



Board Agenda
Wednesday August 18, 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 7/21/2021 Board Minutes

- D. Introduce New Staff:
 - Cody Rofshus, Public Health Nurse, Luverne
 - Michael Jans, County Agency Social Worker (AMH), Pipestone
 - Cassandra Woitaszewski, Public Health Nurse, Pipestone
 - Jennifer Beek, Eligibility Worker, Marshall

- E. Employee Recognition:
 - Tristan Boetcher, 1 year, Information Technology Specialist, Marshall
 - Candace Swenson, 5 years, Social Worker (CPS), Luverne
 - Nicole Traen, 15 years, Public Health Nurse, Marshall/Ivanhoe
 - Amy Herigon, 20 years, Child Support Lead Worker, Marshall
 - Angie Orren, 20 years, Social Worker (DD), Marshall
 - Deanna Stelter, 20 years, Social Worker (CW), Marshall
 - Mavis Salfer, 20 years, Health Services Program Aide, Redwood Falls

- F. Financial

HUMAN SERVICES (cont.)

G. Caseload	<u>07/21</u>	<u>07/20</u>	<u>06/21</u>	<u>05/21</u>
Social Services	3,642	3,691	3,656	3,680
Licensing	415	435	416	418
Out-of-Home Placements	179	160	171	167
Income Maintenance	13,356	12,528	13,342	13,427
Child Support Cases	3,012	3,171	3,037	3,058
Child Support Collections	\$726,333	\$790,929	\$770,360	\$790,732
Non IV-D Collections	\$92,903	\$109,442	\$193,355	\$339,800

- H. Discussion/Information
1. Out of Home Placement Trends-Michelle Buysse
 2. Electronic Home Monitoring Service-Michelle Buysse
- I. Decision Items
1. 2022 Preliminary Human Services Budget

COMMUNITY HEALTH

- J. Call to Order
- K. Consent Agenda
1. Amend/Approval of Agenda
 2. Identification of Conflict of Interest
 3. Approval of 7/21/2021 Board Minutes
- L. Financial

COMMUNITY HEALTH (cont.)

M. Caseload	<u>07/21</u>	<u>06/21</u>	<u>05/21</u>
WIC	N/A	1905	1892
Family Home Visiting	10	13	12
PCA Assessments	10	11	4
Managed Care	197	211	175
Dental Varnishing	0	0	0
Refugee Health	0	1	1
Latent TB Medication Distribution	2	0	2
Water Tests	185	178	137
FPL Inspections	57	81	33
Immunizations	21	12	15
COVID Vaccine Admin	40	128	237
Car Seats	7	9	4

- N. Discussion/Information
 - 1. Water Lab/Environmental Health Update – Jason Kloss

- O. Decision Items
 - 1. 2022 Preliminary Community Health Budget

GOVERNING BOARD

- P. Call to Order

- Q. Consent Agenda
 - 1. Amend/Approval of Agenda
 - 2. Identification of Conflict of Interest
 - 3. Approval of 7/21/2021 Board Minutes

- R. Financial

GOVERNING BOARD (cont.)

S. Human Resources Statistics

	<u>07/21</u>	<u>07/20</u>	<u>06/21</u>	<u>05/21</u>
Number of Employees	232	233	230	230
Separations	2		3	1

T. Discussion/Information

1. 2020 Audit – Melody Caron, Office of the State Auditor
2. Director of Business Management Position to Replace Fiscal Manager
3. Renaming Management Information Supervisor to IT Director
4. September 2021 Board Meeting Date
5. MCIT 2021 Insurance Dividend

U. Decision Items

1. Chelsea Self, Public Health Nursing Supervisor, probationary appointment (12 months), \$63,072.40 per year, effective 8/9/2021
2. Jackie Wilson, County Agency Social Worker, probationary appointment (6 months), no change in pay, effective 8/16/2021
3. Dean Slatko, County Agency Social Worker CPS, probationary appointment (12 months), \$24.12 per hour, effective 8/30/2021
4. Kia Balster, Eligibility Worker, probationary appointment (12 months), \$18.69 per hour, effective 9/13/2021
5. Request for Fraud Prevention Investigators (2)
6. Safety Policy #02 Infection Control
7. 2022 Preliminary Budget
8. Donations:
 - a. Anonymous donation of an infant baby bath for foster care or adoption unit
 - b. Stephanie McKee and Timothy Michaels donated 2 additional toddler beds and 1 mattress for children in need.
 - c. The First Presbyterian Church in Redwood Falls donated 9 gift cards to the Redwood Falls Aquatic Center/Redwood Area Community Center to families in need.
 - d. Anonymous donation of Little Tikes car and Fisher Price ABC wagon for young children/parents in need.
9. Contracts
10. Closed Session (Union Negotiations)

V. Adjournment

Next Meeting Dates:

- **Wednesday, September 15, 2021 – Marshall**
- **Wednesday, October 20, 2021 – Marshall**
- **Wednesday, November 17, 2021 – Marshall**

SOUTHWEST HEALTH & HUMAN SERVICES

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

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

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

Description	Month	Running Balance
BEGINNING BALANCE		\$7,821,877
RECEIPTS		
Monthly Receipts	2,917,192	
County Contribution	214,919	
Interest on Savings	54	
TOTAL MONTHLY RECEIPTS		3,132,164
DISBURSEMENTS		
Monthly Disbursements	5,663,852	
TOTAL MONTHLY DISBURSEMENTS		5,663,852
ENDING BALANCE		\$5,290,189

REVENUE

Checking/Money Market	\$5,290,189
SS Benefits Checking	\$5,420
Bremer Savings	\$892,812
Great Western Bank Savings	\$75,516
Investments - MAGIC Fund	\$1,561,394

ENDING BALANCE **\$7,825,331**

July 2020 Ending Balance

\$8,206,915

DESIGNATED/RESTRICTED FUNDS

Agency Health Insurance	\$957,506
LCTS Lyon Murray Collaborative	\$168,530
LCTS Rock Pipestone Collaborative	\$64,679
LCTS Redwood Collaborative	\$13,919
Local Advisory Council	\$678

July 2020 Ending Balance

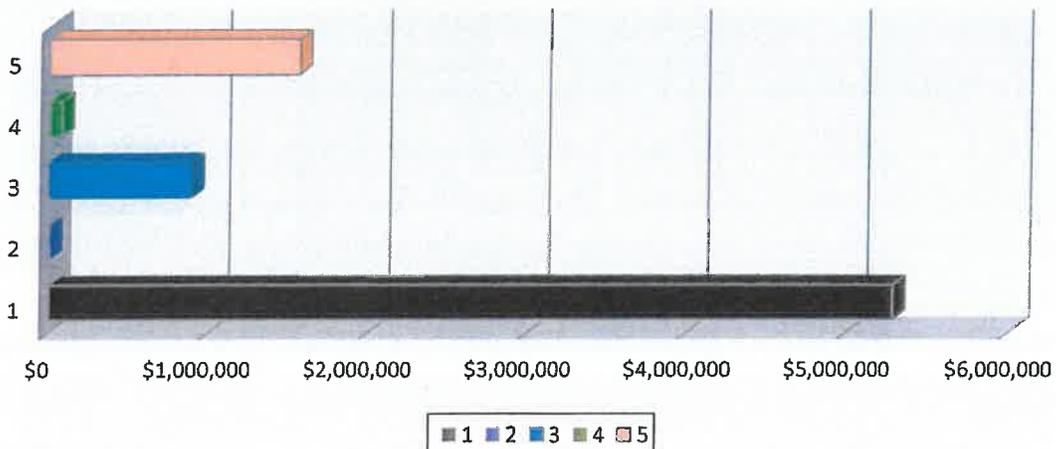
\$1,289,387

AVAILABLE CASH BALANCE **\$6,620,019**

July 2020 Ending Balance

\$6,691,564

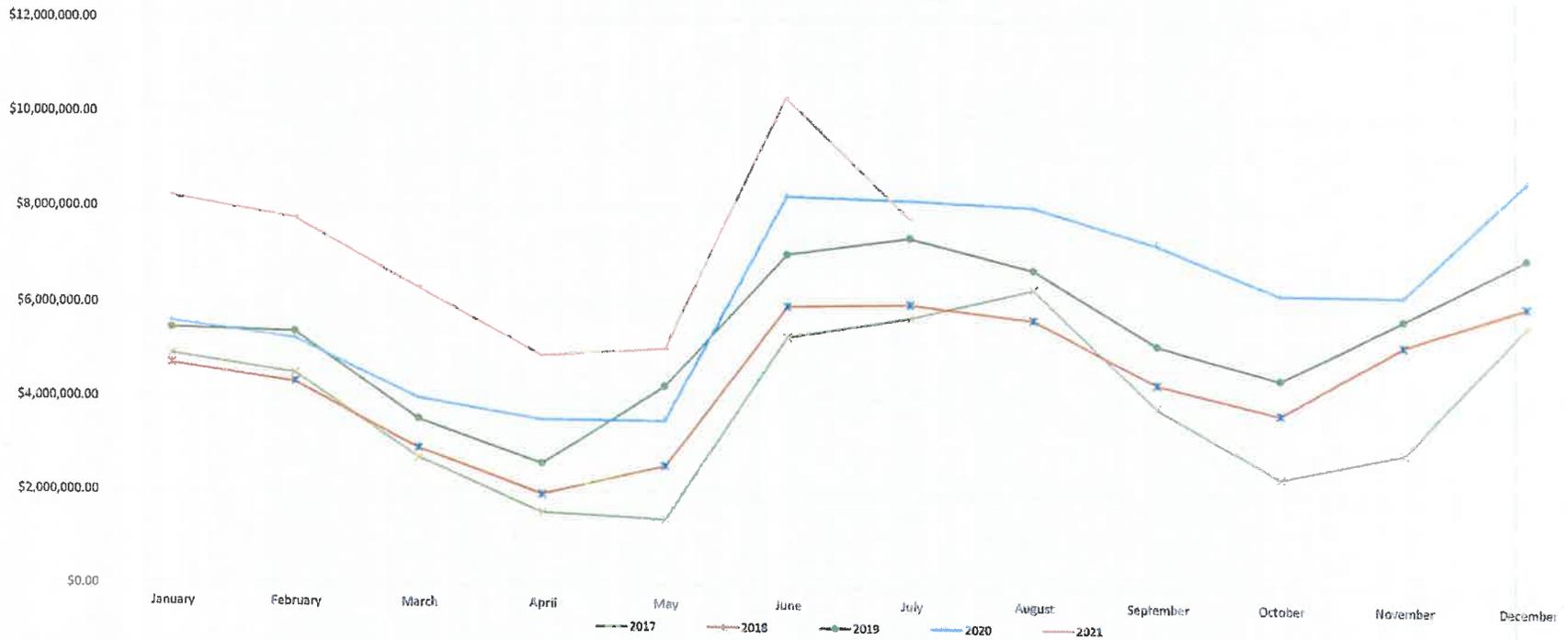
REVENUE DESIGNATION



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	\$3,968,776.58
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	\$6,260,975.41
2021	\$8,213,250.83	\$7,755,540.60	\$6,331,255.58	\$4,926,907.49	\$5,077,191.48	\$10,354,544.54	\$7,823,063.10						\$7,211,679.09

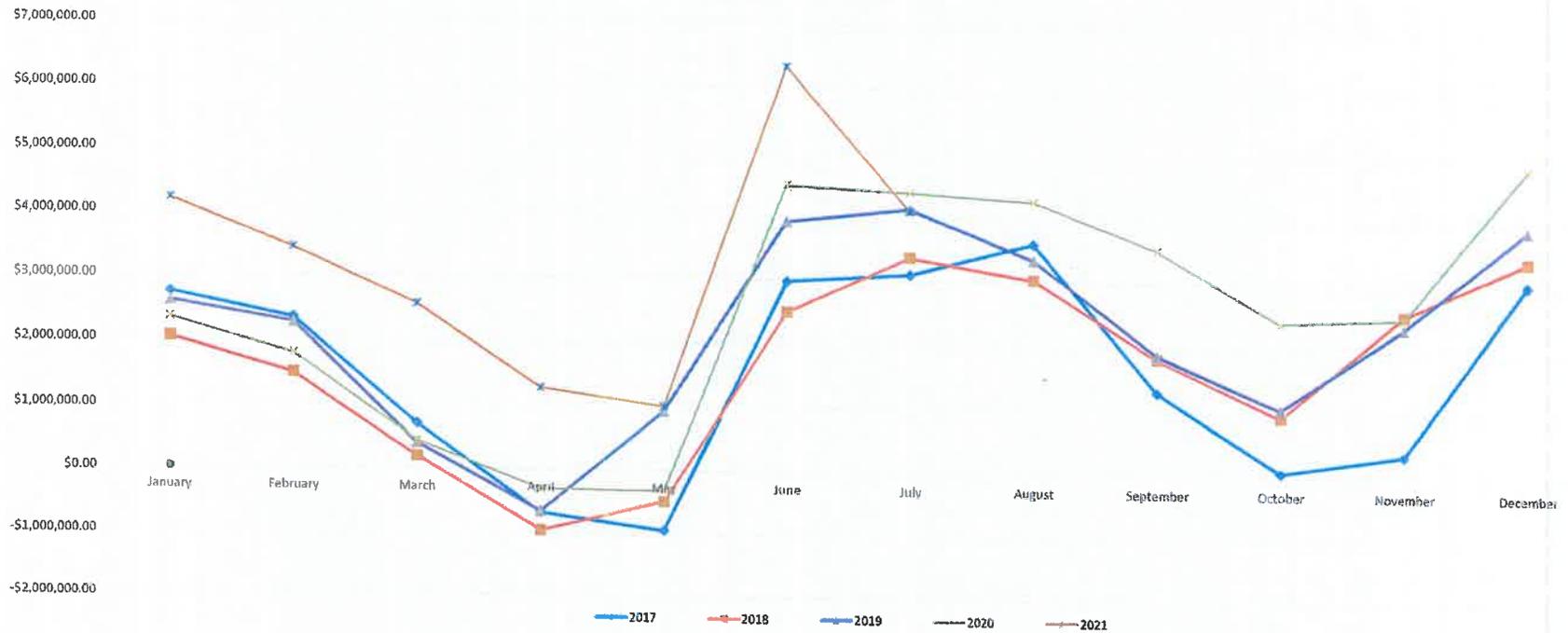
SWHHS Cash and Investment Balances



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	\$3,397,083.22	\$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	\$4,846,862.00	\$2,528,493.65
2021	\$4,187,134.17	\$3,427,813.26	\$2,583,120.41	\$1,286,019.28	\$1,010,954.13	\$6,340,125.80	\$4,083,584.58						\$3,271,250.23

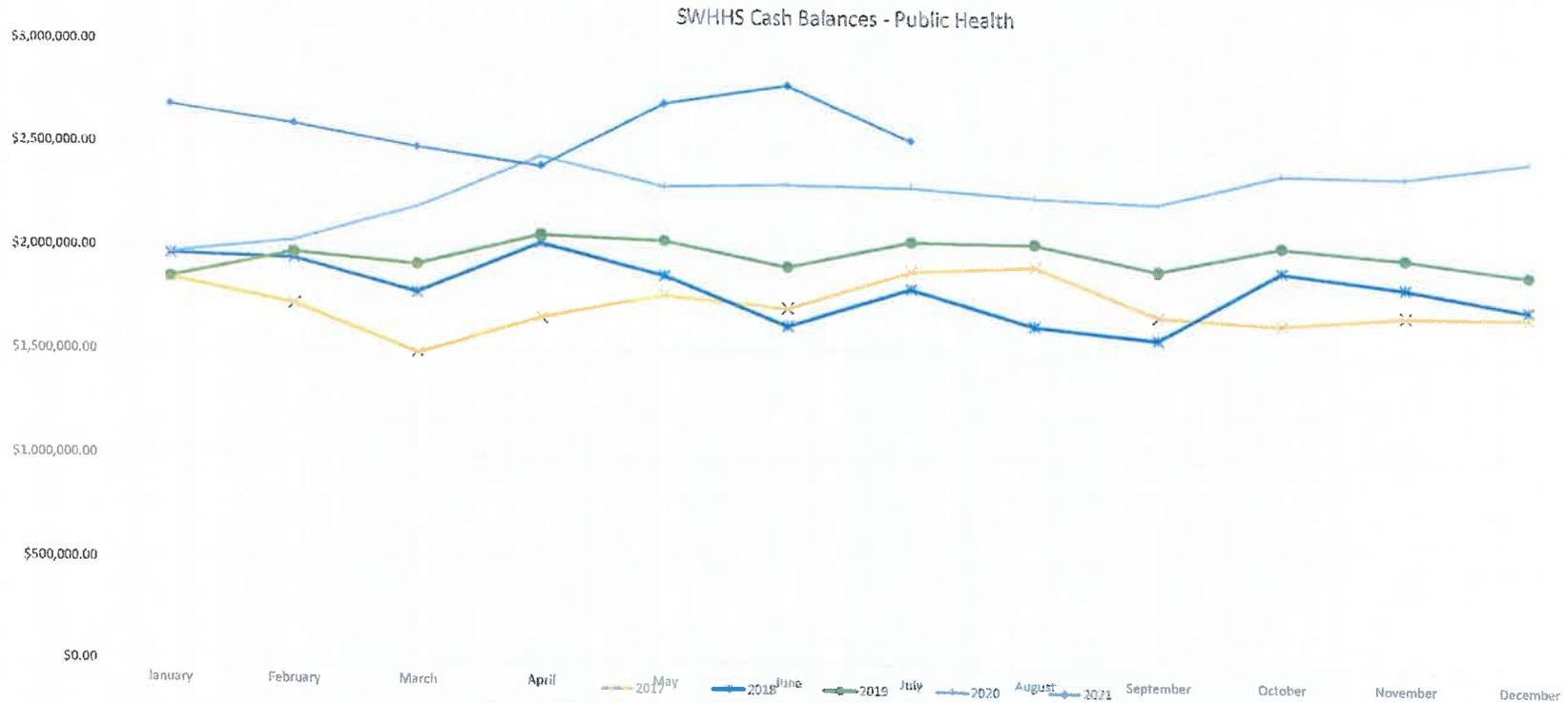
SWHHS Cash Balances - Human Services



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	\$1,870,382.57	\$1,633,344.06	\$1,816,127.45	\$1,643,950.72	\$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	\$2,704,232.84	\$2,797,102.25	\$2,534,166.91					

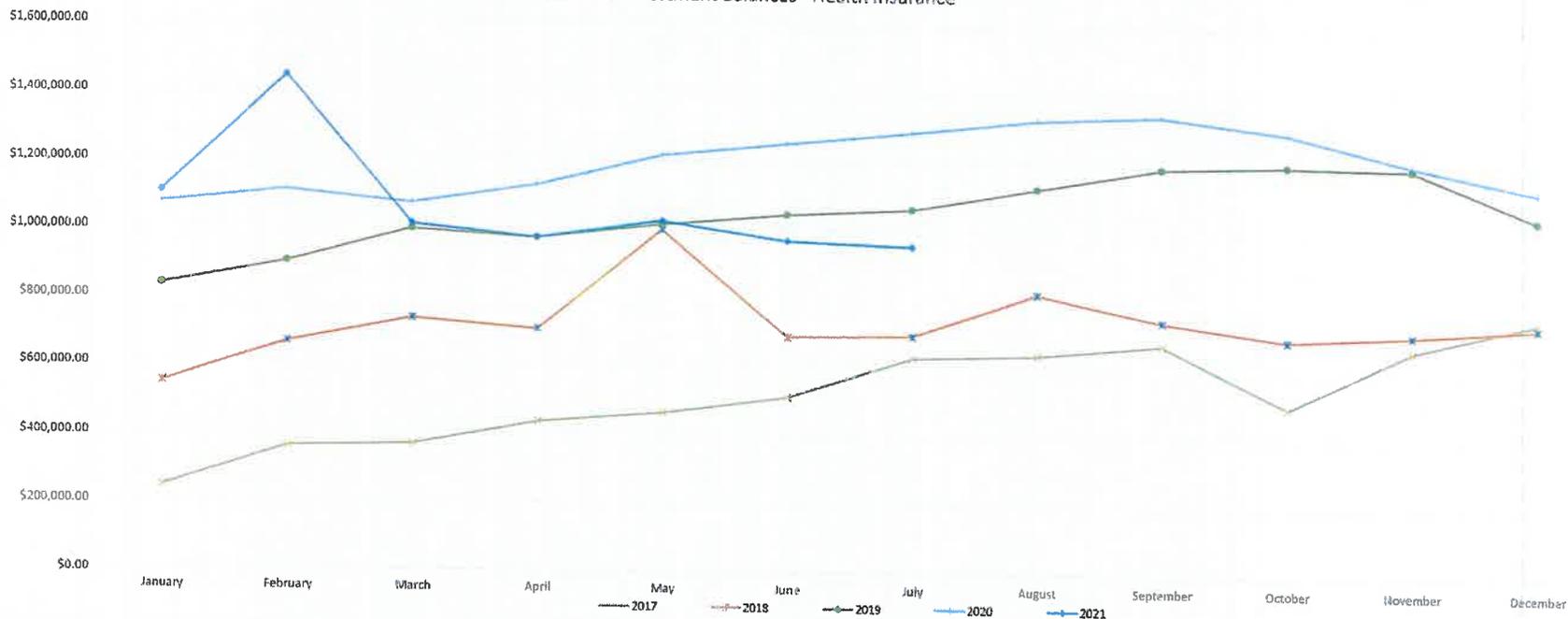
Average for Year
\$1,737,349.16
\$1,813,230.15
\$1,974,715.22
\$2,272,723.97
\$2,599,377.23



