



**SOUTHWEST**  
HEALTH & HUMAN  
SERVICES

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

**Board Agenda**  
**Wednesday July 17, 2024**  
**Marshall Government Center**  
**Commissioners Room – 2<sup>nd</sup> 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 06/26/2024 Board Minutes

D. Introduce New Staff

- Vanessa Netro-Moua, AMH Social Worker- Marshall
- Allyson Hendriks, Accounting Technician- Redwood Falls
- Nicole Stubbe, Eligibility Worker- Ivanhoe
- Evan Hacker, Network Administrator- Marshall
- Crystal Kessler, CAC/CADI/BI Social Worker- Redwood Falls
- Megan Schmitt, Registered Dietician- Marshall
- Katelyn Croat, Restorative Practices Social Worker- Marshall
- Lilly Hansen, Child Protection Social Worker- Redwood Falls

E. Employee Recognition

- |  |          |
|--|----------|
| • Khailee Nelson, Eligibility Worker- Luverne                | 1 Year   |
| • Tami Dorenkamper, Social Worker CCB Case Manager- Marshall | 1 Year   |
| • Vickie Freese, Collections Officer- Marshall               | 1 Year   |
| • Julie Schuelke, Social Worker DD- Marshall                 | 25 Years |

F. Financial

## **HUMAN SERVICES (Cont.)**

### G. Caseload

	<u>6/24</u>	<u>6/23</u>	<u>5/24</u>	<u>4/24</u>
Social Services	3,659	3,798	3,725	3,725
Licensing	391	393	387	387
Out-of-Home Placements	167	147	162	168
Income Maintenance	13,094	14,769	13,106	13,123
Child Support Cases	2704	2,741	2,698	2,699
Child Support Collections	\$645,681	\$766,862	\$754,492	\$881,116
Non IV-D Collections	\$51,250	\$169,509	\$68,577	\$258,073

### H. Discussion/Information

### 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 06/26/2024 Board Minutes

### L. Financial

### M. Caseloads

	<u>06/24</u>	<u>05/24</u>	<u>04/24</u>
WIC	N/A	2077	2104
Family Home Visiting	43	30	36
PCA Assessments	10	14	14
Managed Care	220	264	292
Dental Varnishing	0	0	0
Refugee Health	15	26	10
Latent TB Medication Distribution	2	18	1
Water Tests	133	109	103
FPL Inspections	60	26	38
Immunizations	23	57	70
Car Seats	18	18	20

## **COMMUNITY HEALTH (Cont.)**

N. Discussion/ Information

O. Decision Items

## **GOVERNING BOARD**

P. Call to Order

Q. Consent Agenda

1. Amend/Approval of Agenda
2. Identification of Conflict of Interest
3. Approval of 06/26/2024 Board Minutes

R. Financial

S. Human Resources Statistics

	<u>6/24</u>	<u>6/23</u>	<u>5/24</u>	<u>4/24</u>
Number of Employees	236	236	235	235
Separations	1	3	1	4
New Hires	7	4	1	7
Current Open Positions		12		
Public Health Nurses		3		
Health Services Program Aide		1		
Social Services Supervisor		1		
Social Worker LADC		1		
Social Worker Licensing/CMH		1		
Social Worker CMH		1		
Eligibility Worker		1		
Social Worker APS		1		
Public Health Educator Subs Abuse Coord		1		
Social Worker Restorative Practices		1		

**GOVERNING BOARD (Cont.)**

T. Discussion/Information

1. 2<sup>nd</sup> quarter Human Resources Report – Monica Christianson and Nancy Walker

U. Decision Items

1. Dayna Gunderson, County Agency Social Worker- AMH, probationary appointment (12 months), \$27.00 hourly, effective 7/15/2024 – Marshall Office
2. Kelly Johnson, Registered Nurse, probationary appointment (12 months), \$28.50 hourly, effective 7/29/2024- Marshall Office
3. Madison Neperman, Office Support Specialist, Sr., probationary appointment (12 months), \$17.32 hourly, effective 7/22/2024 – Redwood Falls Office
4. Kristina Meulebroeck, Case Aide- Parenting Time Specialist, part-time, probationary appointment (12 months), \$25.00 hourly, effective 7/9/2024 – Pipestone Office
5. Christine Harmon, reclassification from Registered Nurse to Public Health Nurse, probationary appointment (6 months), \$30.00 hourly, effective 7/22/2024 – Redwood Falls Office
6. Administrative Policy 05 – Credit Card Policy
7. Request for Papercut Follow Me Software Renewal- Chris Cauwels
8. Donations
  - Donation of six Layette bundles, one blanket, one receiving blanket and a burp rag. Two sleepers and two onesies and a pair of socks by Rolling Plains Sewing Circle to any mother in need.

9. Contracts

V. Adjournment

**Next Meeting Dates:**

*Wednesday, August 21, 2024 – Marshall*

*Wednesday, September 18, 2024 – Marshall*

*Wednesday, September 18, 2024 – Annual Meeting Marshall*

*Wednesday, October 16, 2024 – Marshall*

# SOUTHWEST HEALTH & HUMAN SERVICES

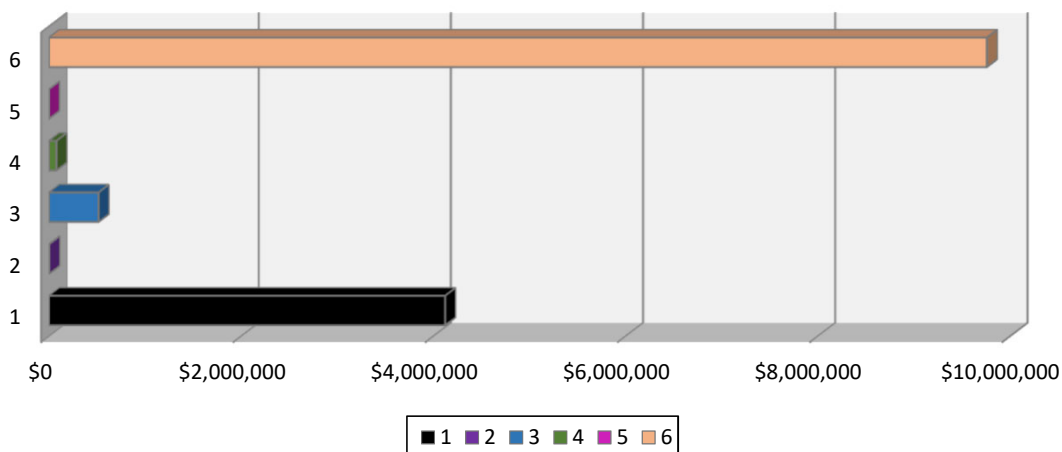
Ivanhoe, Marshall, Slayton, Pipestone, Redwood and Luverne

## SUMMARY OF FINANCIAL ACCOUNTS REPORT For the Month Ending: **June 30, 2024**

\* Income Maintenance \* Social Services \* Information Technology \* Health \*

Description	Month	Running Balance	
<b>BEGINNING CHECKING BALANCE</b>		<b>\$3,810,600</b>	
RECEIPTS			
Monthly Receipts	1,226,007		
County Contribution	6,501,441		
Interest on Savings	32,589		
<b>TOTAL MONTHLY RECEIPTS</b>		<b>7,760,036</b>	
DISBURSEMENTS			
Monthly Disbursements	7,447,799		
<b>TOTAL MONTHLY DISBURSEMENTS</b>		<b>7,447,799</b>	
<b>ENDING CHECKING BALANCE</b>		<b>\$4,122,837</b>	
<b>REVENUE</b>			
<i>Checking/Money Market</i>	<i>\$4,122,837</i>		
<i>SS Benefits Checking</i>	<i>\$3,989</i>		
<i>Bremer Savings</i>	<i>\$515,223</i>		
<i>First Interstate Bank Savings</i>	<i>\$77,328</i>		
<i>CD/Term Investment - Magic Fund</i>	<i>\$0</i>		
<i>Investments - MAGIC Fund</i>	<i>\$9,760,168</i>		
<b>ENDING BALANCE</b>		<b>\$14,479,546</b>	<b>June 2023 Ending Balance \$13,789,129</b>
<b>DESIGNATED/RESTRICTED FUNDS</b>			
Opioid Settlement		<b>\$598,978</b>	<b>June 2023 Ending Balance</b>
Agency Health Insurance		<b>\$1,246,486</b>	<b>\$779,663</b>
Private Purpose Trust Fund		<b>\$16,109</b>	
LCTS Lyon Murray Collaborative		<b>\$175,967</b>	
LCTS Rock Pipestone Collaborative		<b>\$71,511</b>	
LCTS Redwood Collaborative		<b>\$40,712</b>	
Local Advisory Council		<b>\$598</b>	<b>June 2023 Ending Balance</b>
<b>AVAILABLE CASH BALANCE</b>		<b>\$12,329,185</b>	<b>\$12,210,818</b>

