



**SOUTHWEST  
HEALTH & HUMAN  
SERVICES**

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

Board Agenda  
Wednesday November 17, 2021  
Commissioners Room  
Government Center, 2<sup>nd</sup> Floor  
Marshall  
9:00 a.m.

**HUMAN SERVICES**

- A. Call to Order
  
- B. Pledge of Allegiance
  
- C. Consent Agenda
  - 1. Amend/Approval of Agenda
  - 2. Identification of Conflict of Interest
  - 3. Approval of 10/20/2021 Board Minutes
  
- D. Introduce New Staff:
  - Kyla Fuerstenberg, County Agency Social Worker CMH, Luverne
  - Melanie Jo Feikema, Fraud Prevention Investigator, Luverne
  - MaKenna Den Herder, Eligibility Worker, Luverne
  
- E. Employee Recognition:
  - Amy Marks, 5 years, Child Support Officer, Marshall
  - Mistin Alex, 10 years, Public Health Nurse, Marshall
  - Jennifer Pankonin, 15 years, Public Health Nurse (MnCHOICES), Redwood Falls
  - Lori Tammeus, 25 years, Case Aide (Licensing), Marshall
  
- F. Financial

**HUMAN SERVICES (cont.)**

G. Caseload	<u>10/21</u>	<u>10/20</u>	<u>09/21</u>	<u>08/21</u>
Social Services	3,712	3,631	3,703	3,652
Licensing	408	425	411	417
Out-of-Home Placements	170	161	174	179
Income Maintenance	13,472	12,688	13,409	13,317
Child Support Cases	2,914	3,114	2,947	2,961
Child Support Collections	\$722,512	\$728,324	\$736,333	\$728,929
Non IV-D Collections	\$50,005	\$109,791	\$67,469	\$82,406

- H. Discussion/Information
  - 1. 2022 Human Services Budget Formula

- I. Decision Items
  - 1. 2022 Human Services Budget

**COMMUNITY HEALTH**

- K. Call to Order

- L. Consent Agenda
  - 1. Amend/Approval of Agenda
  - 2. Identification of Conflict of Interest
  - 3. Approval of 10/20/2021 Board Minutes

- M. Financial

**COMMUNITY HEALTH (cont.)**

N. Caseload	<u>10/21</u>	<u>09/21</u>	<u>08/21</u>
WIC	N/A	1887	1901
Family Home Visiting	32	27	21
PCA Assessments	8	1	14
Managed Care	194	153	173
Dental Varnishing	0	0	0
Refugee Health	0	5	0
Latent TB Medication Distribution	6	0	1
Water Tests	119	123	198
FPL Inspections	57	47	48
Immunizations	44	31	20
COVID Vaccine Admin	2	9	7
Car Seats	10	15	13

- O. Discussion/Information  
1. 2022 Public Health Budget Formula

- P. Decision Items  
1. CTC Outreach Supplies  
2. 2022 Public Health Budget

**GOVERNING BOARD**

- Q. Call to Order

- R. Consent Agenda  
1. Amend/Approval of Agenda  
2. Identification of Conflict of Interest  
3. Approval of 10/20/2021 Board Minutes

- S. Financial

**GOVERNING BOARD (cont.)**

T. Human Resources Statistics

	<u>10/21</u>	<u>10/20</u>	<u>09/21</u>	<u>08/21</u>
Number of Employees	232	232	235	236
Separations	2		5	1

U. Discussion/Information

1. Director's Annual Evaluation
2. OSHA Vaccine Guidelines- Personnel Policy 31

V. Decision Items

1. Lisa DeBoer, Director of Business Management, probationary appointment (12 months), \$67,080 annually, effective 11/08/2021
2. Jessie Stoufer-Mertens, probationary appointment (12 months), \$18.69 per hour, effective 11/22/2021
3. Request for County Program Specialist
4. 2022 SWHHS Budget
5. IT Request for Payment of Adobe Licenses year 2 of 3 year pricing contract with MnCCC – Budgeted for 2021 – No other viable options due to contract
6. IT Request for 30 Laptops – Budgeted for 2021
7. IT Request for 30 Docks for Laptops
8. Social Service Policy 26 - Fees for 24-Hour Out-Of-Home Care
9. Donations:
  - a. St. Catherines Church quilting group donated twin quilts, lap quilts and an afghan to anyone in need within our 6 counties.
  - b. Margaret Pick donated 4 duffle bags & 1 small suitcase for foster kids within our 6 counties.
10. Contracts

W. Adjournment

**Next Meeting Dates:**

- **Wednesday, December 15, 2021 – Marshall**
- **Wednesday, January 19, 2022 – Marshall**
- **Wednesday February 16, 2022 – Marshall**

# SOUTHWEST HEALTH & HUMAN SERVICES

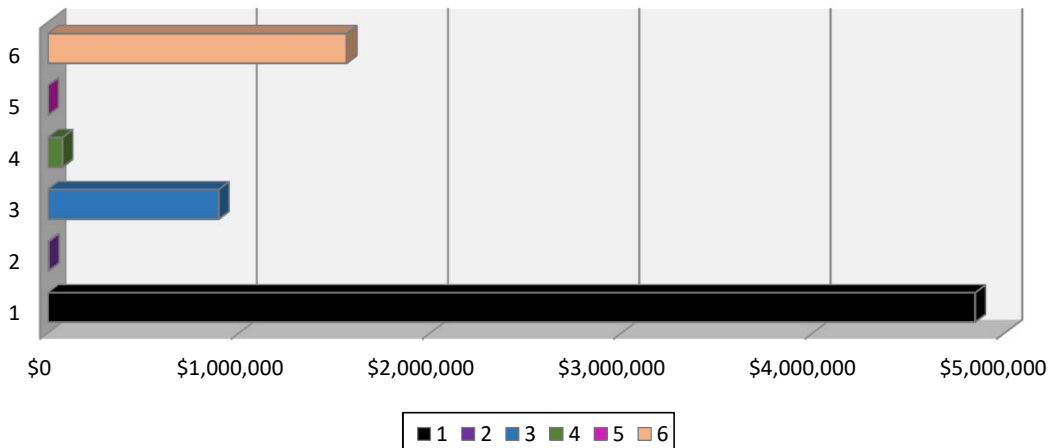
Ivanhoe, Marshall, Slayton, Pipestone, Redwood and Luverne Offices

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

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

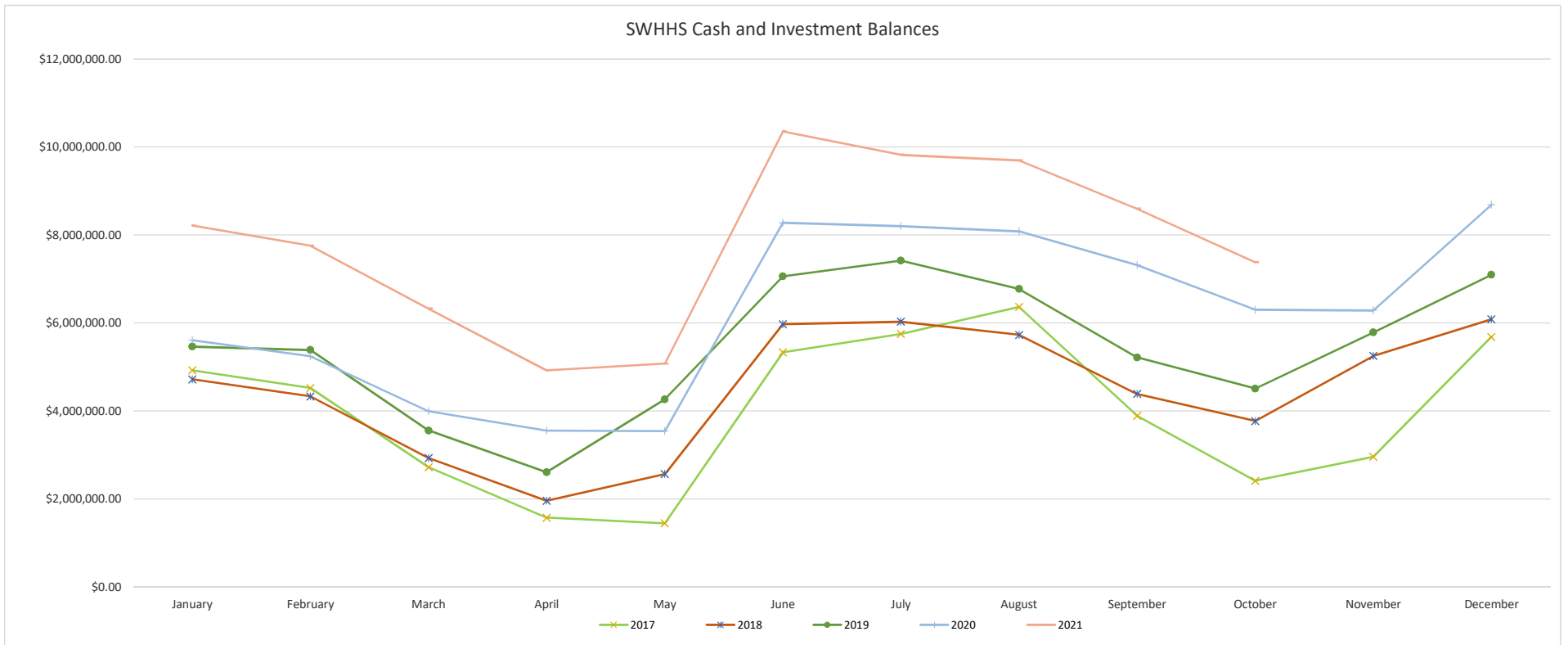
Description	Month	Running Balance	
<b>BEGINNING BALANCE</b>		<b>\$4,052,561</b>	
<b>RECEIPTS</b>			
Monthly Receipts	3,356,301		
County Contribution	263,355		
Interest on Savings	292		
<b>TOTAL MONTHLY RECEIPTS</b>		<b>3,619,948</b>	
<b>DISBURSEMENTS</b>			
Monthly Disbursements	2,825,861		
<b>TOTAL MONTHLY DISBURSEMENTS</b>		<b>2,825,861</b>	
<b>ENDING BALANCE</b>		<b>\$4,846,648</b>	
<b>REVENUE</b>			
<i>Checking/Money Market</i>	<i>\$4,846,648</i>		
<i>SS Benefits Checking</i>	<i>\$3,832</i>		
<i>Bremer Savings</i>	<i>\$892,857</i>		
<i>Great Western Bank Savings</i>	<i>\$75,518</i>		
<i>Certificate of Deposit</i>	<i>\$0</i>		
<i>Investments - MAGIC Fund</i>	<i>\$1,561,476</i>		
<b>ENDING BALANCE</b>		<b>\$7,380,331</b>	Oct 2020 Ending Balance <b>\$6,302,909</b>
<b>DESIGNATED/RESTRICTED FUNDS</b>			
Agency Health Insurance		<b>\$1,043,093</b>	Oct 2020 Ending Balance <b>\$1,297,528</b>
LCTS Lyon Murray Collaborative		<b>\$179,899</b>	
LCTS Rock Pipestone Collaborative		<b>\$37,950</b>	
LCTS Redwood Collaborative		<b>\$40,739</b>	
Local Advisory Council		<b>\$678</b>	Oct 2020 Ending Balance
<b>AVAILABLE CASH BALANCE</b>		<b>\$6,077,973</b>	<b>\$4,793,637</b>

