



Board Agenda
Wednesday May 19, 2021
Commissioners Room
Government Center, 2nd 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 4/21/2021 Board Minutes

- D. Introduce New Staff:
 - Ashlee Zuehlsdorf, Office Support Specialist, Redwood Falls
 - Deann Holland, Public Health Educator, Marshall
 - Faith Hennen, Public Health Nurse, Marshall
 - Taalyr Egeness, County Agency Social Worker (CPS), Pipestone
 - Taylor Hardwick, County Agency Social Worker (AMH), Marshall

- E. Employee Recognition:
 - Katie Hatch, 5 years, Social Worker (CPS), Redwood Falls
 - Sheri Hauschild, 5 years, Social Worker (APS), Ivanhoe
 - Justine Heinis, 5 years, Social Worker (CAC/CADI/BI), Marshall
 - Melissa Kidrowski, 5 years, Public Health Nurse, Redwood Falls
 - Cathy Michaels, 15 years, Social Worker (AMH), Pipestone
 - Jackie Johnson, 20 years, Social Worker (Licensing), Marshall

HUMAN SERVICES (cont.)

F. Financial

G. Caseload

	<u>04/21</u>	<u>04/20</u>	<u>03/21</u>	<u>02/21</u>
Social Services	3,645	3,613	3,612	3,641
Licensing	419	441	416	417
Out-of-Home Placements	167	162	149	155
Income Maintenance	13,274	12,201	13,184	13,067
Child Support Cases	3,076	3,230	3,102	3,101
Child Support Collections	\$826,290	\$881,631	\$847,552	\$684,984
Non IV-D Collections	\$111,862	\$115,623	\$149,974	\$142,594

H. Discussion/Information
1.

I. Decision Items
1.

COMMUNITY HEALTH

J. Call to Order

K. Consent Agenda
1. Amend/Approval of Agenda
2. Identification of Conflict of Interest
3. Approval of 4/21/2021 Board Minutes

L. Financial

COMMUNITY HEALTH (cont.)

M. Caseload	<u>04/21</u>	<u>03/21</u>	<u>02/21</u>
WIC	N/A	1956	1985
Family Home Visiting	10	8	19
PCA Assessments	8	10	8
Managed Care	183	228	232
Dental Varnishing	0	0	0
Refugee Health	0	2	0
Latent TB Medication Distribution	1	2	2
Water Tests	136	111	82
FPL Inspections	33	20	23
Immunizations	26	22	35
COVID Vaccine Admin	1726	2425	2004
Car Seats	5	5	18

- N. Discussion/Information
1. COVID Update- Carol Biren
2. Tobacco Update- Jen Nelson

- O. Decision Items
1.

GOVERNING BOARD

- P. Call to Order
- Q. Consent Agenda
1. Amend/Approval of Agenda
2. Identification of Conflict of Interest
3. Approval of 4/21/2021 Board Minutes
- R. Financial

GOVERNING BOARD (cont.)

S. Human Resources Statistics

	<u>04/21</u>	<u>04/20</u>	<u>03/21</u>	<u>02/21</u>
Number of Employees	228	235	228	230
Separations	5		0	2

T. Discussion/Information

1. CPT/HR Module- Nancy Walker

U. Decision Items

1. Sara McCabe, County Agency Social Worker CMH, probationary appointment (12 months), \$24.12 per hour, effective 5/10/2021
2. Megan Amundson, County Agency Social Worker CPS, probationary appointment (12 months), \$25.35 per hour, effective 5/10/2021
3. Marissa Brown, County Agency Social Worker LTC, probationary appointment (12 months), \$24.12 per hour, effective 5/24/2021
4. Personnel Policy 05- Use of Vehicles for Agency Business
5. Personnel Policy 08 – Employee Resignation
6. Southwest Health and Human Services Affirmative Action plan
7. IT request for headsets
8. Donations:
 - a. Beth Egemann donated facemasks for staff and clients
9. Contracts

V. Adjournment

Next Meeting Dates:

- **Wednesday, June 16, 2021 – Marshall**
- **Wednesday, July 21, 2021 – Marshall**
- **Wednesday, August 18, 2021 – Marshall**

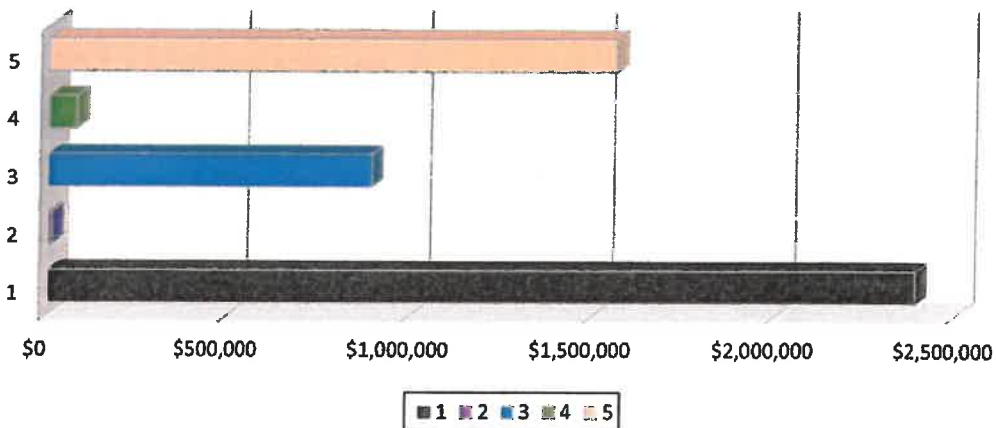
SOUTHWEST HEALTH & HUMAN SERVICES

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

SUMMARY OF FINANCIAL ACCOUNTS REPORT For the Month Ending: **April 30, 2021**
 * Income Maintenance * Social Services * Information Technology * Health *

Description	Month	Running Balance	
BEGINNING BALANCE		\$798,406	
RECEIPTS			
Monthly Receipts	4,307,179		
County Contribution	23,569		
Interest on Savings	123		
TOTAL MONTHLY RECEIPTS		4,330,870	
DISBURSEMENTS			
Monthly Disbursements	2,741,216		
TOTAL MONTHLY DISBURSEMENTS		2,741,216	
ENDING BALANCE		\$2,388,061	
REVENUE			
<i>Checking/Money Market</i>	<i>\$2,388,061</i>		
<i>SS Benefits Checking</i>	<i>\$9,707</i>		
<i>Bremer Savings</i>	<i>\$892,764</i>		
<i>Great Western Bank Savings</i>	<i>\$75,514</i>		
<i>Investments - MAGIC Fund</i>	<i>\$1,560,862</i>		
ENDING BALANCE		\$4,926,907	April 2020 Ending Balance \$3,557,399
DESIGNATED/RESTRICTED FUNDS			
Agency Health Insurance		\$973,311	April 2020 Ending Balance \$1,126,238
LCTS Lyon Murray Collaborative		\$149,400	
LCTS Rock Pipestone Collaborative		\$46,277	
LCTS Redwood Collaborative		\$76,341	
Local Advisory Council		\$678	April 2020 Ending Balance
AVAILABLE CASH BALANCE		\$3,680,901	\$2,141,962