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	\$1,169,707.87	\$1,200,976.08	\$1,195,846.02	\$1,051,604.82	\$1,049,203.01
2020	1,070,978.00	1,108,164.79	1,071,726.42	1,126,237.51	1,216,443.58	1,252,789.13	1,289,386.59	1,328,430.70	1,343,792.01	1,297,527.65	1,206,581.80	1,132,234.63	\$1,203,691.07
2021	1,103,507.67	1,443,581.40	1,012,036.66	973,311.22	1,025,293.31	970,211.29	957,506.41						\$1,069,349.71

SWHHS Cash and Investment Balances - Health Insurance



SOUTHWEST HEALTH AND HUMAN SERVICES CHECK REGISTER

JULY 2021

DATE	RECEIPT or CHECK #	DESCRIPTION	+ DEPOSITS	-DISBURSEMENTS	BALANCE
	BALANCE FORWARD				7,821,876.91
07/01/21	CD Investment Purchase	Disb		2,000,000.00	5,821,876.91
07/02/21	70746 - 70990 ACH	Payroll		520,294.51	5,301,582.40
07/02/21	9827 - 9847	Payroll		139,893.79	5,161,688.61
07/02/21	115615-115646	Disb		3,060.60	5,158,628.01
07/02/21	9572-9576 ACH	Disb		387.18	5,158,240.83
07/02/21	115647-115683	Disb		136,142.37	5,022,098.46
07/02/21	9577-9597 ACH	Disb		7,170.44	5,014,928.02
07/02/21	45520-45579	Dep	220,550.22		5,235,478.24
07/06/21	45580-45606	Dep	77,752.98		5,313,231.22
07/06/21	10114	Disb		19,551.68	5,293,679.54
07/07/21	10115	Disb		1,519.73	5,292,159.81
07/07/21	10116	Disb		13,578.83	5,278,580.98
07/09/21	115684-115694	Disb		11,033.12	5,267,547.86
07/09/21	9598-9601 ACH	Disb		289.90	5,267,257.96
07/09/21	115695-115756	Disb		118,033.62	5,149,224.34
07/09/21	9602-9658 ACH	Disb		103,075.87	5,046,148.47
07/09/21	45607-45678	Dep	225,464.93		5,271,613.40
07/12/21	10117	Disb		57,130.05	5,214,483.35
07/13/21	45679-45730	Dep	1,517,480.02		6,731,963.37
07/15/21	10118	Disb		49,379.87	6,682,583.50
07/16/21	70991 - 71231 ACH	Payroll		508,563.38	6,174,020.12
07/16/21	9848 - 9866	Payroll		139,407.34	6,034,612.78
07/16/21	115757-115812	Disb		6,788.78	6,027,824.00
07/16/21	9659-9666 ACH	Disb		950.56	6,026,873.44
07/16/21	115813-115889	Disb		309,705.80	5,717,167.64
07/16/21	9667-9695 ACH	Disb		247,527.63	5,469,640.01
07/15/21	10119	Disb		229.00	5,469,411.01
07/15/21	10120	Disb		16.00	5,469,395.01
07/16/21	45731-45793	Dep	329,074.91		5,798,469.92
07/19/21	10121	Disb		63,532.77	5,734,937.15
07/20/21	10122	Disb		13,723.75	5,721,213.40
07/20/21	45794-45824	Dep	52,403.13		5,773,616.53
07/21/21	10123	Disb		13,578.49	5,760,038.04
07/22/21	10124	Disb		810.00	5,759,228.04
07/23/21	115890-115946	Disb		8,613.00	5,750,615.04
07/23/21	9696-9728 ACH	Disb		5,004.50	5,745,610.54
07/23/21	115947-116145	Disb		117,405.25	5,628,205.29
07/23/21	9729-9741 ACH	Disb		6,676.52	5,621,528.77
07/23/21	116146-116180	Disb		8,455.64	5,613,073.13
07/23/21	9742-9750 ACH	Disb		416.94	5,612,656.19
07/23/21	116181-116231	Disb		147,848.72	5,464,807.47
07/23/21	9751-9774 ACH	Disb		59,164.44	5,405,643.03
07/23/21	45825-45880	Dep	282,397.82		5,688,040.85
07/26/21	10125	Disb		69,094.42	5,618,946.43
07/26/21	transfer from SS account	Dep	10,174.00		5,629,120.43
07/27/21	45881-45912	Dep	99,829.46		5,728,949.89
07/28/21	VOID 115765	Disb		(1,575.98)	5,730,525.87
07/30/21	71232 - 71476 ACH	Payroll		564,065.56	5,166,460.31
07/30/21	9867 - 9870	Payroll		3,763.00	5,162,697.31
07/30/21	116232-116259	Disb		6,631.77	5,156,065.54
07/30/21	9775-9779 ACH	Disb		616.26	5,155,449.28
07/30/21	116260-116296	Disb		47,393.64	5,108,055.64
07/30/21	9780-9789 ACH	Disb		134,903.30	4,973,152.34
07/30/21	45913-45966	Dep	317,036.72		5,290,189.06
					5,290,189.06
	Balanced 08/03/21 LMD	TOTALS	3,132,164.19	5,663,852.04	

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

5,420.00
892,811.70
75,515.81
1,561,394.07

TOTAL CASH BALANCE

7,825,330.64

Southwest Health and Human Services



Treasurer's Cash Trial Balance

As of 07/2021

<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		458,232.93	2,520,380.84	
Disbursements		85,833.50-	461,145.39-	
Payroll		315,334.77-	1,663,059.33-	
Journal Entries		320,000.00-	320,000.00-	
Fund Total		262,935.34-	76,176.12	2,534,166.91
5 Human Services Fund	410	General Administration		
	309,915.58-			
Receipts		64,050.55	411,840.87	
Disbursements		64,762.21-	410,026.74-	
Payroll		16,711.25-	80,343.76-	
Dept Total		17,422.91-	78,529.63-	388,445.21-
5 Human Services Fund	420	Income Maintenance		
	744,487.98			
Receipts		316,139.46	5,918,705.59	
Disbursements		339,257.37-	2,562,510.39-	
Payroll		483,406.94-	2,472,342.90-	
Journal Entries		580,000.00-	580,000.00-	
Dept Total		1,086,524.85-	303,852.30	1,048,340.28
5 Human Services Fund	431	Social Services		
	7,886,764.87			
Receipts		2,046,353.63	11,174,992.26	
Disbursements		163,847.35-	859,532.41-	
SSIS		875,374.31-	4,838,443.29-	
Payroll		1,029,018.58-	5,224,691.50-	
Journal Entries		1,100,000.00-	1,100,000.00-	
Dept Total		1,121,886.61-	847,674.94-	7,039,089.93
5 Human Services Fund	461	Information Systems		
	3,474,762.68-			
Receipts		894.50	24,374.31	
Disbursements		85.31-	1,539.26-	

LMD
8/11/21 9:21AM

Southwest Health and Human Services



Treasurer's Cash Trial Balance

As of 07/2021

<u>Fund</u>		<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
	Payroll		31,516.04-	163,472.79-	
	Dept Total		30,706.85-	140,637.74-	3,615,400.42-
5	Human Services Fund		471	LCTS Collaborative Agency	
		0.00			
	Receipts		0.00	125,684.00	
	Disbursements		0.00	125,684.00-	
	Dept Total		0.00	0.00	0.00
	Fund Total	4,846,574.59	2,256,541.22-	762,990.01-	4,083,584.58
61	Agency Health Insurance				
		1,132,234.63			
	Receipts		248,267.07	1,883,153.60	
	Disbursements		260,971.95-	2,057,881.82-	
	Fund Total		12,704.88-	174,728.22-	957,506.41
71	LCTS Lyon Murray Collaborative Fund		471	LCTS Collaborative Agency	
		152,747.88			
	Receipts		700.00	56,193.00	
	Disbursements		0.00	40,411.34-	
	Dept Total		700.00	15,781.66	168,529.54
	Fund Total	152,747.88	700.00	15,781.66	168,529.54
73	LCTS Rock Pipestone Collaborative Fund		471	LCTS Collaborative Agency	
		43,882.53			
	Receipts		0.00	23,916.00	
	Disbursements		0.00	3,120.00-	
	Dept Total		0.00	20,796.00	64,678.53
	Fund Total	43,882.53	0.00	20,796.00	64,678.53
75	Redwood LCTS Collaborative		471	LCTS Collaborative Agency	
		54,493.79			

LMD
8/11/21 9:21AM

Southwest Health and Human Services

Treasurer's Cash Trial Balance

As of 07/2021



<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Receipts		0.00	46,925.00	
Disbursements		0.00	87,500.00-	
Dept Total		0.00	40,575.00-	13,918.79
Fund Total	54,493.79	0.00	40,575.00-	13,918.79
77 Local Advisory Council	477 Local Advisory Council			
	738.34			
Disbursements		0.00	60.00-	
Dept Total		0.00	60.00-	678.34
Fund Total	738.34	0.00	60.00-	678.34
All Funds	8,688,662.55			
Receipts		3,134,638.14	22,186,165.47	
Disbursements		914,757.69-	6,609,411.35-	
SSIS		875,374.31-	4,838,443.29-	
Payroll		1,875,987.58-	9,603,910.28-	
Journal Entries		2,000,000.00-	2,000,000.00-	
Total		2,531,481.44-	865,599.45-	7,823,063.10

Southwest Health and Human Services



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8/11/21 9:21AM

1 Health Services Fund

Trial Balance
As of 07/2021

Report Basis: Cash

Page 2

<u>Account</u>	<u>Beginning Balance</u>	<u>Actual This- Month</u>	<u>Actual Year- To- Date</u>	<u>Current Balance</u>
----- Assets -----				
1001 Cash in Bank - Checking	2,457,990.79	262,935.34-	76,176.12	2,534,166.91
1090 Investments	0.00	320,000.00	320,000.00	320,000.00
Total Assets	2,457,990.79	57,064.66	396,176.12	2,854,166.91
--- Liabilities and Balance ---				
Liabilities				
Total Liabilities	0.00	0.00	0.00	0.00
Fund Balance				
2881 Unassigned Fund Balance	2,457,990.79-	0.00	0.00	2,457,990.79-
2885 Revenue Control	0.00	458,232.93-	2,519,964.46-	2,519,964.46-
2887 Expenditure Control	0.00	401,168.27	2,123,788.34	2,123,788.34
Total Fund Balance	2,457,990.79-	57,064.66-	396,176.12-	2,854,166.91-
Total Liabilities and Balance	2,457,990.79-	57,064.66-	396,176.12-	2,854,166.91-
410 General Administration				
----- Assets -----				
Total Assets	0.00	0.00	0.00	0.00
--- Liabilities and Balance ---				
Liabilities				
Total Liabilities	0.00	0.00	0.00	0.00
Fund Balance				
Total Fund Balance	0.00	0.00	0.00	0.00
Total Liabilities and Balance	0.00	0.00	0.00	0.00
1 Health Services Fund	0.00	0.00	0.00	0.00

Southwest Health and Human Services



LMD
8/11/21 9:21AM

Trial Balance
As of 07/2021

Report Basis: Cash

5 Human Services Fund

<u>Account</u>	<u>Beginning Balance</u>	<u>Actual This-Month</u>	<u>Actual Year-To-Date</u>	<u>Current Balance</u>
410 General Administration				
----- Assets-----				
1001 Cash In Bank - Checking	309,915.58-	17,422.91-	78,529.63-	388,445.21-
Total Assets	309,915.58-	17,422.91-	78,529.63-	388,445.21-
--- Liabilities and Balance-----				
Liabilities				
2090 Due To Flexible Plan Employees	321.28	710.93	710.95	1,032.23
Total Liabilities	321.28	710.93	710.95	1,032.23
Fund Balance				
2850 Assigned for Software Purchases	64,377.00	0.00	0.00	64,377.00
2881 Unassigned Fund Balance	245,217.30	0.00	0.00	245,217.30
2887 Expenditure Control	0.00	16,711.98	77,818.68	77,818.68
Total Fund Balance	309,594.30	16,711.98	77,818.68	387,412.98
Total Liabilities and Balance	309,915.58	17,422.91	78,529.63	388,445.21
420 Income Maintenance				
----- Assets-----				
1001 Cash In Bank - Checking	744,487.98	1,086,524.85-	303,852.30	1,048,340.28
1090 Investments	0.00	580,000.00	580,000.00	580,000.00
Total Assets	744,487.98	506,524.85-	883,852.30	1,628,340.28
--- Liabilities and Balance-----				
Liabilities				
Total Liabilities	0.00	0.00	0.00	0.00
Fund Balance				
2881 Unassigned Fund Balance	744,487.98-	0.00	0.00	744,487.98-
2885 Revenue Control	0.00	316,139.46-	5,918,191.87-	5,918,191.87-
2887 Expenditure Control	0.00	822,664.31	5,034,339.57	5,034,339.57
Total Fund Balance	744,487.98-	506,524.85	883,852.30-	1,628,340.28-
Total Liabilities and Balance	744,487.98-	506,524.85	883,852.30-	1,628,340.28-
431 Social Services				
----- Assets-----				

Southwest Health and Human Services



LMD
8/11/21 9:21AM

5 Human Services Fund

Trial Balance
As of 07/2021

Report Basis: Cash

Page 4

<u>Account</u>	<u>Beginning Balance</u>	<u>Actual This- Month</u>	<u>Actual Year- To- Date</u>	<u>Current Balance</u>
1001 Cash In Bank - Checking	7,886,764.87	1,121,886.61-	847,674.94-	7,039,089.93
1090 Investments	0.00	1,100,000.00	1,100,000.00	1,100,000.00
1205 County Advances - MFIP (Chippewa Cty)	111,139.47	0.00	0.00	111,139.47
Total Assets	7,997,904.34	21,886.61-	252,325.06	8,250,229.40
--- Liabilities and Balance-----				
Liabilities				
Total Liabilities	0.00	0.00	0.00	0.00
Fund Balance				
2881 Unassigned Fund Balance	7,997,904.34-	0.00	0.00	7,997,904.34-
2885 Revenue Control	0.00	2,032,766.76-	11,125,760.11-	11,125,760.11-
2887 Expenditure Control	0.00	2,054,653.37	10,873,435.05	10,873,435.05
Total Fund Balance	7,997,904.34-	21,886.61	252,325.06-	8,250,229.40-
Total Liabilities and Balance	7,997,904.34-	21,886.61	252,325.06-	8,250,229.40-
461 Information Systems				
----- Assets-----				
1001 Cash In Bank - Checking	3,474,762.68-	30,706.85-	140,637.74-	3,615,400.42-
Total Assets	3,474,762.68-	30,706.85-	140,637.74-	3,615,400.42-
--- Liabilities and Balance-----				
Liabilities				
Total Liabilities	0.00	0.00	0.00	0.00
Fund Balance				
2881 Unassigned Fund Balance	3,474,762.68	0.00	0.00	3,474,762.68
2885 Revenue Control	0.00	894.50-	24,374.31-	24,374.31-
2887 Expenditure Control	0.00	31,601.35	165,012.05	165,012.05
Total Fund Balance	3,474,762.68	30,706.85	140,637.74	3,615,400.42
Total Liabilities and Balance	3,474,762.68	30,706.85	140,637.74	3,615,400.42
471 LCTS Collaborative Agency				
----- Assets-----				
Total Assets	0.00	0.00	0.00	0.00
--- Liabilities and Balance-----				
Liabilities				

Southwest Health and Human Services



RM-Stmt of Revenues & Expenditures

As Of 07/2021

Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO-DATE	2021 BUDGET	% OF BUDG	% OF YEAR
FUND 1 HEALTH SERVICES FUND					
REVENUES					
CONTRIBUTIONS FROM COUNTIES	214,918.50-	755,136.00-	1,080,435.00-	70	58
INTERGOVERNMENTAL REVENUES	1,710.00-	122,496.50-	166,000.00-	74	58
STATE REVENUES	39,868.47-	468,798.82-	809,158.00-	58	58
FEDERAL REVENUES	141,713.71-	799,895.98-	1,219,989.00-	66	58
FEES	59,911.82-	372,298.36-	492,480.00-	76	58
EARNINGS ON INVESTMENTS	8.66-	187.25-	9,000.00-	2	58
MISCELLANEOUS REVENUES	101.77-	1,151.55-	6,600.00-	17	58
TOTAL REVENUES	458,232.93-	2,519,964.46-	3,783,662.00-	67	58
EXPENDITURES					
PROGRAM EXPENDITURES	0.00	0.00	0.00	0	58
PAYROLL AND BENEFITS	315,334.77	1,663,017.03	2,907,923.00	57	58
OTHER EXPENDITURES	85,833.50	460,771.31	875,739.00	53	58
TOTAL EXPENDITURES	401,168.27	2,123,788.34	3,783,662.00	56	58

Southwest Health and Human Services



RM- Stmt of Revenues & Expenditures

As Of 07/2021

Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO-DATE	2021 BUDGET	% OF BUDG	% OF YEAR
FUND 5 HUMAN SERVICES FUND					
REVENUES					
CONTRIBUTIONS FROM COUNTIES	0.00	6,957,796.27-	11,606,176.00-	60	58
INTERGOVERNMENTAL REVENUES	27,687.50-	34,753.50-	79,045.00-	44	58
STATE REVENUES	1,679,308.81-	3,500,136.73-	5,583,843.00-	63	58
FEDERAL REVENUES	328,739.15-	4,270,903.14-	7,631,653.00-	56	58
FEES	222,846.56-	1,333,556.87-	2,502,600.00-	53	58
EARNINGS ON INVESTMENTS	45.29-	1,232.92-	35,700.00-	3	58
MISCELLANEOUS REVENUES	91,173.41-	1,095,630.86-	1,217,400.00-	90	58
TOTAL REVENUES	2,349,800.72-	17,194,010.29-	28,656,417.00-	60	58
EXPENDITURES					
PROGRAM EXPENDITURES	1,085,390.35	6,803,887.55	11,778,488.00	58	58
PAYROLL AND BENEFITS	1,560,653.54	7,938,180.92	14,121,360.00	56	58
OTHER EXPENDITURES	279,587.12	1,534,220.88	2,756,569.00	56	58
TOTAL EXPENDITURES	2,925,631.01	16,276,289.35	28,656,417.00	57	58

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 Bdtg</u>	<u>% of Year</u>
1 FUND	Health Services Fund						
410 DEPT	General Administration						
0 PROGRAM	...						
			Revenue				58
			Expend.	3,540.04	25,501.14	0.00	0
			Net	3,540.04	25,501.14	0.00	0
930 PROGRAM	Administration						
			Revenue	215,049.71-	785,075.98-	1,137,835.00-	69
			Expend.	61,871.96	246,326.86	749,494.00	33
			Net	153,177.75-	538,749.12-	388,341.00-	139
410 DEPT	General Administration	Totals:					
			Revenue	215,049.71-	785,075.98-	1,137,835.00-	69
			Expend.	65,412.00	271,828.00	749,494.00	36
			Net	149,637.71-	513,247.98-	388,341.00-	132
481 DEPT	Nursing						
100 PROGRAM	Family Health						
			Revenue	755.86-	7,185.52-	19,680.00-	37
			Expend.	1,607.96	8,449.38	16,932.00	50
			Net	852.10	1,263.86	2,748.00-	46-
103 PROGRAM	Follow Along Program						
			Revenue	456.00-	20,198.85-	27,324.00-	74
			Expend.	3,010.11	15,827.48	31,786.00	50
			Net	2,554.11	4,371.37-	4,462.00	98-
110 PROGRAM	TANF						
			Revenue	0.00	127,876.00-	127,876.00-	100
			Expend.	29,371.82	89,418.38	127,911.00	70
			Net	29,371.82	38,457.62-	35.00	109,879-
130 PROGRAM	WIC						
			Revenue	42,433.00-	343,088.00-	450,000.00-	76
			Expend.	59,144.89	262,737.29	565,284.00	46
			Net	16,711.89	80,350.71-	115,284.00	70-
140 PROGRAM	Peer Breastfeeding Support Program						
			Revenue	0.00	10,597.00-	38,088.00-	28
			Expend.	3,101.57	12,945.99	38,088.00	34
			Net	3,101.57	2,348.99	0.00	0
210 PROGRAM	CTC Outreach						
			Revenue	13,946.96-	86,983.59-	262,270.00-	33
			Expend.	21,405.41	105,631.45	271,515.00	39
			Net	7,458.45	18,647.86	9,245.00	202
270 PROGRAM	Maternal Child Health - Title V						
			Revenue	12,091.35-	55,800.59-	240,000.00-	23
			Expend.	24,193.21	68,939.29	249,833.00	28
			Net	12,101.86	13,138.70	9,833.00	134