### REVENUE DESIGNATION



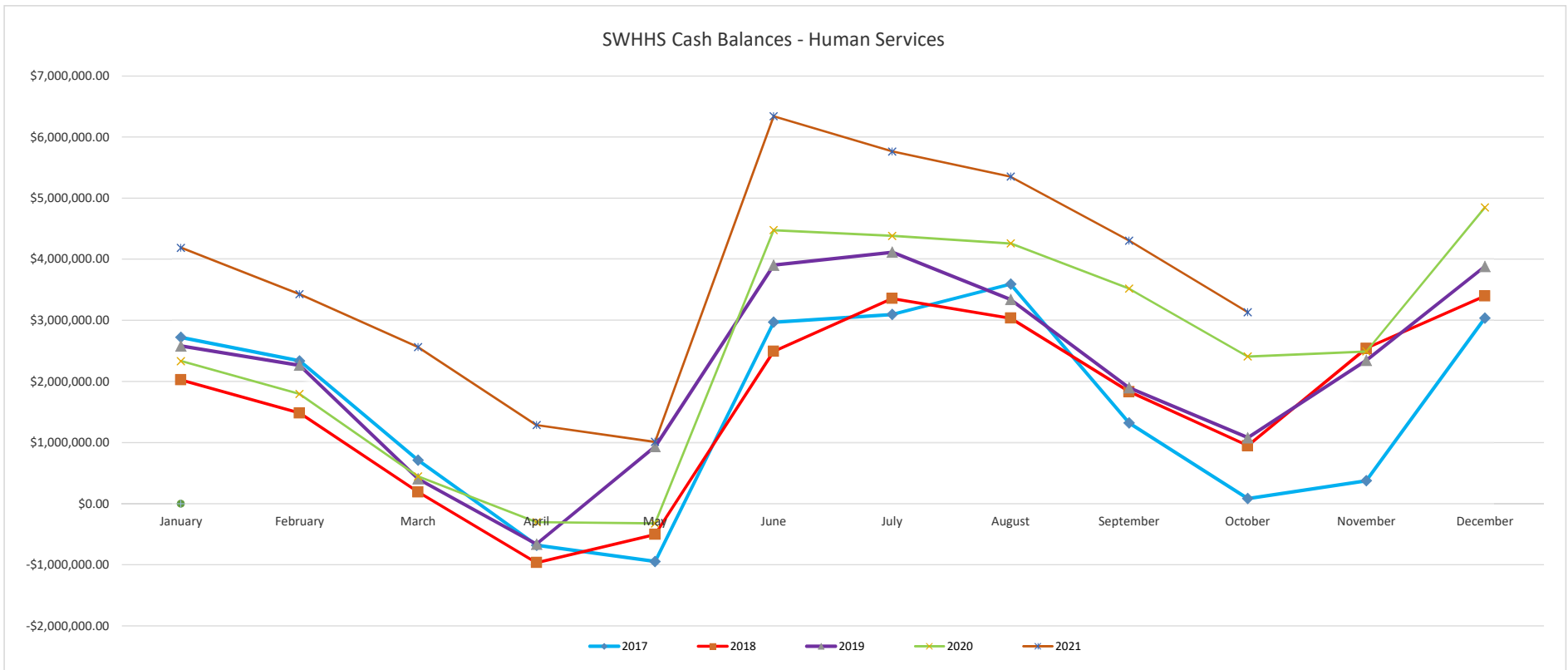
SWHHS  
Total Cash and Investment Balance by Month - All Funds

	January	February	March	April	May	June	July	August	September	October	November	December	Average for Year
2017	\$4,926,902.34	\$4,524,066.02	\$2,727,751.26	\$1,578,173.97	\$1,451,585.61	\$5,337,553.73	\$5,754,867.08	\$6,366,564.57	\$3,893,362.07	\$2,417,547.50	\$2,962,222.15	\$5,684,746.63	\$3,968,778.58
2018	\$4,721,044.88	\$4,333,938.53	\$2,935,770.10	\$1,965,449.62	\$2,570,090.71	\$5,977,407.40	\$6,033,326.24	\$5,731,633.62	\$4,391,517.44	\$3,775,199.56	\$5,252,398.36	\$6,085,906.40	\$4,481,140.24
2019	\$5,468,300.08	\$5,390,753.05	\$3,560,027.40	\$2,614,293.54	\$4,269,080.30	\$7,062,814.89	\$7,420,076.79	\$6,778,561.83	\$5,219,902.01	\$4,511,324.16	\$5,788,830.92	\$7,097,094.23	\$5,431,754.93
2020	\$5,612,100.09	\$5,244,836.41	\$3,999,085.28	\$3,557,399.16	\$3,544,281.51	\$8,279,950.83	\$8,206,914.72	\$8,087,152.70	\$7,320,202.93	\$6,302,908.56	\$6,288,111.05	\$8,688,761.65	\$6,260,975.41
2021	\$8,213,250.83	\$7,755,540.60	\$6,331,255.58	\$4,926,907.49	\$5,077,191.48	\$10,354,544.54	\$9,823,063.10	\$9,696,380.41	\$8,596,377.19	\$7,380,331.30			\$7,815,484.25



SWHHS  
Total Cash and Investment Balance by Month - Human Services

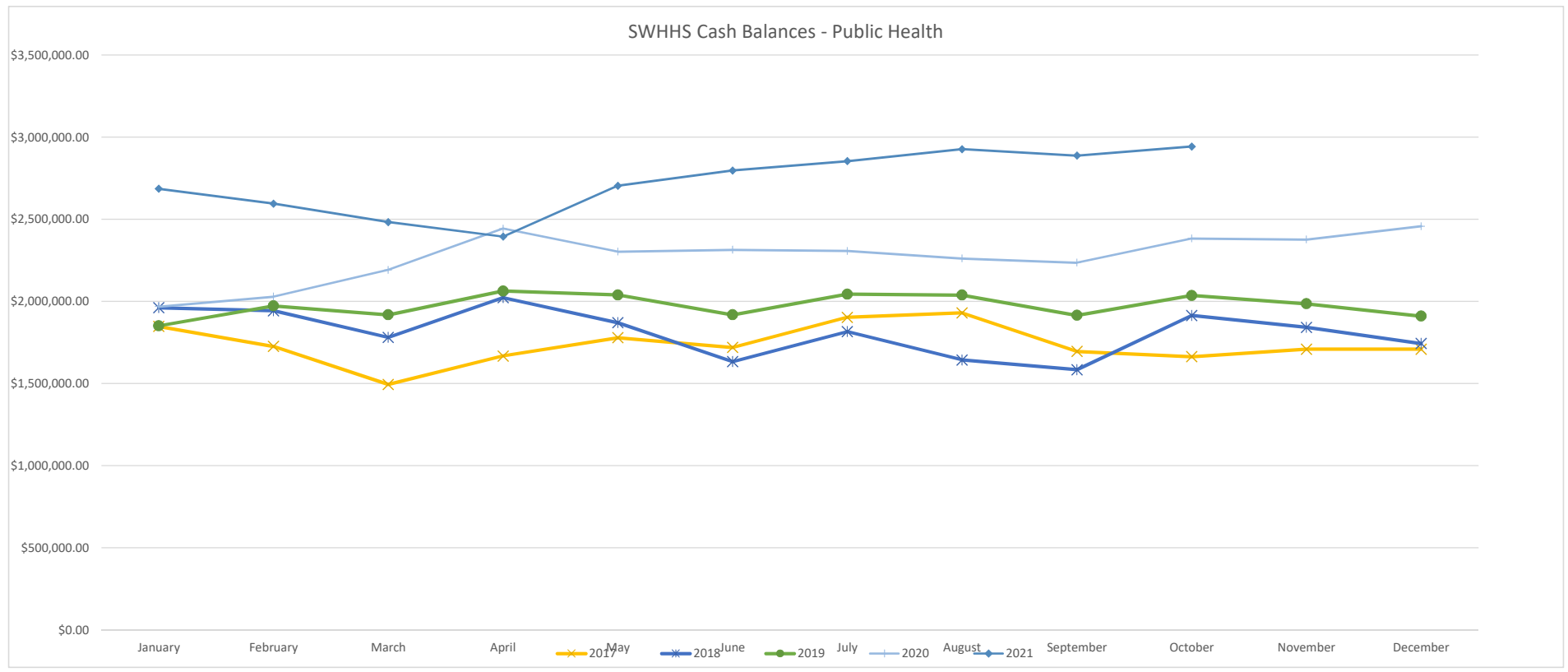
	January	February	March	April	May	June	July	August	September	October	November	December	Average for Year
2017	\$2,721,514.18	\$2,337,060.47	\$710,988.71	-\$678,564.48	-\$945,146.15	\$2,972,035.68	\$3,096,420.77	\$3,593,641.96	\$1,322,585.71	\$84,999.25	\$377,552.55	\$3,035,263.95	\$1,552,362.72
2018	\$2,027,812.89	\$1,484,259.33	\$191,366.90	-\$965,731.97	-\$501,975.29	\$2,490,788.49	\$3,357,738.65	\$3,035,839.30	\$1,833,134.33	\$948,482.40	\$2,542,047.76	\$3,397,063.22	\$1,619,364.83
2019	\$2,581,063.09	\$2,265,158.91	\$405,973.82	-\$661,408.85	\$934,705.49	\$3,904,218.27	\$4,115,284.54	\$3,342,408.83	\$1,895,296.62	\$1,080,003.92	\$2,347,069.20	\$3,881,423.66	\$2,174,266.46
2020	\$2,332,934.55	\$1,794,776.37	\$446,580.09	-\$301,075.40	-\$322,039.73	\$4,477,838.46	\$4,384,474.68	\$4,260,536.62	\$3,518,651.39	\$2,410,104.32	\$2,492,480.39	\$4,846,662.00	\$2,528,493.65
2021	\$4,187,134.17	\$3,427,813.26	\$2,563,120.41	\$1,286,019.28	\$1,010,954.13	\$6,340,125.80	\$5,763,584.58	\$5,352,275.38	\$4,305,643.19	\$3,134,667.60			\$3,737,133.78



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	\$1,643,850.72	\$1,584,218.99	\$1,914,793.23	\$1,842,417.33	\$1,743,836.48
2019	\$1,851,277.80	\$1,972,764.31	\$1,918,434.61	\$2,063,608.18	\$2,039,616.86	\$1,918,780.30	\$2,044,401.82	\$2,039,261.99	\$1,915,329.19	\$2,036,424.83	\$1,985,685.37	\$1,910,997.42
2020	\$1,967,807.21	\$2,029,158.92	\$2,191,628.66	\$2,443,036.94	\$2,302,678.55	\$2,314,814.13	\$2,307,089.45	\$2,261,644.38	\$2,236,196.53	\$2,383,533.05	\$2,377,097.32	\$2,458,002.48
2021	\$2,686,372.79	\$2,595,490.74	\$2,483,393.31	\$2,394,881.79	\$2,704,232.84	\$2,797,102.25	\$2,854,166.91	\$2,927,270.22	\$2,887,651.14	\$2,943,305.87		

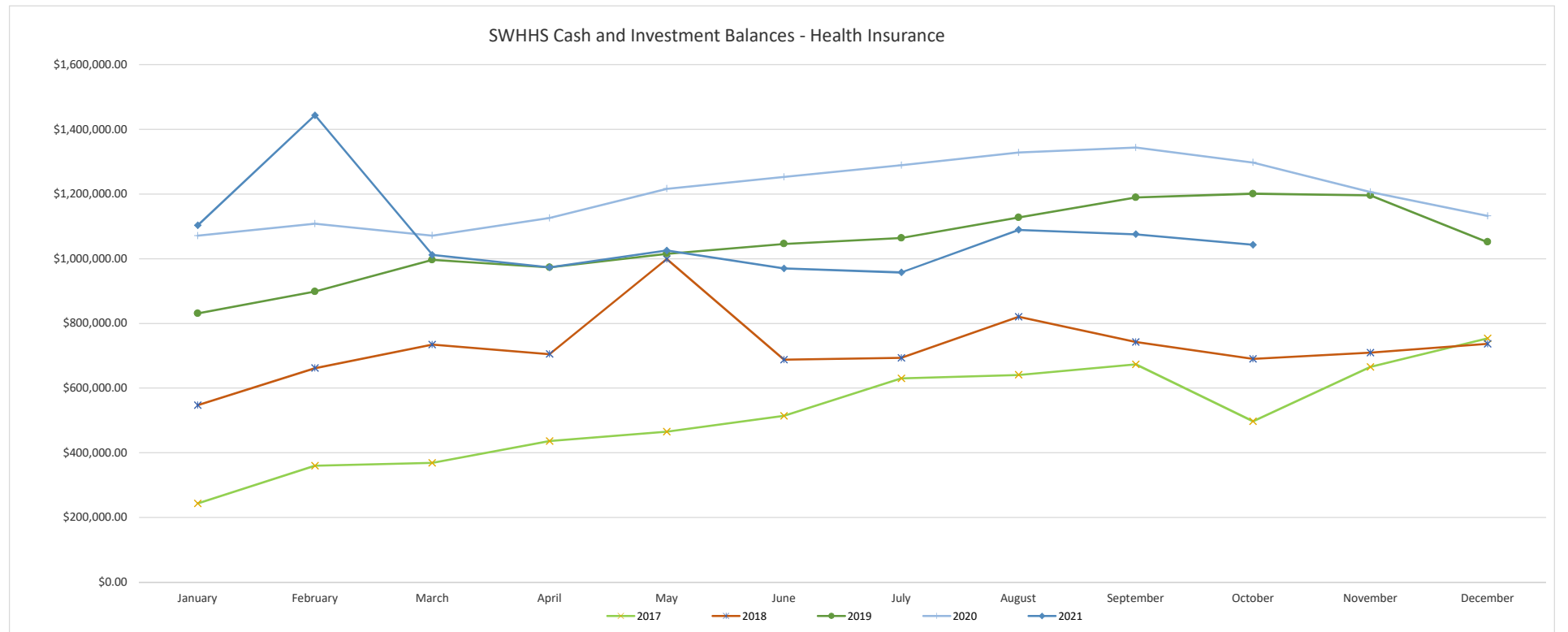
Average for Year
\$1,737,349.16
\$1,813,230.15
\$1,974,715.22
\$2,272,723.97
\$2,727,386.79





