks/Recreational Camping Areas: An imminent health issue is identified during the c) inspection or when inspecting sanitarian identifies significant issues affecting health and safety during an inspection.
- d) Swimming Pools: An imminent health issue is identified during the inspection or when inspecting sanitarian identifies significant issues affecting health and safety during an inspection.
- Youth Camps: A food and beverage inspection score with five or more Priority 1 violations; a lodging e) inspection score of 75 or less; an imminent health issue is identified during the inspection or when the inspecting sanitarian identifies significant issues affecting health and safety during an inspection.

3. CORRECTIVE ACTIONS

For each violation found during an inspection, the license holder must ensure that the violation is addressed by the comply-by-date listed on the inspection report. When the inspector identifies recurring Priority 2 and 3 violations in food establishments, the inspector will discuss these issues with the license holder and create an improvement plan to ensure that these issues are addressed in a reasonable time frame. The improvement plan will be documented on the inspection report. Also, the license holder must implement control measures to ensure that violations do not recur. The following policies address these corrective actions:

- a) EH Policy #8: Food Safety Short/Long Term Corrective Actionb) EH Policy #10: HACCP Verification and Validation
- EH Policy #12: Active Managerial Control c)
- d) EH Policy #13: Long Term Control of Health and Safety Hazards

4. FOLLOW-UP INSPECTION ACTIVITIES

Follow-up inspection activities will be conducted on licensed establishments with a failed inspection report or when the sanitarian identifies significant issues during an inspection. These inspections are conducted to verify compliance of issued orders by the compliance date listed on the inspection report. Follow-up inspections are also

SOUTHWEST HEALTH AND HUMAN SERVICES ENVIRONMENTAL HEALTH POLICY NUMBER 5

conducted to ensure compliance with long and short term control plans of the establishment. Follow-up inspections will be conducted on establishments:

- According to EH Policy #6: Food and Beverage Inspection Follow-up, EH Policy #7: Lodging Inspection Follow-up and EH Policy #17: Pool, Youth Camp, MHP/RCA Inspection Follow-up.
- b) When emergency closure orders are issued. (See EH Policy #9: Environmental Health Emergency Closure.)
- c) When an imminent health issue is identified during the inspection or when the inspecting sanitarian identifies significant issues affecting health and safety during an inspection.
- d) When Priority 1, 2, and 3 violations repeat on subsequent food establishment inspections.
- e) To verify the establishment has implemented risk control plans to prevent violations from recurring.
- f) When serious violations are found during routine inspections. The following list contains examples of serious violations.
 - Minnesota Rules, parts 4625.1300; 4626.0980; 4630.0600; 4630.3100: Violations identified as serious under the Safe Drinking Water Act, when associated with an establishment that is licensed under Minnesota Statutes, section 157.16, or section 327.15, or permitted under section 144.72.
 - Minnesota Rules, part 4625.1300: In a lodging facility, hot water that exceeds 130 degrees Fahrenheit at hand washing sinks, showers, or bathtubs.
 - Minnesota Rules, part 4625.2000: In a lodging facility, failure to comply with fire protection requirements in accordance with requirements of the state fire marshal.
 - Minnesota Rules, part 4626.0020, subpart65a, 65b, 65c defines violations described as Priority 1, 2 and 3.
 - Minnesota Rules, part 4626.1795: For food establishments, failure to notify the commissioner of
 imminent health hazard due to food borne illness outbreak, fire, flooding, or sewage backup that
 endangers water or food sources.
 - Minnesota Rules, parts 4626.1805, 4626.1810: For food establishments, use of food or equipment that has been embargoed or condemned.
 - Minnesota Rules, parts 4630.2600 to 4630.3000: In a children's camp, failure to meet requirements for food service and food service personnel.
 - Minnesota Statutes, section 327.20, subdivision 1, clauses (6) and (7): Failure to provide a
 municipally-approved shelter or evacuation plan for a manufactured home park after notification
 by the department.
- 5. ADMINISTRATIVE HEARING

a)

The enforcement action procedure for the Environmental Health Program is found in the county Administrative Ordinance.

- Hearings may be scheduled in the following situations:
 - 1. Violations are not corrected or are repeated on subsequent inspections.
 - 2. Establishment fails to follow corrective action plan created to address violations.
 - 3. The sanitarian feels the manager/owner's attitudes warrant more severe actions.
 - 4. The sanitarian feels the necessity for administrative assistance to secure compliance.
- b) The scheduling of an In-Office hearing will be confirmed in writing, including a list of specific violations. Copies of the letter will be annotated and sent to the public health director, the Board of Health Chair, the agency attorney, and other parties as deemed appropriate.
- c) Officials receiving notice of In-Office hearings may attend the hearing if they so desire.
- d) The In-Office Hearing will be held at a location designated by Southwest Health and Human Services.

