



Southwest Health and Human Services  
Board Agenda  
Wednesday April 21, 2021  
Commissioners Room  
Government Center, 2<sup>nd</sup> Floor  
Marshall  
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 3/17/2021 Board Minutes
  
- D. Introduce New Staff:
  - Heather Bowman, Eligibility Worker, Marshall/Redwood Falls
  - Lori Matthys, Eligibility Worker, Marshall
  
- E. Employee Recognition:
  - Nancy Garza, 1 year, Child Support Officer, Redwood Falls
  - Laura Bruns, 5 years, Social Worker (Children's Intake), Redwood Falls
  - Justine Sandbulte, 5 years, Social Worker (MnCHOICES), Luverne
  - Mandy Holzapfel, 10 years, Social Services Supervisor (Children's), Redwood Falls
  - Chad Cunningham, 15 years, Sanitarian, Marshall

**HUMAN SERVICES (cont.)**

- Karyn Groenewold, 15 years, Case Aide (Licensing), Marshall
- Sandy Ourada, 15 years, Lead Eligibility Worker, Redwood Falls
- Jeanne Backer, 35 years, Child Support Officer, Pipestone

F. Financial

G. Caseload

	<u>03/21</u>	<u>03/20</u>	<u>02/21</u>	<u>01/21</u>
Social Services	3,612	3,643	3,641	3,586
Licensing	416	440	417	419
Out-of-Home Placements	149	166	155	153
Income Maintenance	13,184	12,051	13,067	12,955
Child Support Cases	3,102	3,216	3,101	3,118
Child Support Collections	\$847,552	\$810,144	\$684,984	\$667,610
Non IV-D Collections	\$149,974	\$116,275	\$142,594	\$113,843

H. Discussion/Information

1. Child Protection Update- Kristin Malin & Mandy Holzapfel

I. Decision Items

1. Social Services Policy 25 – Behavioral Health Fund (BHF) – Rule 25/Comprehensive Assessment

**COMMUNITY HEALTH**

J. Call to Order

K. Consent Agenda

1. Amend/Approval of Agenda
2. Identification of Conflict of Interest
3. Approval of 3/17/2021 Board Minutes

L. Financial

**COMMUNITY HEALTH (cont.)**

M. Caseload	<u>03/21</u>	<u>02/21</u>	<u>01/21</u>
WIC	N/A	1985	1985
Family Home Visiting	8	19	11
PCA Assessments	10	8	10
Managed Care	228	232	177
Dental Varnishing	0	0	0
Refugee Health	2	0	2
Latent TB Medication Distribution	2	2	2
Water Tests	111	82	115
FPL Inspections	20	23	19
Immunizations	22	35	2
COVID Vaccine Admin	2425	2004	958
Car Seats	5	18	6

- N. Discussion/Information  
1. COVID update- Carol Biren

- O. Decision Items  
1. P&I Grant Trailer  
2. P&I Grant Outdoor Theater  
3. Public Health Fee Schedule

**GOVERNING BOARD**

- P. Call to Order

- Q. Consent Agenda  
1. Amend/Approval of Agenda  
2. Identification of Conflict of Interest  
3. Approval of 3/17/2021 Board Minutes

- R. Financial

**GOVERNING BOARD (cont.)**

S. Human Resources Statistics

	<u>03/21</u>	<u>03/20</u>	<u>02/21</u>	<u>01/21</u>
Number of Employees	228	232	230	231
Separations	0		2	5

T. Discussion/Information

1.

U. Decision Items

1. Taalyr Egeness, County Agency Social Worker CPS, probationary appointment (12 months), \$25.25 per hour, effective 4/12/2021
2. Taylor Hardwick, County Agency Social Worker, probationary appointment (12 months), \$24.12 per hour, effective 4/12/2021
3. Blake Nath, County Agency Social Worker, probationary appointment (6 months), no change in rate of pay, effective 4/12/2021
4. Deann Holland, Public Health Educator, probationary appointment (12 months), \$26.00 per hour, effective 4/12/2021
5. Ashlee Zuehlsdorf, Office Support Specialist, probationary appointment (12 months). \$14.97 per hour, effective 4/26/2021
6. Request for County Agency Social Worker (Adoption)
7. Phased Retirement Option request Pam Beckmann
8. American Rescue Plan Act 2021 Dependent Care increase
9. Donations:
10. Contracts

V. Adjournment

**Next Meeting Dates:**

- **Wednesday, May 19, 2021 – Marshall**
- **Wednesday, June 16, 2021 – Marshall**
- **Wednesday, July 21, 2021 – Marshall**

# SOUTHWEST HEALTH & HUMAN SERVICES

Ivanhoe, Marshall, Slayton, Pipestone, Redwood and Luverne Offices

**SUMMARY OF FINANCIAL ACCOUNTS REPORT** For the Month Ending: **March 31, 2021**

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

Description	Month	Running Balance
<b>BEGINNING BALANCE</b>		<b>\$1,223,640</b>
RECEIPTS		
Monthly Receipts	2,822,343	
County Contribution	0	
Interest on Savings	117	
<b>TOTAL MONTHLY RECEIPTS</b>		<b>2,822,459</b>
DISBURSEMENTS		
Monthly Disbursements	3,247,693	
<b>TOTAL MONTHLY DISBURSEMENTS</b>		<b>3,247,693</b>
<b>ENDING BALANCE</b>		<b>\$798,406</b>

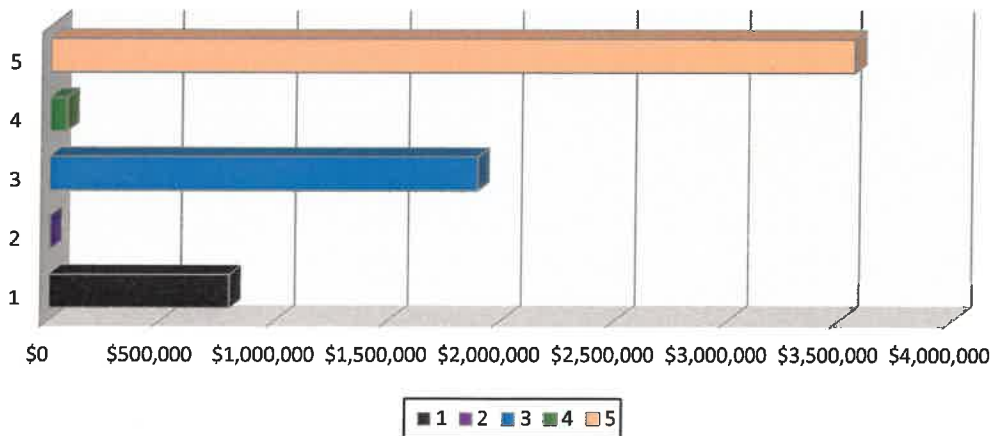
REVENUE		
<i>Checking/Money Market</i>	<b>\$798,406</b>	
<i>SS Benefits Checking</i>	<b>\$3,832</b>	
<i>Bremer Savings</i>	<b>\$1,892,727</b>	
<i>Great Western Bank Savings</i>	<b>\$75,513</b>	
<i>Investments - MAGIC Fund</i>	<b>\$3,560,777</b>	

<b>ENDING BALANCE</b>	<b>\$6,331,256</b>	March 2020 Ending Balance <b>\$3,999,085</b>
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DESIGNATED/RESTRICTED FUNDS		
Agency Health Insurance	<b>\$1,012,037</b>	March 2020 Ending Balance <b>\$1,071,726</b>
LCTS Lyon Murray Collaborative	<b>\$149,400</b>	
LCTS Rock Pipestone Collaborative	<b>\$46,227</b>	
LCTS Redwood Collaborative	<b>\$76,341</b>	
Local Advisory Council	<b>\$738</b>	March 2020 Ending Balance

<b>AVAILABLE CASH BALANCE</b>	<b>\$5,046,514</b>	<b>\$2,638,209</b>
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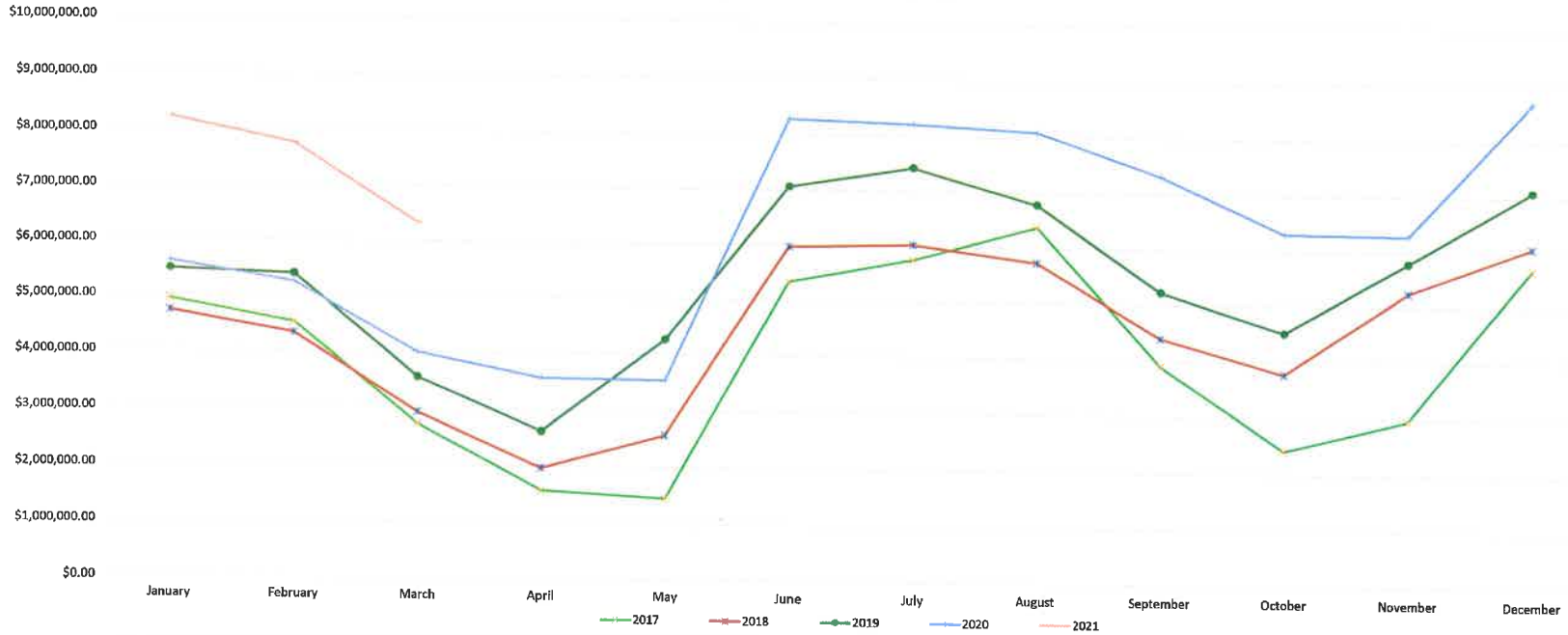
## REVENUE DESIGNATION



SWHHS  
Total Cash and Investment Balance by Month - All Funds

	January	February	March	April	May	June	July	August	September	October	November	December	Average for Year
2017	\$4,926,902.34	\$4,524,066.02	\$2,727,751.26	\$1,578,173.97	\$1,451,585.61	\$5,337,553.73	\$5,754,867.08	\$6,366,564.57	\$3,893,362.07	\$2,417,547.50	\$2,962,222.15	\$5,684,746.63	\$3,968,778.58
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	\$6,280,975.41
2021	\$6,213,250.83	\$7,755,540.60	\$6,331,255.58										\$7,433,349.00