### REVENUE DESIGNATION



**SOUTHWEST HEALTH AND HUMAN SERVICES CHECK REGISTER**

**JUNE 2024**

DATE	RECEIPT or CHECK #	DESCRIPTION	+ DEPOSITS	-DISBURSEMENTS	BALANCE
	<b>BALANCE FORWARD</b>				3,810,600.00
06/04/24	57205-57231	Deposit	24,994.37		3,835,594.37
06/06/24	10522	Disb		84,992.72	3,750,601.65
06/07/24	<b>133323-133353</b>	Disb		4,067.93	3,746,533.72
06/07/24	<b>22941-22956 ACH</b>	Disb		1,555.17	3,744,978.55
06/07/24	<b>133354-133403</b>	Disb		124,757.66	3,620,220.89
06/07/24	<b>22957-23024 ACH</b>	Disb		113,310.46	3,506,910.43
06/07/24	10523	Disb		4,014.51	3,502,895.92
06/07/24	57232-57269	Deposit	1,989,261.28		5,492,157.20
06/11/24	57270-57290	Deposit	26,956.11		5,519,113.31
06/11/24	VOID 22982	Disb		(19.21)	5,519,132.52
06/13/24	10524	Disb		16,716.40	5,502,416.12
06/14/24	<b>133404-133418</b>	Disb		2,205.96	5,500,210.16
06/14/24	<b>23025-23032 ACH</b>	Disb		790.24	5,499,419.92
06/14/24	<b>133419-133483</b>	Disb		196,752.66	5,302,667.26
06/14/24	<b>23033-23079 ACH</b>	Disb		165,372.29	5,137,294.97
06/14/24	<b>11200-11217</b>	<b>Payroll</b>		166,894.78	4,970,400.19
06/14/24	<b>89468-89711</b>	<b>Payroll</b>		595,281.56	4,375,118.63
06/14/24	57291-57336	Deposit	2,667,704.24		7,042,822.87
06/14/24	10525	Disb		17,148.49	7,025,674.38
06/14/24	10526	Disb		5,088.12	7,020,586.26
06/18/24	Transfer to Magic Fund	Transfer		4,000,000.00	3,020,586.26
06/18/24	VOID 133310	Disb		(450.00)	3,021,036.26
06/18/24	57337-57364	Deposit	18,936.70		3,039,972.96
06/20/24	10527	Disb		11,154.01	3,028,818.95
06/21/24	10528	Disb		39,421.28	2,989,397.67
06/21/24	<b>133484-133510</b>	Disb		1,489.46	2,987,908.21
06/21/24	<b>23080-23086 ACH</b>	Disb		774.50	2,987,133.71
06/21/24	<b>133511- 133559</b>	Disb		112,841.98	2,874,291.73
06/21/24	<b>23087- 23113 ACH</b>	Disb		210,136.75	2,664,154.98
06/21/24	<b>133560-133598</b>	Disb		7,053.30	2,657,101.68
06/21/24	<b>23114-23149 ACH</b>	Disb		6,411.50	2,650,690.18
06/21/24	<b>133599- 133670</b>	Disb		45,699.43	2,604,990.75
06/21/24	<b>23150- 23291 ACH</b>	Disb		86,490.42	2,518,500.33
06/21/24	57365-57394	Deposit	348,783.06		2,867,283.39
06/25/24	10529	Disb		700.25	2,866,583.14
06/25/24	57395-57414	Deposit	947,923.62		3,814,506.76
06/26/24	Transfer from SS Account	Deposit	6,286.00		3,820,792.76
06/26/24	VOID 108862	Disb		(11.44)	3,820,804.20
06/26/24	VOID 118894	Disb		(4.84)	3,820,809.04
06/26/24	VOID 115685	Disb		(17.16)	3,820,826.20
06/26/24	VOID 116787	Disb		(5.28)	3,820,831.48
06/26/24	VOID 122744	Disb		(8.58)	3,820,840.06
06/26/24	VOID 110256	Disb		(2.20)	3,820,842.26
06/26/24	VOID 108880	Disb		(16.50)	3,820,858.76
06/26/24	VOID 110085	Disb		(9.68)	3,820,868.44
06/26/24	VOID 110927	Disb		(4.40)	3,820,872.84
06/26/24	VOID 123207	Disb		(160.83)	3,821,033.67
06/27/24	10530	Disb		104,714.50	3,716,319.17
06/28/24	<b>133671-133700</b>	Disb		1,962.79	3,714,356.38
06/28/24	<b>23292-23301 ACH</b>	Disb		2,617.16	3,711,739.22
06/28/24	<b>133701-133736</b>	Disb		437,244.87	3,274,494.35
06/28/24	<b>23302-23319 ACH</b>	Disb		108,575.87	3,165,918.48
06/28/24	10531	Disb		1,413.00	3,164,505.48
06/28/24	<b>11218-11235</b>	<b>Payroll</b>		166,937.41	2,997,568.07
06/28/24	<b>89712-89959</b>	<b>Payroll</b>		603,921.87	2,393,646.20
06/28/24	57415-57466	Deposit	1,729,191.11		4,122,837.31
					4,122,837.31
					4,122,837.31
	<b>balanced 7/1/24 JS</b>	<b>TOTALS</b>	<b>7,760,036.49</b>	<b>7,447,799.18</b>	

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

3,989.00
515,223.24
77,328.32
9,760,168.32

**TOTAL CASH BALANCE**

**14,479,546.19**

## SWHHS TREND ANALYSIS

### Total Cash and Investment Balance by Month

#### ALL FUNDS

	January	February	March	April	May	June	July	August	September	October	November	December	Average 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	\$11,788,426.03	\$10,210,044.11	\$10,134,674.15	\$14,479,546.19							

#### PUBLIC HEALTH

	January	February	March	April	May	June	July	August	September	October	November	December	Average 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	\$4,063,656.33	\$4,222,559.23	\$4,145,900.32	\$4,122,413.31							

#### HUMAN SERVICES

	January	February	March	April	May	June	July	August	September	October	November	December	Average for Year
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
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
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
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
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
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
2024	\$6,839,001.71	\$7,235,453.39	\$5,532,685.68	\$3,788,842.32	\$3,831,588.73	\$8,238,989.43							

#### HEALTH INSURANCE

	January	February	March	April	May	June	July	August	September	October	November	December	Average 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

# Southwest Health and Human Services



LMD

7/5/24

1:21PM

Treasurer's Cash Trial Balance

As of 06/2024

Page 2

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
1 Health Services Fund	3,969,983.30			
Receipts		314,637.29	2,286,421.96	
Disbursements		72,287.95-	428,814.20-	
Payroll		265,836.35-	1,707,636.41-	
Journal Entries		0.00	2,458.66	
Fund Total . . . . .		23,487.01-	152,430.01	4,122,413.31
2 Opioid Settlement	541,414.68			
Receipts		18,772.08	99,977.42	
Disbursements		18,883.22-	42,068.68-	
Payroll		0.00	345.11-	
Fund Total . . . . .		111.14-	57,563.63	598,978.31
5 Human Services Fund	410	General Administration		
	966,127.41 -			
Receipts		71,412.79	432,162.64	
Disbursements		45,158.17-	378,005.11-	
Payroll		9,492.36-	60,831.10-	
Journal Entries		0.00	132.40	
Dept Total . . . . .		16,762.26	6,541.17-	972,668.58-
5 Human Services Fund	420	Income Maintenance		
	5,589,707.22			
Receipts		2,369,046.43	5,947,047.78	
Disbursements		458,504.63-	2,633,517.98-	
Payroll		381,807.68-	2,461,530.84-	
Journal Entries		0.00	4,002.57	
Dept Total . . . . .		1,528,734.12	856,001.53	6,445,708.75
5 Human Services Fund	431	Social Services		
	8,179,223.12			
Receipts		4,710,737.71	9,794,344.95	
Disbursements		98,955.10-	618,974.58-	



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7/5/24

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# Southwest Health and Human Services



Treasurer's Cash Trial Balance

As of 06/2024

Page 3

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
SSIS		879,352.08-	4,776,582.96-	
Payroll		855,210.10-	5,470,780.00-	
Journal Entries		0.00	6,593.63-	
Dept Total . . . . .		2,877,220.43	1,078,586.22-	7,100,636.90
5 Human Services Fund	461	Information Systems		
	4,227,244.05-			
Receipts		5,642.36	37,040.64	
Disbursements		269.34-	2,905.03-	
Payroll		20,689.13-	141,579.20-	
Dept Total . . . . .		15,316.11-	107,443.59-	4,334,687.64-
5 Human Services Fund	471	LCTS Collaborative Agency		
	0.00			
Receipts		0.00	135,364.00	
Disbursements		0.00	135,364.00-	
Dept Total . . . . .		0.00	0.00	0.00
Fund Total . . . . .	8,575,558.88	4,407,400.70	336,569.45-	8,238,989.43
61 Agency Health Insurance				
	1,271,163.67			
Receipts		294,632.56	1,677,724.87	
Disbursements		246,328.07-	1,702,402.56-	
Fund Total . . . . .		48,304.49	24,677.69-	1,246,485.98
71 LCTS Lyon Murray Collaborative Fund	471	LCTS Collaborative Agency		
	175,720.21			
Receipts		0.00	59,497.00	
Disbursements		0.00	59,250.00-	
Dept Total . . . . .		0.00	247.00	175,967.21
Fund Total . . . . .	175,720.21	0.00	247.00	175,967.21
73 LCTS Rock Pipestone Collaborative Fund	471	LCTS Collaborative Agency		
	46,144.81			