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 Bdq	% of Year
280 PROGRAM	MCH Dental Health		Revenue	0.00	0.00	1,600.00 -	0	58
			Expend.	10.05	558.36	16,171.00	3	58
			Net	10.05	558.36	14,571.00	4	58
285 PROGRAM	MCH Blood Lead		Revenue					58
			Expend.	227.83	1,149.40	0.00	0	58
			Net	227.83	1,149.40	0.00	0	58
295 PROGRAM	MCH Car Seat Program		Revenue	650.88 -	2,857.09 -	30,000.00 -	10	58
			Expend.	3,707.16	21,325.09	33,832.00	63	58
			Net	3,056.28	18,468.00	3,832.00	482	58
300 PROGRAM	Case Management		Revenue	44,983.60 -	232,823.57 -	428,000.00 -	54	58
			Expend.	36,763.54	168,855.48	392,306.00	43	58
			Net	8,220.06 -	63,968.09 -	35,694.00 -	179	58
330 PROGRAM	MNChoices		Revenue	0.00	78,499.74 -	134,000.00 -	59	58
			Expend.	23,232.78	87,955.34	173,361.00	51	58
			Net	23,232.78	9,455.60	39,361.00	24	58
603 PROGRAM	Disease Prevention and Control		Revenue	12,098.64 -	53,785.13 -	130,742.00 -	41	58
			Expend.	17,593.16	65,462.34	240,078.00	27	58
			Net	5,494.52	11,677.21	109,336.00	11	58
660 PROGRAM	MIIC		Revenue					58
			Expend.	1,723.97	1,914.54	0.00	0	58
			Net	1,723.97	1,914.54	0.00	0	58
481 DEPT	Nursing	Totals:	Revenue	127,416.29 -	1,019,695.08 -	1,889,580.00 -	54	58
			Expend.	225,093.46	911,169.81	2,157,097.00	42	58
			Net	97,677.17	108,525.27 -	267,517.00	41 -	58
483 DEPT	Health Education							
500 PROGRAM	Direct Client Services		Revenue	199.12 -	1,261.15 -	500.00 -	252	58
			Expend.	62.94	1,206.71	24,110.00	5	58
			Net	136.18 -	54.44 -	23,610.00	0 -	58
510 PROGRAM	SHIP		Revenue	14,927.67 -	76,205.61 -	224,631.00 -	34	58
			Expend.	21,786.69	99,109.30	224,631.00	44	58
			Net	6,859.02	22,903.69	0.00	0	58
540 PROGRAM	Toward Zero Deaths (TZD) Safe Roads		Revenue	834.72 -	2,089.26 -	10,155.00 -	21	58
			Expend.	214.41	1,573.30	10,155.00	15	58
			Net	620.31 -	515.96 -	0.00	0	58

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	501.07-	1,922.00-	10,155.00-	19	58
			Expend.	254.15	1,333.66	10,155.00	13	58
			Net	246.92-	588.34-	0.00	0	58
550 PROGRAM	P&I Grant		Revenue	80,071.52-	132,073.48-	189,326.00-	70	58
			Expend.	10,233.92	95,747.36	189,326.00	51	58
			Net	69,837.60-	36,326.12-	0.00	0	58
551 PROGRAM	Pipestone Drug Free Communities		Revenue					58
			Expend.	7,416.97	14,938.14	0.00	0	58
			Net	7,416.97	14,938.14	0.00	0	58
900 PROGRAM	Emergency Preparedness		Revenue	0.00	14,037.92-	92,580.00-	15	58
			Expend.	19,694.64	95,811.73	112,634.00	85	58
			Net	19,694.64	81,773.81	20,054.00	408	58
905 PROGRAM	COVID-19 Pandemic		Revenue	0.00	5,377.06-	0.00	0	58
			Expend.	7,845.18	86,255.45	0.00	0	58
			Net	7,845.18	80,878.39	0.00	0	58
906 PROGRAM	COVID-19 Vaccination Planning Grant		Revenue	7,190.04-	316,691.65-	0.00	0	58
			Expend.	10,298.45	397,701.99	0.00	0	58
			Net	3,108.41	81,010.34	0.00	0	58
483 DEPT	Health Education	Totals:	Revenue	103,724.14-	549,658.13-	527,347.00-	104	58
			Expend.	77,807.35	793,677.64	571,011.00	139	58
			Net	25,916.79-	244,019.51	43,664.00	559	58
485 DEPT	Environmental Health							
800 PROGRAM	Environmental		Revenue	1,710.00-	122,752.43-	201,900.00-	61	58
			Expend.	25,340.35	98,035.25	247,925.00	40	58
			Net	23,630.35	24,717.18-	46,025.00	54-	58
809 PROGRAM	Environmental Water Lab		Revenue	10,332.79-	39,782.84-	27,000.00-	147	58
			Expend.	7,515.11	45,151.38	58,135.00	78	58
			Net	2,817.68-	5,368.54	31,135.00	17	58
830 PROGRAM	FDA Standardization Grant		Revenue	0.00	3,000.00-	0.00	0	58
			Expend.	0.00	3,926.26	0.00	0	58
			Net	0.00	926.26	0.00	0	58
485 DEPT	Environmental Health	Totals:	Revenue	12,042.79-	165,535.27-	228,900.00-	72	58
			Expend.	32,855.46	147,112.89	306,060.00	48	58
			Net	20,812.67	18,422.38-	77,160.00	24-	58

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 Bdat</u>	<u>% of Year</u>
1 FUND	Health Services Fund	Totals:	Revenue	458,232.93-	2,519,964.46-	3,783,662.00-	67	58
			Expend.	401,168.27	2,123,788.34	3,783,662.00	56	58
			Net	57,064.66-	396,176.12-	0.00	0	58

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 Bdtg</u>	<u>% of Year</u>
5 FUND	Human Services Fund						
410 DEPT	General Administration						
0 PROGRAM	...						
			Revenue				
			Expend.	16,711.98	77,818.68	67,663.00	115 58
			Net	16,711.98	77,818.68	67,663.00	115 58
410 DEPT	General Administration	Totals:	Revenue				
			Expend.	16,711.98	77,818.68	67,663.00	115 58
			Net	16,711.98	77,818.68	67,663.00	115 58
420 DEPT	Income Maintenance						
600 PROGRAM	Income Maint Administrative/Overhea		Revenue	30,101.59-	2,184,945.20-	3,696,370.00-	59 58
			Expend.	159,449.22	819,917.86	1,511,007.00	54 58
			Net	129,347.63	1,365,027.34-	2,185,363.00-	62 58
601 PROGRAM	Income Maint/Random Moment Payro		Revenue				
			Expend.	289,023.18	1,489,822.57	2,627,726.00	57 58
			Net	289,023.18	1,489,822.57	2,627,726.00	57 58
602 PROGRAM	Income Maint FPI Investigator		Revenue	0.00	25,629.00-	130,000.00-	20 58
			Expend.	9,688.04	67,487.57	130,000.00	52 58
			Net	9,688.04	41,858.57	0.00	0 58
605 PROGRAM	MN Supplemental Aid (MSA)/GRH		Revenue	2,827.22-	34,915.31-	65,200.00-	54 58
			Expend.	0.00	34,239.01	65,000.00	53 58
			Net	2,827.22-	676.30-	200.00-	338 58
610 PROGRAM	TANF(AFDC/MFIP/DWP)		Revenue	210.00-	3,249.98-	15,000.00-	22 58
			Expend.	0.00	1,168.39	11,250.00	10 58
			Net	210.00-	2,081.59-	3,750.00-	56 58
620 PROGRAM	General Asst (GA)/General Relief/Buri.		Revenue	1,552.66-	28,783.29-	22,500.00-	128 58
			Expend.	24,992.38	223,919.97	351,000.00	64 58
			Net	23,439.72	195,136.68	328,500.00	59 58
630 PROGRAM	Food Support (FS)		Revenue	12,254.00-	296,740.98-	524,000.00-	57 58
			Expend.	0.00	907.99	4,500.00	20 58
			Net	12,254.00-	295,832.99-	519,500.00-	57 58
640 PROGRAM	Child Support (IVD)		Revenue	94,649.20-	909,486.60-	1,633,247.00-	56 58
			Expend.	127,805.23	663,081.40	1,208,445.00	55 58
			Net	33,156.03	246,405.20-	424,802.00-	58 58

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 Bdat</u>	<u>% of Year</u>
650 PROGRAM	Medical Assistance (MA)		Revenue	174,544.79-	2,434,380.51-	3,307,000.00-	74	58
			Expend.	211,706.26	1,733,794.81	2,335,000.00	74	58
			Net	37,161.47	700,585.70-	972,000.00-	72	58
680 PROGRAM	Refugee Cash Assistance (RCA)		Revenue	0.00	61.00-	0.00	0	58
			Expend.					58
			Net	0.00	61.00-	0.00	0	58
420 DEPT	Income Maintenance	Totals:	Revenue	316,139.46-	5,918,191.87-	9,393,317.00-	63	58
			Expend.	822,664.31	5,034,339.57	8,243,928.00	61	58
			Net	506,524.85	883,852.30-	1,149,389.00-	77	58
431 DEPT	Social Services							
700 PROGRAM	Social Service Administrative/Overhea		Revenue	966,151.84-	6,615,066.15-	11,070,414.00-	60	58
			Expend.	317,706.29	1,638,364.72	3,012,985.00	54	58
			Net	648,445.55-	4,976,701.43-	8,057,429.00-	62	58
701 PROGRAM	Social Services/SSTS		Revenue					58
			Expend.	865,791.69	4,398,781.86	7,683,444.00	57	58
			Net	865,791.69	4,398,781.86	7,683,444.00	57	58
710 PROGRAM	Children's Social Services Programs		Revenue	511,805.52-	1,271,303.96-	1,844,998.00-	69	58
			Expend.	355,566.35	2,114,471.08	3,916,675.00	54	58
			Net	156,239.17-	843,167.12	2,071,677.00	41	58
711 PROGRAM	YIP Grant (Circle)-Dept of Public Safet		Revenue	5,523.15-	17,884.23-	28,404.00-	63	58
			Expend.	2,158.65	12,954.46	28,404.00	46	58
			Net	3,364.50-	4,929.77-	0.00	0	58
712 PROGRAM	CIRCLE Program		Revenue	5,000.00-	5,000.00-	5,000.00-	100	58
			Expend.	793.14	5,800.96	28,000.00	21	58
			Net	4,206.86-	800.96	23,000.00	3	58
713 PROGRAM	STAY Program Grant (formerly SELF)		Revenue	0.00	17,372.54-	54,100.00-	32	58
			Expend.	5,319.76	17,585.32	54,100.00	33	58
			Net	5,319.76	212.78	0.00	0	58
715 PROGRAM	Children Waivers		Revenue	12,116.30-	118,611.45-	170,000.00-	70	58
			Expend.					58
			Net	12,116.30-	118,611.45-	170,000.00-	70	58
716 PROGRAM	FGDM/Family Group Decision Making		Revenue	0.00	8,269.56-	41,780.00-	20	58
			Expend.	0.00	7.83	41,780.00	0	58
			Net	0.00	8,261.73-	0.00	0	58

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 Bdot</u>	<u>% of Year</u>
717 PROGRAM	Family Assmt Response Grant/Discr F		Revenue	0.00	31,616.00-	46,796.00 -	68	58
			Expend.	1,831.59	7,963.13	46,796.00	17	58
			Net	1,831.59	23,652.87-	0.00	0	58
718 PROGRAM	PSOP/Parent Support Outreach Progra		Revenue	37.00-	11,211.00-	32,125.00 -	35	58
			Expend.	121.72	8,056.47	32,125.00	25	58
			Net	84.72	3,154.53-	0.00	0	58
720 PROGRAM	Child Care/Child Protection		Revenue	4,050.00-	12,200.00-	22,000.00 -	55	58
			Expend.	0.00	961.00	42,600.00	2	58
			Net	4,050.00-	11,239.00-	20,600.00	55-	58
721 PROGRAM	CC Basic Slide Fee/Cty Match to DHS		Revenue	2,411.00-	16,093.58-	37,325.00 -	43	58
			Expend.	3,614.00	28,025.43	43,365.00	65	58
			Net	1,203.00	11,931.85	6,040.00	198	58
722 PROGRAM	Child Care/MFIP		Revenue	0.00	71.00-	0.00	0	58
			Expend.					58
			Net	0.00	71.00-	0.00	0	58
726 PROGRAM	MFIP/SW MN PIC		Revenue	1,442.00-	7,475.00-	12,000.00 -	62	58
			Expend.					58
			Net	1,442.00-	7,475.00-	12,000.00 -	62	58
730 PROGRAM	Chemical Dependency		Revenue	23,963.03-	176,958.89-	358,500.00 -	49	58
			Expend.	30,124.51	212,069.64	546,500.00	39	58
			Net	6,161.48	35,110.75	188,000.00	19	58
740 PROGRAM	Mental Health (Both Adults & Children		Revenue	0.00	93.95-	0.00	0	58
			Expend.					58
			Net	0.00	93.95-	0.00	0	58
741 PROGRAM	Mental Health/Adults Only		Revenue	121,643.18-	627,826.21-	1,353,885.00 -	46	58
			Expend.	308,381.05	1,277,929.05	1,775,024.00	72	58
			Net	186,737.87	650,102.84	421,139.00	154	58
742 PROGRAM	Mental Health/Children Only		Revenue	108,226.26-	467,591.84-	939,138.00 -	50	58
			Expend.	127,114.96	882,724.60	2,177,722.00	41	58
			Net	18,888.70	415,132.76	1,238,584.00	34	58
750 PROGRAM	Developmental Disabilities		Revenue	63,739.88-	443,140.39-	908,351.00 -	49	58
			Expend.	25,072.00	141,347.96	368,851.00	38	58
			Net	38,667.88-	301,792.43-	539,500.00 -	56	58

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>
760 PROGRAM	Adult Services		Revenue	129,127.48-	743,034.65-	1,421,284.00-	52	58
			Expend.	5,949.06	43,541.17	85,700.00	51	58
			Net	123,178.42-	699,493.48-	1,335,584.00-	52	58
765 PROGRAM	Adult Waivers		Revenue	77,530.12-	534,939.71-	885,000.00-	60	58
			Expend.	5,108.60	82,850.37	148,000.00	56	58
			Net	72,421.52-	452,089.34-	737,000.00-	61	58
431 DEPT	Social Services	Totals:	Revenue	2,032,766.76-	11,125,760.11-	19,231,100.00-	58	58
			Expend.	2,054,653.37	10,873,435.05	20,032,071.00	54	58
			Net	21,886.61	252,325.06-	800,971.00	32-	58
461 DEPT	Information Systems		Revenue	894.50-	24,374.31-	32,000.00-	76	58
0 PROGRAM	...		Expend.	31,601.35	165,012.05	312,755.00	53	58
			Net	30,706.85	140,637.74	280,755.00	50	58
461 DEPT	Information Systems	Totals:	Revenue	894.50-	24,374.31-	32,000.00-	76	58
			Expend.	31,601.35	165,012.05	312,755.00	53	58
			Net	30,706.85	140,637.74	280,755.00	50	58
471 DEPT	LCTS Collaborative Agency		Revenue	0.00	125,684.00-	0.00	0	58
702 PROGRAM	LCTS		Expend.	0.00	125,684.00	0.00	0	58
			Net	0.00	0.00	0.00	0	58
471 DEPT	LCTS Collaborative Agency	Totals:	Revenue	0.00	125,684.00-	0.00	0	58
			Expend.	0.00	125,684.00	0.00	0	58
			Net	0.00	0.00	0.00	0	58
5 FUND	Human Services Fund	Totals:	Revenue	2,349,800.72-	17,194,010.29-	28,656,417.00-	60	58
			Expend.	2,925,631.01	16,276,289.35	28,656,417.00	57	58
			Net	575,830.29	917,720.94-	0.00	0	58
FINAL TOTALS	1,064 Accounts		Revenue	2,808,033.65-	19,713,974.75-	32,440,079.00-	61	58
			Expend.	3,326,799.28	18,400,077.69	32,440,079.00	57	58
			Net	518,765.63	1,313,897.06-	0.00	0	58

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	2711	551	3262
June	2711	529	3240
July	2737	527	3264
August			0
September			0
October			0
November			0
December			0
Average	2663	564	3227

Adult - Social Services Caseload

Average	Adult Brain Injury (BI)	Adult Community Access for Disability Inclusion (CADI)	Adult Community Alternative Care (CAC)	Adult Essential Community Supports	Adult Mental Health (AMH)	Adult Protective Services (APS)	Adult Services (AS)	Alternative Care (AC)	Chemical Dependency (CD)	Developmental Disabilities (DD)	Elderly Waiver (EW)	Total Programs
2018	11	299	14	0	282	43	880	18	353	451	331	2683
2019	9	319	13	0	261	58	887	17	295	542	339	2651
2020	10	328	12	0	270	61	869	15	287	453	319	2623
2021												

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

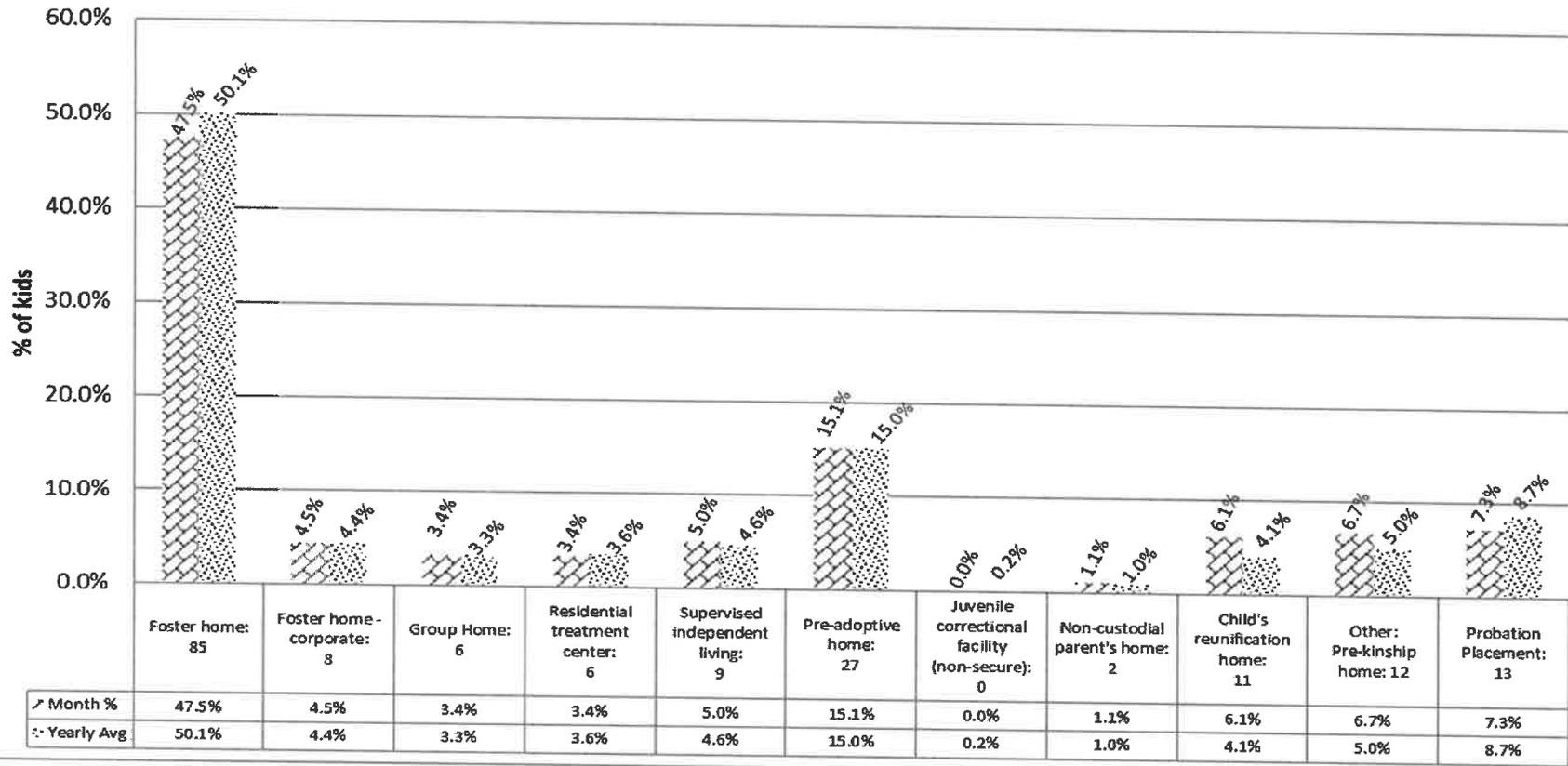
2021	Adult Brain Injury (BI)	Adult Community Access for Disability Inclusion (CADI)	Adult Community Alternative Care (CAC)	Adult Essential Community Supports	Adult Mental Health (AMH)	Adult Protective Services (APS)	Adult Services (AS)	Alternative Care (AC)	Chemical Dependency (CD)	Developmental Disabilities (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	10	360	13	0	265	47	931	15	325	446	299	2711
June	10	365	14	0	266	54	920	14	321	444	303	2711
July	9	368	14	0	270	58	945	13	306	446	308	2737
August												0
September												0
October												0
November												0
December												0
	10	355	13	0	271	46	913	15	289	445	306	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	21	33	0	13	56	165	145	84	0	1	33	551
June	22	33	0	13	58	153	142	87	0	0	21	529
July	23	34	0	13	60	154	130	85	0	0	28	527
August												0
September												0
October												0
November												0
December												0
	20	35	0	13	57	166	158	86	0	0	29	591

**July 2021 - Placement by Category
179 Kids in Placement**



July 2021: Total kids in placement = 179

Total of 9 Children entered placement

3	Lincoln	Foster Home
4	Murray	Foster Home
1	Murray	Residential Treatment Center
1	Redwood	Foster Home

Total of 1 Children were discharged from placement (discharges from previous month)