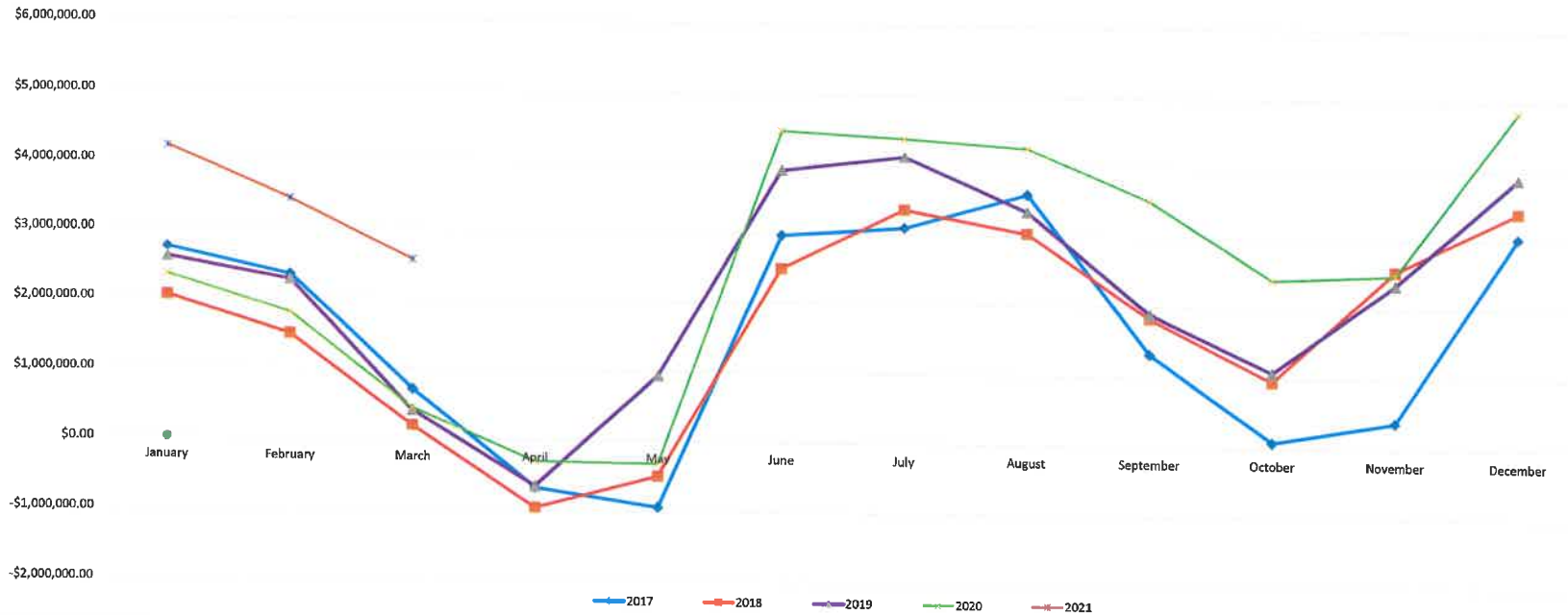
SWHHS Cash and Investment Balances



SWHHS  
Total Cash and Investment Balance by Month - Human Services

	January	February	March	April	May	June	July	August	September	October	November	December	Average for Year
2017	\$2,721,514.18	\$2,337,060.47	\$710,988.71	-\$678,564.48	-\$945,146.15	\$2,972,035.68	\$3,096,420.77	\$3,593,641.96	\$1,322,585.71	\$84,999.25	\$377,552.55	\$3,035,263.95	\$1,552,362.72
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	\$1,619,364.83
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										\$3,392,689.28

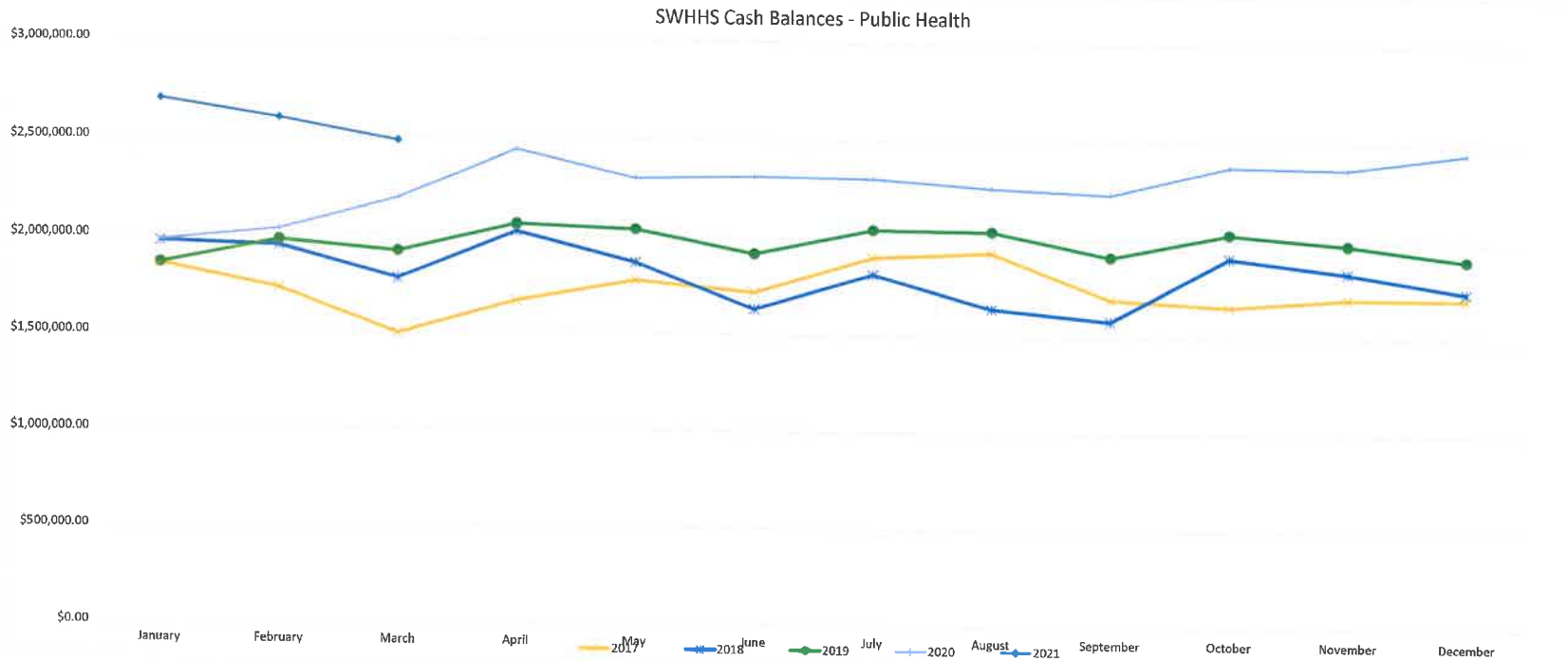
SWHHS Cash Balances - Human Services



SWHHS  
Total Cash and Investment Balance by Month - Public Health Services

	January	February	March	April	May	June	July	August	September	October	November	December
2017	\$1,847,930.47	\$1,726,463.73	\$1,494,923.91	\$1,667,703.90	\$1,778,696.76	\$1,720,044.88	\$1,903,354.71	\$1,930,710.27	\$1,695,805.50	\$1,663,861.45	\$1,709,269.13	\$1,709,425.15
2018	\$1,962,214.72	\$1,943,637.75	\$1,780,622.98	\$2,023,315.56	\$1,670,382.57	\$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
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
2020	\$1,967,807.21	\$2,029,158.92	\$2,191,628.66	\$2,443,036.94	\$2,302,678.55	\$2,314,814.13	\$2,307,089.45	\$2,261,644.38	\$2,236,196.53	\$2,383,533.05	\$2,377,097.32	\$2,458,002.48
2021	\$2,686,372.79	\$2,595,490.74	\$2,483,393.31									

Average for Year
\$1,737,349.16
\$1,813,230.15
\$1,974,715.22
\$2,272,723.97
\$2,588,418.95

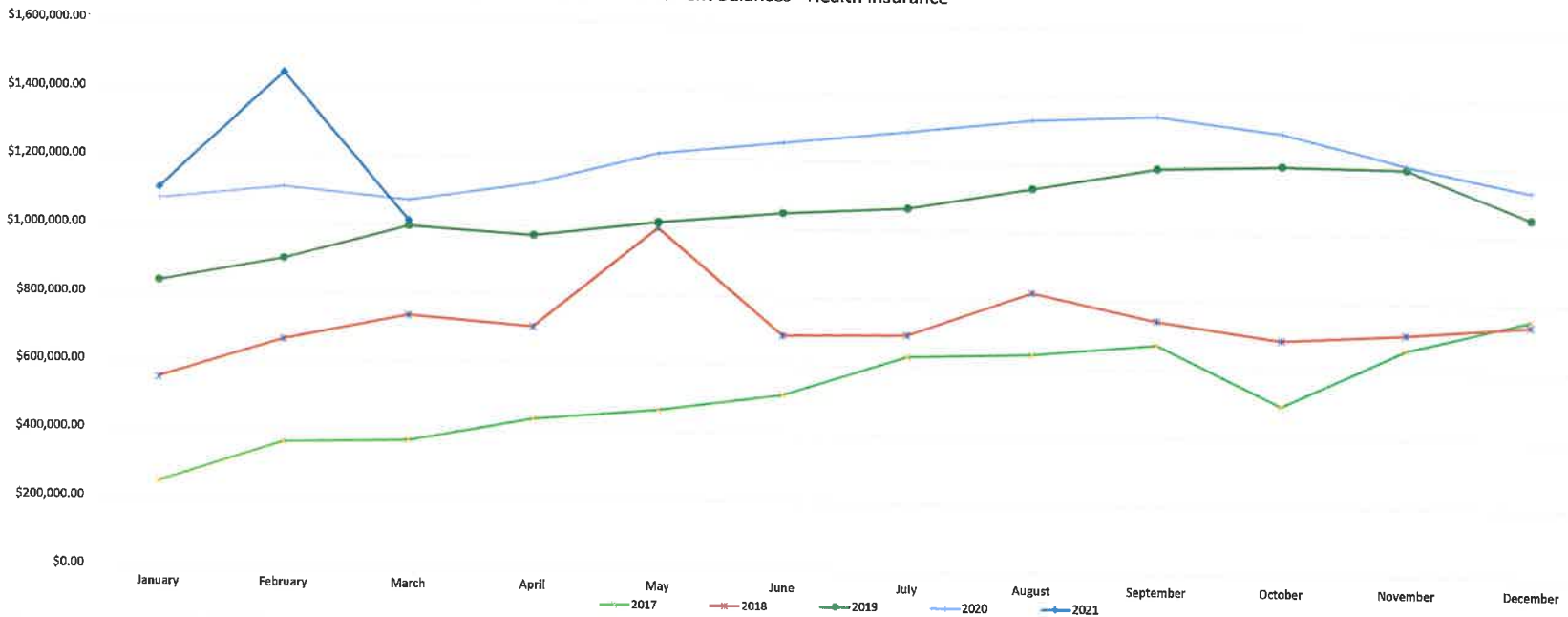




SWHHS  
Total Cash Balance by Month - Health Insurance

	January	February	March	April	May	June	July	August	September	October	November	December	Average for Year
2017	\$243,431.96	\$360,090.41	\$369,063.91	\$436,168.38	\$465,168.83	\$514,005.00	\$629,735.43	\$640,875.17	\$673,434.33	\$497,527.63	\$665,075.30	\$753,857.36	\$520,702.81
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										\$1,186,375.24