# Southwest Health and Human Services



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7/5/24

1:21PM

Treasurer's Cash Trial Balance

As of 06/2024

Page 4

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Receipts		0.00	25,366.00	
Dept Total . . . . .		0.00	25,366.00	71,510.81
Fund Total . . . . .	46,144.81	0.00	25,366.00	71,510.81
75 Redwood LCTS Collaborative	471	LCTS Collaborative Agency		
	78,858.51			
Receipts		1,458.00	54,653.00	
Disbursements		92,800.00-	92,800.00-	
Dept Total . . . . .		91,342.00-	38,147.00-	40,711.51
Fund Total . . . . .	78,858.51	91,342.00-	38,147.00-	40,711.51
77 Local Advisory Council	477	Local Advisory Council		
	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		
	46,773.61 -			
Receipts		6,332.00	40,255.00	
Disbursements		2,225.00-	9,590.10-	
Dept Total . . . . .		4,107.00	30,664.90	16,108.71 -
Fund Total . . . . .	46,773.61 -	4,107.00	30,664.90	16,108.71 -
All Funds .....	14,612,668.79			
Receipts		7,792,671.22	20,589,855.26	
Disbursements		1,035,411.48-	6,103,692.24-	
SSIS		879,352.08-	4,776,582.96-	
Payroll		1,533,035.62-	9,842,702.66-	
Total .....		4,344,872.04	133,122.60-	14,479,546.19

## Southwest Health and Human Services



RM-Stmt of Revenues &amp; Expenditures

Page 2

As Of 06/2024

Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO-DATE	2024 BUDGET	% OF BUDG	% OF YEAR	
FUND 1 HEALTH SERVICES FUND						
REVENUES						
CONTRIBUTIONS FROM COUNTIES	29,112.00 -	470,958.00 -	883,692.00 -	53	50	
INTERGOVERNMENTAL REVENUES	1,683.00 -	157,766.00 -	168,500.00 -	94	50	
STATE REVENUES	190,451.85 -	675,632.89 -	1,320,150.00 -	51	50	
FEDERAL REVENUES	65,755.05 -	717,914.10 -	1,399,913.00 -	51	50	
FEES	21,731.20 -	211,375.80 -	457,605.00 -	46	50	
EARNINGS ON INVESTMENTS	5,865.98 -	47,517.27 -	29,850.00 -	159	50	
MISCELLANEOUS REVENUES	38.21 -	534.39 -	7,550.00 -	7	50	
TOTAL REVENUES	314,637.29 -	2,281,698.45 -	4,267,260.00 -	53	50	3% over
EXPENDITURES						
PROGRAM EXPENDITURES	0.00	0.00	0.00	0	50	
PAYROLL AND BENEFITS	265,836.35	1,701,410.05	4,007,394.00	42	50	
OTHER EXPENDITURES	72,287.95	427,858.39	652,006.00	66	50	
TOTAL EXPENDITURES	338,124.30	2,129,268.44	4,659,400.00	46	50	4% under

## Southwest Health and Human Services



RM- Stmt of Revenues &amp; Expenditures

Page 4

As Of 06/2024

Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO-DATE	2024 BUDGET	% OF BUDG	% OF YEAR	
FUND 5 HUMAN SERVICES FUND						
REVENUES						
CONTRIBUTIONS FROM COUNTIES	6,472,328.60 -	7,730,417.89 -	13,305,205.00 -	58	50	
INTERGOVERNMENTAL REVENUES	0.00	42,568.50 -	123,841.00 -	34	50	
STATE REVENUES	134,877.31 -	2,033,517.66 -	5,973,027.00 -	34	50	
FEDERAL REVENUES	321,956.75 -	4,180,227.41 -	7,697,964.00 -	54	50	
FEES	87,951.88 -	1,079,048.41 -	2,306,164.00 -	47	50	
EARNINGS ON INVESTMENTS	26,722.75 -	216,467.47 -	149,100.00 -	145	50	
MISCELLANEOUS REVENUES	41,589.21 -	605,319.37 -	1,546,600.00 -	39	50	
TOTAL REVENUES	7,085,426.50 -	15,887,566.71 -	31,101,901.00 -	51	50	1%
EXPENDITURES						over
PROGRAM EXPENDITURES	1,242,066.64	6,721,760.30	11,791,540.00	57	50	
PAYROLL AND BENEFITS	1,246,032.77	8,092,918.87	16,512,609.00	49	50	
OTHER EXPENDITURES	195,014.51	1,414,546.22	2,797,752.00	51	50	
TOTAL EXPENDITURES	2,683,113.92	16,229,225.39	31,101,901.00	52	50	2% over

# Southwest Health and Human Services



Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>		<u>Current Month</u>	<u>Year-To-Date</u>	<u>Budget</u>	<u>% of Bdgt</u>	<u>% of Year</u>
1 FUND	Health Services Fund							
410 DEPT	General Administration							
0 PROGRAM	...		Revenue					50
			Expend.	1,553.91	9,327.50	0.00	0	50
			Net	1,553.91	9,327.50	0.00	0	50
910 PROGRAM	CHA/CHIP		Revenue	0.00	6,023.54 -	4,170.00 -	144	50
			Expend.	1,354.96	16,244.57	70,907.00	23	50
			Net	1,354.96	10,221.03	66,737.00	15	50
915 PROGRAM	CDC Infrastructure Grant		Revenue	0.00	26,216.47 -	57,702.00 -	45	50
			Expend.	3,217.42	23,917.92	59,954.00	40	50
			Net	3,217.42	2,298.55 -	2,252.00	102 -	50
919 PROGRAM	PH Foundational		Revenue	22,439.88 -	22,439.88 -	172,800.00 -	13	50
			Expend.	17,939.36	45,195.13	152,507.00	30	50
			Net	4,500.52 -	22,755.25	20,293.00 -	112 -	50
930 PROGRAM	Administration		Revenue	112,493.96 -	694,355.00 -	1,036,704.00 -	67	50
			Expend.	70,047.98	456,967.54	928,689.00	49	50
			Net	42,445.98 -	237,387.46 -	108,015.00 -	220	50
410 DEPT	General Administration	Totals:	Revenue	134,933.84 -	749,034.89 -	1,271,376.00 -	59	50
			Expend.	94,113.63	551,652.66	1,212,057.00	46	50
			Net	40,820.21 -	197,382.23 -	59,319.00 -	333	50
481 DEPT	Nursing							
100 PROGRAM	Family Health		Revenue	3,008.22 -	9,148.38 -	15,445.00 -	59	50
			Expend.	2,187.00	12,149.92	20,341.00	60	50
			Net	821.22 -	3,001.54	4,896.00	61	50
103 PROGRAM	Follow Along Program		Revenue	2,594.16 -	10,476.67 -	20,117.00 -	52	50
			Expend.	3,110.59	17,179.93	46,791.00	37	50
			Net	516.43	6,703.26	26,674.00	25	50
110 PROGRAM	TANF		Revenue	0.00	42,332.38 -	130,240.00 -	33	50
			Expend.	10,166.85	48,262.16	96,564.00	50	50
			Net	10,166.85	5,929.78	33,676.00 -	18 -	50
125 PROGRAM	Asthma Program		Revenue					50
			Expend.	362.58	3,911.29	0.00	0	50
			Net	362.58	3,911.29	0.00	0	50

# Southwest Health and Human Services



Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>		<u>Current Month</u>	<u>Year-To-Date</u>	<u>Budget</u>	<u>% of Bdgt</u>	<u>% of Year</u>
130 PROGRAM	WIC		Revenue	55,790.00 -	345,073.00 -	514,577.00 -	67	50
			Expend.	42,451.54	312,251.57	679,605.00	46	50
			Net	13,338.46 -	32,821.43 -	165,028.00	20 -	50
210 PROGRAM	CTC Outreach		Revenue	0.00	61,626.86 -	179,962.00 -	34	50
			Expend.	12,055.31	65,461.02	177,866.00	37	50
			Net	12,055.31	3,834.16	2,096.00 -	183 -	50
265 PROGRAM	Strong Foundations FHV		Revenue	1,190.56 -	66,073.44 -	182,218.00 -	36	50
			Expend.	5,227.44	50,937.68	177,476.00	29	50
			Net	4,036.88	15,135.76 -	4,742.00 -	319	50
270 PROGRAM	Maternal Child Health - Title V		Revenue	2,009.66 -	66,179.22 -	180,373.00 -	37	50
			Expend.	7,747.40	63,803.44	265,729.00	24	50
			Net	5,737.74	2,375.78 -	85,356.00	3 -	50
280 PROGRAM	MCH Dental Health		Revenue	0.00	0.00	1,000.00 -	0	50
			Expend.	11.25	761.29	7,081.00	11	50
			Net	11.25	761.29	6,081.00	13	50
285 PROGRAM	MCH Blood Lead		Revenue					50
			Expend.	325.84	2,515.43	16,644.00	15	50
			Net	325.84	2,515.43	16,644.00	15	50
295 PROGRAM	MCH Car Seat Program		Revenue	1,152.40 -	8,243.14 -	11,000.00 -	75	50
			Expend.	3,580.49	32,015.54	75,086.00	43	50
			Net	2,428.09	23,772.40	64,086.00	37	50
300 PROGRAM	Case Management		Revenue	50,958.89 -	259,649.06 -	336,212.00 -	77	50
			Expend.	31,869.78	230,706.55	353,928.00	65	50
			Net	19,089.11 -	28,942.51 -	17,716.00	163 -	50
330 PROGRAM	MNChoices		Revenue	20,584.46 -	114,038.23 -	203,974.00 -	56	50
			Expend.	17,496.36	107,413.19	244,193.00	44	50
			Net	3,088.10 -	6,625.04 -	40,219.00	16 -	50
603 PROGRAM	Disease Prevention and Control		Revenue	1,748.00 -	20,933.46 -	199,158.00 -	11	50
			Expend.	17,408.30	95,570.50	192,911.00	50	50
			Net	15,660.30	74,637.04	6,247.00 -	1,195 -	50
660 PROGRAM	MIIC		Revenue					50
			Expend.	0.78	572.69	3,746.00	15	50
			Net	0.78	572.69	3,746.00	15	50