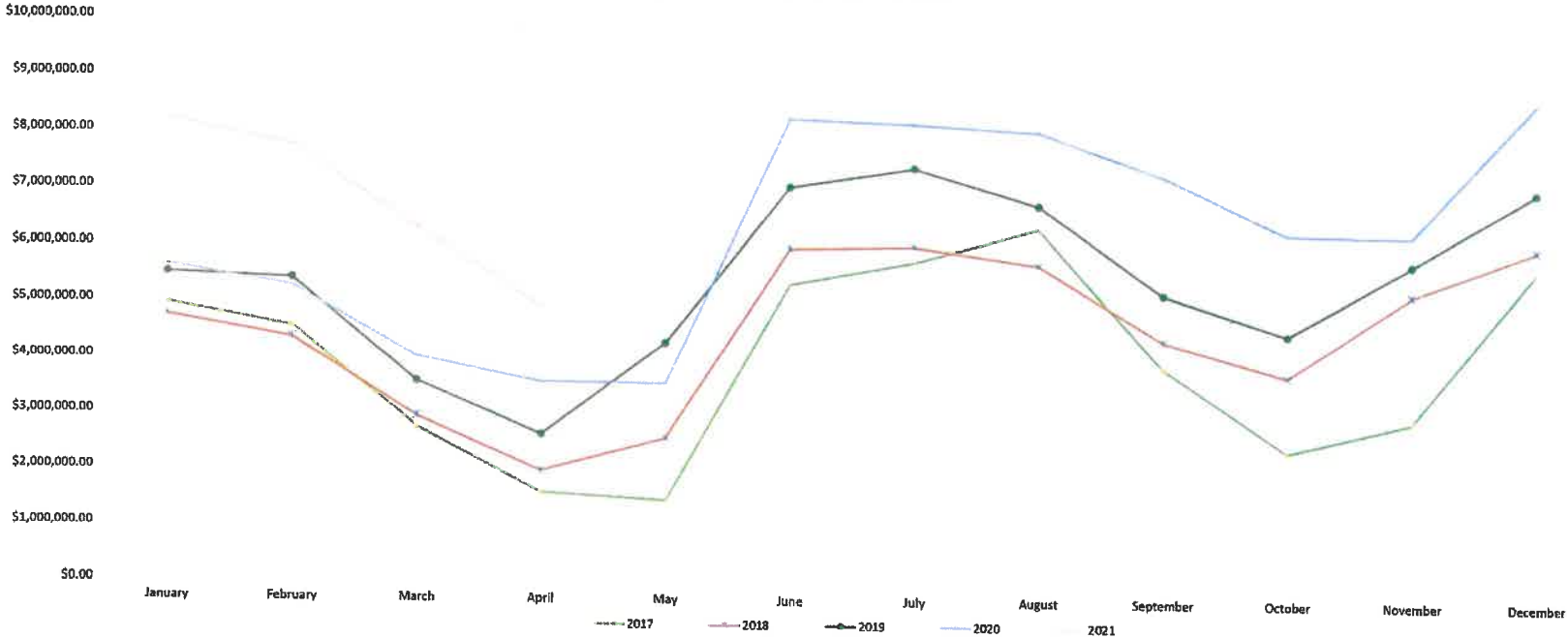
REVENUE DESIGNATION



**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	\$4,524,086.02	\$2,727,751.28	\$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	\$6,279,950.83	\$8,206,914.72	\$8,087,152.70	\$7,320,202.93	\$6,302,908.56	\$6,288,111.05	\$8,683,761.65	\$6,260,975.41
2021	\$8,213,250.83	\$7,755,540.60	\$6,331,255.58	\$4,926,907.49									\$6,806,738.83

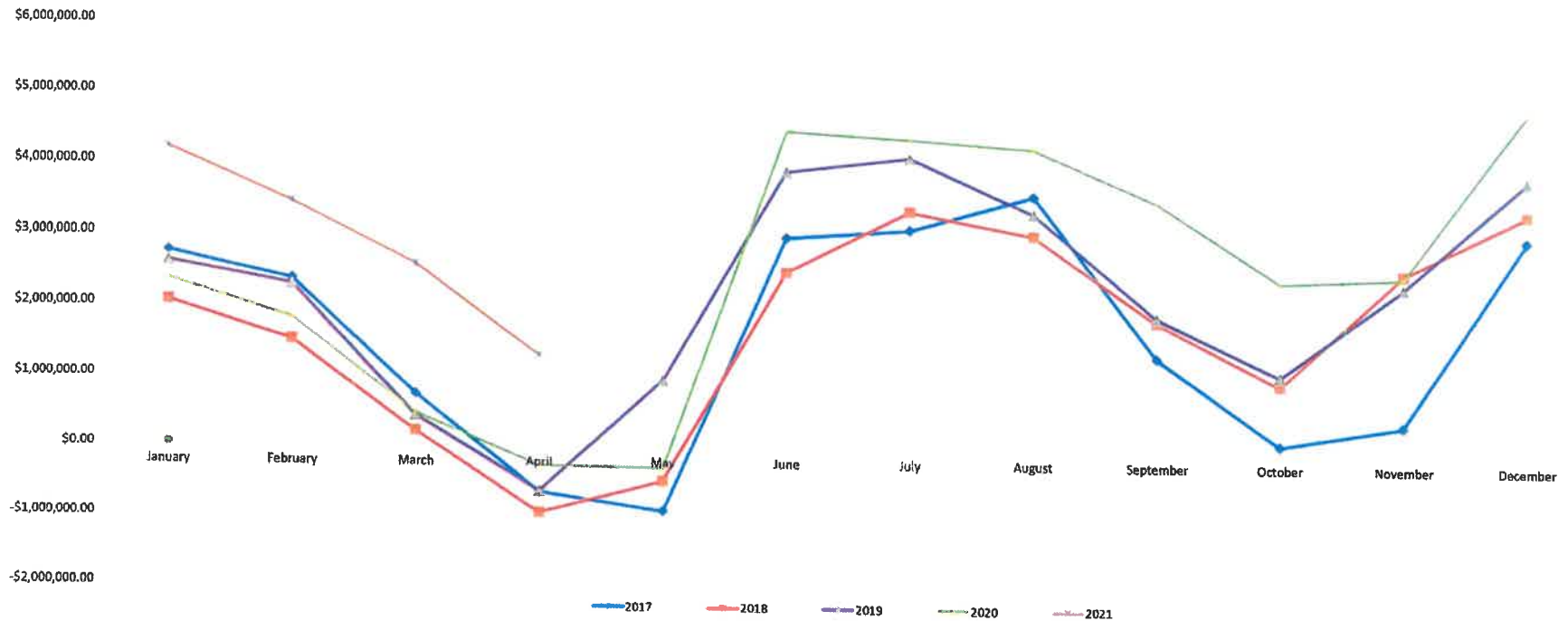
SWHHS Cash and Investment Balances



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	\$2,265,159.91	\$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									\$2,866,021.78

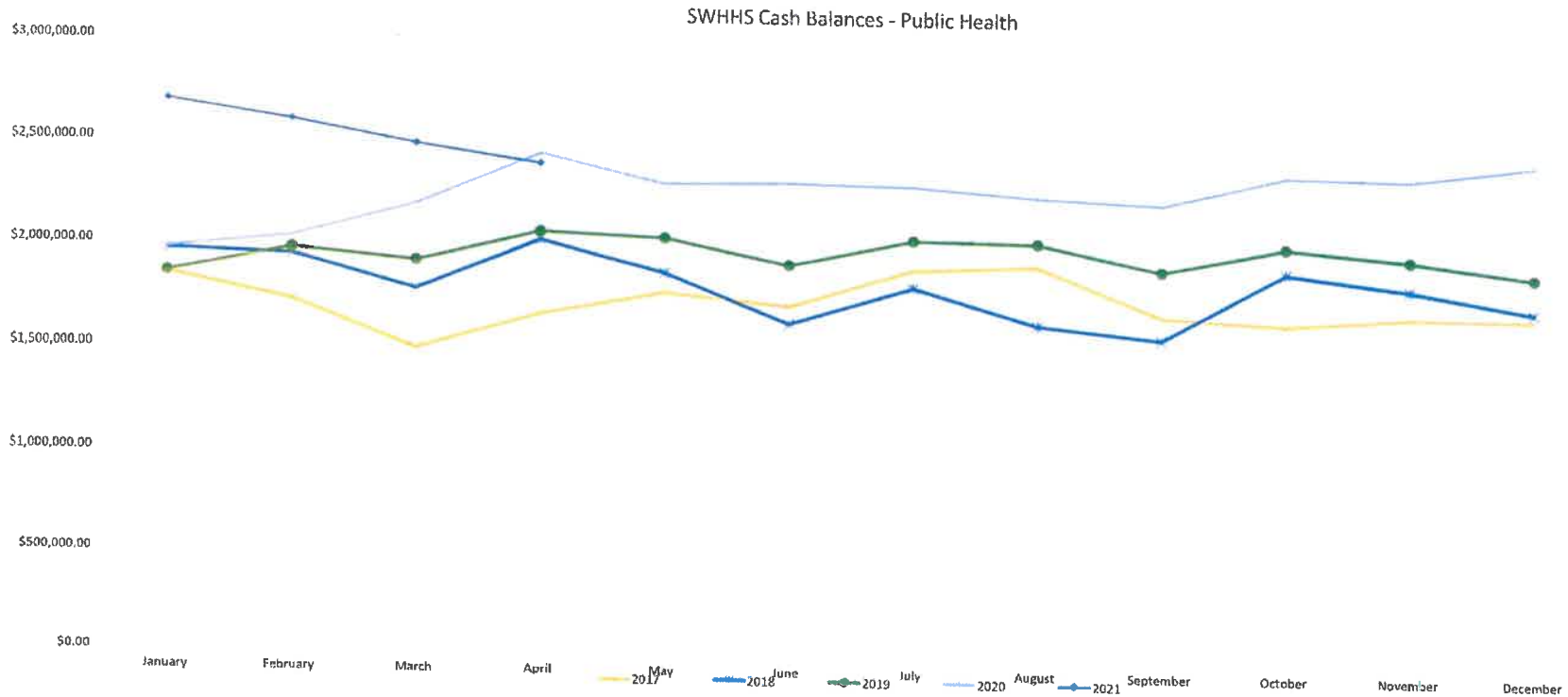
SWHHS Cash Balances - Human Services



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	\$1,726,483.73	\$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	\$2,023,315.58	\$1,870,382.57	\$1,833,344.06	\$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	\$2,394,881.79								