SWHHS Cash and Investment Balances - Health Insurance



**SOUTHWEST HEALTH AND HUMAN SERVICES CHECK REGISTER**

**MARCH 2021**

DATE	RECEIPT or CHECK #	DESCRIPTION	+ DEPOSITS	-DISBURSEMENTS	BALANCE
	<b>BALANCE FORWARD</b>				1,223,639.89
03/01/21	10069	Disb		323,722.44	899,917.45
03/02/21	43734-43759	deposit	146,062.97		1,045,980.42
03/01/21	10070	Disb		12,625.44	1,033,354.98
03/05/21	<b>112859-112893</b>	Disb		4,274.31	1,029,080.67
03/05/21	<b>8953-8954 ACH</b>	Disb		444.40	1,028,636.27
03/05/21	<b>112894-112959</b>	Disb		223,799.25	804,837.02
03/05/21	<b>8955-9000 ACH</b>	Disb		53,048.77	751,788.25
03/05/21	43760-43816	deposit	490,533.53		1,242,321.78
03/05/21	10071	deposit	(1,571.26)		1,240,750.52
03/08/21	10072	Disb		56,993.10	1,183,757.42
03/08/21	10073	Disb		910.25	1,182,847.17
03/09/21	43831-43832, 43834-43853	deposit	67,747.29		1,250,594.46
03/10/21	Transfer from Bremer Savings	deposit	1,000,000.00		2,250,594.46
03/11/21	10074	Disb		48,390.72	2,202,203.74
03/12/21	<b>9668-9686</b>	Payroll		133,830.26	2,068,373.48
03/12/21	<b>68799-69044 ACH</b>	Payroll		511,665.92	1,556,707.56
03/12/21	<b>112960-113036</b>	Disb		122,664.47	1,434,043.09
03/12/21	<b>9001-9025 ACH</b>	Disb		51,160.20	1,382,882.89
03/12/21	<b>113037-113064</b>	Disb		2,407.70	1,380,475.19
03/12/21	<b>9026 ACH</b>	Disb		115.50	1,380,359.69
03/12/21	VOID 113030	Disb		(1,844.00)	1,382,203.69
03/12/21	43817-43830,33,54-93,96-43915	deposit	237,038.57		1,619,242.26
03/15/21	10075	Disb		14,808.18	1,604,434.08
03/16/21	<b>113065</b>	Disb		1,377.49	1,603,056.59
03/16/21	43894-43895, 43916-43946	deposit	123,269.62		1,726,326.21
03/17/21	10076	Disb		12,800.80	1,713,525.41
03/19/21	<b>113066-113144</b>	Disb		11,880.00	1,701,645.41
03/19/21	<b>9027-9028</b>	Disb		297.00	1,701,348.41
03/19/21	<b>113145-113357</b>	Disb		118,749.18	1,582,599.23
03/19/21	<b>9029-9040</b>	Disb		9,194.24	1,573,404.99
03/19/21	<b>113358-113393</b>	Disb		3,864.19	1,569,540.80
03/19/21	<b>9041- 9044 ACH</b>	Disb		2,444.19	1,567,096.61
03/19/21	<b>113394-113449</b>	Disb		158,513.13	1,408,583.48
03/19/21	<b>9045 - 9072 ACH</b>	Disb		131,752.83	1,276,830.65
03/19/21	43947-44004	deposit	267,000.06		1,543,830.71
03/22/21	10077	Disb		117,842.87	1,425,987.84
03/22/21	10078	Disb		12,741.41	1,413,246.43
03/22/21	transfer from SS account	deposot	10,440.67		1,423,687.10
03/23/21	44005-44032	deposit	42,007.09		1,465,694.19
03/24/21	10079	Disb		787.50	1,464,906.69
03/26/21	<b>9687-9707</b>	Payroll		133,834.64	1,331,072.05
03/26/21	<b>69045-69290 ACH</b>	Payroll		503,513.15	827,558.90
03/26/21	<b>113450-113473</b>	Disb		12,053.68	815,505.22
03/26/21	<b>9073 ACH</b>	Disb		40.04	815,465.18
03/26/21	<b>113474-113534</b>	Disb		300,524.50	514,940.68
03/26/21	<b>9074-9089 ACH</b>	Disb		71,870.43	443,070.25
03/26/21	44033-44078	deposit	173,660.70		616,730.95
03/29/21	VOID 113030	Disb		(4,886.89)	621,617.84
03/29/21	10080	Disb		76,718.30	544,899.54
03/31/21	10081	Disb		12,763.44	532,136.10
03/31/21	44044-44046, 44079-44196	Deposit	266,270.04		<b>798,406.14</b>
	<b>balanced 4/1/21 js</b>	<b>TOTALS</b>	<b>2,822,459.28</b>	<b>3,247,693.03</b>	

Checking - SS Beneficiaries  
 Savings - Bremer  
 Savings - Great Western  
 Investments - Magic Fund

3,832.00
1,892,726.82
75,513.24
3,560,777.38

**TOTAL CASH BALANCE**

**6,331,255.58**



# Southwest Health and Human Services



## Treasurer's Cash Trial Balance

As of 03/2021

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
1 <b>Health Services Fund</b>	2,457,990.79			
Receipts		150,559.22	889,495.74	
Disbursements		34,964.91-	180,984.38-	
Payroll		227,691.74-	683,108.84-	
<b>Fund Total . . . . .</b>		112,097.43-	25,402.52	<b>2,483,393.31</b>
5 Human Services Fund <b>410</b> General Administration	309,915.58-			
Receipts		56,904.47	170,950.62	
Disbursements		68,615.97-	168,761.66-	
Payroll		10,077.02-	25,969.92-	
<b>Dept Total . . . . .</b>		21,788.52-	23,780.96-	333,696.54-
5 Human Services Fund <b>420</b> Income Maintenance	744,487.98			
Receipts		522,401.12	1,700,228.62	
Disbursements		442,836.74-	1,149,649.03-	
Payroll		324,049.75-	983,629.21-	
<b>Dept Total . . . . .</b>		244,485.37-	433,049.62-	311,438.36
5 Human Services Fund <b>431</b> Social Services	7,886,764.87			
Receipts		882,540.63	2,680,116.06	
Disbursements		106,208.15-	397,690.79-	
SSIS		655,199.98-	1,933,981.34-	
Payroll		697,613.41-	2,115,398.19-	
<b>Dept Total . . . . .</b>		576,480.91-	1,766,954.26-	6,119,810.61
5 Human Services Fund <b>461</b> Information Systems	3,474,762.68-			
Receipts		2,674.00	11,616.36	
Disbursements		1,200.00-	1,426.50-	
Payroll		23,412.05-	69,859.20-	
<b>Dept Total . . . . .</b>		21,938.05-	59,669.34-	3,534,432.02-

# Southwest Health and Human Services



## Treasurer's Cash Trial Balance

As of 03/2021

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
5 <b>Human Services Fund</b>	471	LCTS Collaborative Agency		
	0.00			
Receipts		0.00	51,969.00	
Disbursements		0.00	51,969.00-	
<b>Dept Total . . . . .</b>		0.00	0.00	0.00
<b>Fund Total . . . . .</b>	4,846,574.59	864,692.85-	2,283,454.18-	2,563,120.41
61 <b>Agency Health Insurance</b>				
	1,132,234.63			
Receipts		208,328.57	960,378.27	
Disbursements		639,873.31-	1,080,576.24-	
<b>Fund Total . . . . .</b>		431,544.74-	120,197.97-	1,012,036.66
71 <b>LCTS Lyon Murray Collaborative Fund</b>	471	LCTS Collaborative Agency		
	152,747.88			
Receipts		0.00	25,258.00	
Disbursements		15,950.00-	28,606.34-	
<b>Dept Total . . . . .</b>		15,950.00-	3,348.34-	149,399.54
<b>Fund Total . . . . .</b>	152,747.88	15,950.00-	3,348.34-	149,399.54
73 <b>LCTS Rock Pipestone Collaborative Fund</b>	471	LCTS Collaborative Agency		
	43,882.53			
Receipts		0.00	5,464.00	
Disbursements		0.00	3,120.00-	
<b>Dept Total . . . . .</b>		0.00	2,344.00	46,226.53
<b>Fund Total . . . . .</b>	43,882.53	0.00	2,344.00	46,226.53
75 <b>Redwood LCTS Collaborative</b>	471	LCTS Collaborative Agency		
	54,493.79			
Receipts		0.00	21,847.00	
<b>Dept Total . . . . .</b>		0.00	21,847.00	76,340.79

13

SRK  
4/8/21 2:30PM

# Southwest Health and Human Services



## Treasurer's Cash Trial Balance

As of 03/2021

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
<b>Fund Total . . . . .</b>	54,493.79	0.00	21,847.00	76,340.79
77 Local Advisory Council	<b>477</b>	Local Advisory Council		
	738.34			
<b>Dept Total . . . . .</b>		0.00	0.00	738.34
<b>Fund Total . . . . .</b>	738.34	0.00	0.00	738.34
All Funds .....	8,688,662.55			
Receipts		1,823,408.01	6,517,323.67	
Disbursements		1,309,649.08-	3,062,783.94-	
SSIS		655,199.98-	1,933,981.34-	
Payroll		1,282,843.97-	3,877,965.36-	
<b>Total .....</b>		1,424,285.02-	2,357,406.97-	6,331,255.58

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# Southwest Health and Human Services



## RM- Stmt of Revenues & Expenditures

As Of 03/2021

Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO-DATE	2021 BUDGET	% OF BUDG	% OF YEAR
<b>FUND 1 HEALTH SERVICES FUND</b>					
REVENUES					
CONTRIBUTIONS FROM COUNTIES	0.00	270,108.75-	1,080,435.00-	25	25
INTERGOVERNMENTAL REVENUES	2,953.50-	106,123.00-	166,000.00-	64	25
STATE REVENUES	40,987.68-	80,155.06-	809,158.00-	10	25
FEDERAL REVENUES	65,037.06-	318,670.27-	1,219,989.00-	26	25
FEES	40,971.04-	113,488.82-	492,480.00-	23	25
EARNINGS ON INVESTMENTS	18.68-	74.57-	9,000.00-	1	25
MISCELLANEOUS REVENUES	224.38-	466.09-	6,600.00-	7	25
<b>TOTAL REVENUES</b>	150,192.34-	889,086.56-	3,783,662.00-	23	25
EXPENDITURES					
PROGRAM EXPENDITURES	0.00	0.00	0.00	0	25
PAYROLL AND BENEFITS	227,691.74	683,066.54	2,907,923.00	23	25
OTHER EXPENDITURES	34,598.03	180,617.50	875,739.00	21	25
<b>TOTAL EXPENDITURES</b>	262,289.77	863,684.04	3,783,662.00	23	25



# Southwest Health and Human Services



## RM-Stmt of Revenues & Expenditures

As Of 03/2021

Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO-DATE	2021 BUDGET	% OF BUDG	% OF YEAR
<b>FUND 5 HUMAN SERVICES FUND</b>					
REVENUES					
CONTRIBUTIONS FROM COUNTIES	0.00	510,594.59-	11,606,176.00-	4	25
INTERGOVERNMENTAL REVENUES	0.00	7,066.00-	79,045.00-	9	25
STATE REVENUES	443,539.99-	940,290.78-	5,583,843.00-	17	25
FEDERAL REVENUES	596,628.69-	1,975,330.08-	7,631,653.00-	26	25
FEES	194,434.60-	571,271.37-	2,502,600.00-	23	25
EARNINGS ON INVESTMENTS	98.05-	641.46-	35,700.00-	2	25
MISCELLANEOUS REVENUES	137,522.19-	403,283.60-	1,217,400.00-	33	25
<b>TOTAL REVENUES</b>	<b>1,372,223.52-</b>	<b>4,408,477.88-</b>	<b>28,656,417.00-</b>	<b>15</b>	<b>25</b>
EXPENDITURES					
PROGRAM EXPENDITURES	1,012,660.86	2,816,662.57	11,778,488.00	24	25
PAYROLL AND BENEFITS	1,066,718.78	3,192,522.61	14,121,360.00	23	25
OTHER EXPENDITURES	157,536.73	682,746.88	2,756,569.00	25	25
<b>TOTAL EXPENDITURES</b>	<b>2,236,916.37</b>	<b>6,691,932.06</b>	<b>28,656,417.00</b>	<b>23</b>	<b>25</b>