# Southwest Health and Human Services



Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>		<u>Current Month</u>	<u>Year-To-Date</u>	<u>Budget</u>	<u>% of Bdgt</u>	<u>% of Year</u>
481 DEPT	Nursing	Totals:	Revenue	139,036.35 -	1,003,773.84 -	1,974,276.00 -	51	50
			Expend.	154,001.51	1,043,512.20	2,357,961.00	44	50
			Net	14,965.16	39,738.36	383,685.00	10	50
483 DEPT	Health Education							
500 PROGRAM	Direct Client Services		Revenue	262.31 -	3,952.50 -	5,112.00 -	77	50
			Expend.	669.42	5,729.51	18,292.00	31	50
			Net	407.11	1,777.01	13,180.00	13	50
510 PROGRAM	SHIP		Revenue	0.00	99,844.37 -	224,631.00 -	44	50
			Expend.	21,555.74	118,468.19	293,888.00	40	50
			Net	21,555.74	18,623.82	69,257.00	27	50
540 PROGRAM	Toward Zero Deaths (TZD) Safe Roads		Revenue	0.00	2,266.30 -	16,598.00 -	14	50
			Expend.	345.59	2,450.96	16,322.00	15	50
			Net	345.59	184.66	276.00 -	67 -	50
541 PROGRAM	Toward Zero Deaths (TZD) Safe Roads		Revenue	0.00	1,428.26 -	16,458.00 -	9	50
			Expend.	92.81	1,590.30	16,703.00	10	50
			Net	92.81	162.04	245.00	66	50
551 PROGRAM	Pipestone Drug Free Communities		Revenue	0.00	81,975.24 -	125,000.00 -	66	50
			Expend.	7,877.68	69,942.45	125,475.00	56	50
			Net	7,877.68	12,032.79 -	475.00	2,533 -	50
565 PROGRAM	Cannabis		Revenue	0.00	0.00	50,000.00 -	0	50
			Expend.	0.00	1.28	0.00	0	50
			Net	0.00	1.28	50,000.00 -	0 -	50
570 PROGRAM	Regional Health Equity Network Grant		Revenue	0.00	16,718.03 -	0.00	0	50
			Expend.	6.22	40,103.53	0.00	0	50
			Net	6.22	23,385.50	0.00	0	50
900 PROGRAM	Emergency Preparedness		Revenue	0.00	47,617.70 -	93,761.00 -	51	50
			Expend.	7,482.48	49,274.81	94,885.00	52	50
			Net	7,482.48	1,657.11	1,124.00	147	50
903 PROGRAM	Response Sustainability-PHEP		Revenue	0.00	2,011.08 -	173,110.00 -	1	50
			Expend.	9,171.75	26,291.00	175,478.00	15	50
			Net	9,171.75	24,279.92	2,368.00	1,025	50
905 PROGRAM	COVID-19 Pandemic		Revenue	0.00	8,691.58 -	0.00	0	50
			Expend.	11,326.98	21,003.66	0.00	0	50
			Net	11,326.98	12,312.08	0.00	0	50

# Southwest Health and Human Services



Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>		<u>Current Month</u>	<u>Year-To-Date</u>	<u>Budget</u>	<u>% of Bdgt</u>	<u>% of Year</u>
907 PROGRAM	Crisis Response Workforce Grant (CO)		Revenue	9,590.05 -	16,625.39 -	0.00	0	50
			Expend.	6,030.00	26,370.86	0.00	0	50
			Net	3,560.05 -	9,745.47	0.00	0	50
483 DEPT	Health Education	Totals:	Revenue	9,852.36 -	281,130.45 -	704,670.00 -	40	50
			Expend.	64,558.67	361,226.55	741,043.00	49	50
			Net	54,706.31	80,096.10	36,373.00	220	50
485 DEPT	Environmental Health							
800 PROGRAM	Environmental		Revenue	22,652.68 -	213,919.18 -	226,858.00 -	94	50
			Expend.	20,903.73	127,110.42	251,407.00	51	50
			Net	1,748.95 -	86,808.76 -	24,549.00	354 -	50
809 PROGRAM	Environmental Water Lab		Revenue	8,162.06 -	33,840.09 -	90,080.00 -	38	50
			Expend.	4,546.76	44,674.81	96,932.00	46	50
			Net	3,615.30 -	10,834.72	6,852.00	158	50
830 PROGRAM	FDA Standardization Grant		Revenue					50
			Expend.	0.00	1,091.80	0.00	0	50
			Net	0.00	1,091.80	0.00	0	50
485 DEPT	Environmental Health	Totals:	Revenue	30,814.74 -	247,759.27 -	316,938.00 -	78	50
			Expend.	25,450.49	172,877.03	348,339.00	50	50
			Net	5,364.25 -	74,882.24 -	31,401.00	238 -	50
1 FUND	Health Services Fund	Totals:	Revenue	314,637.29 -	2,281,698.45 -	4,267,260.00 -	53	50
			Expend.	338,124.30	2,129,268.44	4,659,400.00	46	50
			Net	23,487.01	152,430.01 -	392,140.00	39 -	50



# Southwest Health and Human Services



Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>		<u>Current Month</u>	<u>Year-To-Date</u>	<u>Budget</u>	<u>% of Bdgt</u>	<u>% of Year</u>
5 FUND	Human Services Fund							
410 DEPT	General Administration							
0 PROGRAM	...		Revenue					50
			Expend.	11,674.14 -	11,630.40	33,605.00	35	50
			Net	11,674.14 -	11,630.40	33,605.00	35	50
410 DEPT	General Administration	Totals:	Revenue					50
			Expend.	11,674.14 -	11,630.40	33,605.00	35	50
			Net	11,674.14 -	11,630.40	33,605.00	35	50
420 DEPT	Income Maintenance							
0 PROGRAM	...		Revenue					50
			Expend.	14.62	59.17	0.00	0	50
			Net	14.62	59.17	0.00	0	50
600 PROGRAM	Income Maint Administrative/Overhead		Revenue	2,216,735.35 -	2,773,588.82 -	4,209,520.00 -	66	50
			Expend.	121,445.08	887,563.18	1,491,047.00	60	50
			Net	2,095,290.27 -	1,886,025.64 -	2,718,473.00 -	69	50
601 PROGRAM	Income Maint/Random Moment Payro		Revenue					50
			Expend.	226,450.00	1,500,933.11	3,019,158.00	50	50
			Net	226,450.00	1,500,933.11	3,019,158.00	50	50
602 PROGRAM	Income Maint FPI Investigator		Revenue	0.00	68,752.00 -	210,256.00 -	33	50
			Expend.	9,855.22	68,796.51	200,109.00	34	50
			Net	9,855.22	44.51	10,147.00 -	0 -	50
605 PROGRAM	MN Supplemental Aid (MSA)/GRH		Revenue	90.00 -	20,919.27 -	50,000.00 -	42	50
			Expend.	0.00	33,865.45	50,000.00	68	50
			Net	90.00 -	12,946.18	0.00	0	50
610 PROGRAM	TANF(AFDC/MFIP/DWP)		Revenue	25.00 -	4,990.75 -	8,400.00 -	59	50
			Expend.	0.00	84.39	5,040.00	2	50
			Net	25.00 -	4,906.36 -	3,360.00 -	146	50
620 PROGRAM	General Asst(GA)/Final Disposition		Revenue	10,866.07 -	66,531.45 -	37,000.00 -	180	50
			Expend.	8,634.00	156,779.45	301,000.00	52	50
			Net	2,232.07 -	90,248.00	264,000.00	34	50
630 PROGRAM	Food Support (FS)		Revenue	14,830.00 -	365,138.41 -	635,500.00 -	57	50
			Expend.	0.00	3,561.99	2,500.00	142	50
			Net	14,830.00 -	361,576.42 -	633,000.00 -	57	50