4

SOUTHWEST HEALTH AND HUMAN SERVICES ENVIRONMENTAL HEALTH POLICY NUMBER 6

EFFECTIVE DATE: 06/20/12 REVISION DATE: 01/15/14, 09/16/15, <u>3/20/24</u> AUTHORITY: Southwest Health and Human Services Health Board

--- FOOD AND BEVERAGE INSPECTION FOLLOW-UP ---

1.) Background:

The County Public Health Food and Beverage Ordinance and state statute require that routine inspection and evaluation of activities, businesses, facilities and establishments shall be made by the Department charged with enforcement of the particular ordinance in such frequency as to insure consistent compliance by the applicant or licensee with provisions of the County Ordinance. Southwest Health and Human Services is the Department charged to enforce the County Public Health Food and Beverage Ordinance.

2.) Purpose:

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SWHHS inspection staff will ensure that follow-up inspections will be conducted on licensed establishments to discuss control systems with management of licensed Food and Beverage establishments when out of control risk factors are reported on routine and follow-up inspections. Southwest Health and Human Services will ensure all licensed establishments meet the requirements of the county ordinances and MN Rules and Statutes in its jurisdiction. The purpose of this policy is to provide enforcement guidelines for the Food Inspection Program. Enforcement action should be considered against any person, firm, or corporation licensed or permitted to operate a food service establishments is defined as having five or more Priority Lyiolations or when inspecting sanitarian identifies significant issues affecting health and safety during an inspection. In addition, an inspection will be defined as failing if conditions exist that require emergency closure (See EH Policy #9: Environmental Health Emergency Closure). The criteria for defining an imminent health issue are listed in the emergency closure policy.

3.) Policy Objective:

To ensure compliance with requirements of the county food and beverage ordinance for establishments located in the Southwest Health and Human Services service area.

4.) Procedure:

Before taking administrative action against a food and beverage establishment, the Sanitarian must do the following:

- 1. During initial inspection, violations are identified and compliance dates are issued for orders. Violations are identified as either <u>Priority 1</u>, <u>Priority 2</u> or <u>Priority 3</u>. When violations are identified on the Food and Beverage Inspection Report and the facility is unable to correct the violation during the inspection, the inspector will determine if a re-inspection is needed and schedule a re-inspection with the establishment. The inspector will conduct a follow-up inspection to verify compliance with the written orders.
- 2. If an establishment is found to have a failing inspection as defined in EH Policy #5: Environmental Health Inspection Policy, a re-inspection will be scheduled with the establishment.
- 3. If an immediate health or safety hazard exists as defined in EH Policy #9: Environmental Health Emergency Closure Policy, the sanitarian will follow the summary suspension of license provisions listed in the County Public Health Administrative Ordinance, Section 6.2B.
- 4. On-site corrective actions must be taken, as appropriate to the violation, and documented on the inspection report. (See EH Policy #8: Food Safety Short and Long Term Corrective Action). The corrective actions include but are not limited to the following:
 - a. Destruction of foods that have experienced extreme temperature abuse;

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SOUTHWEST HEALTH AND HUMAN SERVICES ENVIRONMENTAL HEALTH POLICY NUMBER 6

- b. The embargo or destruction of foods from unapproved sources;
- c. Accelerated cooling of foods when cooling time limits can still be met;
- d. Reheating of foods when small deviations from hot holding have occurred;
- e. Continued cooking when proper cooking temperatures have not been met;
- f. Initiating use of gloves, tongs, or utensils to prevent hand contact with RTE foods;
- g. Require hand washing when potential contamination is observed.
- A re-inspection fee maybe assessed to partially cover the costs of another inspection. A late penalty charge will be assessed if the re-inspection fee is not paid in thirty days. The board will establish these fees annually.
- 6. During re-inspection, if <u>Priority 1 or Priority 2 violations are repeated and/or new Priority 1 or Priority 2</u> violations found or the sanitarian determines that adequate progress is not being made on issued orders, another re-inspection will be scheduled and an additional fee will be assessed.
- 7. On the third inspection, if the <u>Priority 1 or Priority 2</u> orders are not complied with or if the inspecting sanitarian determines that adequate progress is not being made on issued orders, an administrative hearing will be scheduled. The Administrative Hearing guidelines are listed in each county ordinance.
- Regardless of the number of violations on an inspection, the Public Health Sanitarian may conduct a reinspection, if a potential health hazard exists.
- 9. When the inspector identifies recurring <u>Priority 3</u> violations on routine and re-inspections, the inspector will discuss these issues with the license holder and create an improvement plan to ensure that these issues are addressed in a reasonable time frame. The improvement plan will be documented on the inspection report.(See EH Policy #8: Food Safety Short and Long Term Corrective Action)