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# 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	...						
			<b>Revenue</b>				25
			<b>Expend.</b>	5,673.46	12,935.54	0.00	0
			<b>Net</b>	5,673.46	12,935.54	0.00	0
930 PROGRAM	Administration						
			<b>Revenue</b>	148.68-	277,736.73-	1,137,835.00-	24
			<b>Expend.</b>	25,225.27	82,672.34	749,494.00	11
			<b>Net</b>	25,076.59	195,064.39-	388,341.00-	50
410 DEPT	General Administration	<b>Totals:</b>					
			<b>Revenue</b>	148.68-	277,736.73-	1,137,835.00-	24
			<b>Expend.</b>	30,898.73	95,607.88	749,494.00	13
			<b>Net</b>	30,750.05	182,128.85-	388,341.00-	47
481 DEPT	Nursing						
100 PROGRAM	Family Health						
			<b>Revenue</b>	980.00-	2,470.56-	19,680.00-	13
			<b>Expend.</b>	1,121.14	3,789.34	16,932.00	22
			<b>Net</b>	141.14	1,318.78	2,748.00-	48-
103 PROGRAM	Follow Along Program						
			<b>Revenue</b>	9,663.01-	12,077.07-	27,324.00-	44
			<b>Expend.</b>	1,780.82	6,965.61	31,786.00	22
			<b>Net</b>	7,882.19-	5,111.46-	4,462.00	115-
110 PROGRAM	TANF						
			<b>Revenue</b>	0.00	63,938.00-	127,876.00-	50
			<b>Expend.</b>	0.00	30,727.69	127,911.00	24
			<b>Net</b>	0.00	33,210.31-	35.00	94,887-
130 PROGRAM	WIC						
			<b>Revenue</b>	35,155.00-	174,656.00-	450,000.00-	39
			<b>Expend.</b>	28,624.51	93,136.16	565,284.00	16
			<b>Net</b>	6,530.49-	81,519.84-	115,284.00	71-
140 PROGRAM	Peer Breastfeeding Support Program						
			<b>Revenue</b>	0.00	5,623.00-	38,088.00-	15
			<b>Expend.</b>	1,667.55	4,974.35	38,088.00	13
			<b>Net</b>	1,667.55	648.65-	0.00	0
210 PROGRAM	CTC Outreach						
			<b>Revenue</b>	30,591.91-	30,591.91-	262,270.00-	12
			<b>Expend.</b>	13,703.68	40,591.69	271,515.00	15
			<b>Net</b>	16,888.23-	9,999.78	9,245.00	108
270 PROGRAM	Maternal Child Health - Title V						
			<b>Revenue</b>	6,662.53-	22,439.81-	240,000.00-	9
			<b>Expend.</b>	4,022.94	23,470.39	249,833.00	9
			<b>Net</b>	2,639.59-	1,030.58	9,833.00	10

# Southwest Health and Human Services



## Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

Element	Description	Account Number		Current Month	Year-To-Date	Budget	% of Bdgt	% of Year
280 PROGRAM	MCH Dental Health		Revenue	0.00	0.00	1,600.00 -	0	25
			Expend.	0.00	502.04	16,171.00	3	25
			Net	0.00	502.04	14,571.00	3	25
285 PROGRAM	MCH Blood Lead		Revenue					25
			Expend.	196.68	539.69	0.00	0	25
			Net	196.68	539.69	0.00	0	25
295 PROGRAM	MCH Car Seat Program		Revenue	628.44 -	981.40 -	30,000.00 -	3	25
			Expend.	2,297.08	6,351.35	33,832.00	19	25
			Net	1,668.64	5,369.95	3,832.00	140	25
300 PROGRAM	Case Management		Revenue	31,328.65 -	96,338.35 -	428,000.00 -	23	25
			Expend.	20,897.24	66,409.04	392,306.00	17	25
			Net	10,431.41 -	29,929.31 -	35,694.00 -	84	25
330 PROGRAM	MNChoices		Revenue	0.00	0.00	134,000.00 -	0	25
			Expend.	10,297.06	31,265.05	173,361.00	18	25
			Net	10,297.06	31,265.05	39,361.00	79	25
603 PROGRAM	Disease Prevention And Control		Revenue	437.59 -	13,233.06 -	130,742.00 -	10	25
			Expend.	6,978.09	19,449.39	240,078.00	8	25
			Net	6,540.50	6,216.33	109,336.00	6	25
660 PROGRAM	MIIC		Revenue					25
			Expend.	139.37	139.96	0.00	0	25
			Net	139.37	139.96	0.00	0	25
481 DEPT	Nursing	Totals:	Revenue	115,447.13 -	422,349.16 -	1,889,580.00 -	22	25
			Expend.	91,726.16	328,311.75	2,157,097.00	15	25
			Net	23,720.97 -	94,037.41 -	267,517.00	35 -	25
483 DEPT	Health Education		Revenue	42.59 -	68.00 -	500.00 -	14	25
			Expend.	50.64	753.17	24,110.00	3	25
			Net	8.05	685.17	23,610.00	3	25
500 PROGRAM	Direct Client Services		Revenue	25,566.17 -	34,375.94 -	224,631.00 -	15	25
			Expend.	16,760.18	36,524.41	224,631.00	16	25
			Net	8,805.99 -	2,148.47	0.00	0	25
510 PROGRAM	SHIP		Revenue	0.00	1,077.84 -	10,155.00 -	11	25
			Expend.	16.66	718.93	10,155.00	7	25
			Net	16.66	358.91 -	0.00	0	25
540 PROGRAM	Toward Zero Deaths (TZD) Safe Roads		Revenue					25
			Expend.					25
			Net					25

# 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>
541 PROGRAM	Toward Zero Deaths (TZD) Safe Roads		Revenue	0.00	1,159.61 -	10,155.00 -	11	25
			Expend.	16.66	810.81	10,155.00	8	25
			Net	16.66	348.80 -	0.00	0	25
550 PROGRAM	P&I Grant		Revenue	0.00	27,586.24 -	189,326.00 -	15	25
			Expend.	6,900.67	24,434.59	189,326.00	13	25
			Net	6,900.67	3,151.65 -	0.00	0	25
551 PROGRAM	Pipestone Drug Free Communities		Revenue					25
			Expend.	1,038.24	1,337.27	0.00	0	25
			Net	1,038.24	1,337.27	0.00	0	25
900 PROGRAM	Emergency Preparedness		Revenue	0.00	0.00	92,580.00 -	0	25
			Expend.	958.30	17,172.08	112,634.00	15	25
			Net	958.30	17,172.08	20,054.00	86	25
905 PROGRAM	COVID-19 Pandemic		Revenue	0.00	377.06 -	0.00	0	25
			Expend.	15,307.40	59,662.38	0.00	0	25
			Net	15,307.40	59,285.32	0.00	0	25
906 PROGRAM	COVID-19 Vaccination Planning Grant		Revenue	3,641.27 -	4,195.05 -	0.00	0	25
			Expend.	82,819.87	245,962.08	0.00	0	25
			Net	79,178.60	241,767.03	0.00	0	25
483 DEPT	Health Education	<b>Totals:</b>	Revenue	29,250.03 -	68,839.74 -	527,347.00 -	13	25
			Expend.	123,868.62	387,375.72	571,011.00	68	25
			Net	94,618.59	318,535.98	43,664.00	730	25
485 DEPT	Environmental Health		Revenue	3,007.50 -	111,331.93 -	201,900.00 -	55	25
			Expend.	11,182.68	31,829.83	247,925.00	13	25
			Net	8,175.18	79,502.10 -	46,025.00	173 -	25
800 PROGRAM	Environmental		Revenue	2,339.00 -	8,829.00 -	27,000.00 -	33	25
			Expend.	4,612.81	16,748.11	58,135.00	29	25
			Net	2,273.81	7,919.11	31,135.00	25	25
809 PROGRAM	Environmental Water Lab		Revenue	0.77	3,810.75	0.00	0	25
			Expend.	0.77	3,810.75	0.00	0	25
			Net					
830 PROGRAM	FDA Standardization Grant		Revenue	5,346.50 -	120,160.93 -	228,900.00 -	52	25
			Expend.	15,796.26	52,388.69	306,060.00	17	25
			Net	10,449.76	67,772.24 -	77,160.00	88 -	25
485 DEPT	Environmental Health	<b>Totals:</b>	Revenue					
			Expend.					
			Net					

# 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>
<b>1 FUND</b>	<b>Health Services Fund</b>	<b>Totals:</b>	<b>Revenue</b>	150,192.34-	889,086.56-	3,783,662.00-	23	25
			<b>Expend.</b>	262,289.77	863,684.04	3,783,662.00	23	25
			<b>Net</b>	112,097.43	25,402.52-	0.00	0	25

# Southwest Health and Human Services



## Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

Element	Description	Account Number	Current Month	Year-To-Date	Budget	% of Bdgt	% of Year
5 FUND	Human Services Fund						
410 DEPT	General Administration						
0 PROGRAM	...						
			<b>Revenue</b>				25
			<b>Expend.</b>	21,788.52	23,780.96	67,663.00	35
			<b>Net</b>	21,788.52	23,780.96	67,663.00	35
410 DEPT	General Administration	<b>Totals:</b>	<b>Revenue</b>				25
			<b>Expend.</b>	21,788.52	23,780.96	67,663.00	35
			<b>Net</b>	21,788.52	23,780.96	67,663.00	35
420 DEPT	Income Maintenance						
600 PROGRAM	Income Maint Administrative/Overhez		<b>Revenue</b>	2,189.25-	188,229.88-	3,696,370.00-	5
			<b>Expend.</b>	93,349.14	339,782.14	1,511,007.00	22
			<b>Net</b>	91,159.89	151,552.26	2,185,363.00-	7-
601 PROGRAM	Income Maint/Random Moment Payro		<b>Revenue</b>				25
			<b>Expend.</b>	191,764.93	589,961.14	2,627,726.00	22
			<b>Net</b>	191,764.93	589,961.14	2,627,726.00	22
602 PROGRAM	Income Maint FPI Investigator		<b>Revenue</b>	0.00	12,622.00-	130,000.00-	10
			<b>Expend.</b>	1,014.09	20,271.27	130,000.00	16
			<b>Net</b>	1,014.09	7,649.27	0.00	0
605 PROGRAM	MN Supplemental Aid (MSA)/GRH		<b>Revenue</b>	3,553.87-	11,499.59-	65,200.00-	18
			<b>Expend.</b>	0.00	5,543.31	65,000.00	9
			<b>Net</b>	3,553.87-	5,956.28-	200.00-	2,978
610 PROGRAM	TANF(AFDC/MFIP/DWP)		<b>Revenue</b>	285.98-	932.98-	15,000.00-	6
			<b>Expend.</b>	3.00	3.00	11,250.00	0
			<b>Net</b>	282.98-	929.98-	3,750.00-	25
620 PROGRAM	General Asst (GA)/General Relief/Buri		<b>Revenue</b>	7,773.47-	21,810.09-	22,500.00-	97
			<b>Expend.</b>	38,301.91	107,393.07	351,000.00	31
			<b>Net</b>	30,528.44	85,582.98	328,500.00	26
630 PROGRAM	Food Support (FS)		<b>Revenue</b>	12,234.53-	150,659.93-	524,000.00-	29
			<b>Expend.</b>	0.00	136.52	4,500.00	3
			<b>Net</b>	12,234.53-	150,523.41-	519,500.00-	29
640 PROGRAM	Child Support (IVD)		<b>Revenue</b>	40,826.84-	298,762.78-	1,633,247.00-	18
			<b>Expend.</b>	83,834.52	267,871.96	1,208,445.00	22
			<b>Net</b>	43,007.68	30,890.82-	424,802.00-	7

# Southwest Health and Human Services



## Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

Element	Description	Account Number		Current Month	Year-To-Date	Budget	% of Bdgt	% of Year
650 PROGRAM	Medical Assistance (MA)		Revenue	455,067.75-	1,015,241.94-	3,307,000.00-	31	25
			Expend.	358,149.47	801,846.40	2,335,000.00	34	25
			Net	96,918.28-	213,395.54-	972,000.00-	22	25
420 DEPT	Income Maintenance	Totals:	Revenue	521,931.69-	1,699,759.19-	9,393,317.00-	18	25
			Expend.	766,417.06	2,132,808.81	8,243,928.00	26	25
			Net	244,485.37	433,049.62	1,149,389.00-	38-	25
431 DEPT	Social Services							
700 PROGRAM	Social Service Administrative/Overhea		Revenue	86,511.46-	899,529.66-	11,070,414.00-	8	25
			Expend.	185,546.18	697,748.67	3,012,985.00	23	25
			Net	99,034.72	201,780.99-	8,057,429.00-	3	25
701 PROGRAM	Social Services/SSTS		Revenue					25
			Expend.	587,257.40	1,782,262.57	7,683,444.00	23	25
			Net	587,257.40	1,782,262.57	7,683,444.00	23	25
710 PROGRAM	Children's Social Services Programs		Revenue	122,192.37-	365,726.19-	1,844,998.00-	20	25
			Expend.	247,945.33	841,683.96	3,916,675.00	21	25
			Net	125,752.96	475,957.77	2,071,677.00	23	25
711 PROGRAM	YIP Grant (Circle)-Dept of Public Safet		Revenue	0.00	5,597.35-	28,404.00-	20	25
			Expend.	3,369.35	6,075.13	28,404.00	21	25
			Net	3,369.35	477.78	0.00	0	25
712 PROGRAM	CIRCLE Program		Revenue	0.00	0.00	5,000.00-	0	25
			Expend.	780.90	2,498.11	28,000.00	9	25
			Net	780.90	2,498.11	23,000.00	11	25
713 PROGRAM	STAY Program Grant (formerly SELF)		Revenue	0.00	8,090.54-	54,100.00-	15	25
			Expend.	1,601.65	4,178.03	54,100.00	8	25
			Net	1,601.65	3,912.51-	0.00	0	25
715 PROGRAM	Children Waivers		Revenue	25,698.35-	40,707.69-	170,000.00-	24	25
			Expend.					25
			Net	25,698.35-	40,707.69-	170,000.00-	24	25
716 PROGRAM	FGDM/Family Group Decision Making		Revenue	0.00	3,894.15-	41,780.00-	9	25
			Expend.	0.00	7.83	41,780.00	0	25
			Net	0.00	3,886.32-	0.00	0	25
717 PROGRAM	Family Assmt Response Grant/Discr F		Revenue	0.00	6,831.00-	46,796.00-	15	25
			Expend.	992.72	3,599.26	46,796.00	8	25
			Net	992.72	3,231.74-	0.00	0	25