# Southwest Health and Human Services



Revenues & Expend by Prog,Dept,Fund

Page 8

Report Basis: Cash

Element	Description	Account Number		Current Month	Year-To-Date	Budget	% of Bdgt	% of Year
640 PROGRAM	Child Support (IVD)		Revenue	40,915.76 -	502,055.08 -	1,597,558.00 -	31	50
			Expend.	75,527.70	485,507.36	1,231,801.00	39	50
			Net	34,611.94	16,547.72 -	365,757.00 -	5	50
650 PROGRAM	Medical Assistance (MA)		Revenue	85,584.25 -	2,142,959.16 -	4,620,000.00 -	46	50
			Expend.	398,385.69	1,952,741.80	3,345,000.00	58	50
			Net	312,801.44	190,217.36 -	1,275,000.00 -	15	50
680 PROGRAM	Refugee Cash Assistance (RCA)		Revenue	0.00	959.00 -	0.00	0	50
			Expend.					50
			Net	0.00	959.00 -	0.00	0	50
420 DEPT	Income Maintenance	Totals:	Revenue	2,369,046.43 -	5,945,893.94 -	11,368,234.00 -	52	50
			Expend.	840,312.31	5,089,892.41	9,645,655.00	53	50
			Net	1,528,734.12 -	856,001.53 -	1,722,579.00 -	50	50
431 DEPT	Social Services							
0 PROGRAM	...		Revenue					50
			Expend.	80.21	415.05	0.00	0	50
			Net	80.21	415.05	0.00	0	50
700 PROGRAM	Social Service Administrative/Overhea		Revenue	4,334,447.71 -	6,338,199.15 -	11,980,137.00 -	53	50
			Expend.	282,984.67	1,877,908.52	3,279,379.00	57	50
			Net	4,051,463.04 -	4,460,290.63 -	8,700,758.00 -	51	50
701 PROGRAM	Social Services/SSTS		Revenue					50
			Expend.	661,276.22	4,259,274.12	9,269,397.00	46	50
			Net	661,276.22	4,259,274.12	9,269,397.00	46	50
710 PROGRAM	Children's Social Services Programs		Revenue	63,010.41 -	613,642.14 -	1,993,256.00 -	31	50
			Expend.	438,843.35	2,474,173.19	4,439,251.00	56	50
			Net	375,832.94	1,860,531.05	2,445,995.00	76	50
711 PROGRAM	YIP Grant (Circle)-Dept of Public Safet		Revenue	0.00	3,663.56 -	0.00	0	50
			Expend.	566.62	8,217.82	0.00	0	50
			Net	566.62	4,554.26	0.00	0	50
712 PROGRAM	CIRCLE Program		Revenue	0.00	5,000.00 -	5,000.00 -	100	50
			Expend.	2,549.47	8,400.58	13,000.00	65	50
			Net	2,549.47	3,400.58	8,000.00	43	50
713 PROGRAM	STAY Program Grant (formerly SELF)		Revenue	7,672.00 -	30,172.00 -	45,000.00 -	67	50
			Expend.	3,379.24	11,625.73	45,000.00	26	50
			Net	4,292.76 -	18,546.27 -	0.00	0	50

# Southwest Health and Human Services



Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>		<u>Current Month</u>	<u>Year-To-Date</u>	<u>Budget</u>	<u>% of Bdgt</u>	<u>% of Year</u>
714 PROGRAM	PrimeWest Reinvestment Grant		Revenue					50
			Expend.	5,390.20	38,552.69	0.00	0	50
			Net	5,390.20	38,552.69	0.00	0	50
715 PROGRAM	Children Waivers		Revenue	5,995.14 -	42,308.39 -	110,000.00 -	38	50
			Expend.	0.00	399.90	0.00	0	50
			Net	5,995.14 -	41,908.49 -	110,000.00 -	38	50
716 PROGRAM	FGDM/Family Group Decision Making		Revenue	0.00	55,939.75 -	123,032.00 -	45	50
			Expend.	2,026.35	40,119.25	123,032.00	33	50
			Net	2,026.35	15,820.50 -	0.00	0	50
717 PROGRAM	Family Assmt Response Grant/Discr F		Revenue	4,347.59 -	19,098.58 -	37,888.00 -	50	50
			Expend.	3,032.57	12,085.04	37,888.00	32	50
			Net	1,315.02 -	7,013.54 -	0.00	0	50
718 PROGRAM	PSOP/Parent Support Outreach Progra		Revenue	0.00	16,578.00 -	30,113.00 -	55	50
			Expend.	3,633.29	23,174.92	30,113.00	77	50
			Net	3,633.29	6,596.92	0.00	0	50
719 PROGRAM	CCIP/Comm.Crime Intervention&Prev		Revenue					50
			Expend.	3,509.90	5,264.85	0.00	0	50
			Net	3,509.90	5,264.85	0.00	0	50
720 PROGRAM	Child Care/Child Protection		Revenue	600.00 -	5,843.10 -	20,500.00 -	29	50
			Expend.	1,650.00	5,854.38	2,500.00	234	50
			Net	1,050.00	11.28	18,000.00 -	0 -	50
721 PROGRAM	CC Basic Slide Fee/Cty Match to DHS		Revenue	1,680.00 -	9,566.00 -	46,194.00 -	21	50
			Expend.	3,614.00	25,295.00	43,365.00	58	50
			Net	1,934.00	15,729.00	2,829.00 -	556 -	50
726 PROGRAM	MFIP/SW MN PIC		Revenue	903.00 -	4,846.00 -	7,000.00 -	69	50
			Expend.					50
			Net	903.00 -	4,846.00 -	7,000.00 -	69	50
730 PROGRAM	Chemical Dependency		Revenue	14,514.30 -	123,711.89 -	207,500.00 -	60	50
			Expend.	5,586.01	66,236.86	233,500.00	28	50
			Net	8,928.29 -	57,475.03 -	26,000.00	221 -	50
740 PROGRAM	Mental Health (Both Adults & Childrer		Revenue	0.00	45.60 -	0.00	0	50
			Expend.					50
			Net	0.00	45.60 -	0.00	0	50

# Southwest Health and Human Services



Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>		<u>Current Month</u>	<u>Year-To-Date</u>	<u>Budget</u>	<u>% of Bdgt</u>	<u>% of Year</u>
741 PROGRAM	Mental Health - Adults Only		Revenue	31,002.96 -	523,442.58 -	1,299,626.00 -	40	50
			Expend.	258,912.34	1,094,350.64	1,862,749.00	59	50
			Net	227,909.38	570,908.06	563,123.00	101	50
742 PROGRAM	Mental Health - Children Only		Revenue	29,487.47 -	418,363.35 -	884,553.00 -	47	50
			Expend.	117,494.41	571,146.43	1,069,265.00	53	50
			Net	88,006.94	152,783.08	184,712.00	83	50
750 PROGRAM	Developmental Disabilities		Revenue	71,348.75 -	453,391.79 -	774,144.00 -	59	50
			Expend.	18,858.89	135,229.26	257,169.00	53	50
			Net	52,489.86 -	318,162.53 -	516,975.00 -	62	50
760 PROGRAM	Adult Services		Revenue	53,274.86 -	666,510.61 -	1,284,724.00 -	52	50
			Expend.	7,544.37	43,405.73	85,200.00	51	50
			Net	45,730.49 -	623,104.88 -	1,199,524.00 -	52	50
765 PROGRAM	Adult Waivers		Revenue	92,453.52 -	438,945.64 -	844,000.00 -	52	50
			Expend.	12,585.17	146,724.39	198,500.00	74	50
			Net	79,868.35 -	292,221.25 -	645,500.00 -	45	50
431 DEPT	Social Services	Totals:	Revenue	4,710,737.71 -	9,769,268.13 -	19,692,667.00 -	50	50
			Expend.	1,833,517.28	10,847,854.35	20,989,308.00	52	50
			Net	2,877,220.43 -	1,078,586.22	1,296,641.00	83	50
461 DEPT	Information Systems							
0 PROGRAM	...		Revenue	5,642.36 -	37,040.64 -	41,000.00 -	90	50
			Expend.	20,958.47	144,484.23	433,333.00	33	50
			Net	15,316.11	107,443.59	392,333.00	27	50
461 DEPT	Information Systems	Totals:	Revenue	5,642.36 -	37,040.64 -	41,000.00 -	90	50
			Expend.	20,958.47	144,484.23	433,333.00	33	50
			Net	15,316.11	107,443.59	392,333.00	27	50
471 DEPT	LCTS Collaborative Agency							
702 PROGRAM	LCTS		Revenue	0.00	135,364.00 -	0.00	0	50
			Expend.	0.00	135,364.00	0.00	0	50
			Net	0.00	0.00	0.00	0	50
471 DEPT	LCTS Collaborative Agency	Totals:	Revenue	0.00	135,364.00 -	0.00	0	50
			Expend.	0.00	135,364.00	0.00	0	50
			Net	0.00	0.00	0.00	0	50
5 FUND	Human Services Fund	Totals:	Revenue	7,085,426.50 -	15,887,566.71 -	31,101,901.00 -	51	50
			Expend.	2,683,113.92	16,229,225.39	31,101,901.00	52	50
			Net	4,402,312.58 -	341,658.68	0.00	0	50