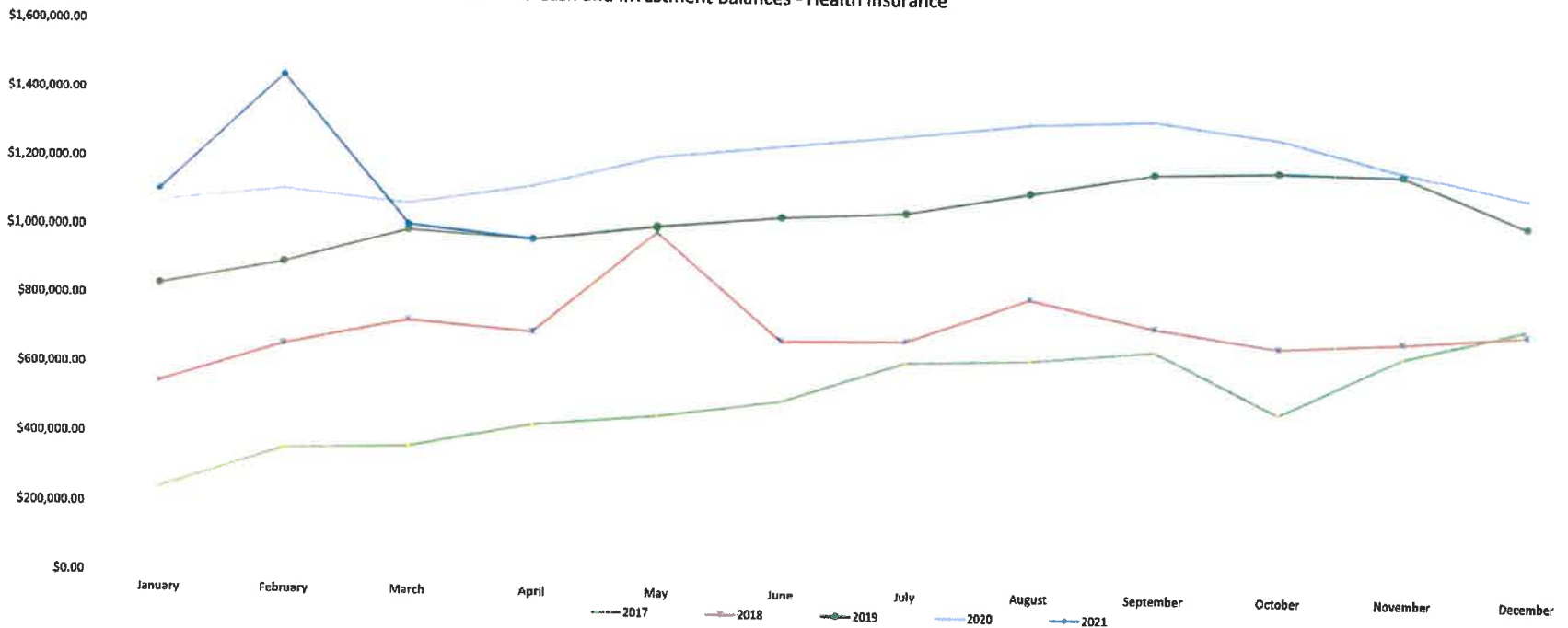
Average for Year
\$1,737,349.16
\$1,813,230.15
\$1,974,715.22
\$2,272,723.97
\$2,540,034.66



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	\$389,063.91	\$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	973,311.22									\$1,133,109.24

SWHHS Cash and Investment Balances - Health Insurance



b

SOUTHWEST HEALTH AND HUMAN SERVICES CHECK REGISTER

APRIL 2021

DATE	RECEIPT or CHECK #	DESCRIPTION	+ DEPOSITS	-DISBURSEMENTS	BALANCE
	BALANCE FORWARD				798,406.14
04/02/21	113535-113555	Disb		1,290.15	797,115.99
04/02/21	9090-9092 ACH	Disb		313.28	796,802.71
04/02/21	113556-113581	Disb		17,831.45	778,971.26
04/02/21	9093-9108 ACH	Disb		1,172.58	777,798.68
04/02/21	44197-44229	Dep	5,651.52		783,450.20
04/05/21	10082	Disb		51,715.51	731,734.69
04/06/21	10083	Disb		1,045.27	730,689.42
04/06/21	44230-44257	Dep	95,498.50		826,187.92
04/07/21	Transfer from Bremer Savings	Dep	1,000,000.00		1,826,187.92
04/09/21	9708-9726	Payroll		134,717.11	1,691,470.81
04/09/21	69291-69532 ACH	Payroll		508,259.55	1,183,211.26
04/09/21	113582-113622	Disb		4,409.67	1,178,801.59
04/09/21	9109-9115 ACH	Disb		582.04	1,178,219.55
04/09/21	113623-113706	Disb		149,658.96	1,028,560.59
04/09/21	9116-9175 ACH	Disb		139,322.19	889,238.40
04/09/21	44258-44331	Dep	254,615.76		1,143,854.16
04/12/21	10084	Disb		69,081.97	1,074,772.19
04/13/21	44332-44370	Dep	68,896.23		1,143,668.42
04/14/21	10085	Disb		13,066.57	1,130,601.85
04/15/21	10086	Disb		48,229.91	1,082,371.94
04/15/21	10087	Disb		229.00	1,082,142.94
04/15/21	10088	Disb		23.00	1,082,119.94
04/16/21	113707 - 113738	Disb		1,990.86	1,080,129.08
04/16/21	9176 - 9180 ACH	Disb		204.36	1,079,924.72
04/16/21	113739 - 113791	Disb		212,410.17	867,514.55
04/16/21	9181 - 9206 ACH	Disb		187,163.73	680,350.82
04/16/21	VOID 113684	Disb		(787.50)	681,138.32
04/16/21	VOID 113741	Disb		(215.00)	681,353.32
04/16/21	44371-44429	Dep	228,600.48		909,953.80
04/19/21	10089	Disb		36,897.35	873,056.45
04/19/21	Transfer from SS account	Dep	30,487.27		903,543.72
04/20/21	113792-113793	Disb		58,602.92	844,940.80
04/20/21	10090	Disb		12,741.41	832,199.39
04/20/21	44430-44499	Dep	36,121.06		868,320.45
04/22/21	10091	Dep		791.25	867,529.20
04/22/21	Transfer from Magic	Dep	2,000,000.00		2,867,529.20
04/23/21	113794-113882	Disb		14,637.50	2,852,891.70
04/23/21	9207-9209 ACH	Disb		445.50	2,852,446.20
04/23/21	113883-114094	Disb		127,236.97	2,725,209.23
04/23/21	9210-9222 ACH	Disb		8,346.22	2,716,863.01
04/23/21	9727-9745	Payroll		134,573.01	2,582,290.00
04/23/21	69533-69771 ACH	Payroll		504,085.77	2,078,204.23
04/23/21	114095-114124	Disb		2,341.66	2,075,862.57
04/23/21	9223-9224 ACH	Disb		157.84	2,075,704.73
04/23/21	114125-114161	Disb		64,862.42	2,010,842.31
04/23/21	9225-9232 ACH	Disb		61,710.74	1,949,131.57
04/23/21	VOID 114091	Disb		(1,014.84)	1,950,146.41
04/23/21	VOID 111530	Disb		(200.00)	1,950,346.41
04/23/21	44500-44546	Dep	159,508.45		2,109,854.86
04/26/21	10092	Disb		37,783.61	2,072,071.25
04/27/21	44547-44573	Dep	77,754.08		2,149,825.33
04/28/21	10093	Disb		12,682.89	2,137,142.44
04/30/21	114162-114191	Disb		18,129.62	2,119,012.82
04/30/21	9233-9236 ACH	Disb		1,179.48	2,117,833.34
04/30/21	114192-114242	Disb		71,569.51	2,046,263.83
04/30/21	9237-9254 ACH	Disb		31,939.93	2,014,323.90
04/30/21	44574-44633	Dep	373,737.02		2,388,060.92
					2,388,060.92
	Balanced 05/03/21; LMD	TOTALS	4,330,870.37	2,741,215.59	

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

9,706.60
892,763.90
75,513.93
1,560,862.14

TOTAL CASH BALANCE

4,926,907.49

**SOUTHWEST HEALTH AND HUMAN SERVICES SAVINGS & INVESTMENTS REGISTERS
2021**

BREMER BANK					
DATE	RECEIPT or CHECK #	DESCRIPTION	DEPOSITS	DISBURSEMENTS	BALANCE
01/01/21	BEGINNING BALANCE				2,892,536.98
01/11/21	50510	Interest	71.76		2,892,608.74
02/04/21	50889	Interest	73.70		2,892,682.44
03/10/21	Transfer to Ckg	Withdrawal		1,000,000.00	1,892,682.44
03/02/21	51275	Interest	44.38		1,892,726.82
04/07/21	Transfer to Ckg	Withdrawal		1,000,000.00	892,726.82
04/02/21	51806	Interest	37.08		892,763.90
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	ENDING BALANCE				892,763.90

GREAT WESTERN BANK					
DATE	RECEIPT or CHECK #	DESCRIPTION	DEPOSITS	DISBURSEMENTS	BALANCE
01/01/21	BEGINNING BALANCE				75,511.42
01/11/21	50512	Interest	0.64		75,512.06
02/04/21	50890	Interest	0.60		75,512.66
03/02/21	51276	Interest	0.58		75,513.24
04/02/21	51808	Interest	0.69		75,513.93
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	ENDING BALANCE				75,513.93

MAGIC FUND INVESTMENT					
DATE	RECEIPT or CHECK #	DESCRIPTION	DEPOSITS	DISBURSEMENTS	BALANCE
01/01/21	BEGINNING BALANCE				3,560,503.01
01/11/21	50511	Interest	93.54		3,560,596.55
02/04/21	50891	Interest	109.06		3,560,705.61
03/02/21	51277	Interest	71.77		3,560,777.38
04/02/21	51807	Interest	84.76		3,560,862.14
04/22/21	transfer to ckg	Withdrawal		2,000,000.00	1,560,862.14
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	ENDING BALANCE				1,560,862.14