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# 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>
<b>718 PROGRAM</b>	PSOP/Parent Support Outreach Progra		<b>Revenue</b>	0.00	6,690.00-	32,125.00-	21	25
			<b>Expend.</b>	1,850.52	1,955.26	32,125.00	6	25
			<b>Net</b>	1,850.52	4,734.74-	0.00	0	25
<b>720 PROGRAM</b>	Child Care/Child Protection		<b>Revenue</b>	1,800.00-	3,400.00-	22,000.00-	15	25
			<b>Expend.</b>	380.00	961.00	42,600.00	2	25
			<b>Net</b>	1,420.00-	2,439.00-	20,600.00	12-	25
<b>721 PROGRAM</b>	CC Basic Slide Fee/Cty Match to DHS		<b>Revenue</b>	2,942.58-	6,909.58-	37,325.00-	19	25
			<b>Expend.</b>	7,281.25	10,892.25	43,365.00	25	25
			<b>Net</b>	4,338.67	3,982.67	6,040.00	66	25
<b>722 PROGRAM</b>	Child Care/MFIP		<b>Revenue</b>	0.00	71.00-	0.00	0	25
			<b>Expend.</b>					25
			<b>Net</b>	0.00	71.00-	0.00	0	25
<b>726 PROGRAM</b>	MFIP/SW MN PIC		<b>Revenue</b>	878.00-	2,911.00-	12,000.00-	24	25
			<b>Expend.</b>					25
			<b>Net</b>	878.00-	2,911.00-	12,000.00-	24	25
<b>730 PROGRAM</b>	Chemical Dependency		<b>Revenue</b>	24,972.63-	82,518.94-	358,500.00-	23	25
			<b>Expend.</b>	12,570.36	96,768.31	546,500.00	18	25
			<b>Net</b>	12,402.27-	14,249.37	188,000.00	8	25
<b>740 PROGRAM</b>	Mental Health (Both Adults & Childrer		<b>Revenue</b>	90.45-	90.45-	0.00	0	25
			<b>Expend.</b>					25
			<b>Net</b>	90.45-	90.45-	0.00	0	25
<b>741 PROGRAM</b>	Mental Health/Adults Only		<b>Revenue</b>	136,206.31-	270,817.21-	1,353,885.00-	20	25
			<b>Expend.</b>	275,815.08	551,456.63	1,775,024.00	31	25
			<b>Net</b>	139,608.77	280,639.42	421,139.00	67	25
<b>742 PROGRAM</b>	Mental Health/Children Only		<b>Revenue</b>	104,583.82-	205,969.07-	939,138.00-	22	25
			<b>Expend.</b>	71,292.91	330,505.45	2,177,722.00	15	25
			<b>Net</b>	33,290.91-	124,536.38	1,238,584.00	10	25
<b>750 PROGRAM</b>	Developmental Disabilities		<b>Revenue</b>	109,236.19-	208,939.87-	908,351.00-	23	25
			<b>Expend.</b>	15,621.16	46,750.65	368,851.00	13	25
			<b>Net</b>	93,615.03-	162,189.22-	539,500.00-	30	25
<b>760 PROGRAM</b>	Adult Services		<b>Revenue</b>	110,871.50-	315,268.65-	1,421,284.00-	22	25
			<b>Expend.</b>	3,832.94	19,563.64	85,700.00	23	25
			<b>Net</b>	107,038.56-	295,705.01-	1,335,584.00-	22	25

# Southwest Health and Human Services



## Revenues & Expend by Prog,Dept,Fund

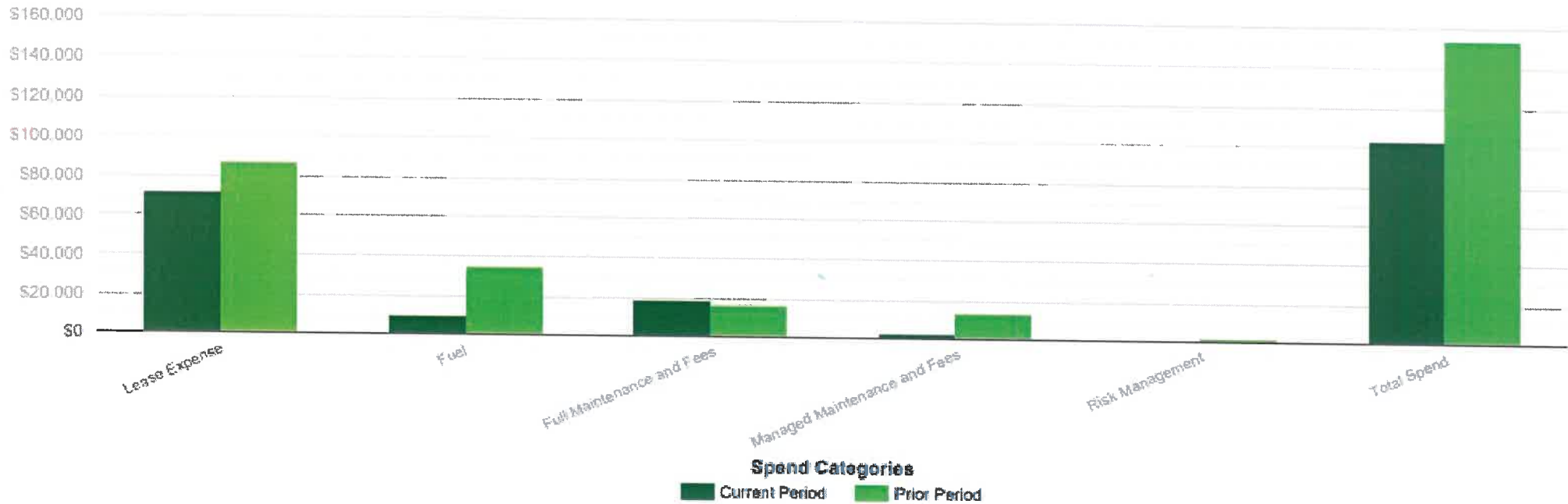
Report Basis: Cash

Element	Description	Account Number		<u>Current Month</u>	<u>Year-To-Date</u>	<u>Budget</u>	<u>% of Bdgt</u>	<u>% of Year</u>
765 PROGRAM	Adult Waivers		Revenue	121,634.17-	211,170.98-	885,000.00-	24	25
			Expend.	7,960.99	15,180.84	148,000.00	10	25
			Net	113,673.18-	195,990.14-	737,000.00-	27	25
431 DEPT	Social Services	<b>Totals:</b>	Revenue	847,617.83-	2,645,133.33-	19,231,100.00-	14	25
			Expend.	1,424,098.74	4,412,087.59	20,032,071.00	22	25
			Net	576,480.91	1,766,954.26	800,971.00	221	25
461 DEPT	Information Systems		Revenue	2,674.00-	11,616.36-	32,000.00-	36	25
0 PROGRAM	...		Expend.	24,612.05	71,285.70	312,755.00	23	25
			Net	21,938.05	59,669.34	280,755.00	21	25
461 DEPT	Information Systems	<b>Totals:</b>	Revenue	2,674.00-	11,616.36-	32,000.00-	36	25
			Expend.	24,612.05	71,285.70	312,755.00	23	25
			Net	21,938.05	59,669.34	280,755.00	21	25
471 DEPT	LCTS Collaborative Agency		Revenue	0.00	51,969.00-	0.00	0	25
702 PROGRAM	LCTS		Expend.	0.00	51,969.00	0.00	0	25
			Net	0.00	0.00	0.00	0	25
471 DEPT	LCTS Collaborative Agency	<b>Totals:</b>	Revenue	0.00	51,969.00-	0.00	0	25
			Expend.	0.00	51,969.00	0.00	0	25
			Net	0.00	0.00	0.00	0	25
5 FUND	Human Services Fund	<b>Totals:</b>	Revenue	1,372,223.52-	4,408,477.88-	28,656,417.00-	15	25
			Expend.	2,236,916.37	6,691,932.06	28,656,417.00	23	25
			Net	864,692.85	2,283,454.18	0.00	0	25
<b>FINAL TOTALS</b>	<b>1,021 Accounts</b>		Revenue	1,522,415.86-	5,297,564.44-	32,440,079.00-	16	25
			Expend.	2,499,206.14	7,555,616.10	32,440,079.00	23	25
			Net	976,790.28	2,258,051.66	0.00	0	25



# Slides

## SPEND OVERVIEW: TRANSACTIONS



Spend Category	Current Period	Fleet Average	Cost/Unit	Prior Period	Fleet Average	Cost/Unit	% Change
Lease Expense	\$71,199	31	\$190.26	\$87,126	22	\$330.02	18.28% ↓
Fuel	\$8,126	20	\$17.85	\$34,902	28	\$82.15	73.61% ↓
Full Maintenance and Fees	\$18,906	29	\$53.71	\$16,254	22	\$61.80	16.32% ↑
Managed Maintenance and Fees	\$2,343	8	\$23.43	\$13,077	13	\$82.24	82.09% ↓
Risk Management	\$529	0	\$1.04	\$2,027	1	\$4.83	73.92% ↓
Total Spend	\$103,194	-	\$202.34	\$153,960	-	\$366.57	32.97% ↓

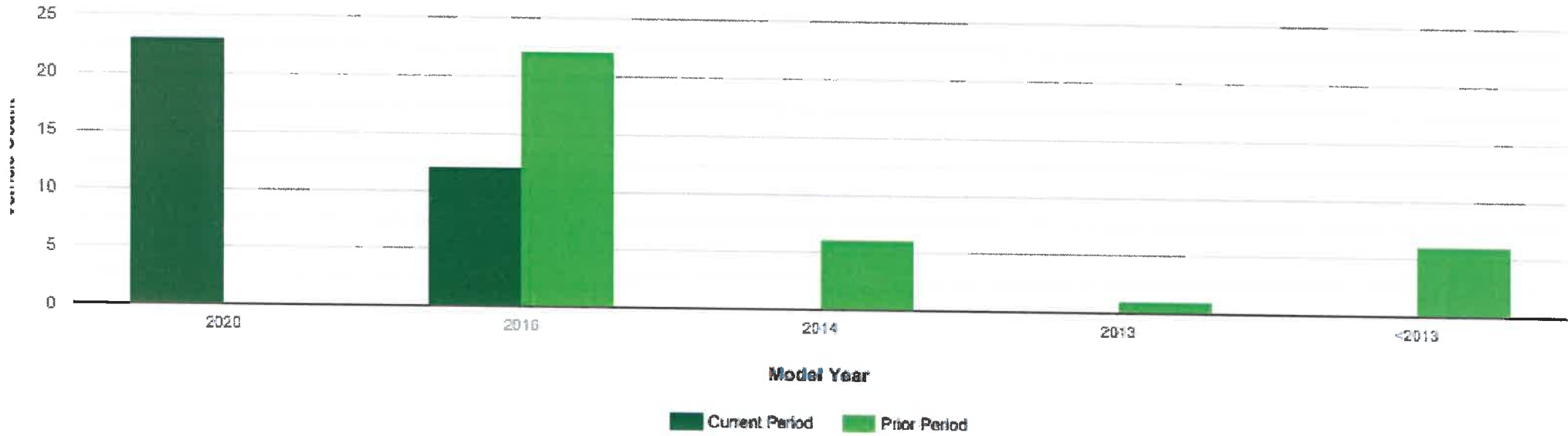
18% decrease in total lease expense vs prior period