# Social Services Caseload:

<b>Yearly Averages</b>	<b>Adult Services</b>	<b>Children's Services</b>	<b>Total Programs</b>
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			

<b>2024</b>	<b>Adult Services</b>	<b>Children's Services</b>	<b>Total Programs</b>
January	2770	638	3408
February	2783	652	3435
March	2765	637	3402
April	2714	624	3338
May	2729	609	3338
June	2710	558	3268
July			0
August			0
September			0
October			0
November			0
December			0
<b>Average</b>	<b>2745</b>	<b>620</b>	<b>3365</b>

# 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)

<b>2024</b>	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	10	395	10	0	233	94	992	22	230	471	308	2765
April	10	396	10	0	221	103	968	21	204	471	310	2714
May	10	391	10	0	220	92	964	23	237	470	312	2729
June	10	389	10	0	226	101	945	24	219	469	317	2710
July												0
August												0
September												0
October												0
November												0
December												0
	<b>10</b>	<b>394</b>	<b>10</b>	<b>0</b>	<b>230</b>	<b>97</b>	<b>983</b>	<b>23</b>	<b>219</b>	<b>470</b>	<b>309</b>	<b>2773</b>

# 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 Intervention: 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												

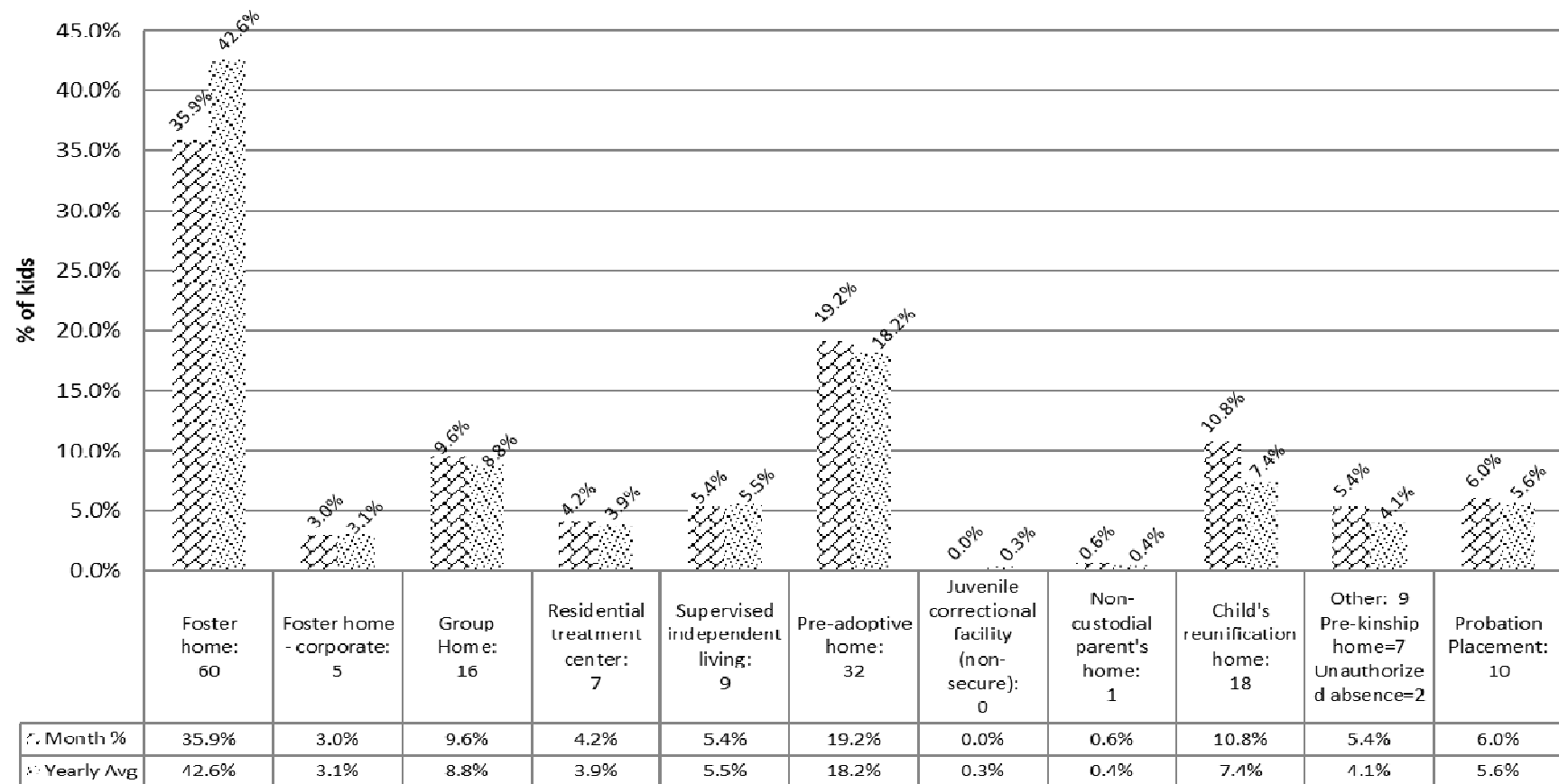
<b>2024</b>	Adolescent Independent Living (ALS)	Adoption	Child Brain Injury (BI)	Child Community Alternative Care (CAC)	Child Community Alternatives for Disabled Individuals (CADI)	Child Protection (CP)	Child Welfare (CW)	Children's Mental Health (CMH)	Early Intervention: Infants & Toddlers with Disabilities	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	23	25	0	12	65	188	192	107	0	0	25	637
April	23	23	0	12	65	168	189	114	0	0	30	624
May	23	24	0	12	65	166	174	115	0	0	30	609
June	19	24	0	12	64	144	150	112	0	0	33	558
July												0
August												0
September												0
October												0
November												0
December												0
	<b>22</b>	<b>25</b>	<b>0</b>	<b>12</b>	<b>65</b>	<b>176</b>	<b>178</b>	<b>109</b>	<b>0</b>	<b>0</b>	<b>34</b>	<b>642</b>

## 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	4	4	4	4							4	5
Lyon	69	69	70	74	70	71							71	51
Murray	14	16	16	17	17	19							17	14
Pipestone	22	20	21	21	19	19							20	21
Redwood	43	41	38	45	45	47							43	53
Rock	10	7	7	7	7	7							8	10
Monthly Totals	163	158	156	168	162	167	0	0	0	0	0	0		



**June 2024 - Placement by Category**  
**167 Kids in Placements**



**June 2024:** Total kids in placement = 167

**Total of 8 Children entered placement**

1	Lyon	Group Home
2	Murray	Foster Home
1	Murray	Group Home
1	Redwood	Residential Treatment Center
1	Redwood	Group Home
1	Redwood	Probation
1	Redwood	Foster Home

**Total of 3 Children were discharged from placement** (discharges from previous month)

1	Murray	Group Home
1	Redwood	Probation
1	Redwood	Group Home

# NON IVD COLLECTIONS

June 2024

PROGRAM	ACCOUNT	TOTAL
MSA/GRH	05-420-605.5803	90
TANF (MFIP/DWP/AFDC)	05-420-610.5803	25
GA	05-420-620.5803	10,866
GA      Final Disposition Recovery	05-420-620.5804	0
FS	05-420-630.5803	130
CS      (PI Fee, App Fee, etc)	05-420-640.5501	816
MA      Recoveries & Estate Collections (25% retained by agency)	05-420-650.5803	13,807
REFUGEE	05-420-680.5803	0
CHILDRENS		
Court Visitor Fee	05-431-700.5514	0
Parental Fees, Holds	05-431-710.5501	11,351
OOH/FC Recovery	05-431-710.5803	2,516
Social Security Recovery	78-431-710.5803	6,332
CHILDCARE		
Licensing	05-431-720.5502	0
Corp FC Licensing	05-431-720.5505	600
Over Payments	05-431-721&722.5803	0
CHEMICAL DEPENDENCY		
SUD Assessment Fee	05-431-730.5504	2,445
CD Assessments	05-431-730.5519	811
Detox Fees	05-431-730.5520	1,461
SUD Treatment	05-431-730.5523	0
Over Payments	05-431-730.5803	0
MENTAL HEALTH		
Insurance Copay	05-431-740.5803	0
Over Payments	05-431-741 or 742.5803	0
DEVELOPMENTAL DISABILITIES		
Insurance Copay/Overpayments	05-431-750.5803	0
ADULT		
Court Visitor Fee	05-431-760.5515	0
Insurance Copay/Overpayments	05-431-760.5803	0
TOTAL NON-IVD COLLECTIONS		51,250

## 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	2102	26	13	261	0	0	0	113	31	19	19
2/24	2092	42	11	281	0	9	4	110	27	63	8
3/24	2081	33	17	299	0	2	1	104	31	64	18
4/24	2104	36	14	292	0	10	1	103	38	70	19
5/24	2077	30	14	264	0	26	18	109	26	57	18
6/24		43	10	220	0	15	2	133	60	23	18
7/24											
8/24											
9/24											
10/24											
11/24											
12/24											

### HR Stats

#### **Open Positions (point in time)**

1st quarter 2024	17
2nd quarter 2024	12
3rd quarter 2024	
4th quarter 2024	

#### **Days to Fill**

1st quarter 2024	38
2nd quarter 2024	32
3rd quarter 2024	
4th quarter 2024	

#### **Hires**

1st quarter 2024	15	8 internal hires
2nd quarter 2024	21	5 internal hires
3rd quarter 2024		
4th quarter 2024		

#### **Turnover (accumulative)**

1st quarter 2024	10	4.20%
2nd quarter 2024	19	7.90%
3rd quarter 2024		
4th quarter 2024		

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

EFFECTIVE DATE: 01/01/11

REVISION DATE: 05/15/13; 02/15/17; 09/20/17; 10/17/18; 01/16/19; 09/18/19; 07/21/21;  
10/20/21; 05/18/22; 10/18/23; 07/17/24

AUTHORITY: Southwest Health and Human Services Joint Governing Board  
Minnesota Statute 375.171

**--CREDIT CARD POLICY--**

**Section 1 – Purpose**

- a. The purpose of this policy is to provide user information to those employees who have been approved by the Southwest Health and Human Services Governing Board to do business for Southwest Health and Human Services (SWHHS) using a credit card issued in the agency's name. It is the intent that through the use of the agency credit card, the agency will benefit from the credit card's cash back program and it will reduce costs associated with processing manual warrants.