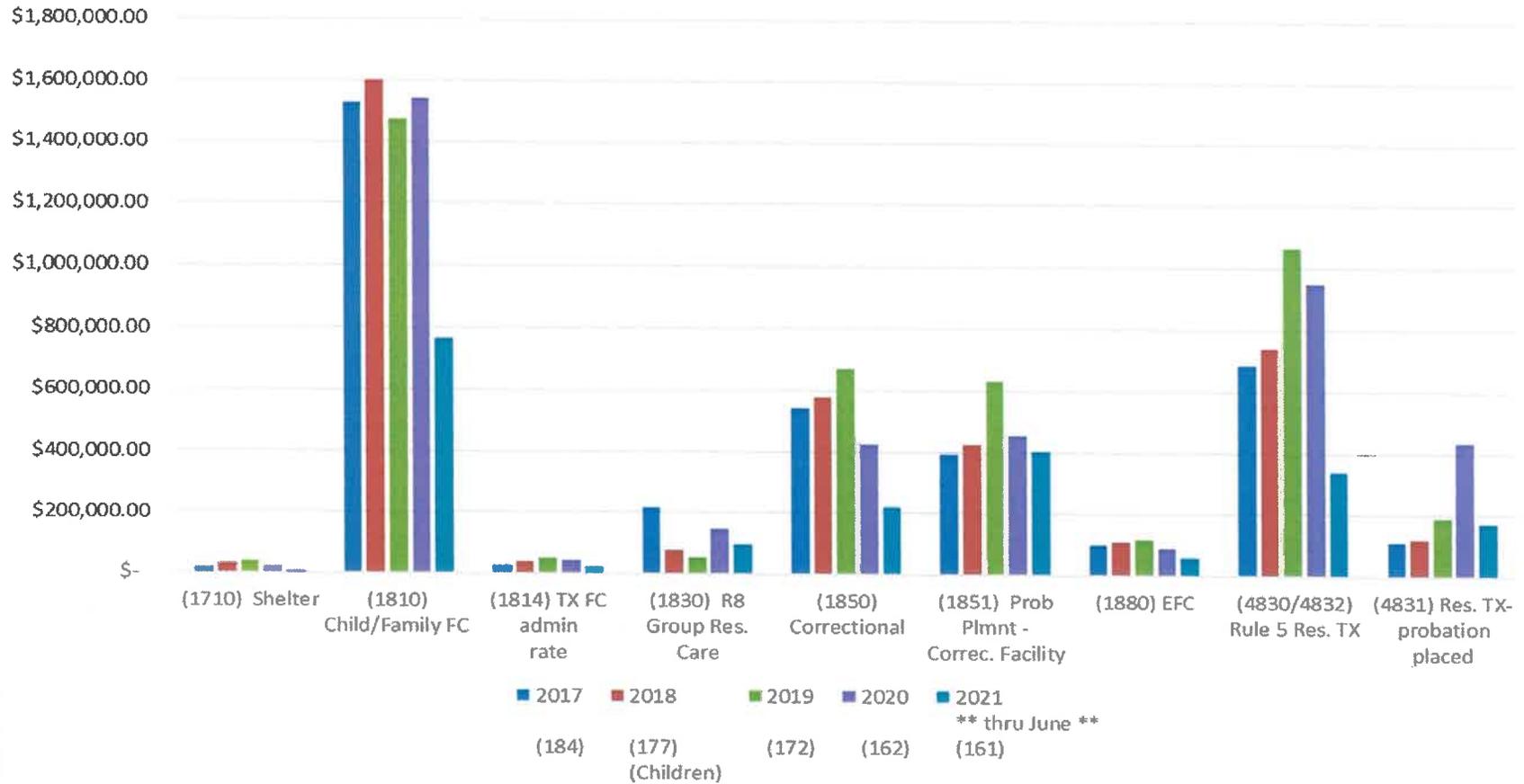
1	Lyon	Group Home
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NON IVD COLLECTIONS

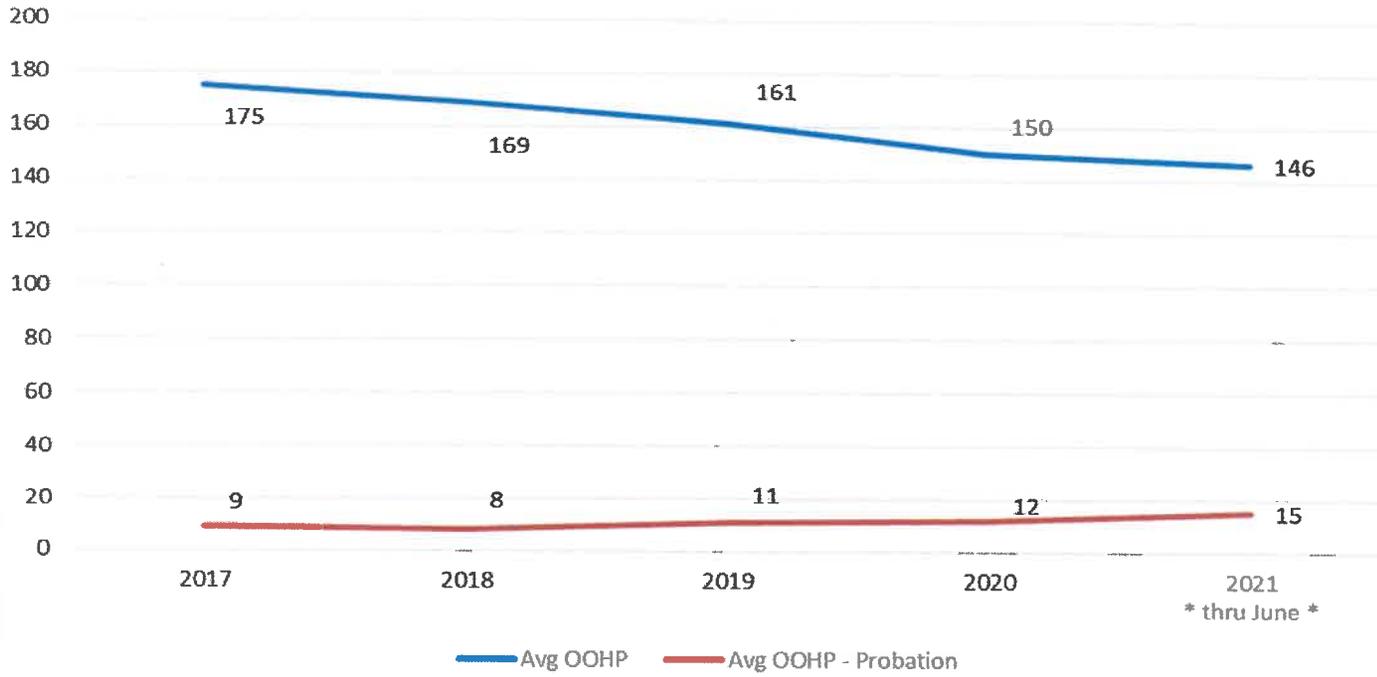
JULY 2021

PROGRAM	ACCOUNT	TOTAL
MSA/GRH	05-420-605.5802	2,827
TANF (MFIP/DWP/AFDC)	05-420-610.5803	210
GA	05-420-620.5803	203
FS	05-420-630.5803	254
CS (PI Fee, App Fee, etc)	05-420-640.5501	903
MA Recoveries & Estate Collections (25% retained by agency)	05-420-650.5803	58,067
REFUGEE	05-420-680.5803	0
CHILDRENS		
Court Visitor Fee	05-431-700.5514	0
Parental Fees, Holds	05-431-710.5501	7,330
OOH/FC Recovery	05-431-710.5803	11,522
CHILDCARE		
Licensing	05-431-720.5502	1,500
Corp FC Licensing	05-431-720.5505	2,550
Over Payments	05-431-721&722.5803	0
CHEMICAL DEPENDENCY		
CD Assessments	05-431-730.5519	1,560
Detox Fees	05-431-730.5520	2,176
SUD Treatment	05-431-730.5523	3,497
Over Payments	05-431-730.5803	0
MENTAL HEALTH		
Insurance Copay	05-431-740.5803	0
Over Payments	05-431-741 or 742.5803	304
DEVELOPMENTAL DISABILITIES		
Insurance Copay/Overpayments	05-431-750.5803	0
ADULT		
Court Visitor Fee	05-431-760.5515	0
Insurance Copay/Overpayments	05-431-760.5803	0
TOTAL NON-IVD COLLECTIONS		92,903

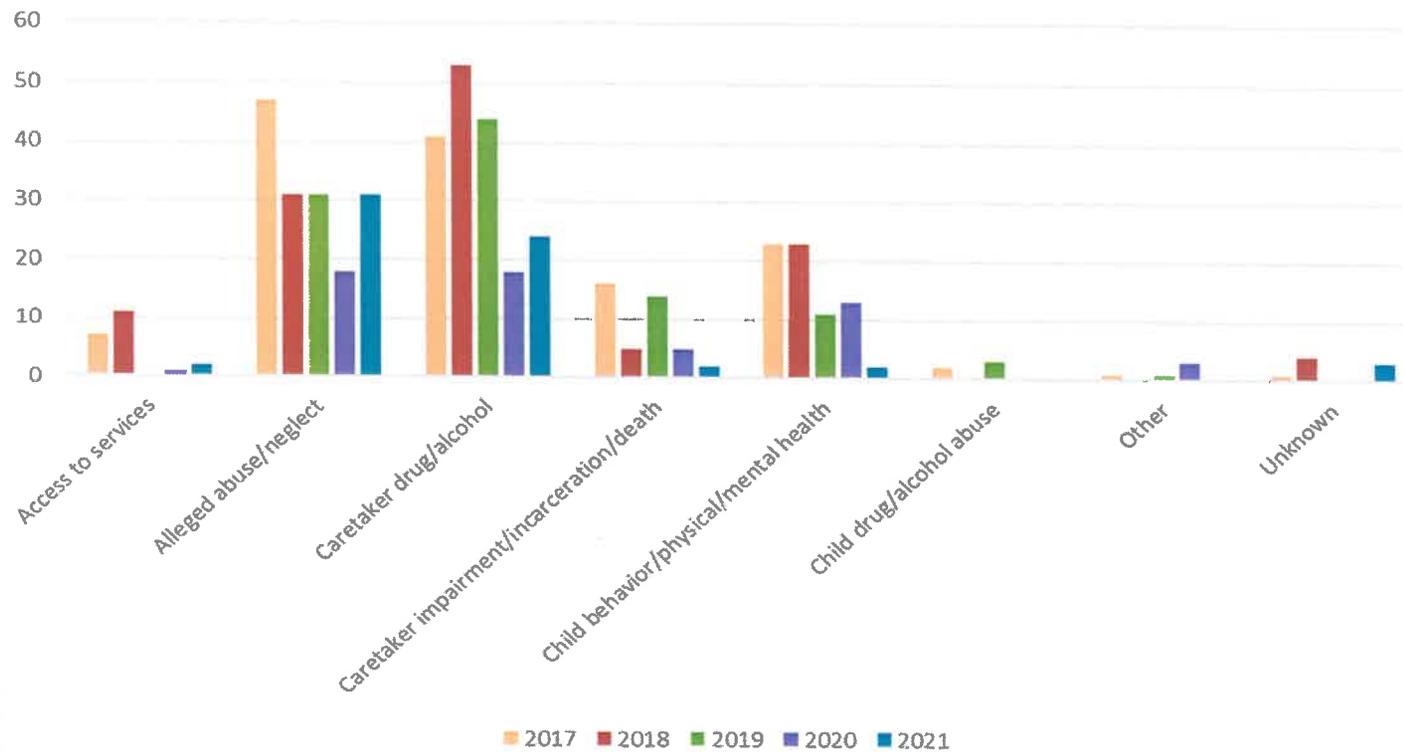
Out of Home Placement Costs



Average Placement Numbers (Children)



Removal Reason



2022 Human Services Levy Funding

County	Net		Population	%	SEAGRs	%	% Used for Funding
	Tax Capacity	%					
Lyon	\$ 39,640,163	23.97%	25,857	34.10%	\$ 7,304,283	30.60%	29.56%
Murray	\$ 28,084,589	16.98%	8,725	11.51%	\$ 1,673,956	7.01%	11.83%
Redwood	\$ 36,279,678	21.94%	16,059	21.18%	\$ 7,504,140	31.44%	24.85%
Lincoln	\$ 14,366,260	8.69%	5,896	7.78%	\$ 1,340,819	5.62%	7.36%
Rock	\$ 27,659,792	16.73%	9,687	12.78%	\$ 2,634,772	11.04%	13.51%
Pipestone	\$ 19,331,382	11.69%	9,596	12.66%	\$ 3,408,823	14.28%	12.88%
Total	\$ 165,361,864	100.00%	75,820	100.00%	\$ 23,866,793	100.00%	100.00%

LAST THREE YEARS OF SEAGR DATA

County	2018	2019	2020	Totals
Lyon	\$ 2,277,604	\$ 2,465,431	\$ 2,561,248	\$ 7,304,283
Murray	\$ 572,105	\$ 650,938	\$ 450,912	\$ 1,673,956
Redwood	\$ 2,573,131	\$ 2,423,671	\$ 2,507,339	\$ 7,504,140
Lincoln	\$ 469,001	\$ 512,041	\$ 359,777	\$ 1,340,819
Rock	\$ 910,539	\$ 935,340	\$ 788,893	\$ 2,634,772
Pipestone	\$ 976,752	\$ 1,270,590	\$ 1,161,481	\$ 3,408,823

County	2021 Levy	%	2022 Proposed levy	Difference	over 10 years	2022 Levy	3%	2022 Levy
						Payable	Levy Increase	with Increase
Lyon	\$ 3,466,850	29.87%	\$ 3,430,758	\$ (36,092)	\$ (3,609)	\$ 3,463,241	\$ 103,897	\$ 3,567,138
Murray	\$ 1,365,353	11.76%	\$ 1,373,590	\$ 8,237	\$ 824	\$ 1,366,177	\$ 40,985	\$ 1,407,162
Redwood	\$ 2,797,632	24.10%	\$ 2,884,590	\$ 86,958	\$ 8,696	\$ 2,806,328	\$ 84,190	\$ 2,890,518
Lincoln	\$ 1,014,725	8.74%	\$ 854,292	\$ (160,433)	\$ (16,043)	\$ 998,682	\$ 29,960	\$ 1,028,642
Rock	\$ 1,508,191	12.99%	\$ 1,568,483	\$ 60,292	\$ 6,029	\$ 1,514,220	\$ 45,427	\$ 1,559,647
Pipestone	\$ 1,453,426	12.52%	\$ 1,494,463	\$ 41,037	\$ 4,104	\$ 1,457,530	\$ 43,726	\$ 1,501,256
Total	\$ 11,606,177	100.00%	\$ 11,606,177	\$ 0.00	\$ 0.00	\$ 11,606,177	\$ 348,185	\$ 11,954,362

	IM - 600 - 30%	IV-D - 640 - 4%	SS - 700 - 66%	Total
Lyon	\$1,070,141	\$142,686	\$2,354,311	\$3,567,138
Murray	\$422,149	\$56,286	\$928,727	\$1,407,162
Redwood	\$867,155	\$115,621	\$1,907,742	\$2,890,518
Lincoln	\$308,593	\$41,146	\$678,904	\$1,028,642
Rock	\$467,894	\$62,386	\$1,029,367	\$1,559,647
Pipestone	\$450,377	\$60,050	\$990,829	\$1,501,256
				\$11,954,362

Southwest Health and Human Services Budget	SWHHS							
HUMAN SERVICES Category	2018 Final	2018 Actual	2019 Final	2019 Actual	2020 Final	2020 Actual	2021 Final	2022 Preliminary
EXPENDITURES								
420 Income Maintenance / Child Support								
6100 - Personnel	\$4,639,776	\$4,474,698	\$4,435,784	\$4,284,011	\$4,595,026	\$4,409,490	\$4,484,125	\$4,475,187
6200 - Services & Charges	\$379,530	\$433,133	\$355,610	\$389,451	\$390,220	\$402,698	\$506,700	\$552,962
6300-6800 - Administrative Overhead	\$882,278	\$709,798	\$819,796	\$736,483	\$794,488	\$747,193	\$771,853	\$774,670
6000 - Payment for/benefit clients	\$2,314,750	\$2,315,675	\$2,417,000	\$2,422,452	\$2,321,750	\$3,109,480	\$2,481,250	\$3,104,624
Reserves	\$0	\$0	\$35,000	\$0	\$0	\$0	\$0	\$0
Subtotal	\$8,216,334	\$7,933,304	\$8,063,190	\$7,832,397	\$8,101,484	\$8,668,861	\$8,243,928	\$8,907,443
431 Social Services								
710-718 - Children's Services	\$3,688,385	\$3,572,823	\$4,148,639	\$3,627,374	\$3,965,611	\$3,253,977	\$4,118,976	\$4,092,689
720-727 - Child Care/MFIP Admin./PIC.	\$44,535	\$388,574	\$331,755	\$50,505	\$270,965	\$45,794	\$85,965	\$48,965
730 - Chemical Dependency	\$431,000	\$528,621	\$516,500	\$573,632	\$541,500	\$443,880	\$545,000	\$397,100
740-742 - Mental Health	\$2,999,066	\$3,209,659	\$3,579,782	\$3,393,739	\$3,535,454	\$3,670,162	\$3,944,746	\$3,957,318
750 - Developmental Dis.	\$428,185	\$390,300	\$389,361	\$345,758	\$369,671	\$252,445	\$368,851	\$330,428
760-765 - Adult Services	\$158,550	\$134,256	\$133,150	\$273,734	\$152,350	\$179,770	\$233,700	\$254,500
Subtotal	\$7,749,721	\$8,224,233	\$9,099,187	\$8,264,742	\$8,835,551	\$7,846,028	\$9,297,238	\$9,081,000
6100 - Personnel	\$8,616,638	\$8,343,698	\$8,739,674	\$8,498,617	\$9,345,733	\$9,102,376	\$9,265,617	\$9,470,061
6200 - Services and Charges	\$458,270	\$471,015	\$407,990	\$490,645	\$515,730	\$491,821	\$522,900	\$523,865
6300-6800 - Administrative Overhead	\$1,004,226	\$851,540	\$940,303	\$912,017	\$1,053,949	\$895,818	\$946,316	\$980,900
Reserves	\$0	\$0	\$65,000	\$0	\$0	\$0	\$0	\$0
Subtotal	\$10,079,134	\$9,666,253	\$10,152,967	\$9,901,279	\$10,915,412	\$10,490,015	\$10,734,833	\$10,974,826
410 General Administration								
6100 - Personnel	\$83,095	\$189,490	\$81,189	\$169,404	\$54,307	\$140,683	\$67,663	\$106,530
6604-6890 - Administrative Overhead	\$840	\$9,713	\$840	\$0	\$0	\$0	\$0	\$0
Subtotal	\$83,935	\$199,203	\$82,029	\$169,404	\$54,307	\$140,683	\$67,663	\$106,530
461 Information Systems								
6100 - Personnel	\$394,376	\$335,268	\$280,640	\$239,074	\$295,783	\$269,393	\$303,955	\$314,085
6200 - Services and Charges	\$2,200	\$562	\$750	\$0	\$250	\$0	\$1,200	\$1,200
6300-6400 - Administrative Overhead	\$4,900	\$2,269	\$3,000	\$4,181	\$2,150	\$4,440	\$7,600	\$7,400
Subtotal	\$401,476	\$338,099	\$284,390	\$243,255	\$298,183	\$273,833	\$312,755	\$322,685
Combined Expenditures								
6100 - Personnel	\$13,733,885	\$13,343,154	\$13,537,287	\$13,191,106	\$14,290,849	\$13,921,942	\$14,121,360	\$14,365,863
6200 - Services & Charges	\$840,000	\$904,710	\$764,350	\$880,096	\$906,200	\$894,519	\$1,030,800	\$1,078,027
6300-6800 - Administrative Overhead	\$1,892,244	\$1,573,320	\$1,763,939	\$1,652,681	\$1,850,587	\$1,647,451	\$1,725,769	\$1,762,970
6000 - Payments for/benefit clients	\$10,064,471	\$10,539,908	\$11,516,187	\$10,687,194	\$11,157,301	\$10,955,508	\$11,778,488	\$12,185,624
Reserves	\$0	\$0	\$100,000	\$0	\$0	\$0	\$0	\$0
Total Expenditures	\$26,530,600	\$26,361,092	\$27,681,763	\$26,411,077	\$28,204,937	\$27,419,420	\$28,656,417	\$29,392,484