AVG rate down \$140

73% decrease in fuel and maintenance management spend vs prior period

and down over 30%

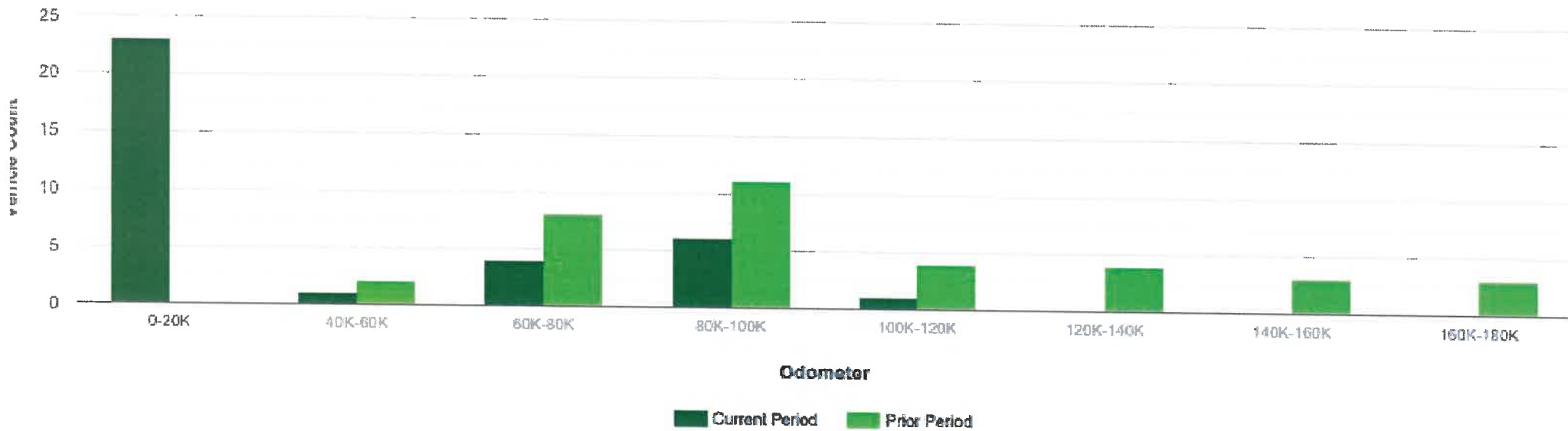
# MODEL YEAR COMPOSITION



Model Year	Current Period	Prior Period
2020	23	0
2016	12	22
2014	0	6
2013	0	1
<2013	0	6
Average Model Year	2018	2014

ge model year increased to 2018

## ODOMETER COMPOSITION



Odometer Band	Current Period	Prior Period
0-20K	23	0
40K-60K	1	2
60K-80K	4	8
80K-100K	6	11
100K-120K	1	4
120K-140K	0	4
140K-160K	0	3
160K-180K	0	3

ased units over 100K from 14 to 1

# savings summary

## **Savings Realized**

### Incentives:

**\$92,000** incentives through government pricing

---

### Funding:

Secured over **\$485,000** in funding freeing up cashflow for SWHHS

---

# 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
2020			

<b>2021</b>	<b>Adult Services</b>	<b>Children's Services</b>	<b>Total Programs</b>
January	2581	586	3167
February	2626	598	3224
March	2620	576	3196
April			0
May			0
June			0
July			0
August			0
September			0
October			0
November			0
December			0
<b>Average</b>	<b>2609</b>	<b>587</b>	<b>3196</b>

# Adult - Social Services Caseload

Average	Adult Brain Injury (BI)	Adult Community Alternative Care (CAC)	Adult Community Access for Disability Inclusion (CADI)	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	153	319	2623
2021												

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

2021	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	10	339	12	0	274	34	883	16	253	447	313	2581
February	10	349	12	0	276	40	896	16	269	444	314	2626
March	10	352	12	0	280	40	898	15	259	446	308	2620
April												0
May												0
June												0
July												0
August												0
September												0
October												0
November												0
December												0
	10	347	12	0	277	38	892	16	260	446	312	2609

# 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												

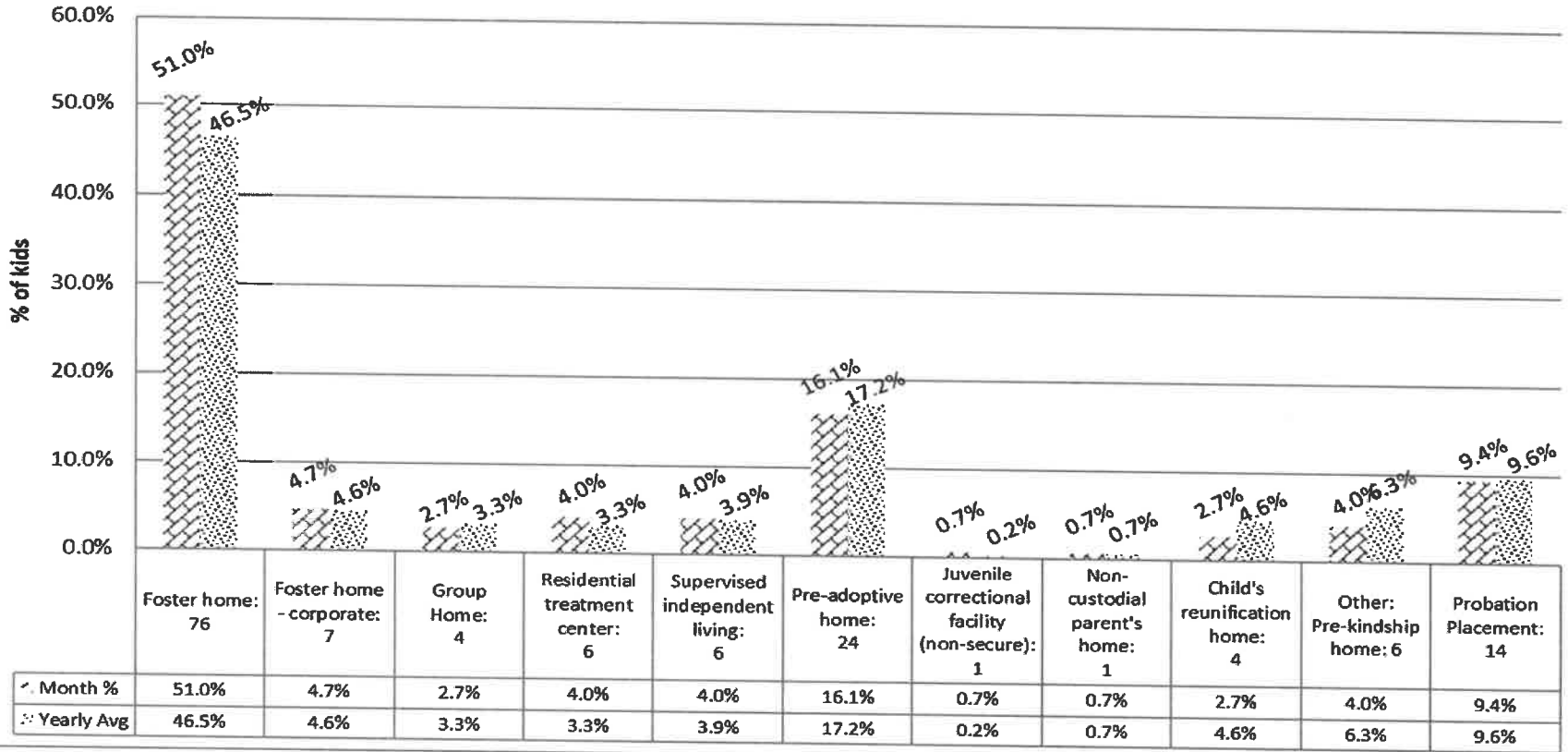
<b>2021</b>	Adolescent Independent Living (ALS)	Adoption	Child Brain Injury (BI)	Child Community Alternative Care (CAC)	Child Community Alternatives for Disabled Individuals (CADI)	Child Protection (CP)	Child Welfare (CW)	Children's Mental Health (CMH)	Early Intervention: Infants & Toddlers with Disabilities	Minor Parents (MP)	Parent Support Outreach Program (PSOP)	Total Programs
January	18	33	0	12	56	181	173	87	0	0	26	586
February	18	36	0	12	56	179	177	85	0	0	35	598
March	20	40	0		58	166	177	86	0	0	29	576
April												0
May												0
June												0
July												0
August												0
September												0
October												0
November												0
December												0
	<b>19</b>	<b>36</b>	<b>0</b>	<b>12</b>	<b>57</b>	<b>175</b>	<b>176</b>	<b>86</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>587</b>

## 2021 KIDS IN OUT OF HOME PLACEMENT - BY COUNTY

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD Average	2020 Average
Lincoln	4	4	4										4	4
Lyon	41	42	44										42	43
Murray	10	10	10										10	8
Pipestone	19	18	17										18	24
Redwood	66	65	61										64	67
Rock	16	16	13										15	16
<b>Monthly Totals</b>	<b>156</b>	<b>155</b>	<b>149</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		



**March 2021 - Placements by Category**  
**149 Kids in Placement**



**March 2021:** Total kids in placement = 149

**Total of 7 Children entered placement**

1	Lincoln	Foster Home
4	Lyon	Foster Home
1	Pipestone	Foster Home
1	Redwood	Foster Home

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

1	Lincoln	Foster Home
2	Lyon	Child's Reunification Home
1	Pipestone	Child's Reunification Home
1	Pipestone	ADOPTED
2	Redwood	ADOPTED
2	Redwood	Pre-kinship Home
1	Redwood	Probation
3	Rock	Pre-kinship Home

**NON IVD COLLECTIONS**  
**MARCH 2021**

<b>PROGRAM</b>	<b>ACCOUNT</b>	<b>TOTAL</b>
MSA/GRH	05-420-605.5802	3,554
TANF (MFIP/DWP/AFDC)	05-420-610.5803	283
GA	05-420-620.5803	558
FS	05-420-630.5803	374
CS (PI Fee, App Fee, etc)	05-420-640.5501	312
MA Recoveries & Estate Collections (25% retained by agency)	05-420-650.5803	81,888
REFUGEE	05-420-680.5803	0
<b>CHILDRENS</b>		
Court Visitor Fee	05-431-700.5514	0
Parental Fees, Holds	05-431-710.5501	15,147
OOH/FC Recovery	05-431-710.5803	19,230
<b>CHILDCARE</b>		
Licensing	05-431-720.5502	1,200
Corp FC Licensing	05-431-720.5505	1,800
Over Payments	05-431-721&722.5803	1,451
<b>CHEMICAL DEPENDENCY</b>		
CD Assessments	05-431-730.5519	4,787
Detox Fees	05-431-730.5520	10,678
SUD Treatment	05-431-730.5523	6,931
Over Payments	05-431-730.5803	0
<b>MENTAL HEALTH</b>		
Insurance Copay	05-431-740.5803	90
Over Payments	05-431-741 or 742.5803	1,112
<b>DEVELOPMENTAL DISABILITIES</b>		
Insurance Copay/Overpayments	05-431-750.5803	0
<b>ADULT</b>		
Court Visitor Fee	05-431-760.5515	150
Insurance Copay/Overpayments	05-431-760.5803	429
<b>TOTAL NON-IVD COLLECTIONS</b>		<b>149,974</b>

**SOUTHWEST HEALTH AND HUMAN SERVICES  
SOCIAL SERVICE POLICY NUMBER 25**

EFFECTIVE DATE: 03/16/11

REVISION DATE: 01/01/14; 08/19/2020; 04/21/2021

AUTHORITY: Southwest Health and Human Services – Human Services Board

MN Rule 25 9530.6600 - 9530.6655, 9530.7015, and 9530.7022

MN Statute 393.12 Fee for Social Services

MN Statute 256M.60 Duties of County Boards

MN Statute 169A.284 Chemical Dependency Assessment Charge

MN Statute 254B.04 Eligibility for Chemical Dependency Funded Services

MN Department of Human Services, Social Services Manual VIII-9000 fees for Social Services

~~Consolidated Chemical Dependency Treatment Fund (CCDTF) Behavioral Health Fund (BHF)-  
RULE 25/Comprehensive Assessments~~

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**Section 1 - Purpose**

- a. It is the goal of Southwest Health and Human Services (SWHHS) to provide an accurate and timely Rule 25/Comprehensive Assessment and Fee Schedule according to MN Rules, Statutes, and Manuals governing this program area. Only Comprehensive Assessments will be provided after June 30, 2022.