Southwest Health and Human Services

Treasurer's Cash Trial Balance

As of 04/2021

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
1 Health Services Fund	2,457,990.79			
Receipts		223,833.29	1,113,329.03	
Disbursements		89,906.33 -	271,098.02 -	
Payroll		222,231.17 -	905,340.01 -	
Fund Total		88,304.21 -	63,109.00 -	2,394,881.79
5 Human Services Fund				
410 General Administration	309,915.58 -			
Receipts		56,861.33	227,811.95	
Disbursements		57,697.77 -	226,459.43 -	
Payroll		10,813.66 -	36,783.58 -	
Dept Total		11,650.10 -	35,431.06 -	345,346.64 -
5 Human Services Fund				
420 Income Maintenance	744,487.98			
Receipts		344,400.72	2,044,629.34	
Disbursements		331,522.85 -	1,480,543.97 -	
Payroll		331,529.73 -	1,315,158.94 -	
Dept Total		318,651.86 -	751,073.57 -	6,585.59 -
5 Human Services Fund				
431 Social Services	7,886,764.87			
Receipts		497,463.93	3,177,579.99	
Disbursements		151,181.05 -	549,292.44 -	
SSIS		582,529.36 -	2,516,510.70 -	
Payroll		692,135.17 -	2,807,533.36 -	
Dept Total		928,381.65 -	2,695,756.51 -	5,191,008.36
5 Human Services Fund				
461 Information Systems	3,474,762.68 -			
Receipts		6,305.45	17,921.81	
Disbursements		4.57 -	1,431.07 -	
Payroll		24,925.71 -	94,784.91 -	
Dept Total		18,624.83 -	78,294.17 -	3,553,056.85 -

Southwest Health and Human Services

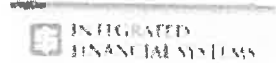
Treasurer's Cash Trial Balance

As of 04/2021

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
5 Human Services Fund	471	LCTS Collaborative Agency		
	0.00			
Receipts		0.00	51,969.00	
Disbursements		0.00	51,969.00-	
Dept Total		0.00	0.00	0.00
Fund Total	4,846,574.59	1,277,308.44 -	3,560,555.31 -	1,286,019.28
61 Agency Health Insurance				
	1,132,234.63			
Receipts		207,952.78	1,168,331.05	
Disbursements		246,678.22 -	1,327,254.46 -	
Fund Total		38,725.44 -	158,923.41 -	973,311.22
71 LCTS Lyon Murray Collaborative Fund	471	LCTS Collaborative Agency		
	152,747.88			
Receipts		0.00	25,258.00	
Disbursements		0.00	28,606.34 -	
Dept Total		0.00	3,348.34 -	149,399.54
Fund Total	152,747.88	0.00	3,348.34 -	149,399.54
73 LCTS Rock Pipestone Collaborative Fund	471	LCTS Collaborative Agency		
	43,882.53			
Receipts		50.00	5,514.00	
Disbursements		0.00	3,120.00 -	
Dept Total		50.00	2,394.00	46,276.53
Fund Total	43,882.53	50.00	2,394.00	46,276.53
75 Redwood LCTS Collaborative	471	LCTS Collaborative Agency		
	54,493.79			
Receipts		0.00	21,847.00	
Dept Total		0.00	21,847.00	76,340.79

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Southwest Health and Human Services



Treasurer's Cash Trial Balance

As of 04/2021

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Fund Total	54,493.79	0.00	21,847.00	76,340.79
77 Local Advisory Council	477 Local Advisory Council			
	738 34			
Disbursements		60.00-	60.00-	
Dept Total		60.00-	60.00-	678 34
Fund Total	738.34	60.00-	60.00-	678 34
All Funds	8,688,662.55			
Receipts		1,336,867.50	7,854,191.17	
Disbursements		877,050.79-	3,939,834.73-	
SSIS		582,529.36-	2,516,510.70-	
Payroll		1,281,635.44-	5,159,600.80-	
Total		1,404,348.09-	3,761,755.06-	4,926,907.49

Southwest Health and Human Services

RM- Stmt of Revenues & Expenditures

As Of 04/2021

Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO-DATE	2021 BUDGET	% OF BUDG	% OF YEAR
FUND 1 HEALTH SERVICES FUND					
REVENUES					
CONTRIBUTIONS FROM COUNTIES	0.00	270,108.75-	1,080,435.00-	25	33
INTERGOVERNMENTAL REVENUES	9,395.50-	115,518.50-	166,000.00-	70	33
STATE REVENUES	65,241.58-	145,396.64-	809,158.00-	18	33
FEDERAL REVENUES	123,135.02-	441,805.29-	1,219,989.00-	36	33
FEES	25,834.87-	139,323.69-	492,480.00-	28	33
EARNINGS ON INVESTMENTS	19.60-	94.17-	9,000.00-	1	33
MISCELLANEOUS REVENUES	206.72-	672.81-	6,600.00-	10	33
TOTAL REVENUES	223,833.29-	1,112,919.85-	3,783,662.00-	29	33
EXPENDITURES					
PROGRAM EXPENDITURES	0.00	0.00	0.00	0	33
PAYROLL AND BENEFITS	222,231.17	905,297.71	2,907,923.00	31	33
OTHER EXPENDITURES	89,906.33	270,731.14	875,739.00	31	33
TOTAL EXPENDITURES	312,137.50	1,176,028.85	3,783,662.00	31	33

Southwest Health and Human Services

RM-Stmt of Revenues & Expenditures

As Of 04/2021

Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO-DATE	2021 BUDGET	% OF BUDG	% OF YEAR
FUND 5 HUMAN SERVICES FUND					
REVENUES					
CONTRIBUTIONS FROM COUNTIES	23,569.12-	534,163.71-	11,606,176.00-	5	33
INTERGOVERNMENTAL REVENUES	0.00	7,066.00-	79,045.00-	9	33
STATE REVENUES	205,599.30-	1,145,890.08-	5,583,843.00-	21	33
FEDERAL REVENUES	390,333.14-	2,365,663.22-	7,631,653.00-	31	33
FEES	129,672.27-	700,943.64-	2,502,600.00-	28	33
EARNINGS ON INVESTMENTS	102.93-	744.39-	35,700.00-	2	33
MISCELLANEOUS REVENUES	98,503.05-	501,786.65-	1,217,400.00-	41	33
TOTAL REVENUES	847,779.81-	5,256,257.69-	28,656,417.00-	18	33
EXPENDITURES					
PROGRAM EXPENDITURES	808,681.93	3,625,344.50	11,778,488.00	31	33
PAYROLL AND BENEFITS	1,060,240.71	4,252,763.32	14,121,360.00	30	33
OTHER EXPENDITURES	256,165.61	938,705.18	2,756,569.00	34	33
TOTAL EXPENDITURES	2,125,088.25	8,816,813.00	28,656,417.00	31	33

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				
			Expend.	2,945.99	15,881.53	0.00	0
			Net	2,945.99	15,881.53	0.00	0
930 PROGRAM	Administration						
			Revenue	10,245.44-	287,982.17-	1,137,835.00-	25
			Expend.	39,673.26	122,493.19	749,494.00	16
			Net	29,427.82	165,488.98-	388,341.00-	43
410 DEPT	General Administration	Totals:					
			Revenue	10,245.44-	287,982.17-	1,137,835.00-	25
			Expend.	42,619.25	138,374.72	749,494.00	18
			Net	32,373.81	149,607.45-	388,341.00-	39
481 DEPT	Nursing						
100 PROGRAM	Family Health						
			Revenue	1,963.20-	4,433.76-	19,680.00-	23
			Expend.	1,084.76	4,874.10	16,932.00	29
			Net	878.44-	440.34	2,748.00-	16-
103 PROGRAM	Follow Along Program						
			Revenue	7,312.42-	19,389.49-	27,324.00-	71
			Expend.	1,689.68	8,655.29	31,786.00	27
			Net	5,622.74-	10,734.20-	4,462.00	241-
110 PROGRAM	TANF						
			Revenue	31,969.00-	95,907.00-	127,876.00-	75
			Expend.	29,312.03	60,039.72	127,911.00	47
			Net	2,656.97-	35,867.28-	35.00	102,478-
130 PROGRAM	WIC						
			Revenue	57,982.00-	232,638.00-	450,000.00-	52
			Expend.	30,775.02	123,917.15	565,284.00	22
			Net	27,206.98-	108,720.85-	115,284.00	94-
140 PROGRAM	Peer Breastfeeding Support Program						
			Revenue	0.00	5,623.00-	38,088.00-	15
			Expend.	1,575.68	6,550.03	38,088.00	17
			Net	1,575.68	927.03	0.00	0
210 PROGRAM	CTC Outreach						
			Revenue	12,814.98-	43,406.89-	262,270.00-	17
			Expend.	15,926.09	56,517.78	271,515.00	21
			Net	3,111.11	13,110.89	9,245.00	142
270 PROGRAM	Maternal Child Health - Title V						
			Revenue	7,982.90-	30,422.71-	240,000.00-	13
			Expend.	5,056.13	28,532.49	249,833.00	11
			Net	2,926.77-	1,890.22-	9,833.00	19-