SWHHS  
Total Cash Balance by Month - Health Insurance

	January	February	March	April	May	June	July	August	September	October	November	December	Average for Year
2017	\$243,431.96	\$360,090.41	\$369,063.91	\$436,168.38	\$465,168.83	\$514,005.00	\$629,735.43	\$640,875.17	\$673,434.33	\$497,527.63	\$665,075.30	\$753,857.36	\$520,702.81
2018	\$547,461.08	\$661,779.26	\$734,590.83	\$705,226.64	\$998,994.04	\$688,218.46	\$693,431.75	\$820,833.21	\$742,653.73	\$690,065.54	\$709,870.88	\$736,904.37	\$727,502.48
2019	\$830,786.86	\$898,632.50	\$996,671.64	\$973,046.88	\$1,015,393.62	\$1,046,007.99	\$1,064,138.10	\$1,127,623.68	\$1,189,707.87	\$1,200,976.08	\$1,195,846.02	\$1,051,604.82	\$1,049,203.01
2020	1,070,978.00	1,108,164.79	1,071,726.42	1,126,237.51	1,216,443.58	1,252,789.13	1,289,386.59	1,328,430.70	1,343,792.01	1,297,527.65	1,206,581.80	1,132,234.63	\$1,203,691.07
2021	1,103,507.67	1,443,581.40	1,012,036.66	973,311.22	1,025,293.31	970,211.29	957,506.41	1,089,406.61	1,075,654.66	1,043,092.63			\$1,069,360.19



**SOUTHWEST HEALTH AND HUMAN SERVICES CHECK REGISTER**

**October 2021**

DATE	RECEIPT or CHECK #	DESCRIPTION	+ DEPOSITS	-DISBURSEMENTS	BALANCE
	<b>BALANCE FORWARD</b>				<b>4,052,560.75</b>
10/01/21	117521-117542	Disb		3,612.19	4,048,948.56
10/01/21	10203-10204 ACH	Disb		110.00	4,048,838.56
10/01/21	117543-117592	Disb		56,514.06	3,992,324.50
10/01/21	10205-10221 ACH	Disb		4,041.64	3,988,282.86
10/01/21	CD Investment Matured	Deposit	2,000,000.00		5,988,282.86
10/04/21	transfer from SS account	transfer	11,006.00		5,999,288.86
10/04/21	10148	Disb		46,955.23	5,952,333.63
10/05/21	46714-46744	Deposit	21,073.79		5,973,407.42
10/06/21	10149	Disb		2,228.84	5,971,178.58
10/07/21	VOID 117070	Disb		(4,408.00)	5,975,586.58
10/08/21	9949 - 9967	Payroll		142,071.39	5,833,515.19
10/08/21	72455 - 72692 ACH	Payroll		508,606.18	5,324,909.01
10/08/21	117593 - 117623	Disb		14,924.18	5,309,984.83
10/08/21	10222 - 10224 ACH	Disb		827.79	5,309,157.04
10/08/21	117624 - 117683	Disb		151,880.55	5,157,276.49
10/08/21	10225 - 10282 ACH	Disb		112,606.15	5,044,670.34
10/08/21	46745-46795	Deposit	260,177.22		5,304,847.56
10/11/21	10150	Disb		37,208.55	5,267,639.01
10/13/21	46796-46833	Deposit	122,234.15		5,389,873.16
10/14/21	10151	Disb		13,119.79	5,376,753.37
10/14/21	10152	Disb		49,219.93	5,327,533.44
10/15/21	117684 - 117736	Disb		6,997.41	5,320,536.03
10/15/21	10283 - 10288 ACH	Disb		580.13	5,319,955.90
10/15/21	117737 - 117814	Disb		207,351.30	5,112,604.60
10/15/21	10289- 10309 ACH	Disb		124,299.55	4,988,305.05
10/15/21	10153	Disb		229.00	4,988,076.05
10/15/21	10154	Disb		14.00	4,988,062.05
10/18/21	10155	Disb		57,146.44	4,930,915.61
10/19/21	46834-46882	Deposit	97,684.00		5,028,599.61
10/20/21	10156	Disb		12,782.98	5,015,816.63
10/22/21	9968-9986	Payroll		139,935.66	4,875,880.97
10/22/21	72693 - 72928 ACH	Payroll		492,146.41	4,383,734.56
10/22/21	117815-117867	Disb		8,167.50	4,375,567.06
10/22/21	10310-10345 ACH	Disb		5,450.00	4,370,117.06
10/22/21	117868-118100	Disb		146,649.18	4,223,467.88
10/22/21	10346-10363 ACH	Disb		13,901.12	4,209,566.76
10/22/21	118101-118129	Disb		2,538.83	4,207,027.93
10/22/21	10364-10369 ACH	Disb		656.26	4,206,371.67
10/22/21	118130-118179	Disb		130,798.51	4,075,573.16
10/22/21	10370-10386 ACH	Disb		36,802.66	4,038,770.50
10/22/21	46883-46956	Deposit	336,382.64		4,375,153.14
10/22/21	10157	Disb		765.00	4,374,388.14
10/25/21	10158	Disb		58,281.34	4,316,106.80
10/25/21	VOID 117836	Disb		(297.00)	4,316,403.80
10/25/21	VOID 117655	Disb		(259.50)	4,316,663.30
10/26/21	46957-46981	Deposit	67,600.14		4,384,263.44
10/26/21	transfer from SS account	Deposit	10,764.60		4,395,028.04
10/27/21	10159	Disb		13,004.48	4,382,023.56
10/29/21	118180-118215	Disb		5,588.38	4,376,435.18
10/29/21	10387-10391 ACH	Disb		525.97	4,375,909.21
10/29/21	118216-118265	Disb		67,440.27	4,308,468.94
10/29/21	10392-10411ACH	Disb		156,344.35	4,152,124.59
10/29/21	VOID 117593	Disb		(78.00)	4,152,202.59
10/29/21	VOID 80774 Unclaimed Prop	Disb		(20.00)	4,152,222.59
10/29/21	VOID 81392 Unclaimed Prop	Disb		(15.59)	4,152,238.18
10/29/21	VOID 81566 Unclaimed Prop	Disb		(11.88)	4,152,250.06
10/29/21	VOID 82518 Unclaimed Prop	Disb		(55.50)	4,152,305.56
10/29/21	VOID 83729 Unclaimed Prop	Disb		(34.61)	4,152,340.17
10/29/21	VOID 84902 Unclaimed Prop	Disb		(19.36)	4,152,359.53
10/29/21	VOID 85439 Unclaimed Prop	Disb		(26.40)	4,152,385.93
10/29/21	VOID 86502 Unclaimed Prop	Disb		(132.00)	4,152,517.93
10/29/21	VOID 88988 Unclaimed Prop	Disb		(1,031.37)	4,153,549.30
10/29/21	VOID 89130 Unclaimed Prop	Disb		(13.48)	4,153,562.78
10/29/21	VOID 89901 Unclaimed Prop	Disb		(60.00)	4,153,622.78
10/29/21	46982-47022	Deposit	692,773.63		4,846,396.41
10/29/21	10161 CD interest earned	Deposit	252.06		<b>4,846,648.47</b>
	<b>Balanced 11/01/21 LMD</b>	<b>TOTALS</b>	<b>3,619,948.23</b>	<b>2,825,860.51</b>	

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

3,832.00
892,856.70
75,517.71
1,561,476.42

**TOTAL CASH BALANCE**

**7,380,331.30**



# Southwest Health and Human Services



LMD  
11/6/21 9:16AM

TREASURER'S CASH TRIAL BALANCE

As of 10/2021

Page 2

Fund	Beginning Balance	This Month	YTD	Current Balance
<b>1</b> Health Services Fund	2,457,990.79			
Receipts		339,712.65	3,442,471.60	
Disbursements		69,924.73-	605,602.37-	
Payroll		214,133.19-	2,351,554.15-	
Journal Entries		320,000.00	0.00	
Fund Total . . . . .		375,654.73	485,315.08	2,943,305.87
5 Human Services Fund	410	General Administration		
	309,915.58-			
Receipts		62,390.09	601,255.10	
Disbursements		61,870.02-	597,899.76-	
Payroll		15,734.04-	123,845.18-	
Dept Total . . . . .		15,213.97-	120,489.84-	430,405.42-
5 Human Services Fund	420	Income Maintenance		
	744,487.98			
Receipts		220,406.61	7,260,754.42	
Disbursements		336,231.07-	3,736,306.44-	
Payroll		332,375.14-	3,486,561.82-	
Journal Entries		580,000.00	0.00	
Dept Total . . . . .		131,800.40	37,886.16	782,374.14
5 Human Services Fund	431	Social Services		
	7,886,764.87			
Receipts		768,873.69	13,726,970.73	
Disbursements		140,450.79-	1,141,354.96-	
SSIS		616,009.54-	6,670,233.60-	
Payroll		696,630.70-	7,345,570.46-	
Journal Entries		1,100,000.00	0.00	
Dept Total . . . . .		415,782.66	1,430,188.29-	6,456,576.58
5 Human Services Fund	461	Information Systems		
	3,474,762.68-			
Receipts		1,066.50	38,221.81	
Disbursements		10.32-	2,419.86-	

# Southwest Health and Human Services



LMD  
11/6/21 9:16AM

## TREASURER'S CASH TRIAL BALANCE

As of 10/2021

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Payroll		23,886.57-	234,917.97-	
Dept Total . . . . .		22,830.39-	199,116.02-	3,673,878.70-
<b>5</b> <b>Human Services Fund</b>	471	LCTS Collaborative Agency		
	0.00			
Receipts		0.00	205,308.00	
Disbursements		0.00	205,307.00-	
Dept Total . . . . .		0.00	1.00	1.00
Fund Total . . . . .	4,846,574.59	509,538.70	1,711,906.99-	<b>3,134,667.60</b>
<b>61</b> <b>Agency Health Insurance</b>	1,132,234.63			
Receipts		217,393.37	2,614,138.92	
Disbursements		249,955.40-	2,703,280.92-	
Fund Total . . . . .		32,562.03-	89,142.00-	<b>1,043,092.63</b>
71 LCTS Lyon Murray Collaborative Fund	471	LCTS Collaborative Agency		
	152,747.88			
Receipts		0.00	96,211.00	
Disbursements		28,649.00-	69,060.34-	
Dept Total . . . . .		28,649.00-	27,150.66	179,898.54
Fund Total . . . . .	152,747.88	28,649.00-	27,150.66	179,898.54
73 LCTS Rock Pipestone Collaborative Fund	471	LCTS Collaborative Agency		
	43,882.53			
Receipts		0.00	37,187.00	
Disbursements		40,000.00-	43,120.00-	
Dept Total . . . . .		40,000.00-	5,933.00-	37,949.53
Fund Total . . . . .	43,882.53	40,000.00-	5,933.00-	37,949.53
75 Redwood LCTS Collaborative	471	LCTS Collaborative Agency		
	54,493.79			

# Southwest Health and Human Services



LMD  
11/6/21 9:16AM

## TREASURER'S CASH TRIAL BALANCE

As of 10/2021

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Receipts		486.00	73,745.00	
Disbursements		0.00	87,500.00-	
Dept Total . . . . .		486.00	13,755.00-	40,738.79
Fund Total . . . . .	54,493.79	486.00	13,755.00-	40,738.79
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		1,610,328.91	28,096,263.58	
Disbursements		927,091.33-	9,191,911.65-	
SSIS		616,009.54-	6,670,233.60-	
Payroll		1,282,759.64-	13,542,449.58-	
Journal Entries		2,000,000.00	0.00	
Total .....		784,468.40	1,308,331.25-	7,380,331.30

# Southwest Health and Human Services



LMD  
11/6/21 9:16AM

## TRIAL BALANCE REPORT As of 10/2021

Report Basis: Cash

1 Health Services Fund

<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	375,654.73	485,315.08	2,943,305.87
1090 Investments	0.00	320,000.00-	0.00	0.00
Total Assets	2,457,990.79	55,654.73	485,315.08	2,943,305.87
---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	338,472.07-	3,440,757.20-	3,440,757.20-
2887 Expenditure Control	0.00	282,817.34	2,955,442.12	2,955,442.12
Total Fund Balance	2,457,990.79-	55,654.73-	485,315.08-	2,943,305.87-
Total Liabilities and Balance	2,457,990.79-	55,654.73-	485,315.08-	2,943,305.87-
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  
11/6/21 9:16AM

## TRIAL BALANCE REPORT As of 10/2021

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 -	15,213.97 -	120,489.84 -	430,405.42 -
Total Assets	309,915.58 -	15,213.97 -	120,489.84 -	430,405.42 -
---Liabilities and Balance----				
Liabilities				
2090 Due To Flexible Plan Employees	321.28	0.00	710.95	1,032.23
Total Liabilities	321.28	0.00	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	15,213.97	119,778.89	119,778.89
Total Fund Balance	309,594.30	15,213.97	119,778.89	429,373.19
Total Liabilities and Balance	309,915.58	15,213.97	120,489.84	430,405.42
420 Income Maintenance				
-----Assets-----				
1001 Cash In Bank - Checking	744,487.98	131,800.40	37,886.16	782,374.14
1090 Investments	0.00	580,000.00 -	0.00	0.00
Total Assets	744,487.98	448,199.60 -	37,886.16	782,374.14
---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	220,406.61 -	7,256,568.60 -	7,256,568.60 -
2887 Expenditure Control	0.00	668,606.21	7,218,682.44	7,218,682.44
Total Fund Balance	744,487.98 -	448,199.60	37,886.16 -	782,374.14 -
Total Liabilities and Balance	744,487.98 -	448,199.60	37,886.16 -	782,374.14 -
431 Social Services				
-----Assets-----				