**Section 2 - Authority to Establish**

- a. The Governing Board may authorize the use of an agency credit card make purchases on behalf of the agency. Only those individuals identified and approved by the Governing Board and this policy will hold an agency credit card. A purchase by credit card must otherwise comply with all statutes, rules or agency policy applicable to agency purchases.

**Section 3 – Authorization**

- a. Southwest Health and Human Services Governing Board approval is necessary for an employee to obtain a credit card.
- b. Schedule A indicates all approved cardholders by the Southwest Health and Human Services Governing Board. Approved cardholders will be determined based on location, program and position.
- c. The Director of Business Management may suspend an approved cardholder's credit card after consultation with the Executive Director. Examples of reasons to suspend include but are not limited to suspicion of fraudulent use, leave of absence, cardholder request, change of duties or etc.
- d. The Southwest Health and Human Services Governing Board may review credit card use randomly. If it is determined that credit card use is not in the best interest of Southwest

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

Health and Human Services, they may at anytime, and without notice cancel credit card use privileges.

**Section 4 – Controls**

- a. The Southwest Health and Human Services Governing Board will approve or deny any request for a credit card.
- b. All existing purchasing policies apply to purchases made on a credit card.
- c. All itemized receipts must be obtained by the person using the card and presented to accounting for reconciliation of the billing, no later than 1 (one) week after the transaction takes place with the appropriate supervisor sign off along with additional required documentation (i.e. staff development form, SS 009 Social Service Request for Payment or etc.).
- d. It will be the responsibility of the Director of Business Management or designated Accounting Technician to cancel a lost card immediately and to notify the Director and the Southwest Health and Human Services Governing Board of the same.
- e. Supervisors are authorized to charge items that are eligible up to \$ 3,000. Any items exceeding \$ 3,000 will require Southwest Health and Human Governing Board approval. Line staff who are cardholders must have prior approval from their supervisor for any charge.
- e. The Board authorizes a credit card limit of \$75,000, with varying individual cardholder limits based on department or program needs.
- f. All cardholders are required to sign a Credit Card Use Acknowledgement form and route to the Director of Business Management.
- g. When a cardholder separates from SWHHS, it is the cardholder's responsibility to turn in their agency credit card to the Director of Business Management.

**Section 5 - Eligible Uses of the Credit Card**

- a. The credit card may be used to:
  - Guarantee and pay for hotel rooms for conferences, meeting attendance, or client related travel.

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

- Purchase supplies and/or materials when purchase of the items by credit card is more time and cost efficient than if purchased by a county warrant (i.e. on line purchases/to reduce sales tax paid).
- Any expenses that meet public purpose and where credit card payments are accepted without fees.
- Out of state travel related to a client and/or approved by the Southwest Health and Human Services Governing Board.
- Food items when purchased as part of employee recognition, trainings, etc. where a meal is provided by the agency or as part of the service delivery (i.e. Circle Program) or for clients we serve when necessary.
- To ensure proper safeguarding of the agency credit card, no credit card information shall be saved to any website (i.e. Walmart, Amazon, or etc.).

**Section 6 - Ineligible Uses of the Credit Card**

- a. The credit card may not be used for:
  - Personal purchases. Absolutely no personal use of the card is allowed.
  - Gratuities and individual staff meals eligible for reimbursement. Use Form AG#100 or AG#101.
  - Gasoline for any personal vehicle.
  - Cash advances.
  - Alcoholic beverages.
- b. Any unallowable expenses charged on a card will be the responsibility of the employee making the purchase to payback to SWHHS. . Payment is expected to be made back to SWHHS, immediately following notification.
- c. If a staff person makes an ineligible purchase(s) or fails to provide the required documentation, the following will occur:
  - 1. First offense – Staff person’s immediate supervisor is notified.
  - 2. Second offense – Staff person’s card is suspended for 90 (ninety) days.
  - 3. Third offense – Staff person is removed as an authorized user of the agency’s credit card.

**Section 7 - Monthly Reconciliation**

- a. Each month the accounting technician will be sent the monthly billing statement. It is the personal responsibility of the cardholder to ensure that the proper itemized receipts are turned into accounting, along with any required documentation .



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

- b. The Director of Business Management and/or Accounting Technician will reconcile the monthly statement with all original receipts and documentation.
- c. The Director of Business Management and Accounting Technician will have access to the credit card activity for monthly reconciliation.
- d. No fees or interest charged by the credit card company because of late payments due to untimely submission of records to accounting will be paid from county funds. The cardholders will be personally responsible for those fees if they appear on the billing for their department.

**Schedule A**

**Authorized Cardholders**

Name	Title	Location
Beth Wilms	Director	Marshall – 1 <sup>st</sup> Floor
Ann Orren	Community Public Health Supervisor	Marshall – 2 <sup>nd</sup> Floor
Cindy Nelson	SS Division Director	Marshall – 1 <sup>st</sup> Floor
Christine Versaevel	SS Supervisor – Children	Marshall – 1 <sup>st</sup> Floor
<del>Megan Boerboom</del>	<del>SS Supervisor – Restorative Practices</del>	<del>Marshall – 1<sup>st</sup> Floor</del>
Craig Wilson	Social Worker – SELF Program	Marshall – 1 <sup>st</sup> Floor
Chris Cauwels	IT Director	Marshall – 1 <sup>st</sup> Floor
Chantelle Fogelson	Office Support Supervisor	Marshall – 1 <sup>st</sup> floor
<del>Amy Mead</del>	<del>Health Services Program Aide</del>	<del>Marshall – 2<sup>nd</sup> Floor</del>
Dawn Hagen	Case Aide	Redwood Falls
Stacy Strand	SS Supervisor – Adult	Redwood Falls
Emilie Potter	SS Supervisor – Children’s	Redwood Falls
Stacy Jorgensen	SS Supervisor – Adults	Pipestone
Jenna Stephenson	Public Health Educator	Pipestone
Nancy Walker	Deputy Director	Luverne
Gail Bielen	SS Supervisor – Licensing	Luverne
Taalr Egeness	SS Supervisor – Children	Luverne
Jill Pieske	Social Work Team Lead	Slayton
Jennifer Nelson	Community Public Health Supervisor	Slayton

**Deleted:** Mariah Cleppe . . . SS Supervisor – Children . . . Marshall – 1<sup>st</sup> Floor¶

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**Deleted:** Michelle Buysse . SS Supervisor – Children’s . . . Marshall – 1<sup>st</sup> Floor¶

**Deleted:** Debra Werpy . Office Support Specialist, Senior . Marshall – 2nd Floor

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SALES QUOTE

Sales Quote No: 100796  
Date: 7/8/24  
Account No: SH20

**Bill To:** Southwest Health & Human Services  
607 W Main St Ste 100  
Marshall, MN 56258-3170

**Ship To:** Southwest Health & Human Services  
607 W Main St Ste 100  
Marshall, MN 56258-3170

Sales Person	P.O. Number	Ship Method	Payment Terms	Quote Expires On			
		UPS GROUND		7/22/24			
Notes							
ANNUAL PAPER CUT MAINTENANCE AND SUPPORT RENEWAL Term: 8/18/2024 - 8/19/2025  Please Contact Hollie Hilliard with questions related to this quote at 952-285-2178. Thank you for doing business with Loffler.							
Item No	Description	Quantity	UM	Price	Disc	Amount	
AMSPPlus-1	ACDI Renewal	1.00	EACH	\$3,580.80	0.00	\$3,580.80	
Please Remit To: PO Box 1511 Bin # 131511, Minneapolis, MN 55480-1511 Phone: 952-285-2300						Subtotal	\$3,580.80
						Discount	\$0.00
						Freight	\$0.00
						Sales Tax	\$0.00
						Sales Order Total	\$3,580.80