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>
280 PROGRAM	MCH Dental Health		Revenue	0.00	0.00	1,600.00-	0	33
			Expend.	4.00	506.04	16,171.00	3	33
			Net	4.00	506.04	14,571.00	3	33
285 PROGRAM	MCH Blood Lead		Revenue					33
			Expend.	149.12	688.81	0.00	0	33
			Net	149.12	688.81	0.00	0	33
295 PROGRAM	MCH Car Seat Program		Revenue	169.56-	1,150.96-	30,000.00-	4	33
			Expend.	1,299.16	7,650.51	33,832.00	23	33
			Net	1,129.60	6,499.55	3,832.00	170	33
300 PROGRAM	Case Management		Revenue	30.74-	96,369.09-	428,000.00-	23	33
			Expend.	19,428.17	85,838.92	392,306.00	22	33
			Net	19,397.43	10,530.17-	35,694.00-	30	33
330 PROGRAM	MNChoices		Revenue	20,967.99-	20,967.99-	134,000.00-	16	33
			Expend.	11,840.69	43,105.74	173,361.00	25	33
			Net	9,127.30-	22,137.75	39,361.00	56	33
603 PROGRAM	Disease Prevention And Control		Revenue	12,190.51-	25,423.57-	130,742.00-	19	33
			Expend.	7,376.83	26,829.63	240,078.00	11	33
			Net	4,813.68-	1,406.06	109,336.00	1	33
660 PROGRAM	MIIC		Revenue					33
			Expend.	50.61	190.57	0.00	0	33
			Net	50.61	190.57	0.00	0	33
481 DEPT	Nursing	Totals:	Revenue	153,383.30-	575,732.46-	1,889,580.00-	30	33
			Expend.	125,567.97	453,896.78	2,157,097.00	21	33
			Net	27,815.33-	121,835.68-	267,517.00	46-	33
483 DEPT	Health Education							
500 PROGRAM	Direct Client Services		Revenue	745.12-	813.12-	500.00-	163	33
			Expend.	198.27	951.44	24,110.00	4	33
			Net	546.85-	138.32	23,610.00	1	33
510 PROGRAM	SHIP		Revenue	0.00	34,375.94-	224,631.00-	15	33
			Expend.	14,941.48	51,467.60	224,631.00	23	33
			Net	14,941.48	17,091.66	0.00	0	33
540 PROGRAM	Toward Zero Deaths (TZD) Safe Roads		Revenue	176.70-	1,254.54-	10,155.00-	12	33
			Expend.	209.85	928.78	10,155.00	9	33
			Net	33.15	325.76-	0.00	0	33

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
541 PROGRAM	Toward Zero Deaths (TZD) Safe Roads		Revenue	0.00	1,159.61-	10,155.00-	11	33
			Expend.	87.43	898.24	10,155.00	9	33
			Net	87.43	261.37-	0.00	0	33
550 PROGRAM	P&I Grant		Revenue	0.00	27,586.24-	189,326.00-	15	33
			Expend.	9,791.67	34,226.26	189,326.00	18	33
			Net	9,791.67	6,640.02	0.00	0	33
551 PROGRAM	Pipestone Drug Free Communities		Revenue					33
			Expend.	79.66	1,416.93	0.00	0	33
			Net	79.66	1,416.93	0.00	0	33
900 PROGRAM	Emergency Preparedness		Revenue	14,037.92-	14,037.92-	92,580.00-	15	33
			Expend.	2,802.89	19,974.97	112,634.00	18	33
			Net	11,235.03-	5,937.05	20,054.00	30	33
905 PROGRAM	COVID-19 Pandemic		Revenue	5,000.00-	5,377.06-	0.00	0	33
			Expend.	18,603.26	78,265.64	0.00	0	33
			Net	13,603.26	72,888.58	0.00	0	33
906 PROGRAM	COVID-19 Vaccination Planning Grant		Revenue	21,964.01-	26,159.06-	0.00	0	33
			Expend.	80,693.78	326,655.86	0.00	0	33
			Net	58,729.77	300,496.80	0.00	0	33
483 DEPT	Health Education	Totals:	Revenue	41,923.75-	110,763.49-	527,347.00-	21	33
			Expend.	127,408.29	514,785.72	571,011.00	90	33
			Net	85,484.54	404,022.23	43,664.00	925	33
485 DEPT	Environmental Health	800 PROGRAM	Revenue	4,436.50-	115,768.43-	201,900.00-	57	33
			Expend.	11,265.77	43,136.55	247,925.00	17	33
			Net	6,829.27	72,631.88-	46,025.00	158-	33
809 PROGRAM	Environmental Water Lab		Revenue	10,844.30-	19,673.30-	27,000.00-	73	33
			Expend.	5,160.94	21,909.05	58,135.00	38	33
			Net	5,683.36-	2,235.75	31,135.00	7	33
830 PROGRAM	FDA Standardization Grant		Revenue	3,000.00-	3,000.00-	0.00	0	33
			Expend.	115.28	3,926.03	0.00	0	33
			Net	2,884.72-	926.03	0.00	0	33
485 DEPT	Environmental Health	Totals:	Revenue	18,280.80-	138,441.73-	228,900.00-	60	33
			Expend.	16,541.99	68,971.63	306,060.00	23	33
			Net	1,738.81-	69,470.10-	77,160.00	90-	33

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 Bdqt</u>	<u>% of Year</u>
1 FUND	Health Services Fund		Totals:					
			Revenue	223,833.29-	1,112,919.85-	3,783,662.00-	29	33
			Expend.	312,137.50	1,176,028.85	3,783,662.00	31	33
			Net	88,304.21	63,109.00	0.00	0	33

20

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				
			Expend.	11,650.10	35,431.06	67,663.00	52 33
			Net	11,650.10	35,431.06	67,663.00	52 33
410 DEPT	General Administration	Totals:	Revenue				
			Expend.	11,650.10	35,431.06	67,663.00	52 33
			Net	11,650.10	35,431.06	67,663.00	52 33
420 DEPT	Income Maintenance						
600 PROGRAM	Income Maint Administrative/Overhea		Revenue	9,660.05-	197,889.93-	3,696,370.00-	5 33
			Expend.	123,945.95	463,953.32	1,511,007.00	31 33
			Net	114,285.90	266,063.39	2,185,363.00-	12- 33
601 PROGRAM	Income Maint/Random Moment Payro		Revenue				
			Expend.	200,617.94	790,579.08	2,627,726.00	30 33
			Net	200,617.94	790,579.08	2,627,726.00	30 33
602 PROGRAM	Income Maint FPI Investigator		Revenue	0.00	12,622.00-	130,000.00-	10 33
			Expend.	9,612.64	29,030.77	130,000.00	22 33
			Net	9,612.64	16,408.77	0.00	0 33
605 PROGRAM	MN Supplemental Aid (MSA)/GRH		Revenue	12,355.44-	23,855.03-	65,200.00-	37 33
			Expend.	4,771.24	10,314.55	65,000.00	16 33
			Net	7,584.20-	13,540.48-	200.00-	6,770 33
610 PROGRAM	TANF(AFDC/MFIP/DWP)		Revenue	1,593.00-	2,525.98-	15,000.00-	17 33
			Expend.	166.02	169.02	11,250.00	2 33
			Net	1,426.98-	2,356.96-	3,750.00-	63 33
620 PROGRAM	General Asst (GA)/General Relief/Buri		Revenue	3,269.62-	25,079.71-	22,500.00-	111 33
			Expend.	41,988.52	149,381.59	351,000.00	43 33
			Net	38,718.90	124,301.88	328,500.00	38 33
630 PROGRAM	Food Support (FS)		Revenue	12,272.00-	162,931.93-	524,000.00-	31 33
			Expend.	264.60	401.12	4,500.00	9 33
			Net	12,007.40-	162,530.81-	519,500.00-	31 33
640 PROGRAM	Child Support (IVD)		Revenue	44,298.58-	343,061.36-	1,633,247.00-	21 33
			Expend.	96,402.96	364,274.92	1,208,445.00	30 33
			Net	52,104.38	21,213.56	424,802.00-	5- 33

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	260,952.03-	1,276,193.97-	3,307,000.00-	39	33
			Expend.	185,282.71	987,129.11	2,335,000.00	42	33
			Net	75,669.32-	289,064.86-	972,000.00-	30	33
420 DEPT	Income Maintenance	Totals:	Revenue	344,400.72-	2,044,159.91-	9,393,317.00-	22	33
			Expend.	663,052.58	2,795,233.48	8,243,928.00	34	33
			Net	318,651.86	751,073.57	1,149,389.00-	65-	33
431 DEPT	Social Services							
700 PROGRAM	Social Service Administrative/Overhea		Revenue	60,176.00-	959,705.66-	11,070,414.00-	9	33
			Expend.	260,383.96	958,553.23	3,012,985.00	32	33
			Net	200,207.96	1,152.43-	8,057,429.00-	0	33
701 PROGRAM	Social Services/SSTS		Revenue					33
			Expend.	581,274.52	2,363,537.09	7,683,444.00	31	33
			Net	581,274.52	2,363,537.09	7,683,444.00	31	33
710 PROGRAM	Children's Social Services Programs		Revenue	136,570.99-	502,297.18-	1,844,998.00-	27	33
			Expend.	306,543.05	1,148,227.01	3,916,675.00	29	33
			Net	169,972.06	645,929.83	2,071,677.00	31	33
711 PROGRAM	YIP Grant (Circle)-Dept of Public Safet		Revenue	0.00	5,597.35-	28,404.00-	20	33
			Expend.	1,605.30	7,680.43	28,404.00	27	33
			Net	1,605.30	2,083.08	0.00	0	33
712 PROGRAM	CIRCLE Program		Revenue	0.00	0.00	5,000.00-	0	33
			Expend.	1,001.89	3,500.00	28,000.00	13	33
			Net	1,001.89	3,500.00	23,000.00	15	33
713 PROGRAM	STAY Program Grant (formerly SELF)		Revenue	0.00	8,090.54-	54,100.00-	15	33
			Expend.	2,246.30	6,424.33	54,100.00	12	33
			Net	2,246.30	1,666.21-	0.00	0	33
715 PROGRAM	Children Waivers		Revenue	16,332.31-	57,040.00-	170,000.00-	34	33
			Expend.					33
			Net	16,332.31-	57,040.00-	170,000.00-	34	33
716 PROGRAM	FGDM/Family Group Decision Making		Revenue	0.00	3,894.15-	41,780.00-	9	33
			Expend.	0.00	7.83	41,780.00	0	33
			Net	0.00	3,886.32-	0.00	0	33
717 PROGRAM	Family Assmt Response Grant/Discr F		Revenue	0.00	6,831.00-	46,796.00-	15	33
			Expend.	1,056.72	4,655.98	46,796.00	10	33
			Net	1,056.72	2,175.02-	0.00	0	33