Southwest Health and Human Services Budget	SWHHS							
HUMAN SERVICES Category	2018 Final	2018 Actual	2019 Final	2019 Actual	2020 Final	2020 Actual	2021 Final	2022 Preliminary
REVENUE								
420 Income Maintenance / Child Support								
5400 - Federal	\$3,859,000	\$3,678,392	\$3,817,500	\$3,550,463	\$3,760,500	\$3,564,209	\$3,555,200	\$3,732,000
5200-5300 - State	\$944,857	\$908,405	\$966,846	\$1,082,470	\$984,286	\$1,153,159	\$968,117	\$1,198,509
5500-5900 - Other	\$648,330	\$800,909	\$678,168	\$998,594	\$832,542	\$1,243,833	\$923,900	\$1,180,410
Reserve spending	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000 - County Taxes	\$3,443,458	\$3,411,751	\$3,684,500	\$3,650,394	\$3,868,724	\$3,826,799	\$3,946,100	\$4,064,484
Subtotal	\$8,895,645	\$8,799,457	\$9,147,014	\$9,281,921	\$9,446,052	\$9,788,000	\$9,393,317	\$10,175,403
431 Social Services								
5400 - Federal	\$3,897,313	\$4,182,107	\$4,230,138	\$3,622,766	\$4,274,793	\$3,918,521	\$4,076,453	\$4,057,285
5200-5300 - State	\$4,508,658	\$4,357,689	\$4,389,577	\$4,434,987	\$4,389,409	\$4,499,035	\$4,694,771	\$4,452,515
5500-5900 - Other	\$2,509,070	\$2,692,070	\$2,727,213	\$2,468,668	\$2,549,804	\$2,714,118	\$2,799,800	\$2,786,651
Reserve spending	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000 - County Taxes	\$6,684,360	\$6,639,607	\$7,152,267	\$7,086,056	\$7,509,879	\$7,428,492	\$7,660,076	\$7,889,880
Subtotal	\$17,599,401	\$17,871,473	\$18,499,195	\$17,612,477	\$18,723,885	\$18,560,166	\$19,231,100	\$19,186,331
461 Information Systems								
5500-5900 - Participating Entities	\$35,554	\$51,524	\$35,554	\$33,136	\$35,000	\$35,510	\$32,000	\$30,750
Subtotal	\$35,554	\$51,524	\$35,554	\$33,136	\$35,000	\$35,510	\$32,000	\$30,750
Combined Revenues								
5400 - Federal	\$7,756,313	\$7,860,499	\$8,047,638	\$7,173,229	\$8,035,293	\$7,482,730	\$7,631,653	\$7,789,285
5300 - State	\$5,453,515	\$5,266,094	\$5,356,423	\$5,517,457	\$5,373,695	\$5,652,194	\$5,662,888	\$5,651,024
5500-5800 - Other	\$3,192,954	\$3,544,503	\$3,440,935	\$3,500,398	\$3,417,346	\$3,993,461	\$3,755,700	\$3,997,811
Reserve spending	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000 - County Taxes	\$10,127,818	\$10,051,358	\$10,836,767	\$10,736,450	\$11,378,603	\$11,255,291	\$11,606,176	\$11,954,364
Total Revenues	\$26,530,600	\$26,722,454	\$27,681,763	\$26,927,534	\$28,204,937	\$28,383,676	\$28,656,417	\$29,392,484
Summary								
Revenue	\$26,530,600	\$26,722,454	\$27,681,763	\$26,927,534	\$28,204,937	\$28,383,676	\$28,656,417	\$29,392,484
Expenditures	\$26,530,600	\$26,361,092	\$27,681,763	\$26,411,077	\$28,204,937	\$27,419,420	\$28,656,417	\$29,392,484
Difference	\$0	-\$361,362.00	\$0	-\$516,457.00	\$0	-\$964,256	\$0	\$0



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	1910	10*	8*	183*	0	0	1	136	35	26	5	1726
5/21	1892	12*	4*	175*	0	1	2	137	33	15	4	237
6/21	1905	13*	11	211*	0	1	0	178	81	12	9	128
7/21		10	10	197	0	0	2	185	57	21	7	40
8/21												
9/21												
10/21												
11/21												
12/21												

*Includes telehealth visits

2022 Public Health Levy Funding

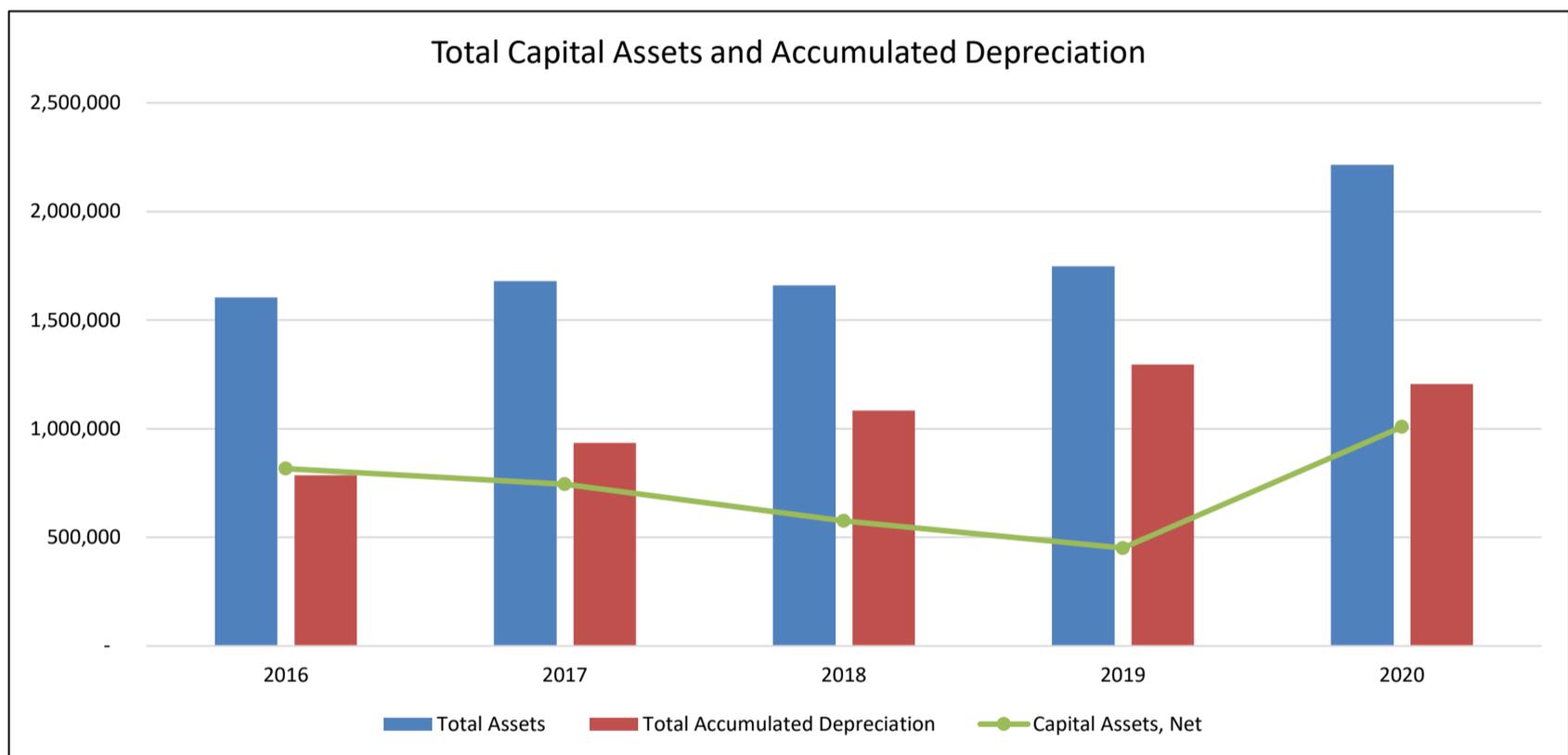
County	Population	2021 Per Capita	2021 Tax Levy	2022 Per Capita	Amount Change	Difference	% Change	2022 Tax Levy
Lyon	25,857	\$14.25	\$368,462	\$14.25	\$0.00	\$0	0.0%	\$368,462
Murray	8,725	\$14.25	\$124,331	\$14.25	\$0.00	\$0	0.0%	\$124,331
Redwood	16,059	\$14.25	\$228,841	\$14.25	\$0.00	\$0	0.0%	\$228,841
Lincoln	5,896	\$14.25	\$84,018	\$14.25	\$0.00	\$0	0.0%	\$84,018
Rock	9,687	\$14.25	\$138,040	\$14.25	\$0.00	\$0	0.0%	\$138,040
Pipestone	9,596	\$14.25	\$136,743	\$14.25	\$0.00	\$0	0.0%	\$136,743
Total	75,820		\$1,080,435			\$0	0.0%	\$1,080,435

Southwest Health and Human Services Budget	SWHHS							
HEALTH SERVICES Category	2018 Final	2018 Actual	2019 Final	2019 Actual	2020 Final	2020 Actual	2021 Final	2022 Preliminary
EXPENDITURES								
481 Nursing								
6100 - Personnel	\$1,801,809	\$1,758,218	\$1,732,240	\$1,600,096	\$1,847,972	\$1,497,768	\$1,795,690	\$1,945,293
6200 - Services & Charges	\$263,296	\$270,112	\$195,145	\$169,714	\$176,359	\$169,687	\$169,061	\$130,403
6300-6400 - Administrative Overhead Costs	\$231,528	\$180,184	\$195,133	\$189,737	\$188,027	\$173,572	\$192,346	\$158,300
Subtotal	\$2,296,633	\$2,208,514	\$2,122,518	\$1,959,547	\$2,212,358	\$1,841,027	\$2,157,097	\$2,233,996
483 Health Education								
6100 - Personnel	\$387,172	\$338,516	\$365,789	\$333,557	\$384,321	\$831,828	\$378,353	\$383,466
6200 - Services & Charges	\$46,164	\$33,691	\$41,172	\$21,079	\$38,398	\$50,019	\$19,618	\$42,085
6300-6400 - Administrative Overhead Costs	\$159,832	\$136,727	\$160,647	\$147,327	\$153,887	\$421,211	\$173,040	\$76,064
Subtotal	\$593,168	\$508,934	\$567,608	\$501,963	\$576,606	\$1,303,058	\$571,011	\$501,615
485 Environmental Health								
6100 - Personnel	\$232,453	\$235,714	\$235,576	\$239,961	\$243,308	\$211,623	\$248,155	\$257,250
6200 - Services & Charges	\$13,200	\$6,683	\$4,100	\$5,887	\$4,105	\$6,469	\$6,805	\$4,500
6300-6400 - Administrative Overhead Costs	\$49,835	\$41,615	\$49,159	\$48,459	\$53,820	\$53,752	\$51,100	\$39,450
Subtotal	\$295,488	\$284,012	\$288,835	\$294,307	\$301,233	\$271,844	\$306,060	\$301,200
410 Administration								
6100 - Personnel	\$486,285	\$531,378	\$507,381	\$503,531	\$540,451	\$391,259	\$485,725	\$504,034
6200 - Services & Charges	\$63,900	\$50,035	\$52,710	\$48,241	\$50,038	\$49,867	\$53,500	\$145,529
6300-6800 - Administrative Overhead Costs	\$64,490	\$69,212	\$106,732	\$112,131	\$107,492	\$76,566	\$210,269	\$107,872
Reserves	\$0	\$0	\$10,000	\$0	\$0	\$0	\$0	\$0
Subtotal	\$614,675	\$650,625	\$676,823	\$663,903	\$697,981	\$517,692	\$749,494	\$757,435
Combined Expenditures								
6100 - Personnel	\$2,907,719	\$2,863,826	\$2,840,986	\$2,677,145	\$3,016,052	\$2,932,478	\$2,907,923	\$3,090,043
6200 - Services & Charges	\$386,560	\$360,521	\$293,127	\$244,921	\$268,900	\$276,042	\$248,984	\$322,517
6300-6800 - Administrative Overhead	\$505,685	\$427,738	\$521,671	\$497,654	\$503,226	\$725,101	\$626,755	\$381,686
Total Expenditures	\$3,799,964	\$3,652,085	\$3,655,784	\$3,419,720	\$3,788,178	\$3,933,621	\$3,783,662	\$3,794,246

Southwest Health and Human Services Budget	SWHHS							
HEALTH SERVICES Category	2018 Final	2018 Actual	2019 Final	2019 Actual	2020 Final	2020 Actual	2021 Final	2022 Preliminary
REVENUE								
481 Nursing								
5400 - Federal	\$1,075,768	\$954,973	\$962,203	\$920,078	\$928,100	\$933,227	\$917,773	\$878,947
5300 - State	\$575,516	\$540,483	\$558,527	\$513,096	\$507,642	\$467,565	\$509,027	\$604,636
5200 & 5500-5800 - Other	\$445,310	\$458,236	\$390,405	\$415,700	\$465,480	\$469,361	\$462,780	\$453,280
Reserve spending	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$2,096,594	\$1,953,692	\$1,911,135	\$1,848,874	\$1,901,222	\$1,870,153	\$1,889,580	\$1,936,863
483 Health Education								
5400 - Federal	\$286,974	\$276,655	\$303,545	\$275,552	\$316,941	\$829,715	\$302,216	\$240,667
5200-5300 - State	\$224,631	\$255,323	\$226,690	\$234,886	\$226,960	\$440,837	\$224,631	\$224,631
5500-5800 - Other	\$2,770	\$1,634	\$2,270	\$1,605	\$500	\$2,392	\$500	\$950
Reserve spending	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$514,375	\$533,612	\$532,505	\$512,043	\$544,401	\$1,272,944	\$527,347	\$466,248
485 Environmental Health								
5400 - Federal	\$0	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0
5300 - State	\$55,500	\$30,654	\$35,500	\$28,671	\$35,500	\$38,932	\$35,500	\$50,000
5100 & 5500-5800 - Other	\$193,500	\$187,186	\$194,900	\$200,544	\$198,400	\$196,106	\$193,400	\$193,400
Reserve spending	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal	\$249,000	\$220,840	\$230,400	\$229,215	\$233,900	\$235,038	\$228,900	\$243,400
410 Administration								
5400 - Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5300 - State	\$0	\$22,058	\$0	\$8,774	\$40,000	\$32,476	\$40,000	\$60,000
5500-5800 - Other	\$11,200	\$25,289	\$15,039	\$23,391	\$26,130	\$21,957	\$17,400	\$7,300
Reserve spending	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000 - County Taxes	\$928,795	\$928,753	\$966,705	\$966,705	\$1,042,525	\$1,042,525	\$1,080,435	\$1,080,435
Subtotal	\$939,995	\$976,100	\$981,744	\$998,870	\$1,108,655	\$1,096,958	\$1,137,835	\$1,147,735
Combined Revenues								
5400 - Federal	\$1,362,742	\$1,234,628	\$1,265,748	\$1,195,630	\$1,245,041	\$1,762,942	\$1,219,989	\$1,119,614
5200-5300 - State	\$855,647	\$848,518	\$820,717	\$785,427	\$810,102	\$979,810	\$809,158	\$939,267
5500-5800 - Other	\$652,780	\$672,345	\$602,614	\$641,240	\$690,510	\$689,816	\$674,080	\$654,930
Reserve spending	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5000 - County Taxes	\$928,795	\$928,753	\$966,705	\$966,705	\$1,042,525	\$1,042,525	\$1,080,435	\$1,080,435
Total Revenues	\$3,799,964	\$3,684,244	\$3,655,784	\$3,589,002	\$3,788,178	\$4,475,093	\$3,783,662	\$3,794,246
Summary								
Revenue	\$3,799,964	\$3,684,244	\$3,655,784	\$3,589,002	\$3,788,178	\$4,475,093	\$3,783,662	\$3,794,246
Expenditures	\$3,799,964	\$3,652,085	\$3,655,784	\$3,419,720	\$3,788,178	\$3,933,621	\$3,783,662	\$3,794,246
Difference	\$0	-\$32,159	\$0	-\$169,282	\$0	-\$541,472	\$0	\$0

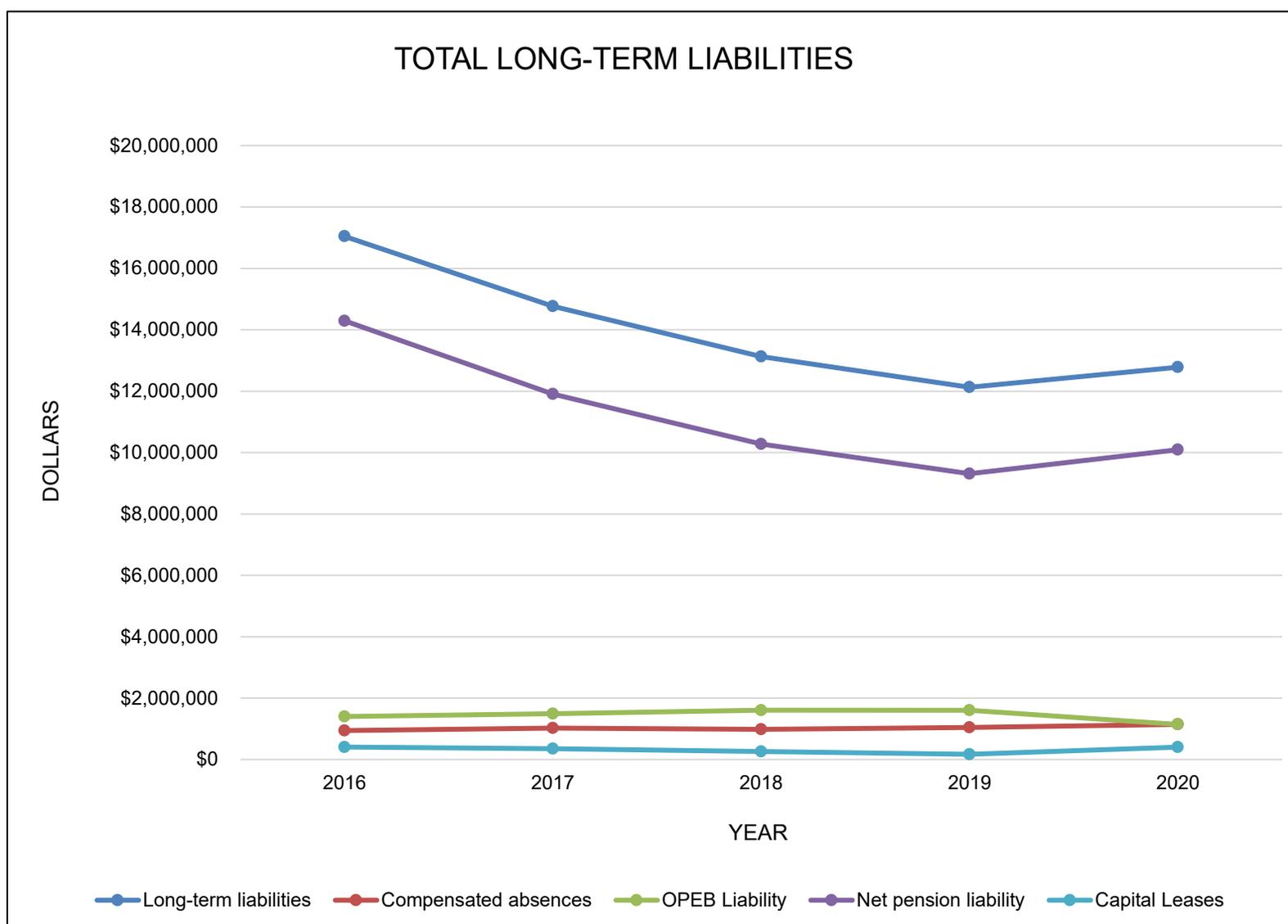
**Southwest Health and Human Services
Marshall, Minnesota
Capital Assets, Net of Accumulated Depreciation
December 31, 2020**

	2016	2017	2018	2019	2020
Construction in Progress	35,644	-	-	-	-
Office furniture and equipment	976,784	1,088,146	1,068,441	1,156,331	1,507,126
Automotive equipment	591,139	591,139	591,139	591,139	707,694
Total Assets	1,603,567	1,679,285	1,659,580	1,747,470	2,214,820
Accumulated Depreciation					
Office furniture and equipment	629,773	673,666	718,752	831,702	978,322
Automotive equipment	156,813	261,028	365,242	464,734	228,134
Total Accumulated Depreciation	786,586	934,694	1,083,994	1,296,436	1,206,456
Capital Assets, Net	816,981	744,591	575,586	451,034	1,008,364



**Southwest Health and Human Services
Marshall, Minnesota
Long-Term Liabilities
December 31, 2020**

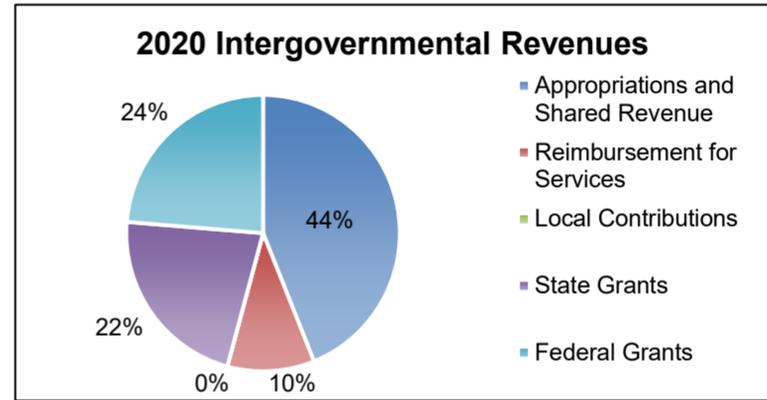
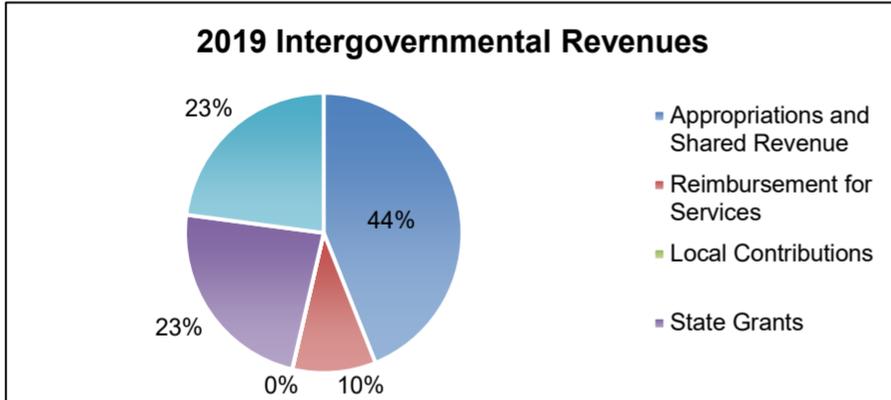
	2016	2017	2018	2019	2020
Compensated absences	\$ 942,083	1,026,427	982,921	1,042,125	1,142,128
OPEB Liability	1,403,175	1,491,020	1,606,048	1,603,589	1,141,103
Net pension liability	14,290,327	11,899,653	10,279,684	9,310,459	10,090,354
Capital Leases	405,119	351,106	258,154	169,384	401,877
Long-term liabilities	\$ 17,040,704	\$ 14,768,206	\$ 13,126,807	\$ 12,125,557	\$ 12,775,462