**Section 2 - Procedure**

- a. ~~SWHHS will complete a chemical substance use assessment upon request or referral for residents of counties served by SWHHS. SWHHS will notify all referrals of the Direct Access Process and their right to choose where to have their assessment completed. SSA#128-Choice Statement for Substance Use Assessments form is given to all asking for an assessment. SWHHS must provide assessment services for consumers without regard to national origin, marital status, race, color religion, creed, disability, sex, or sexual orientation.~~
- b. The assessment must be done in a language the consumer understands.
- b-c. SWHHS will provide an assessment interview within 20 calendar days from the date the appointment was asked for or by the consumer. The interview for a client who misses an appointment, must be within 20 calendar days of the next date an appointment was asked for. If the consumer is in jail or prison, the placing authority must do the assessment and placement authorization. If the placing authority does not assess the client, the county where the consumer is at must assess the client and begin dispute process.

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**SOUTHWEST HEALTH AND HUMAN SERVICES  
SOCIAL SERVICE POLICY NUMBER 25**

e. For Rule 25 Assessments, ~~The instrument will be the Minnesota Department of Human Services Rule 25 Assessment tool or a tool approved by the Department of Human Services. -~~

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d. ~~SWHHS will provide do an assessment interview within 20 calendar days from the date an appointment was requested asked for or by the consumer. The interview for clients who miss an appointment must occur within 20 calendar days of a subsequent request for an appointment. If the consumer misses the appointment the timeline starts again when the consumer makes another request. Within 10 calendar days after the initial assessment interview, SWHHS must will complete the assessment, make determinations and authorize approve services if the consumer is eligible. If the consumer is in jail or prison, the placing authority must complete the assessment and placement authorization. If the placing authority does not assess the client, the county where the consumer is held must assess the client and resolve any disputes. If 45 days have elapsed between the interview and initiation beginning of services, SWHHS must will update the Rule 25 assessment to determine whether if the risk description has changed and if that change it results in a changes the of planned services. This update does not require need a face-to-face contact and may be based on information from the consumer, collateral or treatment provider. SWHHS must will provide a new Rule 25 assessment if 6 months have passed since the most recent assessment or assessment update. SWHHS may accept an assessment completed from any other placing authority in order to meet the requirements needs of this part.~~

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e. For Comprehensive Assessment, the instrument will be SSA#055 or a tool approved by the Department of Human Services. Within 3 calendar days after the initial assessment interview, SWHHS will complete the assessment, make determinations, and authorize services, if the consumer is eligible. When there are delays between the time of the interview and beginning of service, SWHHS must update the Comprehensive Assessment to decide if the risk description has changed that may change planned services. This update does not need a face to face meeting. It is based on information from the consumer, collateral or treatment provider. SWHHS can use assessments completed by other placing authorities to meet the needs of this section.

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df. SWHHS will provide a chemical use assessment for each person seeking treatment or for whom treatment is sought for substance use disorder before the person is placed in a treatment program. SWHHS will determine eligibility for treatment using the dimensions and information gathered from the consumer and collateral contacts.

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eg. For the consumer to have treatment paid by the ~~CCDTF~~Behavioral Health Fund (BHF), the consumer must meet three requirements:

- They must meet the financial eligibility requirements;
- They must meet the DSM criteria for substance abuse or dependence;

**SOUTHWEST HEALTH AND HUMAN SERVICES  
SOCIAL SERVICE POLICY NUMBER 25**

- AND they must have a need for treatment demonstrated by having a severity rating in the portal Dimension 4, 5, or 6 with a severity of 2 or more.

- fh. Clients will be given SS#040 and SS#041 to read and sign as notice of their right to a second assessment and right to appeal.
- gi. The fee for all assessments is ~~\$150.00~~162.24, or if SWHHS uses a contracted provider to complete the assessment, the fee will be the contracted amount. The Assessment fee or insurance information will be collected from the client at the time of the Assessment and based on the client's ability to pay. Payment can be made in Cash, Credit Card, Money Order, or Personal Check.
- hj. The fee shall be charged to the client, or if the client is a minor, the parent(s) will be charged. Payment is due the day of the assessment.  
1. Rule 25 Assessment, regardless of Court ordered assessment status, the fee will be waived for individuals receiving Minnesota Families Investment Program (MFIP), General Assistance (GA), Minnesota Supplemental Aid (MSA) or Medical Assistance (MA), and those consumers who meet income guidelines for the Consolidated Treatment Fund. The assessment fee waiver consideration may be given to other hardship situations.  
2. Comprehensive Assessment, the fee will be sent to all insurances. BHF may be used to pay for assessment and treatment if eligible for that fund. Client will be charged a fee if found not eligible and not insured.
- ~~i. Individuals who fail to keep their appointment without canceling at least 24 hours in advance will be charged an additional \$50.00 for each missed assessment appointment.~~
- jk. The assessor, ~~under with supervision of from~~ the social services supervisor, is authorized ~~able~~ to waive any assessment fee. The assessment fee determination form, SS#127, will be signed by the client or responsible party ~~prior to before~~ the assessment ~~being is~~ administered ~~done~~. The ~~assessment fee for court ordered assessments will not be waived for those that do not meet~~ meet fee waiver criteria.
- kl. CHIPS court ordered Child Protection ~~requested~~ assessments, fees will be submitted to insurance. If no insurance then will be waived.
- lm. A case will be opened in SSIS for consumers who ~~reside live~~ in the counties served by SWHHS. All worker time entered into SSIS, for the assessment, shall be in a client specific workgroup.

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**SOUTHWEST HEALTH AND HUMAN SERVICES  
SOCIAL SERVICE POLICY NUMBER 25**

Agency Forms Regarding This Policy:

SSA#040 - Appeal Notification for CD Assessment (Rule 25)

SSA#041 - Client's Right To a Second Assessment

SSA#055 – Comprehensive Assessment form

SSA#127 - Assessment Fee Determination

SSA#128 – Choice Statement for Substance Use Assessments

SSA#174 - Rule 25 Collateral Contact



## 2021 Public Health Statistics

	WIC	Family Home Visiting	MnChoices PCA Assessments	Managed Care	Dental Varnish	Refugee Health	LTBI Medication Distribution	Water Tests	FPL Inspections	Immun	Car Seats
'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

	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
11/20	2000	10*	6	158*	0	0	1	124	11	16	8	0
12/20	2014	6*	8	196*	0	0	3	110	14	26	2	88
1/21	1985	11*	10	177*	0	2	2	115	19	2	6	958
2/21	1985	19*	8*	232*	0	0	2	82	23	35	18	2004
3/21		8	10*	228*	0	2	2	111	20	22	5	2425
4/21												
5/21												
6/21												
7/21												
8/21												
9/21												
10/21												
11/21												
12/21												

\*Includes telehealth visits





KEYWORD SEARCH



BULB SEARCH

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PROJECTORS

AUDIO EQUIPMENT

LIGHTING AND EFFECTS

PROJECTION SCREENS

LIVE STREAMING EQUIPMENT

HEALTH & WELLNESS EQUIPMENT

OUTDOOR THEATER PACKAGES

DISPLAYS DIGITAL SIGNAGE

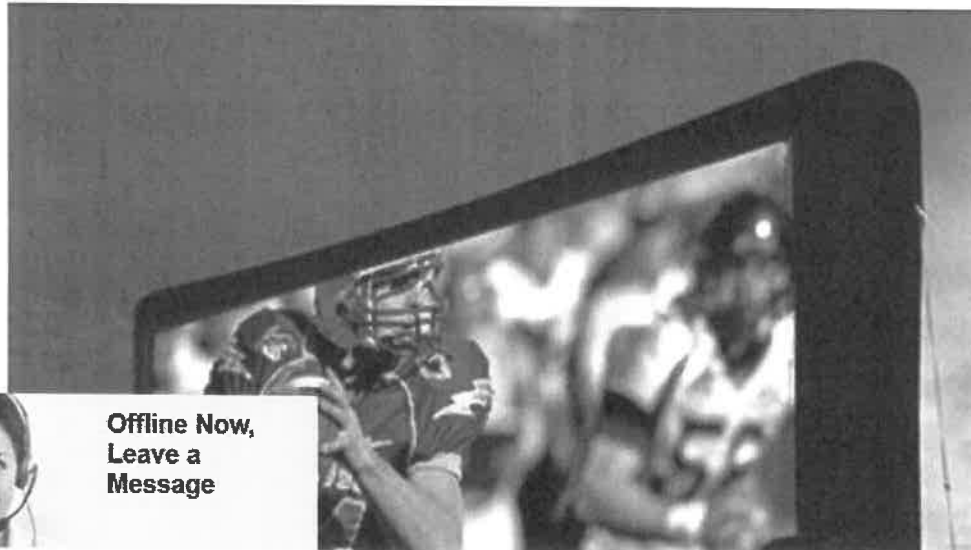
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PRO

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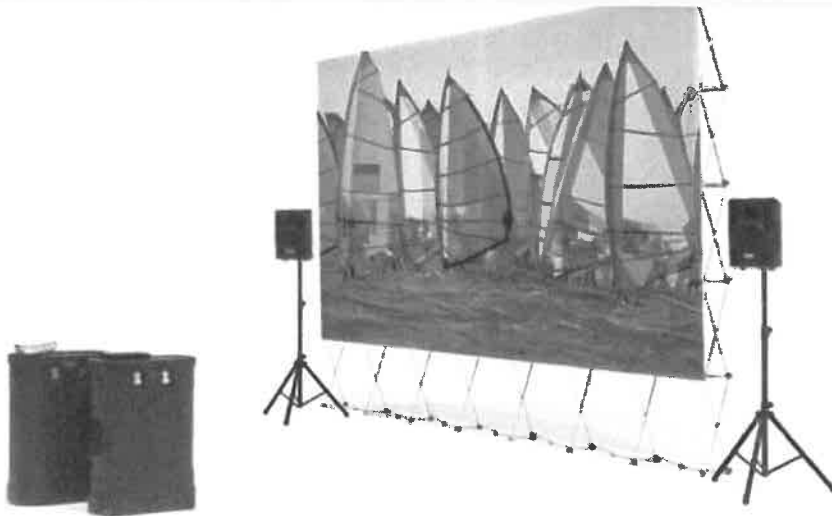
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Outdoor Movies Entertainment Systems are a great addition to your Campground or Hotel. Any place you need to accommodate the Showcase Series is sure to impress!