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 Bdg	% of Year
718 PROGRAM	PSOP/Parent Support Outreach Progra		Revenue	0.00	6,690.00-	32,125.00-	21	33
			Expend.	4,849.49	6,804.75	32,125.00	21	33
			Net	4,849.49	114.75	0.00	0	33
720 PROGRAM	Child Care/Child Protection		Revenue	1,500.00-	4,900.00-	22,000.00-	22	33
			Expend.	0.00	961.00	42,600.00	2	33
			Net	1,500.00-	3,939.00-	20,600.00	19-	33
721 PROGRAM	CC Basic Slide Fee/Cty Match to DHS		Revenue	3,699.00-	10,608.58-	37,325.00-	28	33
			Expend.	0.00	10,892.25	43,365.00	25	33
			Net	3,699.00-	283.67	6,040.00	5	33
722 PROGRAM	Child Care/MFIP		Revenue	0.00	71.00-	0.00	0	33
			Expend.					
			Net	0.00	71.00-	0.00	0	33
726 PROGRAM	MFIP/SW MN PIC		Revenue	1,198.00-	4,109.00-	12,000.00-	34	33
			Expend.					
			Net	1,198.00-	4,109.00-	12,000.00-	34	33
730 PROGRAM	Chemical Dependency		Revenue	17,684.76-	100,203.70-	358,500.00-	28	33
			Expend.	15,396.12	112,164.43	546,500.00	21	33
			Net	2,288.64-	11,960.73	188,000.00	6	33
740 PROGRAM	Mental Health (Both Adults & Childrer		Revenue	3.50-	93.95-	0.00	0	33
			Expend.					
			Net	3.50-	93.95-	0.00	0	33
741 PROGRAM	Mental Health/Adults Only		Revenue	44,452.70-	315,269.91-	1,353,885.00-	23	33
			Expend.	72,407.02	623,863.65	1,775,024.00	35	33
			Net	27,954.32	308,593.74	421,139.00	73	33
742 PROGRAM	Mental Health/Children Only		Revenue	20,216.06-	226,185.13-	939,138.00-	24	33
			Expend.	149,117.05	479,622.50	2,177,722.00	22	33
			Net	128,900.99	253,437.37	1,238,584.00	20	33
750 PROGRAM	Developmental Disabilities		Revenue	52,763.63-	261,703.50-	908,351.00-	29	33
			Expend.	20,609.31	67,359.96	368,851.00	18	33
			Net	32,154.32-	194,343.54-	539,500.00-	36	33
760 PROGRAM	Adult Services		Revenue	65,143.60-	380,412.25-	1,421,284.00-	27	33
			Expend.	2,746.63	22,310.27	85,700.00	26	33
			Net	62,396.97-	358,101.98-	1,335,584.00-	27	33

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
765 PROGRAM	Adult Waivers		Revenue	77,333.09-	288,504.07-	885,000.00-	33	33
			Expend.	6,217.93	21,398.77	148,000.00	14	33
			Net	71,115.16-	267,105.30-	737,000.00-	36	33
431 DEPT	Social Services	Totals:	Revenue	497,073.64-	3,142,206.97-	19,231,100.00-	16	33
			Expend.	1,425,455.29	5,837,963.48	20,032,071.00	29	33
			Net	928,381.65	2,695,756.51	800,971.00	337	33
461 DEPT	Information Systems		Revenue	6,305.45-	17,921.81-	32,000.00-	56	33
0 PROGRAM	...		Expend.	24,930.28	96,215.98	312,755.00	31	33
			Net	18,624.83	78,294.17	280,755.00	28	33
461 DEPT	Information Systems	Totals:	Revenue	6,305.45-	17,921.81-	32,000.00-	56	33
			Expend.	24,930.28	96,215.98	312,755.00	31	33
			Net	18,624.83	78,294.17	280,755.00	28	33
471 DEPT	LCTS Collaborative Agency		Revenue	0.00	51,969.00-	0.00	0	33
702 PROGRAM	LCTS		Expend.	0.00	51,969.00	0.00	0	33
			Net	0.00	0.00	0.00	0	33
471 DEPT	LCTS Collaborative Agency	Totals:	Revenue	0.00	51,969.00-	0.00	0	33
			Expend.	0.00	51,969.00	0.00	0	33
			Net	0.00	0.00	0.00	0	33
5 FUND	Human Services Fund	Totals:	Revenue	847,779.81-	5,256,257.69-	28,656,417.00-	18	33
			Expend.	2,125,088.25	8,816,813.00	28,656,417.00	31	33
			Net	1,277,308.44	3,560,555.31	0.00	0	33
FINAL TOTALS	1,029 Accounts		Revenue	1,071,613.10-	6,369,177.54-	32,440,079.00-	20	33
			Expend.	2,437,225.75	9,992,841.85	32,440,079.00	31	33
			Net	1,365,612.65	3,623,664.31	0.00	0	33

h2

Social Services Caseload:

Yearly Averages	Adult Services	Children's Services	Total Programs
2018	2683	617	3299
2019	2651	589	3241
2020	2623	572	3195
2020			

2021	Adult Services	Children's Services	Total Programs
January	2581	586	3167
February	2626	598	3224
March	2620	588	3208
April	2657	569	3226
May			0
June			0
July			0
August			0
September			0
October			0
November			0
December			0
Average	2621	585	3206

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	10	353	12	0	269	46	918	15	291	445	298	2657
May												0
June												0
July												0
August												0
September												0
October												0
November												0
December												0
	10	348	12	0	275	40	899	16	268	446	308	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												

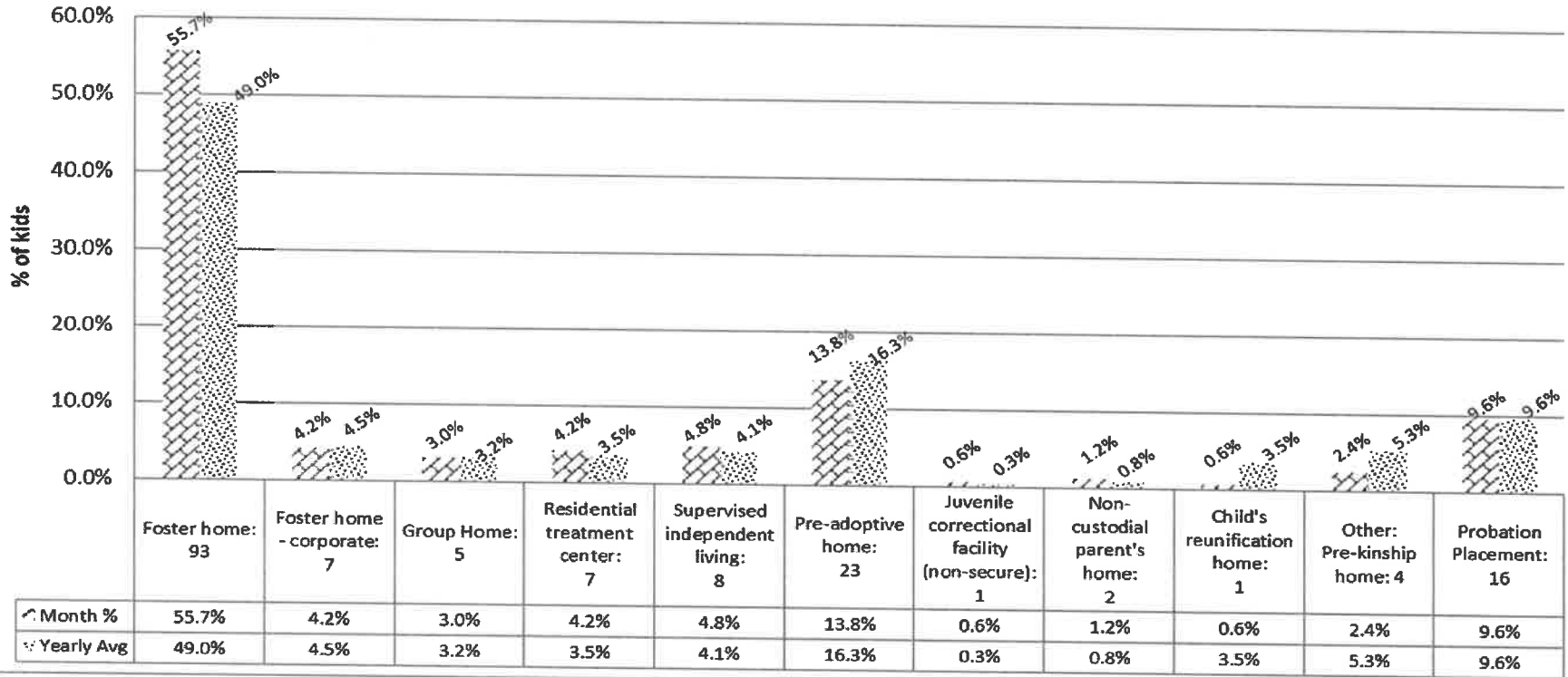
2021	Adolescent Independent Living (ALS)	Adoption	Child Brain Injury (BI)	Child Community Alternative Care (CAC)	Child Community Alternatives for Disabled Individuals (CADI)	Child Protection (CP)	Child Welfare (CW)	Children's Mental Health (CMH)	Early Intervention: Infants & Toddlers with Disabilities	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	12	58	166	177	86	0	0	29	588
April	21	34	0	13	56	162	161	90	0	0	32	569
May												0
June												0
July												0
August												0
September												0
October												0
November												0
December												0
	19	36	0	12	57	172	172	87	0	0	31	591