# Southwest Health and Human Services



LMD  
11/6/21 9:16AM

## TRIAL BALANCE REPORT As of 10/2021

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>
1001 Cash In Bank - Checking	7,886,764.87	415,782.66	1,430,188.29-	6,456,576.58
1090 Investments	0.00	1,100,000.00-	0.00	0.00
1205 County Advances - MFIP (Chippewa Cty)	111,139.47	0.00	0.00	111,139.47
Total Assets	7,997,904.34	684,217.34-	1,430,188.29-	6,567,716.05
---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	765,711.28-	13,663,233.04-	13,663,233.04 -
2887 Expenditure Control	0.00	1,449,928.62	15,093,421.33	15,093,421.33
Total Fund Balance	7,997,904.34 -	684,217.34	1,430,188.29	6,567,716.05 -
Total Liabilities and Balance	7,997,904.34 -	684,217.34	1,430,188.29	6,567,716.05 -

461 Information Systems

-----Assets-----				
1001 Cash In Bank - Checking	3,474,762.68 -	22,830.39-	199,116.02-	3,673,878.70-
Total Assets	3,474,762.68 -	22,830.39-	199,116.02-	3,673,878.70-
---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	1,066.50-	38,221.81-	38,221.81 -
2887 Expenditure Control	0.00	23,896.89	237,337.83	237,337.83
Total Fund Balance	3,474,762.68	22,830.39	199,116.02	3,673,878.70
Total Liabilities and Balance	3,474,762.68	22,830.39	199,116.02	3,673,878.70

471 LCTS Collaborative Agency

-----Assets-----				
1001 Cash In Bank - Checking	0.00	0.00	1.00	1.00
Total Assets	0.00	0.00	1.00	1.00
---Liabilities and Balance-----				

# Southwest Health and Human Services



LMD  
11/6/21 9:16AM

TRIAL BALANCE REPORT  
As of 10/2021

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>
	Liabilities				
	Total Liabilities	0.00	0.00	0.00	0.00
	Fund Balance				
2885	Revenue Control	0.00	0.00	205,308.00-	205,308.00-
2887	Expenditure Control	0.00	0.00	205,307.00	205,307.00
	Total Fund Balance	0.00	0.00	1.00-	1.00-
	Total Liabilities and Balance	0.00	0.00	1.00-	1.00-
5	Human Services Fund	0.00	0.00	0.00	0.00

# Southwest Health and Human Services



RM- Stmt of Revenues & Expenditures

As Of 10/2021

Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO-DATE	2021 BUDGET	% OF BUDG	% OF YEAR	
<b>FUND 1 HEALTH SERVICES FUND</b>						
REVENUES						
CONTRIBUTIONS FROM COUNTIES	92,115.50-	902,441.75-	1,080,435.00-	84	83	
INTERGOVERNMENTAL REVENUES	1,750.50-	126,277.00-	166,000.00-	76	83	
STATE REVENUES	158,856.30-	788,796.85-	809,158.00-	97	83	
FEDERAL REVENUES	30,551.78-	1,111,801.96-	1,219,989.00-	91	83	
FEES	54,948.65-	509,819.74-	492,480.00-	104	83	
EARNINGS ON INVESTMENTS	46.79-	248.26-	9,000.00-	3	83	
MISCELLANEOUS REVENUES	202.55-	1,371.64-	6,600.00-	21	83	
<b>TOTAL REVENUES</b>	<b>338,472.07-</b>	<b>3,440,757.20-</b>	<b>3,783,662.00-</b>	<b>91</b>	<b>83</b>	<b>8% over</b>
EXPENDITURES						
PROGRAM EXPENDITURES	0.00	0.00	0.00	0	83	
PAYROLL AND BENEFITS	214,133.19	2,351,511.85	2,907,923.00	81	83	
OTHER EXPENDITURES	68,684.15	603,930.27	875,739.00	69	83	
<b>TOTAL EXPENDITURES</b>	<b>282,817.34</b>	<b>2,955,442.12</b>	<b>3,783,662.00</b>	<b>78</b>	<b>83</b>	<b>5% under</b>

# Southwest Health and Human Services



RM- Stmt of Revenues & Expenditures

As Of 10/2021

Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO-DATE	2021 BUDGET	% OF BUDG	% OF YEAR	
<b>FUND 5 HUMAN SERVICES FUND</b>						
REVENUES						
CONTRIBUTIONS FROM COUNTIES	171,239.71 -	7,186,008.70 -	11,606,176.00 -	62	83	
INTERGOVERNMENTAL REVENUES	0.00	48,088.50 -	79,045.00 -	61	83	
STATE REVENUES	5,986.61 -	4,277,631.73 -	5,583,843.00 -	77	83	
FEDERAL REVENUES	142,820.25 -	5,956,458.63 -	7,631,653.00 -	78	83	
FEES	171,815.72 -	1,954,319.68 -	2,502,600.00 -	78	83	
EARNINGS ON INVESTMENTS	245.66 -	1,853.22 -	35,700.00 -	5	83	
MISCELLANEOUS REVENUES	495,076.44 -	1,738,970.99 -	1,217,400.00 -	143	83	
<b>TOTAL REVENUES</b>	<b>987,184.39 -</b>	<b>21,163,331.45 -</b>	<b>28,656,417.00 -</b>	<b>74</b>	<b>83</b>	<b>9% under</b>
EXPENDITURES						
PROGRAM EXPENDITURES	849,438.96	9,634,131.64	11,778,488.00	82	83	
PAYROLL AND BENEFITS	1,068,106.38	11,186,684.19	14,121,360.00	79	83	
OTHER EXPENDITURES	240,100.35	2,053,711.66	2,756,569.00	75	83	
<b>TOTAL EXPENDITURES</b>	<b>2,157,645.69</b>	<b>22,874,527.49</b>	<b>28,656,417.00</b>	<b>80</b>	<b>83</b>	<b>3% under</b>

# Southwest Health and Human Services



## Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>		<u>Current Month</u>	<u>Year-To-Date</u>	<u>Budget</u>	<u>% of Bdgt</u>	<u>% of Year</u>
1 FUND	Health Services Fund							
410 DEPT	General Administration							
0 PROGRAM	...		Revenue					83
			Expend.	1,539.14	33,571.02	0.00	0	83
			Net	1,539.14	33,571.02	0.00	0	83
930 PROGRAM	Administration		Revenue	111,928.73 -	952,331.08 -	1,137,835.00 -	84	83
			Expend.	41,284.50	388,796.56	749,494.00	52	83
			Net	70,644.23 -	563,534.52 -	388,341.00 -	145	83
410 DEPT	General Administration	Totals:	Revenue	111,928.73 -	952,331.08 -	1,137,835.00 -	84	83
			Expend.	42,823.64	422,367.58	749,494.00	56	83
			Net	69,105.09 -	529,963.50 -	388,341.00 -	136	83
481 DEPT	Nursing							
100 PROGRAM	Family Health		Revenue	146.97 -	10,891.91 -	19,680.00 -	55	83
			Expend.	1,507.65	11,814.00	16,932.00	70	83
			Net	1,360.68	922.09	2,748.00 -	34 -	83
103 PROGRAM	Follow Along Program		Revenue	1,796.29 -	21,995.14 -	27,324.00 -	80	83
			Expend.	1,744.04	21,325.12	31,786.00	67	83
			Net	52.25 -	670.02 -	4,462.00	15 -	83
110 PROGRAM	TANF		Revenue	0.00	127,876.00 -	127,876.00 -	100	83
			Expend.	29,318.71	118,966.00	127,911.00	93	83
			Net	29,318.71	8,910.00 -	35.00	25,457 -	83
130 PROGRAM	WIC		Revenue	2,115.00 -	428,242.00 -	450,000.00 -	95	83
			Expend.	40,741.67	387,748.38	565,284.00	69	83
			Net	38,626.67	40,493.62 -	115,284.00	35 -	83
140 PROGRAM	Peer Breastfeeding Support Program		Revenue	0.00	15,467.00 -	38,088.00 -	41	83
			Expend.	51.31	13,730.35	38,088.00	36	83
			Net	51.31	1,736.65 -	0.00	0	83
210 PROGRAM	CTC Outreach		Revenue	30,833.34 -	152,983.64 -	262,270.00 -	58	83
			Expend.	15,470.12	151,830.35	271,515.00	56	83
			Net	15,363.22 -	1,153.29 -	9,245.00	12 -	83
270 PROGRAM	Maternal Child Health - Title V		Revenue	59,550.23 -	157,035.39 -	240,000.00 -	65	83
			Expend.	12,203.44	108,192.37	249,833.00	43	83
			Net	47,346.79 -	48,843.02 -	9,833.00	497 -	83

# 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 Bdg</u>	<u>% of Year</u>
280 PROGRAM	MCH Dental Health		Revenue	0.00	0.00	1,600.00 -	0	83
			Expend.	3.90	562.26	16,171.00	3	83
			Net	3.90	562.26	14,571.00	4	83
285 PROGRAM	MCH Blood Lead		Revenue					83
			Expend.	175.04	2,502.80	0.00	0	83
			Net	175.04	2,502.80	0.00	0	83
295 PROGRAM	MCH Car Seat Program		Revenue	655.44 -	4,336.84 -	30,000.00 -	14	83
			Expend.	3,327.07	31,357.85	33,832.00	93	83
			Net	2,671.63	27,021.01	3,832.00	705	83
300 PROGRAM	Case Management		Revenue	30,808.03 -	323,264.57 -	428,000.00 -	76	83
			Expend.	23,359.73	234,364.91	392,306.00	60	83
			Net	7,448.30 -	88,899.66 -	35,694.00 -	249	83
330 PROGRAM	MNChoices		Revenue	0.00	127,257.43 -	134,000.00 -	95	83
			Expend.	13,150.30	133,668.37	173,361.00	77	83
			Net	13,150.30	6,410.94	39,361.00	16	83
603 PROGRAM	Disease Prevention and Control		Revenue	43,561.81 -	123,694.25 -	130,742.00 -	95	83
			Expend.	20,275.15	131,676.69	240,078.00	55	83
			Net	23,286.66 -	7,982.44	109,336.00	7	83
660 PROGRAM	MIIC		Revenue	1,277.50 -	1,277.50 -	0.00	0	83
			Expend.	24.09	2,812.48	0.00	0	83
			Net	1,253.41 -	1,534.98	0.00	0	83
481 DEPT	Nursing	Totals:	Revenue	170,744.61 -	1,494,321.67 -	1,889,580.00 -	79	83
			Expend.	161,352.22	1,350,551.93	2,157,097.00	63	83
			Net	9,392.39 -	143,769.74 -	267,517.00	54 -	83
483 DEPT	Health Education							
500 PROGRAM	Direct Client Services		Revenue	659.26 -	2,005.59 -	500.00 -	401	83
			Expend.	103.30	2,083.48	24,110.00	9	83
			Net	555.96 -	77.89	23,610.00	0	83
510 PROGRAM	SHIP		Revenue	15,771.25 -	118,120.89 -	224,631.00 -	53	83
			Expend.	14,478.75	144,822.15	224,631.00	64	83
			Net	1,292.50 -	26,701.26	0.00	0	83
540 PROGRAM	Toward Zero Deaths (TZD) Safe Roads		Revenue	0.00	2,089.26 -	10,155.00 -	21	83
			Expend.	99.58	2,147.16	10,155.00	21	83
			Net	99.58	57.90	0.00	0	83