# LOFFLER

## Terms & Conditions

1. This Agreement shall become binding once credit is approved and accepted by Loffler companies, Inc. at its home office.
2. This Agreement may not be cancelled, altered, or waived after acceptance without consent in writing. Software is licensed to the customer at the time of order and therefore cannot be returned.
3. Loffler companies, Inc. shall not be liable for failure to deliver or for delays occasioned by causes beyond Seller's control, including without limitation, non-delivery or delays by shippers, carriers, or others, accidents, or government acts.
4. Loffler Companies, Inc. shall not be liable for any special, indirect or consequential damages nor shall Seller be liable in any event for more than the invoice price of any equipment or supplies. Each shipment under this Agreement is to be considered an individual transaction.
5. This is a binding contract, not a sale on approval or trial basis. Provisions of this contract, once accepted by Loffler Companies, Inc., supersede any oral communications between the parties. Loffler Companies, Inc. is specifically not bound by any oral or written representation made by its employees or salespeople to clients which to not appear herein in writing.
6. All right, title or interest to the Equipment or supplies described herein shall remain the property of Loffler companies, Inc. (or its leasing agent) until paid in full.
7. All invoices are due and payable on the date of invoice and client agrees to pay interest at a rate of 1-1/2% per month, or to the extent allowed by law, on any amounts not paid within 10 days of invoice date. All credit card payments are charged a 3% processing fee.
8. COMPLETE AGREEMENT; EXCLUSION OF WARRANTIES: Customer specifically agrees that NO OTHER terms, representations of warranties (express or implied) have been made or have been relied upon to induce Client to enter into this Agreement. Loffler Companies, Inc. represents and warrants for a period of ninety (90) days that the parts provided hereunder are free of material defect or workmanship, and the liability of Loffler Companies, Inc. is expressly limited to the replacement or repair of said parts which may be defective, EXCEPT AS SET FORTH HEREIN AND IN THE GUARANTEED PERFORMANCE SECTION LOFFLER COMPANIES, INC. EXPRESSLY DISCLAIMS ALL OTHER WARRANTIES, INCLUDING ANY WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE. LOFFLER COMPANIES, INC. shall not be liable for any other damages of any kind arising from any alleged breach of warranty, except as set forth herein.
9. DEFAULT: in the event the Client shall default any payments due, or in the event of any other default or breach of the other terms and conditions of this Agreement, Loffler Companies, Inc. shall have the right to do any one or more of the following:
  - a. Declare this Agreement in default upon written notice to Client, where on the entire amount of payments remaining to be paid shall become immediately due and payable.
  - b. Without notice to the Client, repossess the Equipment wherever found with or without legal process, and for this purpose Loffler Companies, Inc. and its

agents may enter upon any premises of or under the control of jurisdiction of client or any agent of client without liability for suit, action, or other proceeding by client (any damages occasioned by such repossession being hereby expressly waived by the client) and remove the Equipment therefrom.

- c. Any repossession, resale or release of any Equipment by Loffler Companies, Inc. shall not be a bar to the institution of litigation by Loffler Companies, Inc. against the client for damages for breach of this Agreement.

10. Non-Solicitation: Client Acknowledges and agrees that the employees of Loffler Companies, Inc. who perform the services are a valuable asset to Loffler Companies, Inc. and are difficult to replace. Accordingly, Client agrees that, for a period of one (1) year after the completion of said services, it will not, directly or indirectly, solicit, recruit, hire or otherwise employ any employee or agent of Loffler Companies, Inc. who performed such services. If Client violates this paragraph 10, Client will pay to Loffler Companies, Inc. damages equal to one hundred percent (100%) of that individual's annual salary. For purposes of this Agreement only, an "individual's" annual salary shall mean the individual's annual salary with either Loffler Companies, Inc. or with client, as of the date of Client's violation of this paragraph 10, whichever is greater.

Authorized Signor Approving / Accepting Quote:

---

Helping You Succeed

**Certificate Of Completion**

Envelope Id: CACC638178AE484DB8E4A4552E106BB7

Status: Delivered

Subject: Complete with DocuSign: Southwest Health &amp; Human Services Annual Papercut 2024.pdf

Source Envelope:

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Signatures: 0

Envelope Originator:

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Mollie Armstrong

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3745 Louisiana Ave S

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St Louis Park, MN 55426

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softwareadmin@loffler.com

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Chris Cauwels

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chris.cauwels@swmhhs.com

Viewed: 7/8/2024 | 04:33 PM

Information Technology Director

Southwest Health and Human Services

Security Level: Email, Account Authentication  
(None)**Electronic Record and Signature Disclosure:**

Accepted: 7/8/2024 | 04:33 PM

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From time to time, Loffler Companies, Inc. (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

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At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

#### **How to contact Loffler Companies, Inc.:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [mike.maki@loffler.com](mailto:mike.maki@loffler.com)

#### **To advise Loffler Companies, Inc. of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [mike.maki@loffler.com](mailto:mike.maki@loffler.com) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

#### **To request paper copies from Loffler Companies, Inc.**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to [mike.maki@loffler.com](mailto:mike.maki@loffler.com) and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

#### **To withdraw your consent with Loffler Companies, Inc.**

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to [mike.maki@loffler.com](mailto:mike.maki@loffler.com) and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

## **Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

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To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Loffler Companies, Inc. as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Loffler Companies, Inc. during the course of your relationship with Loffler Companies, Inc..



We have been using Papercut for several years and would involve more cost and effort to move to another product to manage our secure printing.

Cost is vender agnostic as Loffler is a Papercut reseller and we have been using Loffler for Papercut support for a few years now.

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Data Services

Help

Search

All Words

e.g. 1606N020Q02

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Actions

Select Domain

All Domains

Filter By

Keyword Search

For more information on how to use our keyword search, visit our [help guide](#)

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Search Editor

Any Words

All Words

Exact Phrase

e.g. 1606N020Q02

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Enter Code or Name

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Inactive

Reset

Showing 1 - 3 of 3 results

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Date Modified/Updated

EXECUTIVE FRAMEWORKS LTD

Active Registration

Entity

Unique Entity ID

LNCSPRZMTGX5

CAGE Code

5TVV6

Physical Address

972 GREEN BAY RD,  
GLENCOE, IL 60022 USA

Expiration Date

May 14, 2025

Purpose of Registration

All Awards

LOFFLER COMPANIES, INC.

Active Registration

Entity

Unique Entity ID

RQ9LWXQ3MDM4

CAGE Code

1TL30

Physical Address

3745 LOUISIANA AVE S, ST  
LOUIS PARK, MN 55426 USA

Expiration Date

Mar 25, 2025

Purpose of Registration

All Awards

CAMILLIA PERRY

Active

Exclusion

Unique Entity ID

(blank)

CAGE Code

(blank)

Physical Address

PALM BAY, FL 32909 USA

Classification

Individual

Activation Date

Oct 18, 2012

Termination Date

Indefinite

1 of 1


Results per page


25


# **JULY 2024**


## **GRANTS ~ AGREEMENTS ~ CONTRACTS**


### **for Board review and approval**


 **DHS Mobile Crisis Response Services Grant for Adult & Children’s (Lincoln, Lyon, Murray, Redwood and Yellow Medicine Counties)** – 01/01/23 to 12/31/24; Mental health crisis response services, which will be provided through Western Mental Health Center, \$383,532 for 2023 allocation; \$438,351 for 2024 allocation (amendment).  
*Fiscal Note: No contract changes. Budget was updated to show carryover amount for 2024. Updated 2024 budget amount is \$539,648.*

 **DHS Family Group Decision Making (FGDM) Grant** – 07/01/22 to 06/30/26; State grant that provides family support, family preservation, and family reunification services, awarded additional \$220,000 for SFY 25&26 (\$110,000/SFY) (amendment).  
*Fiscal Grant Award: 2024 \$123,032; 2023 \$123,032; 2022 \$123,032; 2021 \$39,780; 2020 \$39,780*

 **Lyon County** – 08/01/24 to 12/31/26; Office lease amendment, addition of 660 sq ft increasing the total leased space to 31,187 square feet. \$29,888/month starting August 1<sup>st</sup>, 2024, \$31,187/month in 2025, \$32,486/month in 2026 (amendment).  
*Fiscal Note:*

 **MDH Emergency Preparedness & Response** - 07/01/24 – 06/30/29; Renewal of the emergency preparedness grant for another 5-year period with this being year 1; \$97,152 (renewal).  
*Fiscal Note: 2023 \$93,761; 2022 \$94,148; 2021 \$95,357; 2020 \$92,580; 2019 \$92,437*

 **New Horizon Crisis Center** – 08/01/24 to 05/31/25; Agreement to offer classes in Lincoln, Lyon, Murray, and Redwood counties for middle school/early high school students for addressing risks and/or protective factors surrounding teen pregnancy, total amount not to exceed \$35,000 (renewal)  
*Fiscal Note: 2024 \$15,311.12; 2023 \$36,895*

 **Southwest Crisis Center** – 08/01/24 to 05/31/25; Agreement to offer classes in Pipestone & Rock counties for middle school/early high school students for addressing risks and/or protective factors surrounding teen pregnancy, total amount not to exceed \$20,000 (NEW)  
*Fiscal Note:*

 **Signatures None**  
 **Signatures Partial**  
 **Signatures Completed**