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	5									4	4
Lyon	41	42	44	52									45	43
Murray	10	10	10	10									10	8
Pipestone	19	18	17	18									18	24
Redwood	66	65	61	68									65	67
Rock	16	16	13	14									15	16
Monthly Totals	156	155	149	167	0	0	0	0	0	0	0	0		

22

**April 2021 - Placement by Category
167 Kids in Placement**



April 2021: Total kids in placement = 167

Total of 28 Children entered placement

1	Lincoln	Supervised Independent Living
10	Lyon	Foster Home
1	Lyon	Probation
4	Pipestone	Foster Home
9	Redwood	Foster Home
1	Redwood	Residential Treatment Center
1	Redwood	Probation
1	Rock	Supervised Independent Living

Total of 10 Children were discharged from placement (discharges from previous month)

3	Lyon	Child's Reunification Home
3	Pipestone	ADOPTED
3	Redwood	Pre-Kinship Home
1	Redwood	Child's Reunification Home

NON IVD COLLECTIONS
APRIL 2021

PROGRAM	ACCOUNT	TOTAL
MSA/GRH	05-420-605.5802	12,355
TANF (MFIP/DWP/AFDC)	05-420-610.5803	1,427
GA	05-420-620.5803	52
FS	05-420-630.5803	72
CS (PI Fee, App Fee, etc)	05-420-640.5501	1,423
MA Recoveries & Estate Collections (25% retained by agency)	05-420-650.5803	16,134
REFUGEE	05-420-680.5803	0
CHILDRENS		
Court Visitor Fee	05-431-700.5514	0
Parental Fees, Holds	05-431-710.5501	16,170
OOH/FC Recovery	05-431-710.5803	42,482
CHILDCARE		
Licensing	05-431-720.5502	1,100
Corp FC Licensing	05-431-720.5505	1,500
Over Payments	05-431-721&722.5803	2,119
CHEMICAL DEPENDENCY		
CD Assessments	05-431-730.5519	3,306
Detox Fees	05-431-730.5520	6,475
SUD Treatment	05-431-730.5523	7,213
Over Payments	05-431-730.5803	0
MENTAL HEALTH		
Insurance Copay	05-431-740.5803	4
Over Payments	05-431-741 or 742.5803	0
DEVELOPMENTAL DISABILITIES		
Insurance Copay/Overpayments	05-431-750.5803	10
ADULT		
Court Visitor Fee	05-431-760.5515	0
Insurance Copay/Overpayments	05-431-760.5803	20
TOTAL NON-IVD COLLECTIONS		111,862



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	1956	8	10*	228*	0	2	2	111	20	22	5	2425
4/21		10	8	183	0	0	1	136	33	26	5	1726
5/21												
6/21												
7/21												
8/21												
9/21												
10/21												
11/21												
12/21												

*Includes telehealth visits

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

EFFECTIVE DATE: 01/01/11

REVISION DATE: 06/17/15; 11/18/15; 1/1/2018; 08/21/19; 11/18/20; 05/19/21

AUTHORITY: Southwest Health and Human Services Joint Governing Board
Minnesota Statute 169.475

--- USE OF VEHICLES FOR AGENCY BUSINESS ---

Section 1 – Requirements for Using Agency Vehicles

- a. Only agency employees, contracted employees and student interns may use Southwest Health and Human Services' cars. Agency employees, contracted employees and student interns must have valid driver's licenses to drive an agency car. If their driver's license has been revoked, suspended, or cancelled, they ~~shall~~ can not drive an agency car. Employees, contracted employees and student interns must report any changes in their driving status to their supervisor immediately. Before using an agency car for the first time, a statement (Form AG#007) must be signed confirming that the driver has a valid driver's license. It is also required that a photo copy of the individual's driver's license be in their personnel file.
- b. The agency vehicles are to be used only for business purposes. If, in the course of work, personal use is necessary, it is to be approved by your immediate supervisor. ~~Permission from your supervisor must be obtained if you wish to transport anyone other than agency employees. If you are transporting anyone other than a client or another agency employee, the person to be transported must sign a Waiver of Liability for Presence in Agency Vehicle (AG#106). Signed waivers should be forwarded to the Fiscal Manager.~~ Permission is not necessary to transport clients to fulfill conditions of their Social Services Plan.
- c. Upon supervisory approval, an agency vehicle may be parked overnight at a staff person's ~~residence~~ home. (Example: Use of vehicle early morning or late evening.)
- d. After a vehicle is used, it is the driver's responsibility to ~~ensure~~ make sure that the inside of the car is clean and neat and fill the vehicle with gas, if the car is at if less than a half a tank ~~registers~~ on the gas gauge.
- e. All personal or agency vehicles operated on agency business must be operated in a safe, lawful, and defensive driving manner at all times. This includes but is not limited to:
 1. Employees, contracted employees and student interns must obey all traffic laws and speed limits.
 2. Employees, contracted employees and student interns and passengers must use seat belts.

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

3. If transporting anyone 8 years or younger, they must be in a properly installed, federal approved car/booster seat. Staff transporting children as a part of their regular job duties ~~shall~~ will attend an educational session provided by a Child Passenger Safety technician.

4. Employees, contracted employees and student interns are prohibited from reading or sending text messages, e-mails, or other written correspondence when driving a personal or agency vehicle on agency business.

5. GPS or navigation systems must be set up prior to driving, utilizing the voice command setting..

6. Use of a cellular phone while driving on agency business should be kept to a minimum and must be hands free as per statute:

Here are some considerations to ensure you are in compliance:

- a. Use a single earphone that has a microphone and you are still hands-free. Using earphones in both ears at the same time is illegal in Minnesota.
- b. Pair your phone to the agency vehicle and use the speaker.
- c. Bring a holder to clip your phone to the dash. You can use it in the voice-activated or single-touch mode.
- d. Bring a Bluetooth speaker or earphone to pair with your phone while driving.
- e. Last consideration, do not use your phone at all while you are driving. Put your cell phone in the glove compartment, in the backseat, or even in the trunk before you drive.

7. Staff may not ~~utilize~~ use hands free unless they can assure compliance of data privacy and HIPAA laws.

Commented [AM01]: I wonder if F should be #6 A-e are really options, but F is a necessity. Then make the current #6 into #7.

8. Employees may not operate an agency vehicle if they are under the influence of alcohol and/or illegal drugs or if they are on medication that impairs their driving.

- f. In case of an automobile accident, the accident should be reported to your supervisor and the Fiscal Manager as soon as possible. Obtain the following information: 1) name and address of each driver, passenger, and witness; 2) name of the insurance company and the policy number for each vehicle involved; and 3) do not admit fault or liability. Fiscal Manager ~~shall~~ will complete the Automobile Loss Notice Form electronically to our insurance company. If the employee, contracted employee or student intern is injured they should follow the process in Personnel Policy #18 Worker's Compensation.

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

- g. ~~Prior to~~ Before driving, all agency vehicles must be checked for proper lights, reflectors, brakes, steering, tires, horn, and wiper blades. Any deficiencies must be reported to the supervisor immediately with the use of the form AG#070.
- h. Employees, contracted employees and student interns are required to attend defensive driving training at least every 3 years. The training will be provided by the agency on agency time.
- i. All employees, contracted employees and student interns who access agency vehicles, which includes access to the Wright Express Gas Card, will not need to ~~obtain~~ get a receipt. If employees, contracted employees and student interns use their personal funds to ~~obtain~~ get gas for an agency vehicle, they are responsible for ~~obtaining~~ getting an itemized receipt and turning that receipt into accounting, attached to form Ag#101. If an employee, contracted employees and student interns fails to ~~obtain~~ get a receipt, they first must go back to the vendor and attempt to get a duplicate receipt. If that is not available, the employee, contracted employees and student interns will be allowed to complete a Declaration of Expenses which is available on SharePoint.