	2016	2017	2018	2019	2020
Due within one year	\$ 193,285	\$ 221,450	\$ 235,746	\$ 253,087	\$ 233,307
Due in more than one year	1,153,917	1,156,083	1,005,329	958,422	1,310,698
OPEB liability	1,403,175	1,491,020	1,606,048	1,603,589	1,141,103
Net Pension Liability	14,290,327	11,899,653	10,279,684	9,310,459	10,090,354
Total	\$ 17,040,704	\$ 14,768,206	\$ 13,126,807	\$ 12,125,557	\$ 12,775,462

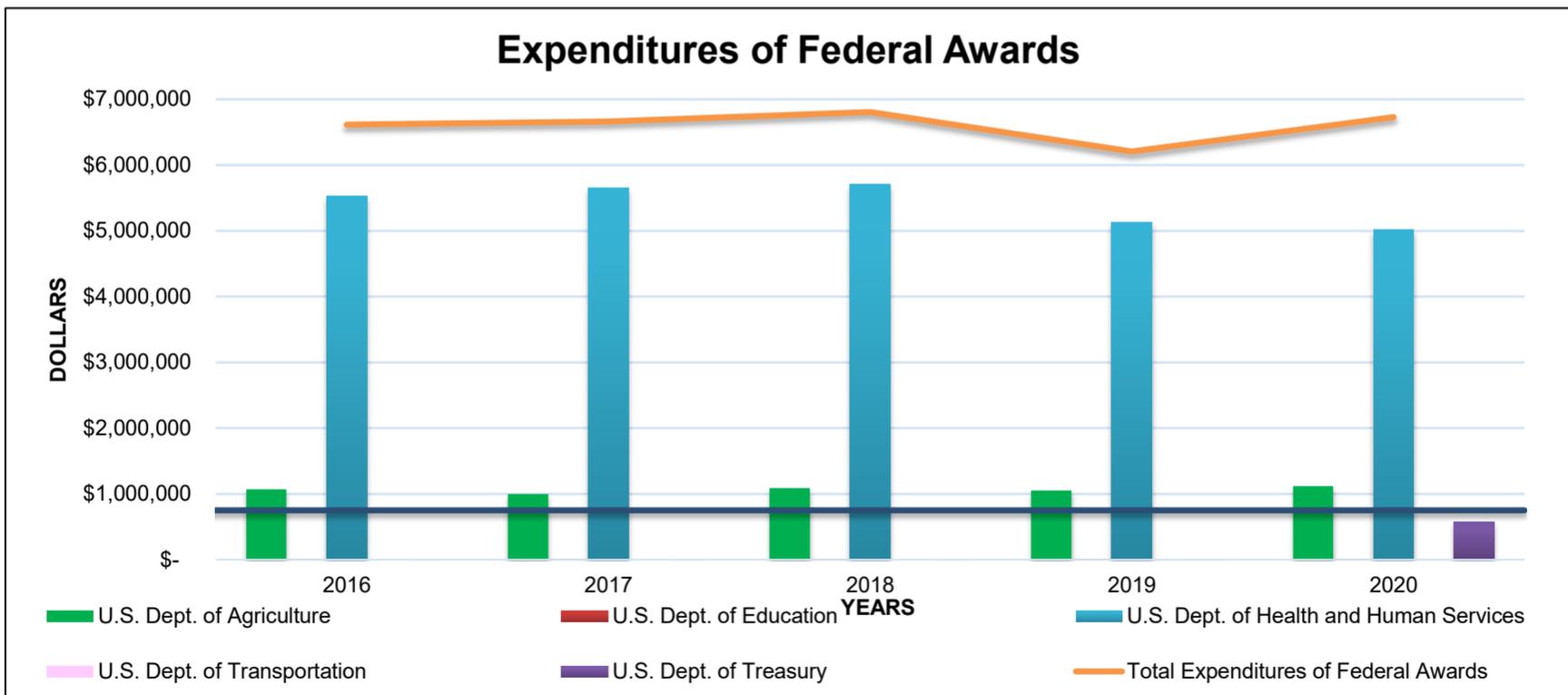
**Southwest Health and Human Services
Marshall, Minnesota
Intergovernmental Revenues - Governmental Funds
December 31, 2020**

	2016	2017	2018	2019	2020
Appropriations and Shared Revenue	\$ 10,319,346	\$ 10,675,736	\$ 11,340,865	\$ 11,776,267	\$ 12,632,972
Reimbursement for Services	2,160,187	2,466,595	2,549,744	2,611,373	2,961,311
Local Contributions	98,139	123,520	43,507	8,601	444
State Grants	5,659,721	5,999,741	5,989,994	6,277,862	6,348,678
Federal Grants	6,657,623	6,660,758	7,108,566	6,149,955	6,817,469
Total	\$ 24,895,016	\$ 25,926,350	\$ 27,032,676	\$ 26,824,058	\$ 28,760,874



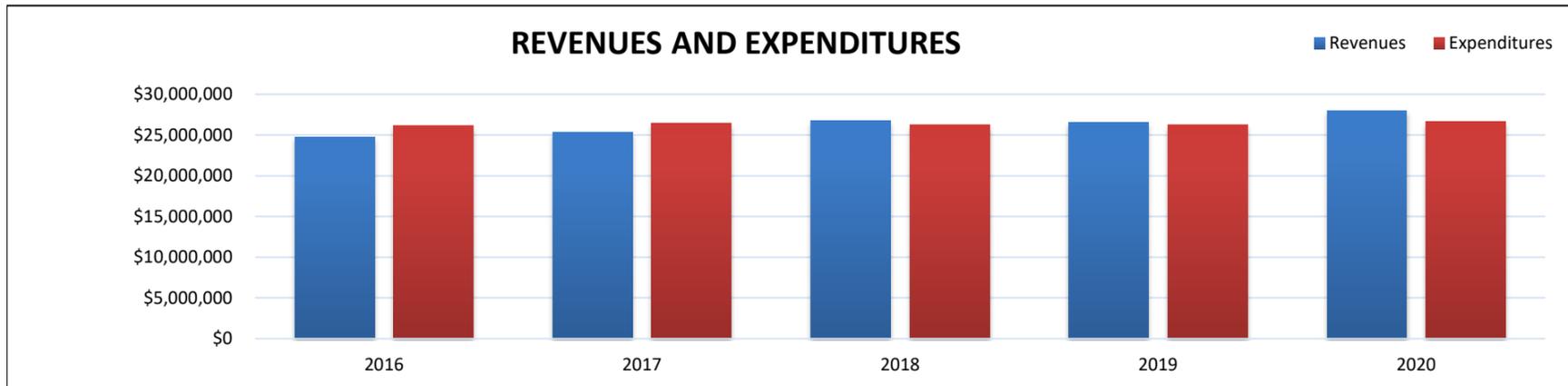
Expenditures of Federal Awards by Federal Source

	2016	2017	2018	2019	2020
U.S. Dept. of Agriculture	\$ 1,072,387	\$ 996,960	\$ 1,086,825	\$ 1,054,006	\$ 1,118,641
U.S. Dept. of Transportation	-	-	-	10,612	9,199
U.S. Dept. of Treasury	-	-	-	-	578,610
U.S. Dept. of Education	14,498	14,498	13,575	6,924	9,108
U.S. Dept. of Health and Human Services	5,530,411	5,649,300	5,705,572	5,134,959	5,012,545
Total Expenditures of Federal Awards	\$ 6,617,296	\$ 6,660,758	\$ 6,805,972	\$ 6,206,501	\$ 6,728,103

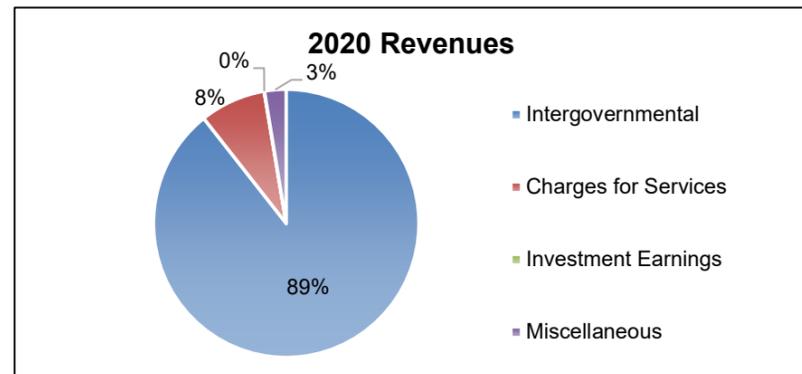
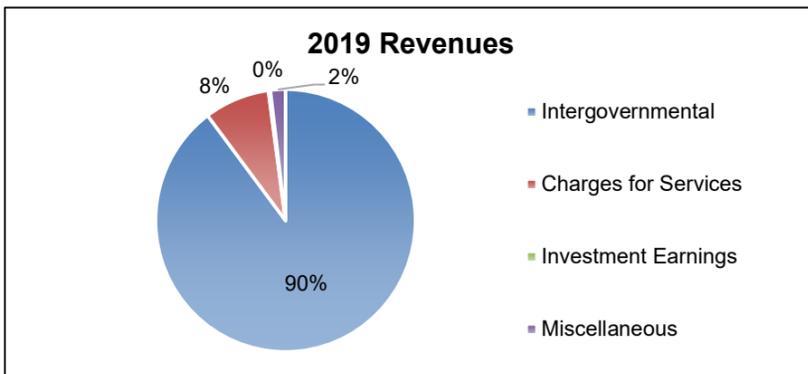


**Southwest Health and Human Services
Marshall, Minnesota
General Fund Revenues and Expenditures
December 31, 2020**

	2016	2017	2018	2019	2020
Revenues	\$ 24,741,629	\$ 25,356,868	\$ 26,759,333	\$ 26,531,000	\$ 27,987,157
Expenditures	26,107,135	26,445,312	26,214,459	26,246,696	26,614,869
Other Financing Sources (Uses)	342,930	31,760	9,505	14,509	371,953
Net Change in Fund Balance	(1,022,576)	(1,056,684)	554,379	298,813	1,744,241



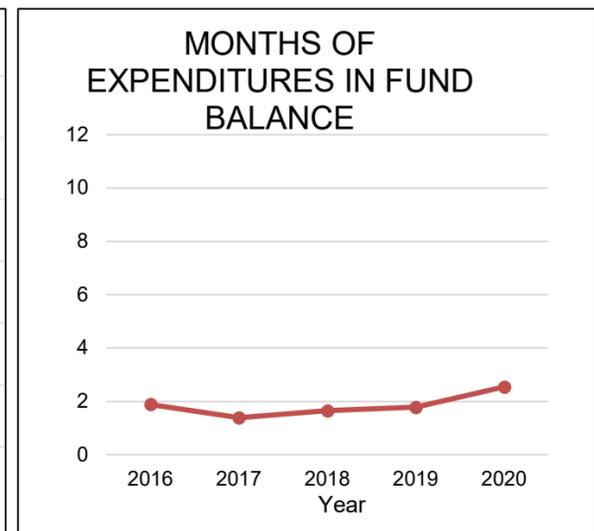
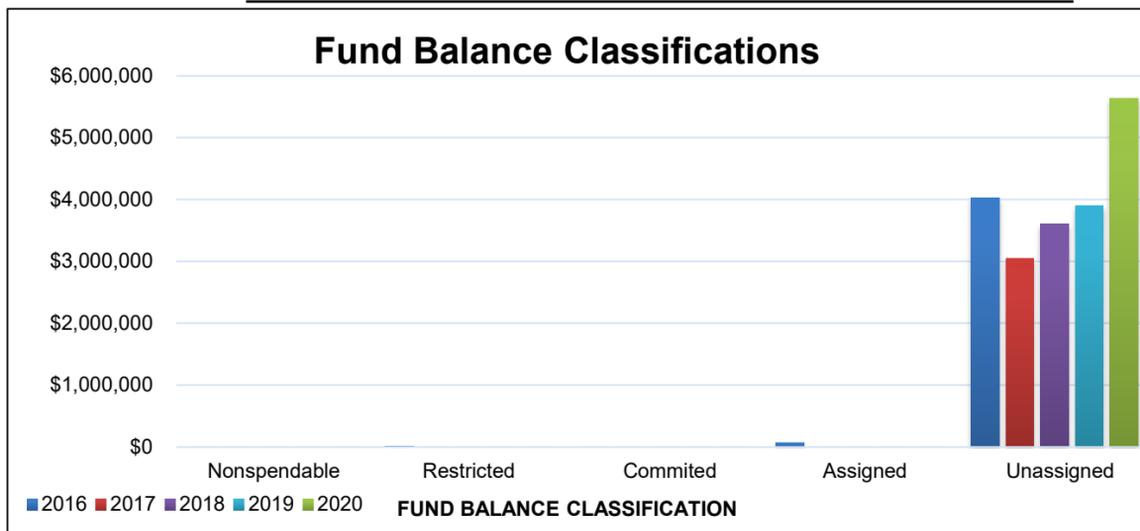
Revenue Classification	2016	2017	2018	2019	2020
Intergovernmental	22,110,184	22,681,443	24,030,708	23,814,507	24,998,476
Charges for Services	2,093,295	2,138,993	2,209,226	2,154,827	2,241,859
Investment Earnings	40,386	18,749	35,153	68,004	11,304
Miscellaneous	497,764	517,683	484,246	493,662	735,518
	<u>\$ 24,741,629</u>	<u>\$ 25,356,868</u>	<u>\$ 26,759,333</u>	<u>\$ 26,531,000</u>	<u>\$ 27,987,157</u>



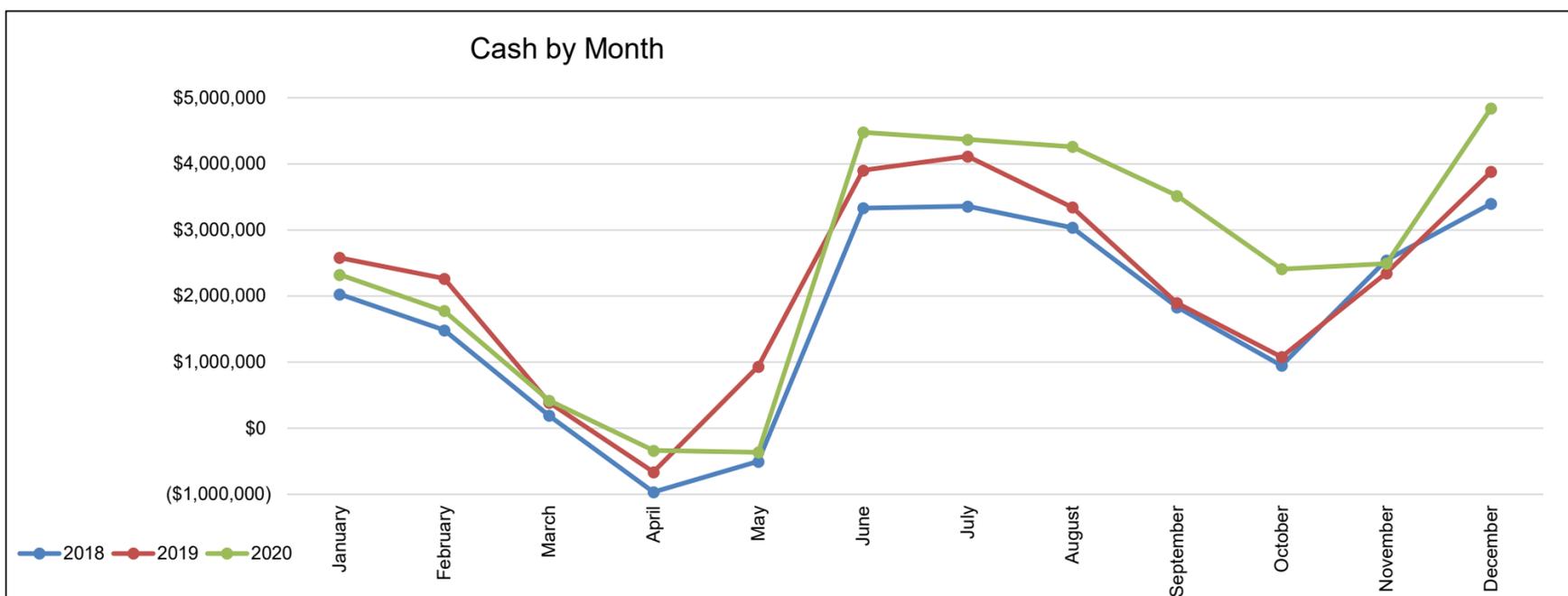
**Southwest Health and Human Services
Marshall, Minnesota
Fund Balance & Cash and Investments - General Fund
December 31, 2020**

	2016	2017	2018	2019	2020
Nonspendable	\$ -	\$ -	\$ -	\$ -	\$ -
Restricted	9,594	-	-	-	-
Unrestricted					
Committed	-	-	-	-	-
Assigned	64,377	-	-	-	-
Unassigned	4,033,903	3,051,190	3,605,569	3,904,382	5,640,545
	<u>\$ 4,107,874</u>	<u>\$ 3,051,190</u>	<u>\$ 3,605,569</u>	<u>\$ 3,904,382</u>	<u>\$ 5,640,545</u>

YEAR	MONTHS
2016	1.88
2017	1.38
2018	1.65
2019	1.79
2020	2.54

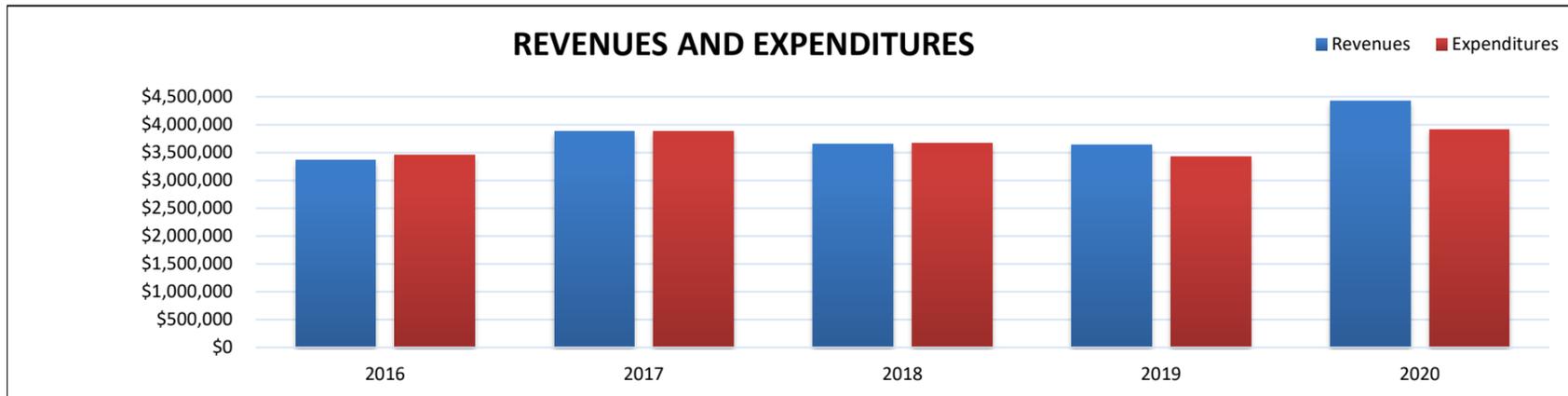


	Cash in IFS by Month		
	2018	2019	2020
January	2,028,236	2,581,063	2,324,869
February	1,484,682	2,265,159	1,776,669
March	191,367	389,181	419,442
April	(965,792)	(661,409)	(338,385)
May	(501,975)	934,705	(363,979)
June	3,330,788	3,900,614	4,477,795
July	3,357,747	4,115,293	4,369,535
August	3,035,839	3,342,409	4,260,537
September	1,833,134	1,895,297	3,518,651
October	948,482	1,079,899	2,410,104
November	2,542,048	2,347,069	2,492,480
December	3,396,970	3,881,484	4,839,213