# Southwest Health and Human Services



## Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>		<u>Current Month</u>	<u>Year-To-Date</u>	<u>Budget</u>	<u>% of Bdgt</u>	<u>% of Year</u>
541 PROGRAM	Toward Zero Deaths (TZD) Safe Roads		Revenue	0.00	1,922.00 -	10,155.00 -	19	83
			Expend.	162.45	1,684.61	10,155.00	17	83
			Net	162.45	237.39 -	0.00	0	83
550 PROGRAM	P&I Grant		Revenue	0.00	132,073.48 -	189,326.00 -	70	83
			Expend.	0.00	105,739.61	189,326.00	56	83
			Net	0.00	26,333.87 -	0.00	0	83
551 PROGRAM	Pipestone Drug Free Communities		Revenue					83
			Expend.	12,854.74	42,040.85	0.00	0	83
			Net	12,854.74	42,040.85	0.00	0	83
900 PROGRAM	Emergency Preparedness		Revenue	0.00	31,355.48 -	92,580.00 -	34	83
			Expend.	6,734.53	118,184.04	112,634.00	105	83
			Net	6,734.53	86,828.56	20,054.00	433	83
905 PROGRAM	COVID-19 Pandemic		Revenue	0.00	32,879.86 -	0.00	0	83
			Expend.	17,232.34	139,066.51	0.00	0	83
			Net	17,232.34	106,186.65	0.00	0	83
906 PROGRAM	COVID-19 Vaccination Planning Grant		Revenue	17,058.51 -	467,715.34 -	0.00	0	83
			Expend.	5,942.89	413,833.40	0.00	0	83
			Net	11,115.62 -	53,881.94 -	0.00	0	83
483 DEPT	Health Education	Totals:	Revenue	33,489.02 -	788,161.90 -	527,347.00 -	149	83
			Expend.	57,608.58	969,601.81	571,011.00	170	83
			Net	24,119.56	181,439.91	43,664.00	416	83
485 DEPT	Environmental Health		Revenue					
			Expend.					
			Net					
800 PROGRAM	Environmental		Revenue	12,211.15 -	137,017.58 -	201,900.00 -	68	83
			Expend.	15,572.45	147,549.99	247,925.00	60	83
			Net	3,361.30	10,532.41	46,025.00	23	83
809 PROGRAM	Environmental Water Lab		Revenue	10,098.56 -	65,924.97 -	27,000.00 -	244	83
			Expend.	5,450.10	61,434.20	58,135.00	106	83
			Net	4,648.46 -	4,490.77 -	31,135.00	14 -	83
830 PROGRAM	FDA Standardization Grant		Revenue	0.00	3,000.00 -	0.00	0	83
			Expend.	10.35	3,936.61	0.00	0	83
			Net	10.35	936.61	0.00	0	83
485 DEPT	Environmental Health	Totals:	Revenue	22,309.71 -	205,942.55 -	228,900.00 -	90	83
			Expend.	21,032.90	212,920.80	306,060.00	70	83
			Net	1,276.81 -	6,978.25	77,160.00	9	83

# Southwest Health and Human Services



Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>		<u>Current Month</u>	<u>Year-To-Date</u>	<u>Budget</u>	<u>% of Bdgt</u>	<u>% of Year</u>
1 FUND	Health Services Fund	Totals:	Revenue	338,472.07 -	3,440,757.20 -	3,783,662.00 -	91	83
			Expend.	282,817.34	2,955,442.12	3,783,662.00	78	83
			Net	55,654.73 -	485,315.08 -	0.00	0	83



# Southwest Health and Human Services



## Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>		<u>Current Month</u>	<u>Year-To-Date</u>	<u>Budget</u>	<u>% of Bdgt</u>	<u>% of Year</u>
5 FUND	Human Services Fund							
410 DEPT	General Administration							
0 PROGRAM	...		Revenue					83
			Expend.	15,213.97	119,778.89	67,663.00	177	83
			Net	15,213.97	119,778.89	67,663.00	177	83
410 DEPT	General Administration	Totals:	Revenue					83
			Expend.	15,213.97	119,778.89	67,663.00	177	83
			Net	15,213.97	119,778.89	67,663.00	177	83
420 DEPT	Income Maintenance							
0 PROGRAM	...		Revenue					83
			Expend.	96.55	96.55	0.00	0	83
			Net	96.55	96.55	0.00	0	83
600 PROGRAM	Income Maint Administrative/Overhead		Revenue	53,862.90-	2,288,362.75-	3,696,370.00-	62	83
			Expend.	105,989.84	1,110,017.20	1,511,007.00	73	83
			Net	52,126.94	1,178,345.55-	2,185,363.00-	54	83
601 PROGRAM	Income Maint/Random Moment Payro		Revenue					83
			Expend.	197,189.08	2,101,095.27	2,627,726.00	80	83
			Net	197,189.08	2,101,095.27	2,627,726.00	80	83
602 PROGRAM	Income Maint FPI Investigator		Revenue	0.00	51,622.00-	130,000.00-	40	83
			Expend.	19,365.13	106,002.42	130,000.00	82	83
			Net	19,365.13	54,380.42	0.00	0	83
605 PROGRAM	MN Supplemental Aid (MSA)/GRH		Revenue	7,832.76-	49,243.65-	65,200.00-	76	83
			Expend.	4,035.01	48,914.66	65,000.00	75	83
			Net	3,797.75-	328.99-	200.00-	164	83
610 PROGRAM	TANF(AFDC/MFIP/DWP)		Revenue	566.31-	6,342.98-	15,000.00-	42	83
			Expend.	0.00	1,238.90	11,250.00	11	83
			Net	566.31-	5,104.08-	3,750.00-	136	83
620 PROGRAM	General Asst (GA) / Burials		Revenue	514.29-	28,439.99-	22,500.00-	126	83
			Expend.	23,926.50	283,986.47	351,000.00	81	83
			Net	23,412.21	255,546.48	328,500.00	78	83
630 PROGRAM	Food Support (FS)		Revenue	12,077.00-	421,129.98-	524,000.00-	80	83
			Expend.	17.85	1,383.39	4,500.00	31	83
			Net	12,059.15-	419,746.59-	519,500.00-	81	83

# 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>
640 PROGRAM	Child Support (IVD)		Revenue	48,992.97 -	1,113,050.90 -	1,633,247.00 -	68	83
			Expend.	94,128.32	920,546.06	1,208,445.00	76	83
			Net	45,135.35	192,504.84 -	424,802.00 -	45	83
650 PROGRAM	Medical Assistance (MA)		Revenue	96,560.38 -	3,298,200.35 -	3,307,000.00 -	100	83
			Expend.	223,857.93	2,645,401.52	2,335,000.00	113	83
			Net	127,297.55	652,798.83 -	972,000.00 -	67	83
680 PROGRAM	Refugee Cash Assistance (RCA)		Revenue	0.00	176.00 -	0.00	0	83
			Expend.					83
			Net	0.00	176.00 -	0.00	0	83
420 DEPT	Income Maintenance	Totals:	Revenue	220,406.61 -	7,256,568.60 -	9,393,317.00 -	77	83
			Expend.	668,606.21	7,218,682.44	8,243,928.00	88	83
			Net	448,199.60	37,886.16 -	1,149,389.00 -	3	83
431 DEPT	Social Services							
0 PROGRAM	...		Revenue	415,783.56 -	415,783.56 -	0.00	0	83
			Expend.					83
			Net	415,783.56 -	415,783.56 -	0.00	0	83
700 PROGRAM	Social Service Administrative/Overhea		Revenue	156,900.22 -	7,284,893.04 -	11,070,414.00 -	66	83
			Expend.	215,236.09	2,210,249.30	3,012,985.00	73	83
			Net	58,335.87	5,074,643.74 -	8,057,429.00 -	63	83
701 PROGRAM	Social Services/SSTS		Revenue					83
			Expend.	587,393.96	6,182,866.44	7,683,444.00	80	83
			Net	587,393.96	6,182,866.44	7,683,444.00	80	83
710 PROGRAM	Children's Social Services Programs		Revenue	20,479.48 -	1,542,680.31 -	1,844,998.00 -	84	83
			Expend.	370,912.40	3,061,669.89	3,916,675.00	78	83
			Net	350,432.92	1,518,989.58	2,071,677.00	73	83
711 PROGRAM	YIP Grant (Circle)-Dept of Public Safet		Revenue	0.00	17,884.23 -	28,404.00 -	63	83
			Expend.	2,170.28	17,974.82	28,404.00	63	83
			Net	2,170.28	90.59	0.00	0	83
712 PROGRAM	CIRCLE Program		Revenue	0.00	5,000.00 -	5,000.00 -	100	83
			Expend.	943.62	9,616.91	28,000.00	34	83
			Net	943.62	4,616.91	23,000.00	20	83
713 PROGRAM	STAY Program Grant (formerly SELF)		Revenue	0.00	29,157.54 -	54,100.00 -	54	83
			Expend.	3,513.86	28,269.03	54,100.00	52	83
			Net	3,513.86	888.51 -	0.00	0	83

# 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>
715 PROGRAM	Children Waivers		Revenue	0.00	149,202.90 -	170,000.00 -	88	83
			Expend.					83
			Net	0.00	149,202.90 -	170,000.00 -	88	83
716 PROGRAM	FGDM/Family Group Decision Making		Revenue	0.00	10,273.34 -	41,780.00 -	25	83
			Expend.	0.00	571.25	41,780.00	1	83
			Net	0.00	9,702.09 -	0.00	0	83
717 PROGRAM	Family Assmt Response Grant/Discr F		Revenue	0.00	43,315.00 -	46,796.00 -	93	83
			Expend.	2,236.61	14,630.34	46,796.00	31	83
			Net	2,236.61	28,684.66 -	0.00	0	83
718 PROGRAM	PSOP/Parent Support Outreach Progra		Revenue	0.00	18,694.00 -	32,125.00 -	58	83
			Expend.	337.65	9,700.45	32,125.00	30	83
			Net	337.65	8,993.55 -	0.00	0	83
720 PROGRAM	Child Care/Child Protection		Revenue	2,950.00 -	18,450.00 -	22,000.00 -	84	83
			Expend.	2,216.00	3,177.00	42,600.00	7	83
			Net	734.00 -	15,273.00 -	20,600.00	74 -	83
721 PROGRAM	CC Basic Slide Fee/Cty Match to DHS		Revenue	2,044.00 -	22,878.58 -	37,325.00 -	61	83
			Expend.	3,614.00	38,867.43	43,365.00	90	83
			Net	1,570.00	15,988.85	6,040.00	265	83
722 PROGRAM	Child Care/MFIP		Revenue	0.00	71.00 -	0.00	0	83
			Expend.					83
			Net	0.00	71.00 -	0.00	0	83
726 PROGRAM	MFIP/SW MN PIC		Revenue	1,181.00 -	10,877.00 -	12,000.00 -	91	83
			Expend.					83
			Net	1,181.00 -	10,877.00 -	12,000.00 -	91	83
730 PROGRAM	Chemical Dependency		Revenue	12,211.79 -	233,848.52 -	358,500.00 -	65	83
			Expend.	5,944.52	245,950.71	546,500.00	45	83
			Net	6,267.27 -	12,102.19	188,000.00	6	83
740 PROGRAM	Mental Health (Both Adults & Childrer		Revenue	0.00	93.95 -	0.00	0	83
			Expend.					83
			Net	0.00	93.95 -	0.00	0	83
741 PROGRAM	Mental Health/Adults Only		Revenue	42,967.84 -	830,868.05 -	1,353,885.00 -	61	83
			Expend.	107,667.17	1,728,871.86	1,775,024.00	97	83
			Net	64,699.33	898,003.81	421,139.00	213	83

# 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>
742 PROGRAM	Mental Health/Children Only		Revenue	25,994.20-	646,230.04 -	939,138.00 -	69	83
			Expend.	108,294.66	1,171,002.72	2,177,722.00	54	83
			Net	82,300.46	524,772.68	1,238,584.00	42	83
750 PROGRAM	Developmental Disabilities		Revenue	0.00	587,046.83 -	908,351.00 -	65	83
			Expend.	21,771.62	197,523.45	368,851.00	54	83
			Net	21,771.62	389,523.38 -	539,500.00 -	72	83
760 PROGRAM	Adult Services		Revenue	85,199.19-	1,114,727.03 -	1,421,284.00 -	78	83
			Expend.	7,722.94	60,455.57	85,700.00	71	83
			Net	77,476.25-	1,054,271.46 -	1,335,584.00 -	79	83
765 PROGRAM	Adult Waivers		Revenue	0.00	681,258.12 -	885,000.00 -	77	83
			Expend.	9,953.24	112,024.16	148,000.00	76	83
			Net	9,953.24	569,233.96 -	737,000.00 -	77	83
431 DEPT	Social Services	Totals:	Revenue	765,711.28-	13,663,233.04 -	19,231,100.00 -	71	83
			Expend.	1,449,928.62	15,093,421.33	20,032,071.00	75	83
			Net	684,217.34	1,430,188.29	800,971.00	179	83
461 DEPT	Information Systems		Revenue	1,066.50-	38,221.81 -	32,000.00 -	119	83
0 PROGRAM	...		Expend.	23,896.89	237,337.83	312,755.00	76	83
			Net	22,830.39	199,116.02	280,755.00	71	83
461 DEPT	Information Systems	Totals:	Revenue	1,066.50-	38,221.81 -	32,000.00 -	119	83
			Expend.	23,896.89	237,337.83	312,755.00	76	83
			Net	22,830.39	199,116.02	280,755.00	71	83
471 DEPT	LCTS Collaborative Agency		Revenue	0.00	205,308.00-	0.00	0	83
702 PROGRAM	LCTS		Expend.	0.00	205,307.00	0.00	0	83
			Net	0.00	1.00-	0.00	0	83
471 DEPT	LCTS Collaborative Agency	Totals:	Revenue	0.00	205,308.00-	0.00	0	83
			Expend.	0.00	205,307.00	0.00	0	83
			Net	0.00	1.00-	0.00	0	83
<b>5 FUND</b>	<b>Human Services Fund</b>	Totals:	Revenue	987,184.39-	21,163,331.45 -	28,656,417.00 -	74	83
			Expend.	2,157,645.69	22,874,527.49	28,656,417.00	80	83
			Net	1,170,461.30	<b>1,711,196.04</b>	0.00	0	83