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SOUTHWEST HEALTH AND HUMAN SERVICES PERSONNEL POLICY NUMBER 8

EFFECTIVE DATE: 11/16/11 REVISION DATE: 10/21/15; 06/17/20; 09/16/20; 05/19/21<u>:03/20/24</u> AUTHORITY: Southwest Health and Human Services Joint Governing Board

---EMPLOYEE RESIGNATION---

Section 1 – Resignation Procedures

- a. A minimum of two (2) weeks' notice must be given. A four week notice is preferred.
- b. Written resignation which contains an effective date must be submitted to the Immediate supervisor with a copy to the Division Director, Director and Human Resources. Human Resources will respond in writing to the resignation letter. The response will include the date the resignation was received and the effective date of the resignation.
- c. Employees may not use more than three days of vacation leave during the last two (2) weeks of employment.

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SOUTHWEST HEALTH AND HUMAN SERVICES PERSONNEL POLICY NUMBER 8

employment during a month, the paid holiday will be counted as a work day if the holiday falls during the period of employment.

When any employee separates from employment, the wages unpaid at the time the employee separates will be paid in full no later than the first regularly scheduled payday following the employee's final day of employment. Cutoff for payroll is Monday noon the week of a pay date, unless Monday is a holiday then cutoff is Tuesday noon. If an employee's last date of employment falls on the week of payroll then the employee's final payroll check will be the following pay date. Final time sheet **MUST** be completed and approved by supervisor before pay check will be distributed.

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All procedures must be completed before the final pay check is released.

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Agency Forms Regarding This Policy: AG#076 – Exit Interview

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Chapter of the National Safety Council

March 12, 2024

Nancy J Walker MS SHRM SCP Deputy Director Southwest Health and Human Services 607 West Main Street., Suite 100 Marshall, MN 56258

Dear Ms. Walker,

Thank you for inquiring about the price structure for the online defensive driving program.

Price Structure

Course	QTY	Member Price	Non-Member Price
Defensive Driving	1-49	\$41.95	\$52.50
	50-99	\$39.85	\$49.80
	100-249	\$33.55	\$41.90
	250-499	\$24.10	\$30.10
	500-999	\$17.80	\$22.25

Please let me know if you have any questions.

Sincerely,

Lisa M. Kons

Lisa M. Kons Traffic Safety and Advocacy Director Student Login Live Chat





MINNESOTA DEFENSIVE DRIVING COURSE

100% Online | Defensive Driving Made Easy

Purchase Course

Preview Course

\$52.50 No Hidden Fees

- Check with your court to see if this course qualifies for point reduction or ticket dismissal
- Free Printable Certificate Available Immediately Upon Completion

61

- Available in English and Spanish
- Guaranteed to Pass

Minnesota | Your Safe Driving Journey Begins Here

SafetyServe has partnered with National Safety Council (NSC) to develop the premier online Defensive Driving course. Our course immerses you in an engaging interactive experience that helps you improve your driving skills and become a safer driver. Many courts recognize the quality and value of our course and accept it for ticket dismissal and/or point reduction. Please check with your court to confirm eligibility.



Defensive Driving Course Topics:

Define the NSC Defensive Driving Definition and How to Use It

• RUA defensive driver

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- Recognize the hazard
- Understand the defense
- Act correctly, in time

Recognize the Importance of Traffic Laws

Recognize the Six Deadly Choices and How to Avoid Them

Factors Beyond a Driver's Control

Driving Attitudes and Behaviors

Collisions and Safety Mechanisms

Road Dynamics

Sharing the Road

The 10 Habits of Defensive Driving

The Online Defensive Driving Course Experience

- Register today and get immediate access
- Train in your own place at your own pace
- Print your certificate immediately upon completion

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MARCH 2024 GRANTS ~ AGREEMENTS ~ CONTRACTS for Board review and approval

Schroyer, Tanya (Pipestone, MN) – 04/01/24 – 03/30/2025; agreement between parties
to be the Pipestone Coalition Stars Leader; \$1500/school year (renewal).
Fiscal Note:

UCARE – 01/01/24 to ongoing; amendment to contract to remove covered services (amendment). *Fiscal Note:*

Signatures None Signatures Partial Signatures Completed