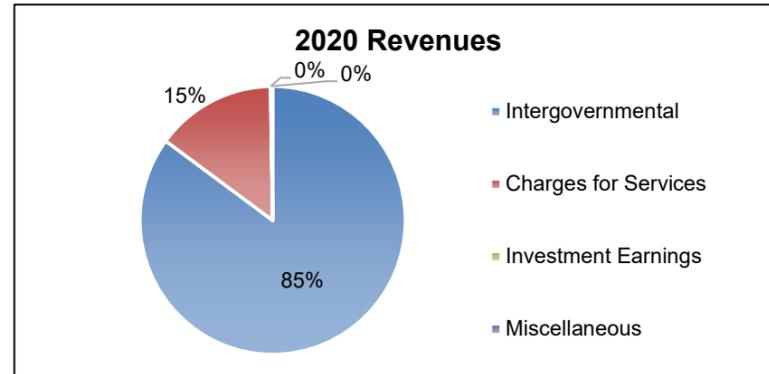
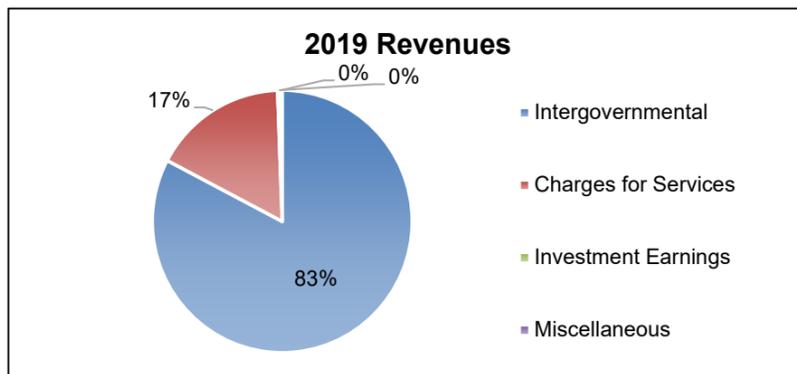


**Southwest Health and Human Services
Marshall, Minnesota
Health Fund Revenues and Expenditures
December 31, 2020**

	2016	2017	2018	2019	2020
Revenues	\$ 3,355,965	\$ 3,878,901	\$ 3,652,533	\$ 3,639,669	\$ 4,421,944
Expenditures	3,457,972	3,884,458	3,668,905	3,423,783	3,912,110
Other Financing Sources (Uses)	65,321	6,050	1,811	2,764	70,848
Net Change in Fund Balance	(36,686)	493	(14,561)	218,650	580,682



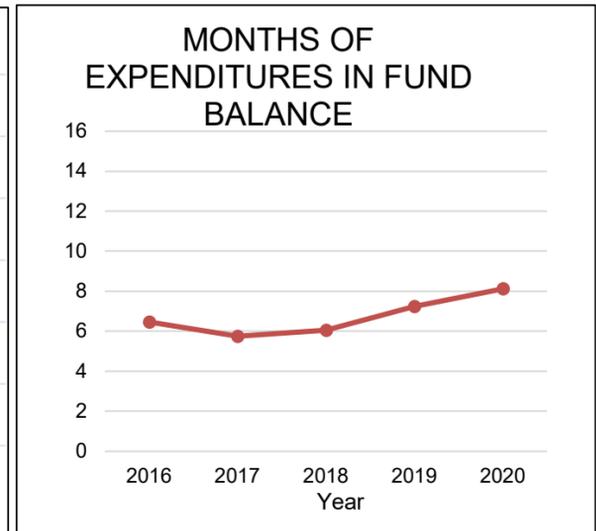
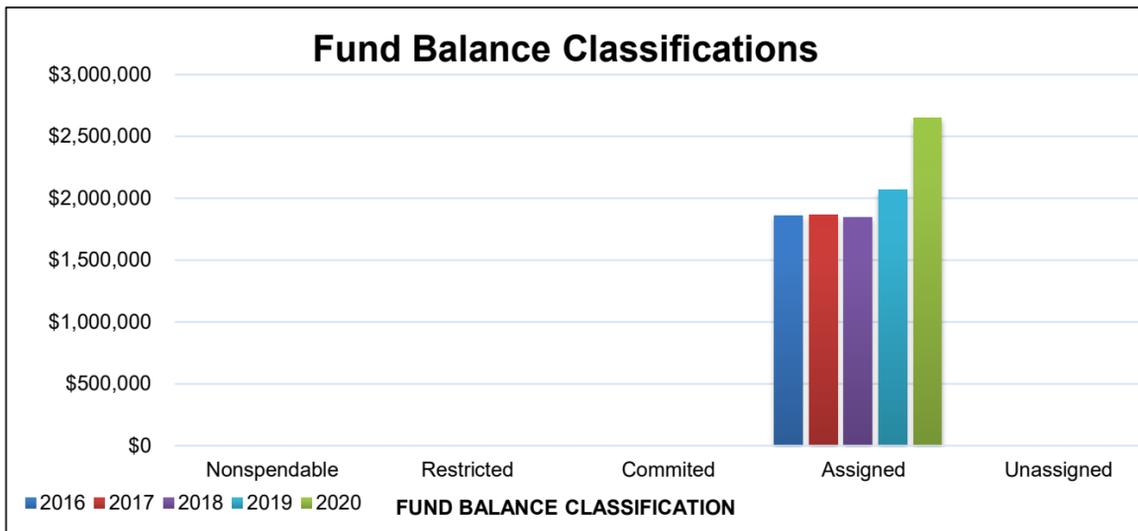
Revenue Classification	2016	2017	2018	2019	2020
Intergovernmental	\$ 2,783,342	\$ 2,784,832	\$ 3,001,968	\$ 3,009,551	\$ 3,762,398
Charges for Services	549,664	557,007	629,149	609,401	648,147
Investment Earnings	6,349	5,674	6,695	12,953	2,153
Miscellaneous	19,311	8,452	14,721	7,764	9,246
	<u>\$ 3,358,666</u>	<u>\$ 3,355,965</u>	<u>\$ 3,652,533</u>	<u>\$ 3,639,669</u>	<u>\$ 4,421,944</u>



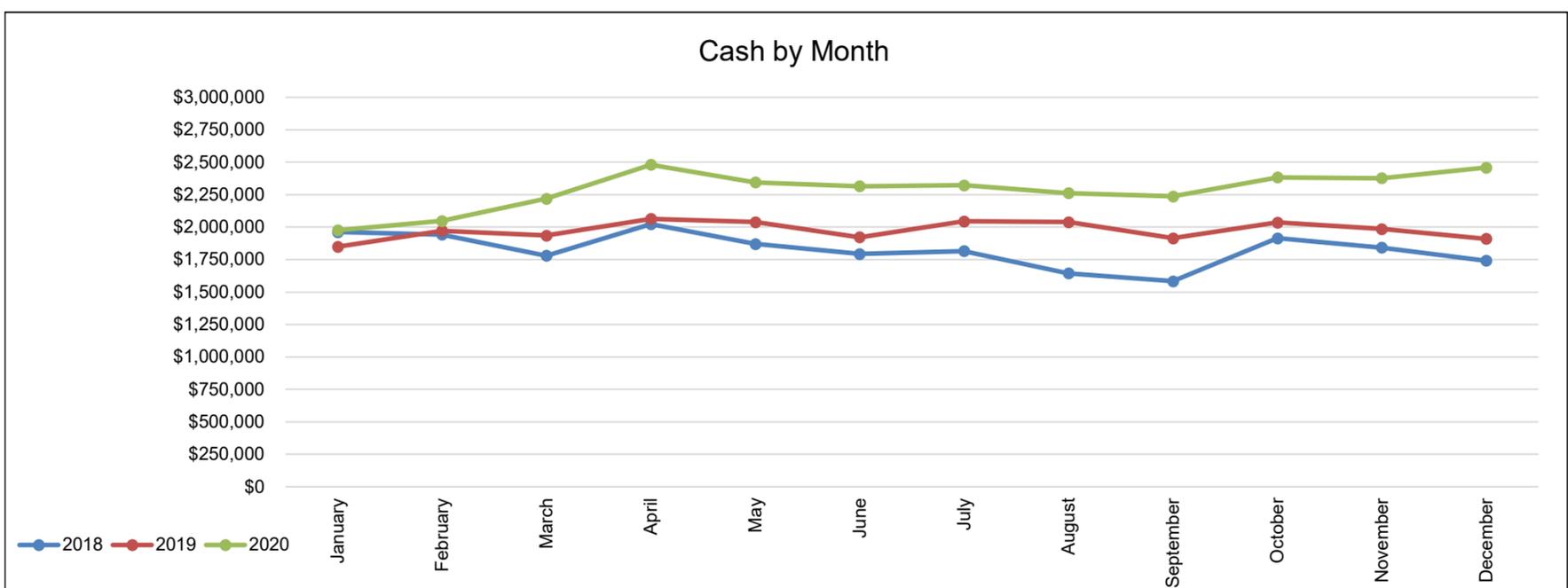
**Southwest Health and Human Services
Marshall, Minnesota
Fund Balance & Cash and Investments - Health Fund
December 31, 2020**

	2016	2017	2018	2019	2020
Nonspendable	\$ -	\$ -	\$ -	\$ -	\$ -
Restricted	-	-	-	-	-
Unrestricted					
Committed	-	-	-	-	-
Assigned	1,861,622	1,862,115	1,847,554	2,066,204	2,646,886
Unassigned	-	-	-	-	-
Total	\$ 1,861,622	\$ 1,862,115	\$ 1,847,554	\$ 2,066,204	\$ 2,646,886

YEAR	MONTHS
2016	6.46
2017	5.75
2018	6.04
2019	7.24
2020	8.12

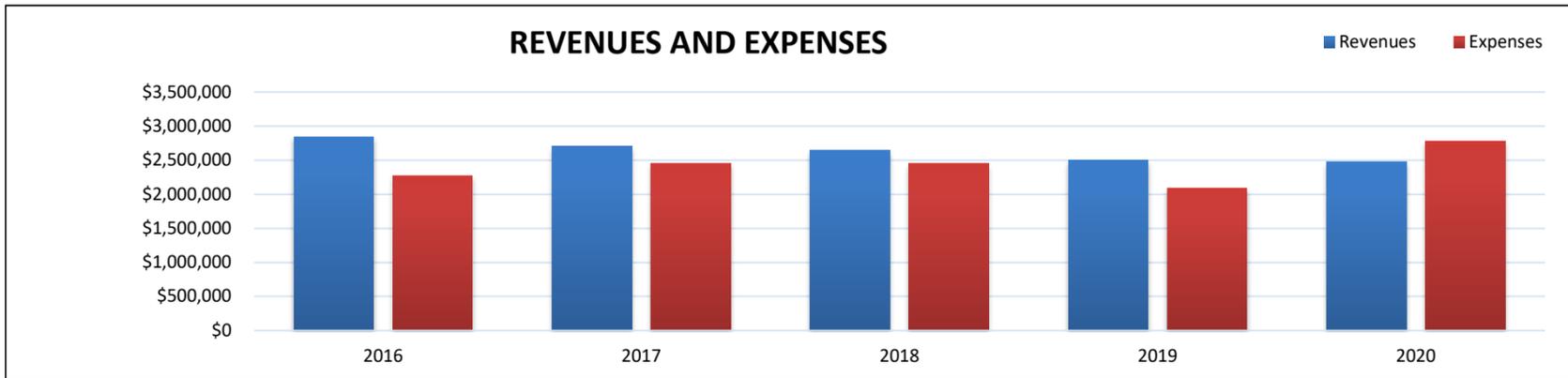


	Cash in IFS by Month		
	2018	2019	2020
January	1,961,612	1,849,165	1,975,873
February	1,943,035	1,972,764	2,047,266
March	1,780,623	1,935,227	2,218,767
April	2,023,376	2,063,608	2,480,346
May	1,870,383	2,039,617	2,344,618
June	1,793,344	1,922,385	2,314,857
July	1,816,119	2,044,394	2,322,029
August	1,643,851	2,039,262	2,261,644
September	1,584,219	1,915,329	2,236,197
October	1,914,793	2,036,425	2,383,533
November	1,842,417	1,985,685	2,377,097
December	1,741,705	1,910,997	2,457,991

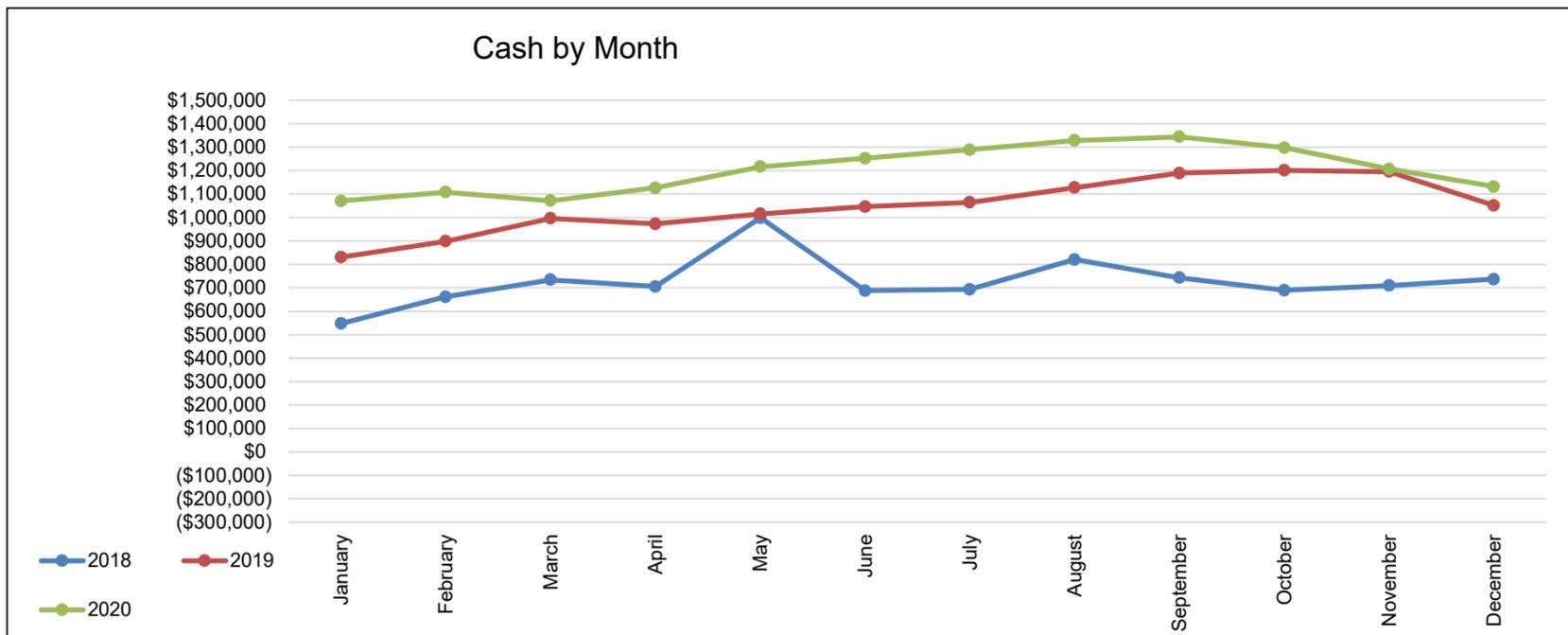


**Southwest Health and Human Services
Marshall, Minnesota
Internal Service Fund Revenues and Expenses
12/31/2020**

	2016	2017	2018	2019	2020
Revenues	\$ 2,844,821	\$ 2,701,638	\$ 2,642,741	\$ 2,494,570	\$ 2,476,913
Expenses	2,272,395	2,457,540	2,453,635	2,089,401	2,782,992
Change in Net Position	572,426	244,098	189,106	405,169	(306,079)



	Cash in IFS by Month		
	2018	2019	2020
January	547,461	830,787	1,070,978
February	661,779	898,633	1,108,165
March	734,591	996,672	1,071,726
April	705,227	973,047	1,126,238
May	998,994	1,015,394	1,216,444
June	688,218	1,046,008	1,252,789
July	693,432	1,064,138	1,289,387
August	820,833	1,127,624	1,328,431
September	742,654	1,189,708	1,343,792
October	690,066	1,200,976	1,297,528
November	709,871	1,195,846	1,206,582
December	736,904	1,051,605	1,132,235





MCIT

Minnesota Counties Intergovernmental Trust

100 Empire Drive, Suite 100, St. Paul, MN 55103-1885 • 651.209.6400 • 1.866.547.6516 • MCIT.org

AUG - 9 2021

August 6, 2021

BOARD OF DIRECTORS

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Commissioner

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Vice-Chair
Yellow Medicine County
Commissioner

Randy Schreifels
Secretary/Treasurer
Stearns County
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Jackson County
Commissioner

Marcia Ward
Winona County
Commissioner

Nancy Walker
Deputy Director
Southwest Health & Human Services
607 W Main St Ste 100
Marshall, Minnesota 56258

RE: 2021 DIVIDEND NOTICE

Dear Nancy Walker,

In deciding to announce a dividend in 2021 the MCIT Board of Directors considered a number of factors that have the potential of impacting the financial strength of the Trust; specifically,

- historical and projected return on investments
- changes in reserves due to loss trends involving jail suicides, inmate deaths not attributed to suicide and allegations of failing to provide adequate medical treatment to inmates; law enforcement use of force; developing workers' compensation claims attributed to PTSD
- increases in the cost of property and casualty reinsurance, cyber coverage, as well as changes in terms and conditions of coverage and increased MCIT's retention

Recognizing that dividends are a reflection of past performance that are fueled by investment income and positive claims development the board relied heavily upon the financial audit conducted by Eide Bailly LLP and the reserve analysis performed by Actuarial Advisors to affirm the soundness of the board's decision to announce a **\$12M Dividend in 2021.**

Workers' Compensation Dividend	\$11 million
Property/Casualty Dividend	\$1 million

Your 2021 Dividend is \$41,360 allocated as follows:

- | | |
|-------------------------|----------|
| ▪ Workers' Compensation | \$37,780 |
| ▪ Property/Casualty | \$3,580 |



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2021 Dividend Notice

August 6, 2021

Page 2

This is MCIT's 31st consecutive annual dividend to members. Members are reminded that dividends are a reflection of MCIT's past performance. Nothing guarantees future dividends.

The MCIT Board of Directors remains committed to the fiscal health of the organization and will continue to annually evaluate the merits of returning fund balance.

We are providing this letter to you for purposes of 2022 planning. The actual dividend payment will be issued in mid-November of this year.

MCIT's success is attributable to the long-term commitment of its membership. Members have been steadfast in their dedication to this venture often using dividend monies to invest in and enhance their own risk management and loss control efforts. This dividend is a reward for your hard work.

Thank you for your ongoing participation in MCIT.

Sincerely,

Felix Schmiesing, Sherburne County Commissioner
Trust Chair



Position Request Form

Ag 081 04 18

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 Two (2) Fraud Prevention Specialists

New Position Replacement Permanent Temporary Promotion
 Is Funding Budgeted for This Position? Yes, Budgeted No, Not Budgeted

Desired hire date: ASAP

Salary Range includes FICA, PERA, & Insurance Contribution: \$49,801-\$80855

*Attached additional sheets if necessary.

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

The purpose of these 2 positions is to conduct fraud prevention investigations involving applicants/recipients of MFIP/Food Support, MA and day care in the multi-county FPI program, pursuant to FPI guidelines: and to assist with collections services for Southwest Health and Human Services.

2. Why are you recommending this positions be authorized?

SWMHHS executed a contract with Northwoods Fraud Investigations LLC, the contract will be ending on 09/30/2021. It is the intent to have two (2) positions. These 2 positions will draw down FFP paid on a quarterly basis. The fraud prevention program (FPI) has been a long standing program with SWMMHS and LLM Services. It provides invaluable services for the six (6) counties of SWMHHS, plus the counties of Yellow Medicine, Des Moines Valley (Jackson & Cottonwood) and Nobles County. Prior to the contract, SWMHSS had the approval to hire an additional worker due to the large geographical area and the number of referrals. Having 2 investigators will provide more presences in the counties we serve, additional time for surveillance, education about the FPI program with the Income Maintenance Units, County Attorney's Office, Sheriff's Offices. With 2 investigators the referral will be able to be completed on a timely basis for an average turnaround of 15 days. In the absence of an investigator, the other worker will be able to back up the other worker in order to remain within the average 15 day turnaround.

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

Not aware of any other Fraud Prevention Investigators in MN to pursue a contract with.

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.

n/a

6. What is the Return of Investment (ROI)?

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

These 2 positions bring program integrity to the administration of the public assistance programs. It assures that applicants are indeed eligible for their respective benefits they are applying for. The programs hold the applicants that are not truthful on their applications for public assistance accountable. If there is not a FPI program, fraud would increase with in the public assistance programs.

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

SECTION 3: Signatures

Completed by: JoAnne M. Brisk _____ Date: 08/09/2021

Division Director Signature: **APPROVED**
By nancy.walker at 1:37 pm, Aug 09, 2021 _____ Date: _____

Director Signature: **APPROVED**
By Beth Wilms at 9:09 am, Aug 10, 2021 _____ Date: _____

**SOUTHWEST HEALTH AND HUMAN SERVICES
SAFETY POLICY NUMBER 2**

EFFECTIVE DATE: 01/18/12

REVISION DATE: 08/19/15; 08/18/21

AUTHORITY: Southwest Health and Human Services Joint Governing Board
Healthcare Personnel Vaccination Recommendations: Immunization Action
Coalition, Saint Paul, MN www.immunize.org

--INFECTION/EXPOSURE CONTROL PROGRAM--

Section 1 - Policy

- a. Southwest Health and Human Services will establish a written Exposure Control Plan designed to eliminate or minimize employee exposure. The Exposure Control Plan will be reviewed annually and whenever necessary to reflect new or modified tasks and procedures that affect occupational exposure and to reflect new or revised employee positions with occupational exposure.