# Southwest Health and Human Services

Revenues & Expend by Prog,Dept,Fund



Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>		<u>Current Month</u>	<u>Year-To-Date</u>	<u>Budget</u>	<u>% of Bdgt</u>	<u>% of Year</u>
<b>FINAL TOTALS</b>	1,091 Accounts		Revenue	1,325,656.46 -	24,604,088.65 -	32,440,079.00 -	76	83
			Expend.	2,440,463.03	25,829,969.61	32,440,079.00	80	83
			Net	1,114,806.57	<b>1,225,880.96</b>	0.00	0	83

# Social Services Caseload:

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

<b>2021</b>	<b>Adult Services</b>	<b>Children's Services</b>	<b>Total Programs</b>
January	2581	586	3167
February	2626	598	3224
March	2620	588	3208
April	2657	569	3226
May	2711	551	3262
June	2711	529	3240
July	2737	527	3264
August	2714	521	3235
September	2741	551	3292
October	2750	554	3304
November			0
December			0
<b>Average</b>	<b>2685</b>	<b>557</b>	<b>3242</b>

# Adult - Social Services Caseload

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

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

<b>2021</b>	Adult Brain Injury (BI)	Adult Community Access for Disability Inclusion (CADI)	Adult Community Alternative Care (CAC)	Adult Essential Community Supports	Adult Mental Health (AMH)	Adult Protective Services (APS)	Adult Services (AS)	Alternative Care (AC)	Chemical Dependency (CD)	Developmental Disabilities (DD)	Elderly Waiver (EW)	Total Programs
January	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	8	371	14	0	269	58	942	12	286	446	308	2714
September	8	368	14	0	274	58	937	12	321	447	302	2741
October	8	371	13	0	272	55	951	12	322	448	298	2750
November												0
December												0
	9	360	13	0	272	49	922	14	295	446	305	2609

# Children's - Social Services Caseload

Average	Adolescent Independent Living (ALS)	Adoption	Child Brain Injury (BI)	Child Community Alternative Care (CAC)	Child Community Alternatives for Disabled Individuals (CADI)	Child Protection (CP)	Child Welfare (CW)	Children's Mental Health (CMH)	Early Intervention: Infants & Toddlers with Disabilities	Minor Parents (MP)	Parent Support Outreach Program (PSOP)	Total Programs
2018	46	23	0	11	40	180	182	110	0	0	25	604
2019	36	18	0	11	40	170	191	94	0	0	30	589
2020	30	29	0	12	48	163	178	82	0	0	32	572
2021												

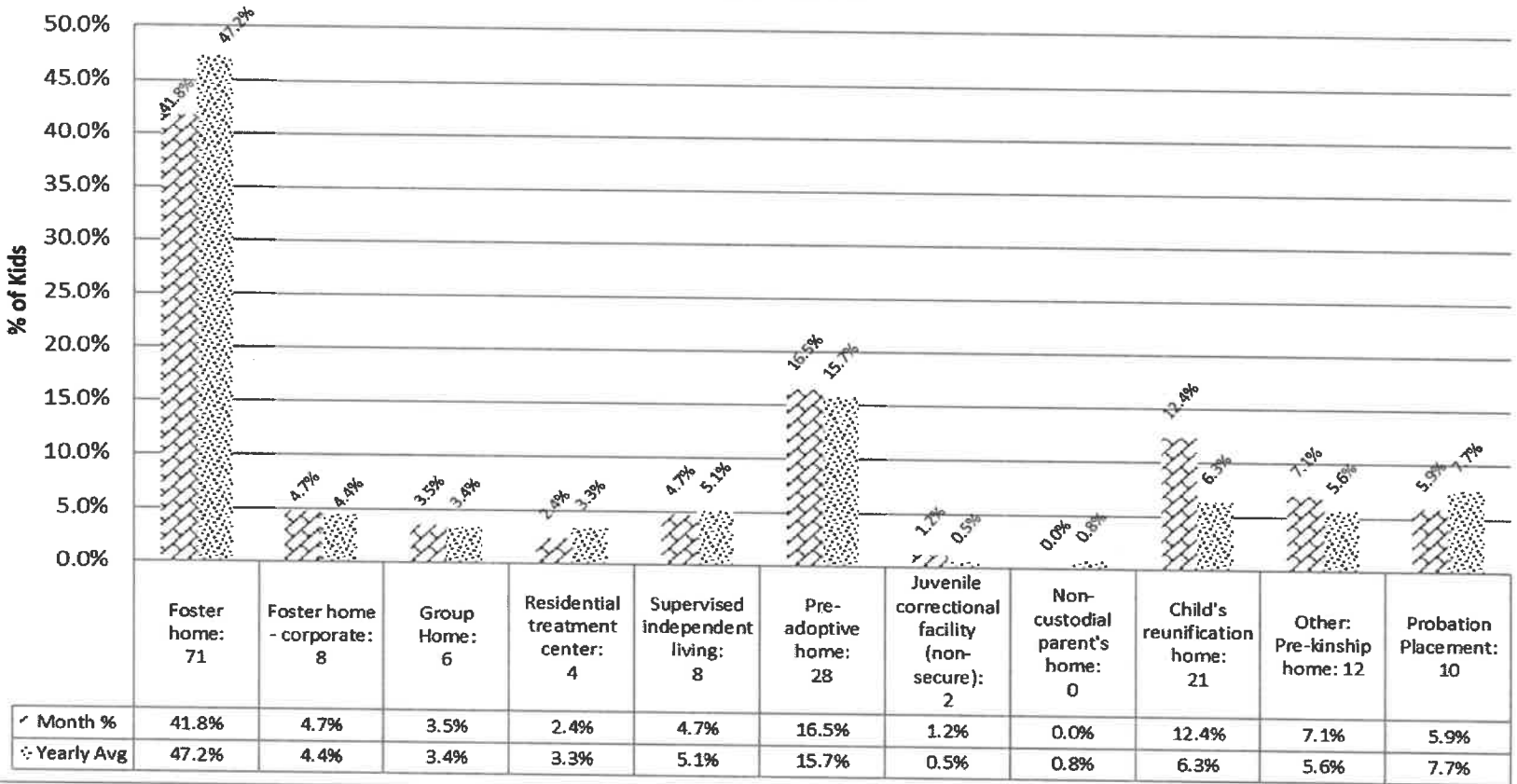
<b>2021</b>	Adolescent Independent Living (ALS)	Adoption	Child Brain Injury (BI)	Child Community Alternative Care (CAC)	Child Community Alternatives for Disabled Individuals (CADI)	Child Protection (CP)	Child Welfare (CW)	Children's Mental Health (CMH)	Early Intervention: Infants & Toddlers with Disabilities	Minor Parents (MP)	Parent Support Outreach Program (PSOP)	Total Programs
January	18	33	0	12	56	181	173	87	0	0	26	586
February	18	36	0	12	56	179	177	85	0	0	35	598
March	20	40	0	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	24	35	0	13	60	166	137	86	0	0	25	546
September	24	34	0	13	61	160	145	81	0	0	33	551
October	22	31	0	13	61	155	154	83	0	0	35	554
November												0
December												0
	<b>21</b>	<b>34</b>	<b>0</b>	<b>13</b>	<b>58</b>	<b>164</b>	<b>154</b>	<b>85</b>	<b>0</b>	<b>0</b>	<b>30</b>	<b>591</b>



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

	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	YTD Average	2020 Average
Lincoln	4	4	4	5	6	6	8	9	9	8			6	4
Lyon	41	42	44	52	54	54	54	51	57	52			50	43
Murray	10	10	10	10	10	11	16	16	16	16			13	8
Pipestone	19	18	17	18	18	21	21	21	22	21			20	24
Redwood	66	65	61	68	65	64	65	60	60	65			64	67
Rock	16	16	13	14	14	15	15	15	10	8			14	16
<b>Monthly Totals</b>	<b>156</b>	<b>155</b>	<b>149</b>	<b>167</b>	<b>167</b>	<b>171</b>	<b>179</b>	<b>172</b>	<b>174</b>	<b>170</b>	<b>0</b>	<b>0</b>		

**October 2021 - Placement by Category  
170 Kids in Placement**



**October 2021:** Total kids in placement = 170

**Total of 8 Children entered placement**

1	Murray	Group Home
4	Redwood	Foster Home
3	Redwood	Probation

**Total of 12 Children were discharged from placement** (discharges from previous month)

1	Lincoln	Supervised Independent Living
3	Lyon	Foster Care
1	Lyon	Probation
1	Lyon	Supervised Independent Living
1	Murray	Child's Reunification Home
1	Pipestone	Supervised Independent Living
1	Redwood	Child's Reunification Home
1	Redwood	Probation
1	Rock	Residential Treatment Center
1	Rock	Supervised Independent Living

**NON IVD COLLECTIONS**  
**OCTOBER 2021**

<b>PROGRAM</b>	<b>ACCOUNT</b>	<b>TOTAL</b>
MSA/GRH	05-420-605.5802	7,630
TANF (MFIP/DWP/AFDC)	05-420-610.5803	566
GA	05-420-620.5803	514
FS	05-420-630.5803	77
CS (PI Fee, App Fee, etc)	05-420-640.5501	638
MA Recoveries & Estate Collections (25% retained by agency)	05-420-650.5803	30,791
REFUGEE	05-420-680.5803	0
CHILDRENS		
Court Visitor Fee	05-431-700.5514	0
Parental Fees, Holds	05-431-710.5501	5,047
OOH/FC Recovery	05-431-710.5803	(18,390)
CHILDCARE		
Licensing	05-431-720.5502	750
Corp FC Licensing	05-431-720.5505	2,200
Over Payments	05-431-721&722.5803	0
CHEMICAL DEPENDENCY		
CD Assessments	05-431-730.5519	2,522
Detox Fees	05-431-730.5520	6,158
SUD Treatment	05-431-730.5523	3,531
Over Payments	05-431-730.5803	0
MENTAL HEALTH		
Insurance Copay	05-431-740.5803	0
Over Payments	05-431-741 or 742.5803	7,970
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
<b>TOTAL NON-IVD COLLECTIONS</b>		<b>50,005</b>

# 2022 Human Services Levy Funding

Census Info Updated  
08/24/21 SRK  
Reupdated due to  
incorrect data 11/10/21  
LMD

County	Net		Population	%	SEAGRs	%	% Used	
	Tax Capacity	%					for Funding	
Lyon	\$ 39,640,163	23.97%	25,269	34.31%	\$ 7,304,283	30.60%	29.63%	
Murray	\$ 28,084,589	16.98%	8,179	11.11%	\$ 1,673,956	7.01%	11.70%	
Redwood	\$ 36,279,678	21.94%	15,425	20.95%	\$ 7,504,140	31.44%	24.78%	
Lincoln	\$ 14,366,260	8.69%	5,640	7.66%	\$ 1,340,819	5.62%	7.32%	
Rock	\$ 27,659,792	16.73%	9,704	13.18%	\$ 2,634,772	11.04%	13.65%	
Pipestone	\$ 19,331,382	11.69%	9,424	12.80%	\$ 3,408,823	14.28%	12.92%	
<b>Total</b>	<b>\$ 165,361,864</b>	<b>100.00%</b>	<b>73,641</b>	<b>100.00%</b>	<b>\$ 23,866,793</b>	<b>100.00%</b>	<b>100.00%</b>	

## 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%	\$ 3,438,907	\$ (27,943)	\$ (2,794)	\$ 3,464,056	\$ 103,922	\$ 3,567,977
Murray	\$ 1,365,353	11.76%	\$ 1,358,079	\$ (7,274)	\$ (727)	\$ 1,364,626	\$ 40,939	\$ 1,405,564
Redwood	\$ 2,797,632	24.10%	\$ 2,875,529	\$ 77,897	\$ 7,790	\$ 2,805,422	\$ 84,163	\$ 2,889,584
Lincoln	\$ 1,014,725	8.74%	\$ 849,745	\$ (164,980)	\$ (16,498)	\$ 998,227	\$ 29,947	\$ 1,028,174
Rock	\$ 1,508,191	12.99%	\$ 1,584,002	\$ 75,811	\$ 7,581	\$ 1,515,772	\$ 45,473	\$ 1,561,245
Pipestone	\$ 1,453,426	12.52%	\$ 1,499,916	\$ 46,490	\$ 4,649	\$ 1,458,075	\$ 43,742	\$ 1,501,817
<b>Total</b>	<b>\$ 11,606,177</b>	<b>100.00%</b>	<b>\$ 11,606,177</b>	<b>\$ (0.00)</b>	<b>\$ (0.00)</b>	<b>\$ 11,606,177</b>	<b>\$ 348,185</b>	<b>\$ 11,954,362</b>