**\$4,499.00**





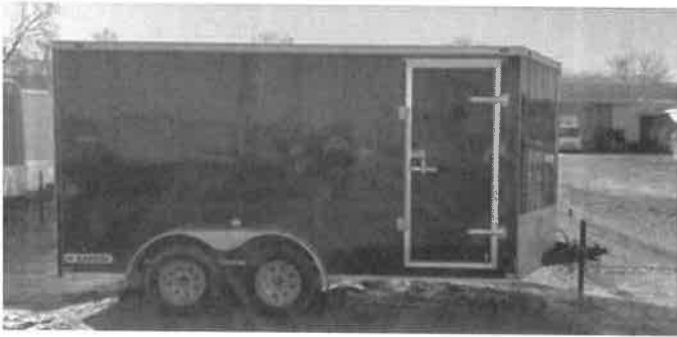
HOME

SALES ▾

SERVICES ▾

RENTALS

PARTS & ACCESSORIES



## 2021 Rhino 7 x 14 - \$7,500

- 2021 model Rhino enclosed
- 7' wide x 14' long x 6'6" tall
- 2 - 3500# axles
- DRYMAX material on decking and walls
- side door
- ramp
- side vents
- 2 interior lights
- LED lights

[MORE INFO & PHOTOS](#)

# PRAIRIE WIND

— TRAILERS —

PRAIRIE WIND TRAILERS,  
LLC

📍 47391 Tom Sawyer Trail  
Harrisburg, SD 57032

☎ (605) 743-2826

PRAIRIE W

📍 3255  
Elk Poi

☎ (605

HOME

▾ INVENTORY

▾ MANUFACTURERS LINKS

ABOUT US

STAFF

TESTIMONIALS

CONTACT

## ATC For Sale in Harrisburg, SD

Home / Inventory

Results 1 - 3 of 3

Most Relevant ▾

Stock #

### Filter Inventory

Clear

#### Condition

All ▾

#### Body Style

Trailers



### 2021 ATC RAVEN 7x14x7 Silver

#1353

Price  
**\$8,900**

Mileage  
**605**

Engine  
N/A

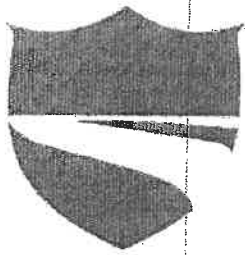


Transmission  
N/A



Drivetrain  
N/A





Interstate Sales LLC  
 5600 N Cliff Ave  
 Sioux Falls, SD 57104 US  
 605-965-5210  
 www.Interstatesales1.com

# Estimate

**ADDRESS**

Pipestone Public School  
 Pipestone Public School  
 Pipestone, MN

ESTIMATE #  
 1044

DATE  
 07/07/2020

SALES REP  
 Julie

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	ALCOM-4574	7x12 EZEC TA BLACK 5WFBE1227LS014574	1	6,600.00	6,600.00
	D-Rings	D-RINGS	8	18.00	144.00
	E-TRACK	E Track 10ft section	3	32.00	96.00
	HR 1	Mowers , UTV , Snow Blowers , Misc.	3.50	75.00	262.50
		TOTAL			<b>\$7,102.50</b>

Accepted By

Accepted Date

# HILLYARD



The Cleaning Resource

7x12 EZ HAULER

6900<sup>00</sup>

TANDEM AXLE

TOTAL 7102<sup>65</sup>

INTERIOR LINED

2 CARGO LIGHTS

8 FLOOR TIE DOWNS

2 RAILS EACH SIDE

SPARE TIRE

JACK

RAMP DOOR

SIDE DOOR

Visit us at [hillyard.com](http://hillyard.com)

**FILTER RESULTS**

**By Record Status**

Active

Inactive

**By Record Type**

Entity Registration

Exclusion

Your search for Interstate Sales LLC\* returned the following results...

Entity	<b>Interstate Sales, LLC</b>	Status: <b>Active</b>
DUNS:	080613658	CAGE Code: 8K8T5
Has Active Exclusion?:	No	DoDAAC:
Expiration Date:	04/13/2021	Debt Subject to Offset?: No
Purpose of Registration:	All Awards	
<input type="button" value="View Details"/>		

Entity	<b>Interstate Fire Sales and Service, LLC</b>	Status: <b>Active</b>
DUNS:	361335219	CAGE Code: 8A7M3
<input type="button" value="View Details"/>		

**FILTER RESULTS**

**By Record Status**

Active

Inactive

**By Record Type**

Entity Registration

Exclusion

Your search for Hillyard\* returned the following results...

Entity	<b>HILLYARD, INC.</b>	Status: <b>Inactive</b>
DUNS:	006966865	CAGE Code: 28745
Has Active Exclusion?:	No	DoDAAC:
Expiration Date:	03/02/2021	Debt Subject to Offset?: No
Purpose of Registration:	All Awards	
<input type="button" value="View Details"/>		

Entity	<b>HILLYARD, INC.</b>	Status: <b>Inactive</b>
DUNS:	604823229	CAGE Code: 0PM49
Has Active Exclusion?:	No	DoDAAC:
Expiration Date:	01/05/2021	Debt Subject to Offset?: No
Purpose of Registration:	All Awards	
<input type="button" value="View Details"/>		

**FILTER RESULTS**

**By Record Status**

Active

Inactive

**By Record Type**

Entity Registration

Exclusion

Your search for PRAIRIE WIND TRAILERS, LLC\* returned the following results...

Entity	<b>PRAIRIE WIND TRAILERS, LLC</b>	Status: <b>Active</b>
DUNS:	004635216	CAGE Code: 648X6
Has Active Exclusion?:	No	DoDAAC:
Expiration Date:	11/12/2021	Debt Subject to Offset?: No
Purpose of Registration:	All Awards	
<input type="button" value="View Details"/>		



**FILTER RESULTS**

Your search for Focused Technology LLC\* returned the following results...

**By Record Status**

- Active
- Inactive

**By Record Type**

- Entity Registration
- Exclusion

Entity	<b>Focused Technology, LLC</b>	Status: <b>Active</b>
DUNS:	008605060	CAGE Code: 1SVH4
Has Active Exclusion?:	No	DoDAAC:
Expiration Date:	10/29/2021	Debt Subject to Offset?: No
Purpose of Registration:	All Awards	<a href="#">View Details</a>

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Entity	<b>FOCUSED INFORMATION TECHNOLOGY LLC</b>	Status: <b>Active</b>
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**FILTER RESULTS**

Your search for Outdoor Movies\* returned the following results...

**No records found.**

**By Record Status**

- Active
- Inactive

**By Record Type**

- Entity Registration
- Exclusion

**FILTER RESULTS**

Your search for Outdoor Theater Systems\* returned the following results...

**No records found.**

**By Record Status**

- Active
- Inactive

**By Record Type**

- Entity Registration
- Exclusion

[Apply Filters](#)



**Southwest Health and Human Services**  
**Public Health Fees**  
**Effective ~~January 1~~ March 15, 2021**

Dental Varnish	\$25/Visit
Refugee Health/Green Card	\$20
Immunizations	\$20/immunization administration
COVID-19 1 <sup>st</sup> Dose Administration	<del>\$420</del> /immunization administration
COVID-19 2 <sup>nd</sup> Dose Administration	<del>\$430</del> /immunization administration
Mantoux Testing	\$25/test
Sharps Containers	2 gal \$12, 1 gal \$9, 1 qt \$7 - includes disposal fee
Public Health Nursing Clinic and Family Home Visits	
Home	<del>\$175</del> <u>200.00</u>
Office Visit	\$120/visit
New Day Care Inspections	\$150.00
Education/Wellness/Car Seat Presentations	\$75/hour/staff with minimum of one-hour charge
Radon Kits-Short Term	\$6.00/kit (fee includes tax)
Blood Lead Education (per 15 min)	\$31
Blood Lead Education (per 30 min)	\$50.00
Blood Lead Screening	\$15
Depression Screening	\$25
ASQ or ASQ-SE (staff administered)	\$25
Car Seat Install and Educations	\$100
Urine Analysis (Drug Screening)	\$40
Personal Care Assessment	\$300/visit
Fit Testing	\$30/test plus mileage at federal rate

***Service will not be denied to anyone who is unable to pay.  
Client unable to pay the set rate will be asked for a donation.***



# Position Request Form

**SECTION 1: Process**

1. Supervisors will complete the internal position justification form and submit to their Division Director.
2. Division Director completes position request form outlining their justification for requesting a new or open position and submits to Director.
3. Executive Team will review requests. Director will make final recommendations to the SWHHS Governing Board.

**SECTION 2: New Position Information**

**New Position Title:** County Agency Social Worker-Adoption **Division/Unit:** Children's SS

New Position  Replacement  Permanent  Temporary  Promotion

Is Funding Budgeted for This Position? Yes, Budgeted  No, Not Budgeted

**Desired hire date:** ASAP **FTE Requested:** [Click or tap here to enter text.](#)

\*Attached additional sheets if necessary.

**1. What will the essential functions performed by this position include?**

**The purpose of this position would be to coordinate adoptive placements and provide case management services to children who are wards of the Commissioner and legally free for adoption. The agency is required to find permanency for children whose parents have had their rights terminated. This worker also assists adoptive families work toward/achieve adoption and submit all required documentation to DHS and the courts for adoption assistance.**

**2. Why are you recommending this position be authorized?**

Adoption services are mandated and the state and federal government set timelines for adoptions to occur following a termination of parental rights. This position covers cases in all 6 counties and Lower Sioux Tribal Court. The agency had 2 full time adoption workers until one resigned in 2017; that position was not filled due to budget concerns. The decrease to one adoption worker has lead to staff turnover on multiple occasions and past adoption social workers have cited high caseloads and demands as the primary reason for leaving the position. There have been 5 adoption workers in just 7 years.

The agency has struggled to meet mandated timelines, leading to children remaining in foster care longer due to the high demand of this unit. The agency is obligated to find permanent homes for children that are freed for adoption; if this position isn't filled, we will likely continue to not be in compliance but more importantly, children will remain in foster care longer and will not have the benefit of having a permanent home. This worker recruits adoptive resources, including kin and family members, prepares the family and the child for the placement, and supports the family during and after the process. The adoption finalization process itself is also very technical and requires close attention to detail with paperwork such as court filings and DHS documentation. We are required to regularly report to the court about our progress toward adoption and the courts hold us accountable in all cases. There is also extensive travel required for this position as many children are placed throughout the State of MN and in some cases out of state.

The adoption worker also completes adoption assistance review/redeterminations for the Department of Human Services. This is mandated by the state.

**3. What alternatives to hiring a new position have been considered?**

During the interim, child protection workers and the supervisor is managing cases. This takes away from the time that child protection workers should be managing their own cases and addressing child protection concerns. Supervisor cannot carry an adoption case load while fulfilling other obligations and providing adequate supervision to staff. These workers are not trained in adoption and we risk making errors, delaying the placement and finalization processes, and not adequately supporting families or preparing them long term.

The caseload and demands on the adoption social worker are extremely high and not achievable by one FTE. SWHHS has experienced great turnover in the adoption unit due to this since the elimination of one FTE in adoptions in 2017.

There are currently 48 children on the adoption caseload.

**4. Please indicate how this position will be funded? Check all that apply.**

- 100% Levy
- Part Levy/Part Grant or Reimbursement
- 100% Grant or Reimbursement
- Other: [Click or tap here to enter text.](#)

**5. What new or additional funding would support this position? Please identify any NEW dollars available to support this request. Grant resources already committed to existing expenditures should not be listed. Please be detailed.**

**What is the ROI?**

All of the children on this caseload receive targeted case management therefore revenue covers much of the salary. For example, with a caseload of 18 children, the revenue per month is approximately \$6800 per month. This position will also bring in revenue generated from random moments.

Annual: \$ : \$60,759 - \$95,877 (salary, fica, pera and insurance)

**6. What would the impact be to your customers and the community if this position is not authorized?**

Children will not leave the foster care system and find permanency through adoption in a timely manner. The agency will see an increase in the number of children in foster care and out of home placement costs may increase. If not filled, children will remain in care longer. SWHHS will also likely continue to struggle to reach standards or benchmarks which could impact funding. In an effort to meet standards, the adoption worker often works overtime/long hours, which leads to burnout and turnover. Hiring the second position will hopefully help with this.

7. How does this position support the core mission of your department?

The position supports the core mission of human services by providing safety, permanency, and well-being of children.

**SECTION 3: Signatures**

Completed by: Mandy Holzapfel, MSW

Date: 4/13/2021

Division Director Signature: Cindy Nelson

Date: 4/13/2021

Director Signature: 

Date: 4/13/2021

**APRIL 2021**  
**GRANTS ~ AGREEMENTS ~ CONTRACTS**  
**for Board review and approval**

**Avera Marshall d/b/a Avera Marshall Regional Medical Center (Marshall, MN) - 01/01/21**  
– open; Agreement covering data sharing, HIPAA and privacy rules (renewal).

**Avera Marshall d/b/a Avera Marshall Regional Medical Center (Marshall, MN) –**  
01/01/21 to 12/31/21; Mental Health Hold Orders and Civil Commitment Beds and  
Services, not to exceed \$1050/day for hospital services (8% increase)(renewal).  
*Fiscal Note: 2020 \$28,198; 2019 \$47,239; 2018 \$12,915; 2017 \$34,515*

**Ivonne Hart (Marshall, MN) – 01/01/21 to 12/31/21;** contract to provide interpreting  
services at \$40/hour for face-to-face during office hours and \$50/printed page for written  
document translation (no increase)(renewal).  
*Fiscal Note: 2021 \$290 to date; 2020 \$50*

**Rock County Opportunities Inc (Luverne, MN) – 12/01/20 to 11/30/21;** Shredding services  
contract, \$0.175/lb, billable monthly (no increase)(renewal).

**UCare MN (Minneapolis, MN) – 04/01/21 to open;** amendment to the county  
participation agreement for increased reimbursement rate for Public Health family home  
nurse visits; \$110 to \$180 (amendment).  
*Fiscal Note: -0-*

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