Section 2 - Purpose

- a. To identify specific procedures for Southwest Health and Human Services employees in the identification, prevention, exposure and control of infectious diseases.

Section 3 – Standard Precautions

- a. Wash hands before and after a staff member comes in contact with clients and/or blood or body fluids.
- b. Wear disposable gloves at all times when contact with blood or body fluids is anticipated.
- c. Wear protective gowns or aprons when splashes of blood or body fluid are likely to occur.
- d. Use disposable supplies whenever possible.
- e. Use masks or goggles anytime a splash to the eyes or mucous membrane is anticipated.

**SOUTHWEST HEALTH AND HUMAN SERVICES
SAFETY POLICY NUMBER 2**

Section 4 – Engineering and Work Practice Controls

- a. Management will provide waterless hand sanitizer, soap and paper towels to employees to ~~utilize~~ use in their work settings.
- b. Antiseptic hand cleaners will be available to employees who do not have access to soap and water. Employees who have used antiseptic cleanser must wash their hands with soap and water as soon as possible.
- c. Employees will wear gloves when handling blood or potentially infectious materials and wash their hands immediately or as soon as ~~feasible~~ possible after removal of gloves or other personal protective equipment.
- d. Employees will wash hands and any other skin with soap and water or flush mucous membranes with water immediately or as soon as ~~feasible~~ possible following contact with blood or other potentially infectious materials.
- e. Employees ~~must~~ will remove all overtly contaminated PPE immediately or as soon as possible after leaving a work area. They ~~must~~ will place PPE in an appropriately designated container for storage, washing, decontamination, or disposal. Eye goggles ~~must~~ will be cleaned if blood or other body fluids have contaminated them.
- f. Employees will properly dispose of needles and sharps in the following manner:
 - Contaminated needles, syringes, and sharps shall not be recapped, bent, or removed.
 - Shearing or breaking of contaminated needles is prohibited.
 - Immediately or as soon as possible after use, contaminated sharps shall be placed in an appropriate sharps container.
 - These sharp containers will be located as close as is ~~feasible~~ possible to the immediate area where sharps are used or can be reasonably anticipated to be found.
 - Sharps containers will be inspected before, during, and after each shot clinic and will be removed when the sharps containers become ½ to ¾ full and will be transferred to the biohazard waste container in the Marshall or Redwood Public Health office as soon as possible.
 - Sharps containers will be closed and locked prior to transfer to biohazard waste container.
- g. Employees may not eat, drink, smoke, or apply cosmetics or lip balm or handle contact lenses in laboratories or other areas where blood or other potentially infectious materials are located.

**SOUTHWEST HEALTH AND HUMAN SERVICES
SAFETY POLICY NUMBER 2**

- h. Employees may not keep food and drink in refrigerators, freezers, or other areas where blood or other potentially infectious materials are present.
- i. Management will allow the appropriate agency employees the opportunity to ~~participate~~ take part in identifying and choosing the safest needle devices necessary to conduct agency activities.

Section 5 – Personal Protective Equipment

- a. Protective equipment, including PPE for eyes, face, head, and extremities, protective clothing, respiratory devices, and protective shields and barriers, will be provided, used, and maintained in a sanitary and reliable condition wherever it is necessary by reason of hazards of processes or environment, chemical hazards, radiological hazards, or mechanical irritants encountered in a manner capable of causing injury or impairment in the function of any part of the body through absorption, inhalation or physical contact.
- b. Employees will wear gloves and will change gloves between each client contact when:
 - Touching blood and body fluids, mucous membranes or non-intact skin of all clients.
 - Handling items or surfaces soiled with blood or body fluids.
 - Conducting blood screenings, doing lice checks, collecting buccal swabs, cleaning CPR equipment. (Note: It is at the nurse's discretion to wear gloves when giving immunizations or mantouxes)
 - The employee has cuts, scratches or other breaks in his/her skin and will be working with clients.
- c. Employees will wear masks and protective eyewear or face shields during procedures that are likely to generate droplets of blood or other body fluids to prevent exposure of mucous membranes of the mouth, nose and eyes.
- d. Employees will wear gowns or aprons during procedures that are likely to generate splashes of blood or other body fluids or when clothing may come in contact with blood and other body fluids.
- e. Pocket masks for CPR will be made available for employees use.
- f. Employees will wear National Institute for Occupational Safety and Health (NIOSH) certified face masks that have been fit tested as mandated when providing directly observed therapy to clients in their home that have active tuberculosis. (Refer to the

**SOUTHWEST HEALTH AND HUMAN SERVICES
SAFETY POLICY NUMBER 2**

agency's Respiratory Protection Program Policies and Procedures in the Safety Manual for more information about fit testing).

- g. PPE will be stored in each county office storage area. There will be a sign placed on each location for easy of location.

Section 6 – Respirator Selection

- a. Only respirators approved by the National Institute for Occupational Safety and Health (NIOSH) will be selected and used.
- b. N95 respirators will be used for airborne precautions for disease investigation and client contact activities.
- c. Fit Testing
 - Fit testing is required for tight fitting respirators and will occur after the following conditions:
 - After the employee is medically cleared for respirator use.
 - Before the employee wears the respirator while conducting agency activities.
 - Facial changes – structure or scarring.
 - Significant weight change – 10% or more.
 - Change of respirator size, make, or model.
 - As OSHA standards require.
 - After the initial fit test, fit tests must be completed annually for all Public Health nurses working in the DP&C program including the Nursing Supervisor of that program and if there is a change in status of the wearer or if the employer changes model or type of respiratory protection.
 - The employee must be tested with the same make, model, style, and size of respirator that will be used.
 - Factors affecting the respirator seal are facial hair, facial bone structure, dentures, facial scars, eyeglasses and excessive make-up.
 - Employees wearing tight-fitting respirators must perform a user seal check each time they put on the respirator according to the manufacturer's procedures.

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Section 7 - Tuberculosis (TB)

- a. All new employees who are determined by their Division Director or designee to be at risk for occupational exposure to tuberculosis must have documentation of TB screening before providing services that involve direct contact with the clients. Occupational exposure will be based on the facilities risk factors low, med, high per facility

**SOUTHWEST HEALTH AND HUMAN SERVICES
SAFETY POLICY NUMBER 2**

assessment conducted by Public Health. This will be documented on a new employee checklist for those employees needing a TB test.

- b. Positive Mantoux-Definition: A positive mantoux reaction for a person with direct client contact is indicated by an in-duration at the site. (A quick reference chart showing which patients should be treated for latent tuberculosis infection (LTBI) can be found on the Minnesota Department of Health website.)
- c. TB screening guideline:
- **No prior positive Mantoux:** The person without previous written documentation of a positive Mantoux test will receive a baseline Mantoux test using needle, syringe and Purified Protein Derivatives (PPD). The two-step method will be used if the person has not had a documented negative PPD test during the 12 months preceding employment. A second test will be administered 7-21 days after the first test, to ascertain a booster reaction.
 - **Positive Mantoux:** If the person has had a positive reaction to a Mantoux test upon employment or has a positive reaction to a Mantoux test in repeat testing during the course of employment, the person must provide:
 1. Documentation of a negative chest x-ray, dated after the positive Mantoux screening, before working in a position involving direct client contact
 2. Thereafter, an annual symptom screen for those at risk, based on facility assessment.
 - **Significant Adverse Reaction to Mantoux testing:** If a person indicates verbally or in a written report, a previous significant adverse reaction to a Mantoux test then they will be referred for a TB blood test if they are deemed at risk for exposure.
 - **Negative Mantoux:** Employees that have tested negative for a mantoux and are working in a correctional facility are required to have an annual PPD (Mantoux) test. Annual Mantoux testing is required only among those at high risk for tuberculosis infection, based on facility risk assessment per CDC guidelines.
 - **Symptoms:** If symptoms compatible with TB are present, the person ~~shall~~ will be excluded from the workplace at the discretion of the Division Director or designee and consulting physician until either:
 1. A diagnosis of active TB is ruled out; or
 2. A diagnosis of active TB is established and the person is being treated and determination is made by a physician with expertise in treatment of TB, and Public Health that the employee is not infectious.
 - Persons who do not have active TB, but are converters, ~~shall~~ will be evaluated for active TB by chest X-Ray and a medical exam. They will be referred to their personal physician for LTBI preventative therapy. An annual TB

**SOUTHWEST HEALTH AND HUMAN SERVICES
SAFETY POLICY NUMBER 2**

symptom screen will be completed for those who are working in a facility with risk of occupational exposure. Notification of any clusters of conversion will be provided to MDH

- TB Exposures:
 1. All employee exposures to TB will be documented and kept in the employee's health/medical file.
 2. Employees exposed to active TB will have a Mantoux test done, per current CDC guidelines, after exposure and thereafter as recommended by Public Health with MDH consultation

Section 8 – Healthcare Worker Immunization

- a. The following immunization screening program will be observed to reduce the likelihood for transmission of vaccine-preventable and other infectious diseases.
- b. Procedures:

Hepatitis B - Required

- Hepatitis B vaccination series is offered, at no charge, to employees who are determined by their Division Director or designees to be at risk for occupational exposure to Hepatitis B. At risk would include employees who perform tasks involving contact with blood, body fluids, and sharps.
- Employees may decline this option. A formal declination for at-risk employees must be in the employee's medical/health file.
- Hepatitis B vaccine is administered in accordance with current CDC recommendations.
- ~~One or two months after completion of the 3-dose vaccination series, employees will be tested for antibody to hepatitis B surface antigen. If designated as an at-risk employee as per section 1, the employer will be responsible for this testing.~~
- ~~For employees not responding to the primary series, the series will be repeated as indicated. Revaccinated persons will be retested at the completion of the additional vaccine doses. If they do not respond, they will be evaluated for infectious status. Those determined not to be infected should be considered susceptible to HBV virus.~~

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**SOUTHWEST HEALTH AND HUMAN SERVICES
SAFETY POLICY NUMBER 2**

- Booster doses of hepatitis B vaccine are not routinely recommended for known responders even if exposed to hepatitis B virus and titer is low.

Influenza – Recommended

- Management will offer to all agency staff that has client contacts annual influenza vaccinations, and will bill the employee's insurance or the employee may pay privately for the vaccine.
- Employees are encouraged to receive the influenza vaccination in an effort to prevent influenza illness in workers and to help prevent the transmission of influenza virus to clients, many who are at increased risk for influenza-related complications.
- Influenza vaccination is administered in accordance with CDC recommendations.
- A Declination of Influenza Vaccination form will be completed for employees who choose not to receive their annual influenza vaccine.

Measles, Mumps, Rubella (MMR) - Required

- Employees born in 1957 or later will provide evidence of measles, mumps and rubella immunity by:
 - Serologic evidence of immunity, or
 - Laboratory confirmation of disease, or
 - Appropriate documentation of vaccinations against measles, mumps and rubella which include;
 - 2 doses of live measles and mumps vaccines given on or after the first birthday and separated by 28 days or more, and at least 1 dose of live rubella vaccine.
- If the employee is unable to provide evidence of immunity to measles, mumps and rubella, the employee will be required to be vaccinated if not contraindicated. MMR vaccination is recommended.
- Laboratory testing will be provided free of charge, but the employee will be responsible for vaccination if needed

**SOUTHWEST HEALTH AND HUMAN SERVICES
SAFETY POLICY NUMBER 2**

- Although birth before 1957 generally is considered acceptable evidence of measles, mumps and rubella immunity, the following recommendations should be considered;
- 2 doses of MMR vaccine should be considered for unvaccinated healthcare employees born before 1957 who do not have laboratory evidence of disease or immunity to measles and/or mumps.
- One dose of MMR vaccine should be considered for healthcare employees with no laboratory evidence of disease or immunity to rubella.
- For these same employees who do not have evidence of immunity, 2 doses of MMR vaccine are recommended during an outbreak of measles or mumps and 1 dose during an outbreak of rubella.

~~Varicella-Zoster—Recommended~~

- ~~Employees will provide evidence of varicella immunity by:~~
 - ~~Written documentation of vaccination with 2 doses of varicella vaccine given at least 28 days apart, or~~
 - ~~Laboratory evidence of immunity or laboratory confirmation of disease, or~~
 - ~~Diagnosis or verification of history of varicella disease or herpes zoster (shingles) by a healthcare provider~~
- ~~Employees with record of one dose of varicella vaccine will be recommended to receive a 2nd dose, if not contraindicated. This will be the employee's responsibility.~~
- ~~Employees without appropriate documentation of varicella vaccination or history of varicella disease or herpes zoster will be recommended to have serological testing to show immunity or to receive 2 doses of varicella vaccine, if not contraindicated. This will be the employee's responsibility.~~

~~Tetanus-Diphtheria-Pertussis (Tdap)—Recommended~~

- ~~If not contraindicated, employees will be offered a booster dose of Tdap vaccine.~~

**SOUTHWEST HEALTH AND HUMAN SERVICES
SAFETY POLICY NUMBER 2**

- ~~Employees are encouraged to receive one dose of Tdap, especially those who have direct client contact or expect to have contact with infants younger than 12 months.~~

Minnesota Immunization Information Connection (MIIC)

- All employee records received will be placed into MIIC.

Section 9 – Post Blood/Body Fluid Exposure, Evaluation and Follow-Up

- a. Following an exposure, First Aid will be administered as needed and the employee will notify their supervisor and complete an incident report.
- b. Management will:
 - Make available to the exposed employee a confidential medical evaluation and follow-up.
 - Document the route of exposure.
 - Document the blood borne pathogens status of the source client(s), if known.
 - Document the circumstances under which the exposure occurred.
 - Notify the source client(s) of the incident and attempt to ~~obtain~~ get consent to collect and test the client's blood to determine the presence of blood borne pathogens infection. If consent is not obtained, management will establish that legally required consent cannot be obtained.
 - Inform the employee of source client's blood borne pathogens status if testing occurs.
- c. The exposed employee will have a blood sample drawn, if employee consents, as soon as possible after the exposure incident for the testing of blood borne pathogen status.
 - If the exposed employee consents to baseline blood collection, but does not give consent for HIV testing, the blood sample will be preserved 90 days. If within 90 days of the exposure incident, the employee elects to have the baseline blood sample tested; HIV testing will be done as soon as possible.
- d. Management will offer repeat testing to exposed employees at 6 weeks, 12 weeks, and 6 months post-exposure or at intervals as indicated by the clinician.
- e. Follow-up of the exposed employee will include:

**SOUTHWEST HEALTH AND HUMAN SERVICES
SAFETY POLICY NUMBER 2**

- Counseling as recommended by the employee's physician or the SWHHS medical consultant.
 - Medical evaluation by the employee's physician or the SWHHS Medical Consultant of any acute febrile illness that occurs within twelve weeks post-exposure.
 - Use of safe and effective post-exposure measures according to recommendations for standard medical practice.
 - Management will provide the physician evaluating an exposed employee with the following:
 - Copy of this policy.
 - Description of the exposed employee's duties as they relate to the exposure incident.
 - Documentation of the route(s) of exposure and the circumstances under which exposure occurred.
 - Results of the source client's blood test if available.
 - Medical records relevant to the appropriate treatment of the employee, including vaccination status.
- f. The employee physician's or SWHHS medical consultant's written report will be obtained by the employer and given to the exposed employee within fifteen days of the completion of the evaluation.

Section 10 – Infectious Waste Disposal

- a. Employees will place all infectious waste in closable, leak proof containers or bags that are color-coded, labeled or tagged. The bagged waste will be placed in Biohazard waste containers located in Public Health in Marshall or Redwood.
- b. Employees will place disposable syringes, needles and other sharp items in a puncture-resistant sharps container for disposal. Sharps containers will be disposed of at the Marshall or Redwood Public Health office.
- c. Management will examine equipment, which may become contaminated with blood or other potentially infectious materials ~~prior to~~ before servicing or shipping and will be decontaminated, unless management can ~~demonstrate~~ show that decontamination of the equipment is not possible. A label or tag will be attached to the equipment stating which portions remain contaminated.

Section 11 – Tags, Labels, and Bags

**SOUTHWEST HEALTH AND HUMAN SERVICES
SAFETY POLICY NUMBER 2**

- a. Tags that comply with 29 CFR 1910.145 (f) will be used to identify the presence of an actual or potential biological hazard.
- b. Tags or labels will contain the word "Biohazard" or the biological hazard symbol and state the specific hazardous condition or the instructions to be communicated to employees.

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- c. Labels or tags may be an integral part of the container or affixed as close as safely possible to the container by string, wire or adhesive to prevent their loss or intentional removal.
- d. The appropriate biohazard labels are permanently affixed to the sharps containers and hazardous waste bags used by the agency.

Section 12 – Housekeeping Practices

- a. Management will provide a product that is effective against blood borne pathogens to be used when cleaning work surfaces, equipment and areas where there is a body fluid present.
- b. Employees will be responsible to wipe clinic work surface areas with the appropriate disinfectant before the clinic begins.
- c. Employees will be responsible to wipe areas where blood was drawn, fingers were poked, immunizations were given, urine was tested, or where used syringes were laid at the end of clinic activity or anytime there is a body fluid present on any surface.
- d. Employees will, to the best of their ability, dispose of syringes into the sharps box immediately after a shot was given rather than laid them on a surface. If necessary, the employee will place portable sharps boxes in an area that will facilitate the efficient disposal of syringes.
- e. Equipment such as blood sugar machines, hemacues, and other machines used to test blood will be cleaned according to manufacturer's directions.
- f. Exam tables, when in use, will be cleaned with a product that is effective against blood borne pathogens between clients and at the end of the work day. Lyon County maintenance staff will wipe the counters and sink areas in the nursing lab and exam rooms weekly. The exam tables in the exam rooms will be wiped off weekly as well. The product they use will be effective against blood borne pathogens and TB

**SOUTHWEST HEALTH AND HUMAN SERVICES
SAFETY POLICY NUMBER 2**

~~g. Agency staff, in offices where maintenance staff doesn't do the above, will wipe the counters and sink areas in their nursing lab areas and exam rooms with the appropriate disinfectant every week.~~

h. Toys or other materials in the waiting areas will be cleaned weekly with approved cleaning product.

~~i. Regular housekeeping practices are being implemented, including routine cleaning and disinfecting of work surfaces, equipment, tools and machinery, and areas in the work environment, including restrooms, break rooms, lunch rooms and meeting rooms. Frequent cleaning and disinfecting will be conducted in high-touch areas, such as phones, keyboards, touch screens, controls, door handles, elevator panels, railings, copy machines, etc. Office Support Staff or designees have been instructed to disinfect counter and chairs at the end of the day. They also sanitize periodically throughout the day. Maintenance staff in some locations are sanitizing the lobbies and high touch areas. Site coordinators or designees are responsible to ensure proper cleaning is done routinely in each location.~~

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~~Staff who meet with clients in interview or exam rooms will be responsible for wiping down shared surfaces with disinfecting wipes or spray following the completion of the appointment. Wipes, disinfecting spray and paper towels will be provided at the front desk of each office.~~

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Section 13 – Training and Education of Employees

- a. Management will provide training and education to all employees during orientation and annually thereafter.
- b. Management will maintain training records three years from the date training occurred. Training records will include:
 - Dates of the training session.
 - Summary of the training sessions.
 - Names and qualifications of person(s) conducting the training.
 - Names and job titles of all employees attending the sessions.
 - Employee names.

Section 14 - Record Keeping

- a. Records kept for this section of the policy.
 - First Report of Injury form completed and sent to the Deputy Director.

**SOUTHWEST HEALTH AND HUMAN SERVICES
SAFETY POLICY NUMBER 2**

- OSHA 300 report is completed by Deputy Director.
- Results of fit testing of staff.
- Mantoux results are placed in personnel file under protected health information.

Section 15 - Other

- a. ~~Influenza:~~ Management will offer to all agency staff that has client contacts annual flu vaccination, and will bill the employee's insurance or the employee may pay privately.
- b. **Vaccinations:** Employees will be encouraged to consult their physician or health care provider for recommended vaccinations.
- c. ~~Hepatitis B:~~ All SWHHS employees who are determined by their Division Director or designee to be at risk for occupational exposure to Hepatitis B should have a series of Hepatitis B vaccination to be provided by the employer. Employees may decline this option. A formal declination for at-risk employees must be in the employee's medical/health file.
- d. Employees will refrain from direct care procedures and handling client care equipment when the employee has exudate lesions or weeping dermatitis.
- e. Employees who are ill with a communicable disease are responsible to contact their physician and follow the recommendations when to return to work.
- f. Employee will report to the Administrator and Supervisor any immuno suppression or other clinical condition that may increase the employee's risk of acquiring infection. The Administrator and Supervisor may require a medical statement from a physician and may restrict work placement depending on the health risk of the employee.
- g. Any employee known to be immuno suppressed or communicable will work with the Medical Consultant, Administrator, and Supervisor on an individual basis to assess the capacity to which the employee is able to work.

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



DHS Children’s Mental Health Respite Care Grant – 01/01/20 to 06/30/22; Amendment and extension of grant agreement to provide funds to support children’s mental health respite care services through 06/30/22 as well as establish FY22 budget of \$47,090; \$50,029 SFY 2021 and \$21,104 SFY 2021 (renewal).



Midwest Monitoring and Surveillance Inc (Burnsville, MN) – 07/01/21 to 06/30/23; a new contract for a GPS monitoring system and Random Breath Testing (scheduled or random) for at-risk clients; equipment cost \$14/day (NEW).

Fiscal Note:



Signatures None



Signatures Partial



Signatures Completed