	IM - 600 - 30%	IV-D - 640 - 4%	SS - 700 - 66%	Total
Lyon	\$1,070,393	\$142,719	\$2,354,865	\$3,567,977
Murray	\$421,669	\$56,223	\$927,672	\$1,405,564
Redwood	\$866,875	\$115,583	\$1,907,126	\$2,889,584
Lincoln	\$308,452	\$41,127	\$678,595	\$1,028,174
Rock	\$468,374	\$62,450	\$1,030,422	\$1,561,245
Pipestone	\$450,545	\$60,073	\$991,199	\$1,501,817
				<b>\$11,954,362</b>

**QuickFacts**

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**Redwood County, Minnesota; Murray County, Minnesota; Pipestone County, Minnesota; Lincoln County, Minnesota; Rock County, Minnesota; Lyon County, Minnesota**

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🔍 Enter state, county, city, town, or zip code

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**Table**

ALL TOPICS

🔍 Redwood County, Minnesota



🔍 Murray County, Minnesota



🔍 Pipestone County, Minnesota



🔍 Lincoln County, Minnesota



🔍 Rock County, Minnesota



🔍 Lyon County, Minnesota



📍 Population, Census, April 1, 2020	15,425	8,179	9,424	5,640	9,704	25,269
<b>PEOPLE</b>						
<b>Population</b>						
📍 Population estimates, July 1, 2019, (V2019)	15,170	8,194	9,126	5,639	9,315	25,474
📍 Population estimates base, April 1, 2010, (V2019)	16,058	8,725	9,597	5,895	9,686	25,858
📍 Population, percent change - April 1, 2010 (estimates base) to July 1, 2019, (V2019)	-5.5%	-6.1%	-4.9%	-4.3%	-3.8%	-1.5%

# 2022 Human Services Levy Funding

County	Net			SEAGRs			% Used for Funding
	Tax Capacity	%	Population	%		%	
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%
<b>Total</b>	<b>\$ 165,361,864</b>	<b>100.00%</b>	<b>75,820</b>	<b>100.00%</b>	<b>\$ 23,866,793</b>	<b>100.00%</b>	<b>100.00%</b>

## 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
<b>Total</b>	<b>\$ 11,606,177</b>	<b>100.00%</b>	<b>\$ 11,606,177</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 11,606,177</b>	<b>\$ 348,185</b>	<b>\$ 11,954,362</b>

	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
				<b>\$11,954,362</b>

Southwest Health and Human Services Budget	SWHHS	SWHHS	SWHHS	SWHHS	SWHHS	SWHHS	SWHHS	SWHHS
HUMAN SERVICES Category	2018 Final	2018 Actual	2019 Final	2019 Actual	2020 Final	2020 Actual	2021 Final	2022 FINAL
<b>EXPENDITURES</b>								
<b>420 Income Maintenance / Child Support</b>								
6100 - Personnel	\$4,639,776	\$4,474,698	\$4,435,784	\$4,284,011	\$4,595,026	\$4,409,490	\$4,484,125	\$4,620,373
6200 - Services & Charges	\$379,530	\$433,133	\$355,610	\$389,451	\$390,220	\$402,698	\$506,700	\$434,715
6300-6800 - Administrative Overhead	\$882,278	\$709,798	\$819,796	\$736,483	\$794,488	\$747,193	\$771,853	\$776,853
6000 - Payment for/behalf clients	\$2,314,750	\$2,315,675	\$2,417,000	\$2,422,452	\$2,321,750	\$3,109,480	\$2,481,250	\$3,104,625
Reserves	\$0	\$0	\$35,000	\$0	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<b>\$8,216,334</b>	<b>\$7,933,304</b>	<b>\$8,063,190</b>	<b>\$7,832,397</b>	<b>\$8,101,484</b>	<b>\$8,668,861</b>	<b>\$8,243,928</b>	<b>\$8,936,566</b>
<b>431 Social Services</b>								
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	\$4,075,616
720-727 - Child Care/MFIP Admin./PIC.	\$44,535	\$388,574	\$331,755	\$50,505	\$270,965	\$45,794	\$85,965	\$47,965
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
<b>Subtotal</b>	<b>\$7,749,721</b>	<b>\$8,224,233</b>	<b>\$9,099,187</b>	<b>\$8,264,742</b>	<b>\$8,835,551</b>	<b>\$7,846,028</b>	<b>\$9,297,238</b>	<b>\$9,062,927</b>
6100 - Personnel	\$8,616,638	\$8,343,698	\$8,739,674	\$8,498,617	\$9,345,733	\$9,102,376	\$9,265,617	\$9,450,640
6200 - Services and Charges	\$458,270	\$471,015	\$407,990	\$490,645	\$515,730	\$491,821	\$522,900	\$515,047
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
<b>Subtotal</b>	<b>\$10,079,134</b>	<b>\$9,666,253</b>	<b>\$10,152,967</b>	<b>\$9,901,279</b>	<b>\$10,915,412</b>	<b>\$10,490,015</b>	<b>\$10,734,833</b>	<b>\$10,946,587</b>
<b>410 General Administration</b>								
6100 - Personel	\$83,095	\$189,490	\$81,189	\$169,404	\$54,307	\$140,683	\$67,663	\$105,344
6604-6890 - Administrative Overhead	\$840	\$9,713	\$840	\$0	\$0	\$0	\$0	\$0
<b>Subtotal</b>	<b>\$83,935</b>	<b>\$199,203</b>	<b>\$82,029</b>	<b>\$169,404</b>	<b>\$54,307</b>	<b>\$140,683</b>	<b>\$67,663</b>	<b>\$105,344</b>
<b>461 Information Systems</b>								
6100 - Personnel	\$394,376	\$335,268	\$280,640	\$239,074	\$295,783	\$269,393	\$303,955	\$314,385
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
<b>Subtotal</b>	<b>\$401,476</b>	<b>\$338,099</b>	<b>\$284,390</b>	<b>\$243,255</b>	<b>\$298,183</b>	<b>\$273,833</b>	<b>\$312,755</b>	<b>\$322,985</b>
<b>Combined Expenditures</b>								
6100 - Personnel	\$13,733,885	\$13,343,154	\$13,537,287	\$13,191,106	\$14,290,849	\$13,921,942	\$14,121,360	\$14,490,742
6200 - Services & Charges	\$840,000	\$904,710	\$764,350	\$880,096	\$906,200	\$894,519	\$1,030,800	\$950,962
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	\$1,765,153
6000 - Payments for/behalf clients	\$10,064,471	\$10,539,908	\$11,516,187	\$10,687,194	\$11,157,301	\$10,955,508	\$11,778,488	\$12,167,552
Reserves	\$0	\$0	\$100,000	\$0	\$0	\$0	\$0	\$0
<b>Total Expenditures</b>	<b>\$26,530,600</b>	<b>\$26,361,092</b>	<b>\$27,681,763</b>	<b>\$26,411,077</b>	<b>\$28,204,937</b>	<b>\$27,419,420</b>	<b>\$28,656,417</b>	<b>\$29,374,409</b>



Southwest Health and Human Services Budget	SWHHS	SWHHS	SWHHS	SWHHS	SWHHS	SWHHS	SWHHS	SWHHS
HUMAN SERVICES Category	2018 Final	2018 Actual	2019 Final	2019 Actual	2020 Final	2020 Actual	2021 Final	2022 Preliminary
<b>REVENUE</b>								
<b>420 Income Maintenance / Child Support</b>								
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	\$4,064,483
<b>Subtotal</b>	<b>\$8,895,645</b>	<b>\$8,799,457</b>	<b>\$9,147,014</b>	<b>\$9,281,921</b>	<b>\$9,446,052</b>	<b>\$9,788,000</b>	<b>\$9,393,317</b>	<b>\$10,175,402</b>
<b>431 Social Services</b>								
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	\$4,434,442
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	\$7,889,879
<b>Subtotal</b>	<b>\$17,599,401</b>	<b>\$17,871,473</b>	<b>\$18,499,195</b>	<b>\$17,612,477</b>	<b>\$18,723,885</b>	<b>\$18,560,166</b>	<b>\$19,231,100</b>	<b>\$19,168,257</b>
<b>461 Information Systems</b>								
5500-5900 - Participating Entities	\$35,554	\$51,524	\$35,554	\$33,136	\$35,000	\$35,510	\$32,000	\$30,750
<b>Subtotal</b>	<b>\$35,554</b>	<b>\$51,524</b>	<b>\$35,554</b>	<b>\$33,136</b>	<b>\$35,000</b>	<b>\$35,510</b>	<b>\$32,000</b>	<b>\$30,750</b>
<b>Combined Revenues</b>								
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	\$5,632,951
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	\$11,954,362
<b>Total Revenues</b>	<b>\$26,530,600</b>	<b>\$26,722,454</b>	<b>\$27,681,763</b>	<b>\$26,927,534</b>	<b>\$28,204,937</b>	<b>\$28,383,676</b>	<b>\$28,656,417</b>	<b>\$29,374,409</b>
<b>Summary</b>								
Revenue	\$26,530,600	\$26,722,454	\$27,681,763	\$26,927,534	\$28,204,937	\$28,383,676	\$28,656,417	\$29,374,409
Expenditures	\$26,530,600	\$26,361,092	\$27,681,763	\$26,411,077	\$28,204,937	\$27,419,420	\$28,656,417	\$29,374,409
<b>Difference</b>	<b>\$0</b>	<b>-\$361,362.00</b>	<b>\$0</b>	<b>-\$516,457.00</b>	<b>\$0</b>	<b>-\$964,256</b>	<b>\$0</b>	<b>\$0</b>



## 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	1881	10*	10	197*	0	0	2	185	57	21	7	40
8/21	1901	21*	14	173*	0	0	1	198	48	20	7	13
9/21	1887	27*	1	153	0	5	0	123	47	31	15	9
10/21		32	8	194	0	0	6	119	57	44	10	2
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
<b>Total</b>	<b>75,820</b>		<b>\$1,080,435</b>			<b>\$0</b>	<b>0.0%</b>	<b>\$1,080,435</b>

## 2022 Public Health Levy Funding

County	Population	2021 Per Capita	2021 Tax Levy	2022 Per Capita	Amount Change	Difference	% Change	2022 Tax Levy
Lyon	25,269	\$14.25	\$368,462	\$14.25	\$0.00	-\$8,379	-2.3%	\$360,083
Murray	8,179	\$14.25	\$124,331	\$14.25	\$0.00	-\$7,780	-6.7%	\$116,551
Redwood	15,425	\$14.25	\$228,841	\$14.25	\$0.00	-\$9,035	-4.1%	\$219,806
Lincoln	5,640	\$14.25	\$84,018	\$14.25	\$0.00	-\$3,648	-4.5%	\$80,370
Rock	9,704	\$14.25	\$138,040	\$14.25	\$0.00	\$242	0.2%	\$138,282
Pipestone	9,424	\$14.25	\$136,743	\$14.25	\$0.00	-\$2,451	-1.8%	\$134,292
<b>Total</b>	<b>73,641</b>		<b>\$1,080,435</b>			<b>-\$31,051</b>	<b>-3.0%</b>	<b>\$1,049,384</b>

Southwest Health and Human Services Budget	SWHHS	SWHHS	SWHHS	SWHHS	SWHHS	SWHHS	SWHHS	SWHHS
HEALTH SERVICES Category	2018 Final	2018 Actual	2019 Final	2019 Actual	2020 Final	2020 Actual	2021 Final	2022 FINAL
<b>EXPENDITURES</b>								
<b>481 Nursing</b>								
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
<b>Subtotal</b>	<b>\$2,296,633</b>	<b>\$2,208,514</b>	<b>\$2,122,518</b>	<b>\$1,959,547</b>	<b>\$2,212,358</b>	<b>\$1,841,027</b>	<b>\$2,157,097</b>	<b>\$2,233,996</b>
<b>483 Health Education</b>								
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
<b>Subtotal</b>	<b>\$593,168</b>	<b>\$508,934</b>	<b>\$567,608</b>	<b>\$501,963</b>	<b>\$576,606</b>	<b>\$1,303,058</b>	<b>\$571,011</b>	<b>\$501,615</b>
<b>485 Environmental Health</b>								
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
<b>Subtotal</b>	<b>\$295,488</b>	<b>\$284,012</b>	<b>\$288,835</b>	<b>\$294,307</b>	<b>\$301,233</b>	<b>\$271,844</b>	<b>\$306,060</b>	<b>\$301,200</b>
<b>410 Administration</b>								
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
<b>Subtotal</b>	<b>\$614,675</b>	<b>\$650,625</b>	<b>\$676,823</b>	<b>\$663,903</b>	<b>\$697,981</b>	<b>\$517,692</b>	<b>\$749,494</b>	<b>\$757,435</b>
<b>Combined Expenditures</b>								
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
<b>Total Expenditures</b>	<b>\$3,799,964</b>	<b>\$3,652,085</b>	<b>\$3,655,784</b>	<b>\$3,419,720</b>	<b>\$3,788,178</b>	<b>\$3,933,621</b>	<b>\$3,783,662</b>	<b>\$3,794,246</b>