Section 2 – Requirements for Using Personal Vehicles

- a. Southwest Health and Human Services staff ~~shall~~ will not transport clients via their personal vehicles. Instead all client transports ~~must~~ will take place in agency owned vehicles.
- b. Use of employee vehicles exposes the employee and employer to risk. Risks the employee face include:
 - having their vehicle damaged;
 - liability claim brought against them by drivers and passengers of other vehicles that may collide with them; or
 - the employees may sustain injuries themselves.
- c. Employees, contracted employees and student interns who claim mileage for the use of personal vehicles to conduct agency business ~~must~~ will:
 - Possess a valid driver's license. A copy of the driver's license ~~must~~ will be made and placed in their personnel file.
 - Provide a copy of the declaration page of the employee's insurance policy. This copy ~~must~~ will also be placed in their personnel files. Personal automobile liability coverage should at least be at the State required minimum limits. Any changes in insurance coverage ~~must~~ will be reported to the employee's supervisor and a copy of the new declaration page ~~must~~ will be filed in their personnel file.
 - Sign a statement acknowledging that when the agency pays mileage, the agency is also purchasing insurance coverage and that the expectation is that personal

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

coverage is primary and the agency is excess (AG#007).

- Maintain personal vehicle in good operating condition at all times.
 - Abide by the same conditions in Section 1 (e).
- d. The agency's auto liability coverage protects both the agency and its employees while employees are actually using personal vehicles on agency authorized business. ~~However~~ Yet, this coverage is provided on an excess basis, which means an employee's personal auto liability coverage would be the first to respond to a claim or lawsuit filed against the employee.
- e. Motorcycles are not an approved mode of transportation for agency business.

Section 3 – Mileage Expense

- a. When there are no agency cars available for use, the agency will pay the current IRS rate for mileage. The rate of reimbursement, when an agency car is available, when using your personal car, will be .23 cents per mile.
- b. If more than one employee is traveling to the same meeting/location, they must ride share. If one chooses to ride separately, they travel at their own expense. Employees must make travel arrangements ~~prior~~ before actual travel.

Section 4 – Failure to Follow this Policy

- a. Violations of this policy will be considered very seriously. It may result in the imposition up to and including termination from the agency.

Agency Forms Regarding This Policy:

AG#007 - New Employee Statement

AG#070 - Vehicle Check - Repair Request

AG#106 - Waiver of Liability for Presence in Agency Vehicle

**SOUTHWEST HEALTH AND HUMAN SERVICES
PERSONNEL POLICY NUMBER 8**

EFFECTIVE DATE: 11/16/11

REVISION DATE: 10/21/15; 06/17/20; 09/16/20; 05/19/21

AUTHORITY: Southwest Health and Human Services Joint Governing Board

---EMPLOYEE RESIGNATION---

Section 1 – Resignation Procedures

- a. A minimum of two (2) weeks notice ~~shall~~ must be given. A four week notice is preferred.
- b. Written resignation which contains an effective date ~~shall~~ must be submitted to the immediate supervisor with a copy to the Division Director, Director and Human Resources. Human Resources will respond in writing to the resignation letter. The response will include the date the resignation was received and the effective date of the resignation.
- c. Employees may not use more than three days of vacation leave during the last two (2) weeks of employment.
- d. Employees may not use medical leave during the last two weeks of employment after submitting their resignation, except in the case of accident, injury or documented illness of the employee.
- e. Upon notice of resignation, that employee will not work a flex schedule for the last two (2) weeks of the employee's employment with the agency, unless the employee's job requires work outside regular office hours and the employee's direct supervisor approves it.
- f. Office keys, manuals, and assigned equipment must be turned in to the supervisor on the last working day.
- g. Exit interview (AG#076) is optional and will be offered by Human Resources ~~prior to~~ before to the last working day. ~~Separation Rating form (DHS 358) must be completed by supervisor prior to the last working day.~~
- h. Employees will remain covered under the agency's group insurance policy through the end of the month of the month of resignation.
- i. Employees may purchase continued insurance coverage (single and dependent) at actual cost under COBRA. Coverage will be discontinued if premiums are not paid within deadline set by the agency.

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**SOUTHWEST HEALTH AND HUMAN SERVICES
PERSONNEL POLICY NUMBER 8**

- j. An employee who terminates employment the day before a paid holiday will be paid only through their last work day. In the case when an employee terminates employment during a month, the paid holiday will be counted as a work day if the holiday falls during the period of employment.
- k. When any employee separates from employment, the wages unpaid at the time the employee separates ~~shall~~ will be paid in full no later than the first regularly scheduled payday following the employee's final day of employment. Cutoff for payroll is Monday noon the week of a pay date, unless Monday is a holiday then cutoff is Tuesday noon. If an employee's last date of employment falls on the week of payroll then the employee's final payroll check will be the following pay date. Final time sheet **MUST** be completed and approved by supervisor before pay check will be distributed.
- l. All procedures must be completed before the final pay check is released.

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

The Computer Man, Inc.



1105 Canoga Park Drive
 Marshall, MN 56258
 Phone (507) 532-7562
 Fax (507) 532-2680
 www.tcmi.com

5/12/2021

Quote # 620345

Quote

business partner



Microsoft Partner

Silver Midmarket Solution Provider



Prepared For

Southwest Health & Human Services
 607 West Main Street Suite 100
 Marshall, MN 56258

PO Number	Terms	Rep
	Net 10 Days	MWT

Description	Qty	Price	Extended Price
Plantronics Blackwire C3220 Headset - Stereo - USB Type A - Wired - 20 Hz - 20 kHz - Over-the-head - Binaural - Supra-aural - Noise Cancelling Microphone - Black	10	39.50	395.00

Thank you for your business.	Subtotal	\$395.00
	Sales Tax (6.875%)	\$0.00
	Total	\$395.00

Quote valid for 2 weeks
 from date.



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Chris Cauwels,

Thank you for your online quote request. Please contact [Jack O'connell](#) should you have any questions regarding configuration, pricing or contract verification.

Convert Quote to Order

Quote #	Quote Date	Quote Reference	Customer #
1C4X28K	05/14/2021	Headsets	11383670

Item	Qty	CDW #	Unit Price	Ext. Price
 Poly - Plantronics Blackwire C3220 USB - headset Mfg. Part#: 209745-101 UNSPSC: 43191609	10	4925208	\$35.00	\$350.00

Subtotal	\$350.00
Shipping	\$0.00
Grand Total	\$350.00

Purchaser Billing Info	Deliver To
Billing Address: Southwest Health And Human Services Attn: Accts Payable (# 11383670) 607 W Main St Ste 200 Marshall, MN 562583171 Phone: (507) 537-7280	Shipping Address: Southwest Health and Human Ser Chris Cauwels 607 West Main Street Suite 100 Marshall, MN 56258 Phone: (507) 532-1223 Shipping Method: UPS Ground (2 - 3 day)

Convert Quote to Order



Sales Contact Info

Jack O'connell | (312) 547-2791 | jack.oconnell@cdw.com




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• NOTE: Please read this important message when searching for exclusion records.

Current Search Terms: The Computer Man Inc*

Clear Search

Total records: 0

Save PDF

Export Results

Print

Result Page:

Sort by Relevance

Order by Descending

FILTER RESULTS

Your search for The Computer Man Inc* returned the following results...

No records found.

By Record Status

Active

Inactive

By Record Type

Entity Registration

Exclusion

Apply Filters

Result Page:

Save PDF

Export Results

Print



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This is a U.S. General Services Administration Federal Government computer system that is "TOP SECRET//SI//NF//NOFORN". This system is subject to monitoring, intrusion, and other performance monitoring activities as subject to disciplinary action, including criminal prosecution.

You have searched your GSA.gov registration entity database, please run GSA.

Entity Dashboard

CDW Government LLC
DUNS: 026157235 CAGE Code: 1KH72
Status: Active
Expiration Date: 11/12/2021
Purpose of Registration: All Awards

230 N Milwaukee Ave
Vernon Hills, IL 60061-4304,
UNITED STATES

Entity Overview

Entity Registration

Core Data

Assertions

Reps & Certs

POCs

Exclusions

Active Exclusions

Inactive Exclusions

Excluded Family Members

RETURN TO SEARCH

Entity Overview

Entity Registration Summary

Name: CDW Government LLC
Business Type: Business or Organization
Last Updated By: Jeanette Teasley
Registration Status: Active
Activation Date: 11/12/2020
Expiration Date: 11/12/2021

Exclusion Summary

Active Exclusion Records? No



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MAY 2021
GRANTS ~ AGREEMENTS ~ CONTRACTS
for Board review and approval

MDH COVID-19 Vaccine Administration Grant – 04/01/21 to 12/30/21; Another new grant for pandemic response (COVID-19) and vaccination implementation which includes measures related to prevention as well as administrative costs, supplies, etc; \$942,095 award (NEW).

Hunger Solutions Minnesota (St Paul, MN) – 05/01/21 to 10/31/21; An agreement to provide clinical staff training regarding food insecurity and screening process for client needs as well as guidance for best practices. They will also provide technical assistance to integrate SNAP and related programs into the clinic flow; \$30/hour up to \$2,999 (NEW).
Fiscal Note: NEW

Pipestone Publishing (Pipestone, MN) – 07/01/20 to 06/30/21; Contract for media consultation services for the Planning and Implementation grant to complete its Positive Community Norms (PCN) media campaign, \$1,250/mo for a total of \$15,000 annually (no change) (renewal).
Fiscal Note: expenses reimbursed through grant

Signatures None
 Signatures Partial
 Signatures Completed