Southwest Health and Human Services Budget	SWHHS	SWHHS	SWHHS	SWHHS	SWHHS	SWHHS	SWHHS	SWHHS
HEALTH SERVICES	2018	2018	2019	2019	2020	2020	2021	2022
Category	Final	Actual	Final	Actual	Final	Actual	Final	Preliminary
<b>REVENUE</b>								
<b>481 Nursing</b>								
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
<b>Subtotal</b>	<b>\$2,096,594</b>	<b>\$1,953,692</b>	<b>\$1,911,135</b>	<b>\$1,848,874</b>	<b>\$1,901,222</b>	<b>\$1,870,153</b>	<b>\$1,889,580</b>	<b>\$1,936,863</b>
<b>483 Health Education</b>								
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
<b>Subtotal</b>	<b>\$514,375</b>	<b>\$533,612</b>	<b>\$532,505</b>	<b>\$512,043</b>	<b>\$544,401</b>	<b>\$1,272,944</b>	<b>\$527,347</b>	<b>\$466,248</b>
<b>485 Environmental Health</b>								
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
<b>Subtotal</b>	<b>\$249,000</b>	<b>\$220,840</b>	<b>\$230,400</b>	<b>\$229,215</b>	<b>\$233,900</b>	<b>\$235,038</b>	<b>\$228,900</b>	<b>\$243,400</b>
<b>410 Administration</b>								
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
<b>Subtotal</b>	<b>\$939,995</b>	<b>\$976,100</b>	<b>\$981,744</b>	<b>\$998,870</b>	<b>\$1,108,655</b>	<b>\$1,096,958</b>	<b>\$1,137,835</b>	<b>\$1,147,735</b>
<b>Combined Revenues</b>								
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
<b>Total Revenues</b>	<b>\$3,799,964</b>	<b>\$3,684,244</b>	<b>\$3,655,784</b>	<b>\$3,589,002</b>	<b>\$3,788,178</b>	<b>\$4,475,093</b>	<b>\$3,783,662</b>	<b>\$3,794,246</b>
<b>Summary</b>								
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	-\$541,477	\$0	\$0

## Child and Teen Check Up Outreach Supplies

### Authorization Summary

November 17, 2021 SWHHS Board Meeting

Vendor	Description	Quantity	Quote
Channing Bete	5 Assorted Brochures	2400	\$5,270.00
Windstar Promotions	Clear Sports Bottle	250	\$882.50
Windstar Promotions	Big Square Bubble Popper	500	\$1,515.00
<b>TOTAL</b>			<b>\$7,667.50</b>

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

MY CART (5)



**Your Guide To Your Baby's First Year (health-care/maternal-and-child-health/newborn-care/your-guide-to-your-babys-first-year/p-CBC0282)**

Item: CBC0282

(health-care/maternal-and-child-health/newborn-care/your-guide-to-your-babys-first-year/p-CBC0282) ~~\$6.99~~ **\$4.09**  500  **\$2,045.00**

REMOVE |

EDIT (health-care/maternal-and-child-health/newborn-care/your-guide-to-your-babys-first-year/p-CBC0282?biid=1)



**We Wonder - We Love Healthy Food! (health-care/healthy-living/diet-and-nutrition/we-wonder-we-love-healthy-food/p-CBC0365)**

Item: CBC0365

Language: English

(health-care/healthy-living/diet-and-nutrition/we-wonder-we-love-healthy-food/p-CBC0365) ~~\$4.75~~ **\$1.75**  500  **\$875.00**

X

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love-healthy-  
food/p-CBC0365)

REMOVE |

EDIT (health-  
care/healthy-  
living/diet-and-  
nutrition/we-  
wonder-we-love-  
healthy-  
food/p-CBC0365?  
biid=2)



**Personal Hygiene - Clean Feels Great! (public-health/maternal-  
and-child-health-and-wic/child-health-and-  
immunization/personal-hygiene-clean-feels-great/p-CBC0560)**

Item: CBC0560

(public-  
health/maternal-  
and-child-  
health-and-  
wic/child-  
health-and-  
immunization/personal-  
hygiene-  
clean-feels-  
great/p-CBC0560)

REMOVE |

EDIT (public-  
health/maternal-and-  
child-health-and-  
wic/child-health-and-  
immunization/personal-  
hygiene-clean-feels-  
great/p-CBC0560?  
biid=3)

- 500 +

\$525.00



**On Driving & Texting - Why Phones Can Be Fatal (schools-prek-  
12/school-bus-safety-and-student-transportation/student-  
driver-safety-and-distracted-driving/on-driving-texting-why-  
phones-can-be-fatal/p-CBC0249)**

Item: CBC0249

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(<http://schools.halo.com/privacy-policy.aspx>).

x

prek-  
12/school-  
bus-safety-  
and-student-  
transportation/student-  
driver-  
safety-and-  
distracted-  
driving/on-  
driving-  
texting-why-  
phones-can-  
be-  
fatal/p-CBC0249)

~~\$2.79~~ \$1.05

(-) 500 (+)

\$525.00

REMOVE |

EDIT (schools-prek-  
12/school-bus-safety-  
and-student-  
transportation/student-  
driver-safety-and-  
distracted-driving/on-  
driving-texting-why-  
phones-can-be-  
fatal/p-CBC0249?  
biid=4)



**Helping Your Child Get Ready For Preschool (schools-prek-  
12/school-transitions/preschool-transition/helping-your-child-  
get-ready-for-preschool/p-CBC0388)**

Item: CBC0388

Language: English

(schools-  
prek-

12/school-  
~~\$4.74~~ \$3.25

(-) 400 (+)

\$1,300.00

transitions/preschool-  
transition/helping-  
your-child-  
get-ready-

for-  
This site uses cookies to provide you with a great user  
preschool/p-CBC0388)  
experience. You can learn more by reviewing our Privacy Policy  
(https://www.halo.com/privacy-policy.aspx).

X

REMOVE |  
EDIT (schools-prek-12/school-transitions/preschool-transition/helping-your-child-get-ready-for-preschool/p-CBC0388?biid=5)

Subtotal (2400 items): \$5,270.00

< Continue Shopping

Email Cart

Continue to Checkout

### LOGIN

Login to Restore a Saved Basket:

Log In

### MARKETS

Health Care (health-care)

Public Health (public-health)

Schools (PreK-12) (schools-prek-12)

Human Services (human-services)

Public Safety and Preparedness (public-safety-and-preparedness)

Military (military)

Colleges (colleges)

Utilities (utilities)

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X

**RESOURCES**  
(https://www.halo.com/privacy-policy.aspx).

# Windstar promotions

6601 West Laketowne Drive, Albertville, MN 55301 • Phone: 763.420.7309 • Fax: 763.416.4179  
WindstarPromotions.com • [kbateman@windstarpromotions.com](mailto:kbateman@windstarpromotions.com)

## PROPOSAL

November 4, 2021

TO: Stephanie Holwerda, Southwest Health and Human Services

FROM: Kären Bateman

DESCRIPTION: 20 oz. Clear Sports Bottle with Flip Straw Lid



Imprint color: Orange

Production time: 10-12 working days. Allow 3 day for shipping

Quantity: 250

Pricing:	\$2.95 x 250	\$ 737.50
	Setup Charge	55.00
	Estimated shipping	<u>90.00</u>
	Total	\$ 882.50

Kären Bateman

Kären Bateman, President

Dated: November 4, 2021

# Windstar promotions

6601 West Laketowne Drive, Albertville, MN 55301 • Phone: 763.420.7309 • Fax: 763.416.4179  
WindstarPromotions.com • [kbateman@windstarpromotions.com](mailto:kbateman@windstarpromotions.com)

## PROPOSAL

November 2, 2021

TO: Stephanie Holwerda  
Southwest Health and Human Services

FROM: Kären Bateman

DESCRIPTION: Big Square Bubble Popper (Carabiner optional)



Size: 4.7" wide x 5.5" high

Imprint: One color imprint on top

Production time: 8-12 days; allow 8-10 days for shipping

Quantity: 500

Pricing:	\$2.99 x 500	\$1,495.00	**Add \$.08 each for carabiner
	Setup charge	20.00	
	Est. shipping	<u>Included</u>	
	Total	\$1,515.00	

Kären Bateman

Kären Bateman, President

Dated: November 2, 2021



Search e.g. 1606N020Q02

Select Domain All Domains

Filter By

Keywords

"channing bete" x  
bete x

Federal Organizations

Enter Code or Name

Status

Active  
 Inactive

Showing 1 - 8 of 8 results

### 66.815 Brownfields Job Training Cooperative Agreements

The objective of the Brownfields Job Training Program is to recruit, train, and place unemployed and under-employed residents of solid and hazardous w...

Dept / Ind Agency

### 99 -- Multiple Award Schedule

Notice ID: 47QSMD20R0001

Awardee  
CENTURION CONSULTING GROUP, LLC 21699 CHANNING COURT ASHBURN VA USA 20147-5847 (080560486)

Department/Ind.Agency  
GENERAL SERVICES  
ADMINISTRATION

Subtier  
FEDERAL ACQUISITION  
SERVICE

Office  
GSA/FAS FURNITURE  
SYSTEMS MGT DIV

Sort by

Date Modified/Updated

Assistance Listing

Is Funded  
Yes

Last Updated Date  
Sep 22, 2021

Type of Assistance  
B-Cooperative Agreements  
(Discretionary Grants)

Contract Opportunities

Notice Type  
Original Award Notice

Updated Date  
Feb 3, 2021

Published Date  
Feb 3, 2021



Search e.g. 1606N020Q02

Select Domain All Domains

Filter By

Keywords

"windstar promotions" x

Federal Organizations

Enter Code or Name

Status

Active  
 Inactive

Reset

Showing 1 - 25 of 26 results

### Sale of Deformed Brass

Notice ID: M0026322BRASS1

Sale of recyclable materials by MCRD Parris Island

Solicitation / Contract Form

Department/Ind.Agency  
DEPT OF DEFENSE

Subtier  
DEPT OF THE NAVY

Office  
COMMANDING GENERAL

### Multiple Award Schedule

Notice ID: 47QSMD20R0001

Awardee  
SONOMA DESIGN APPAREL AND PROMOTIONS, INC. 3510 AIRWAY DR SANTA ROSA CA USA 95403-1644 (832322569)

Department/Ind.Agency  
GENERAL SERVICES  
ADMINISTRATION

Subtier  
FEDERAL ACQUISITION  
SERVICE

Office  
GSA/FAS FURNITURE  
SYSTEMS MGT DIV

Sort by

Date Modified/Updated

Contract Opportunities

Current Response Date  
November 05, 2021, 11:00  
AM CDT

Notice Type  
Original Sale of Surplus  
Property

Updated Date  
Nov 2, 2021

Published Date  
Nov 2, 2021

Contract Opportunities

Current Response Date  
October 04, 2021, 11:00 PM  
CDT

Notice Type  
Original Award Notice

Updated Date  
Oct 5, 2021

Published Date

**SOUTHWEST HEALTH AND HUMAN SERVICES  
PERSONNEL POLICY NUMBER 31**

EFFECTIVE DATE: 11/18/2021

REVISION DATE:

AUTHORITY: Southwest Health and Human Services Joint Governing Board  
Occupational Safety and Health Administration's Emergency Temporary Standard on Vaccination and Testing (29 CFR 1910.501)

**--- COVID-19 Vaccination/Testing Policy---**

**Section 1 - Policy Statement**

- a. This policy complies with the Occupational Safety and Health Administration's (OSHA) Emergency Temporary Standard (ETS) on Vaccination and Testing (29 CFR 1910.501). This Mandatory COVID-19 Vaccination Policy applies to all employees of Southwest Health and Human Services.

**Section 2 – Overview**

- a. All employees are required to be fully vaccinated by January 4, 2022, and if approved for a medical or religious exception must submit to weekly testing and masking as a term and condition of employment at Southwest Health and Human Services. Employees are considered fully vaccinated two weeks after completing primary vaccination with a COVID-19 vaccine, with, if applicable, at least the minimum recommended interval between doses.
- b. All employees hired after January 4, 2022, are required to comply with the vaccination requirements outlined in this policy as soon as practicable and as a condition of employment. Potential candidates for employment will be notified of the requirements of this policy prior to the start of employment.
- c. All employees regardless of vaccination status must also continue to comply with social distancing or other protocols. This policy is subject to change at Southwest Health and Human Services' discretion based on public health guidance. Employees may be subject to additional vaccination, screening or testing requirements based on state or federal law.

**Section 4 – Acceptable Forms of Proof of Vaccination**

- a. All vaccinated employees are required to provide proof of COVID-19 vaccination, regardless of where they received vaccination. Proof of vaccination status shall be submitted Human Resources. Staff are to scan their proof of vaccination.

Acceptable proof of full vaccination status is:

1. The record of immunization from a healthcare provider or pharmacy;

**SOUTHWEST HEALTH AND HUMAN SERVICES  
PERSONNEL POLICY NUMBER 31**

2. A copy of the COVID-19 Vaccination Record Card;
3. A copy of medical records documenting the vaccination;
4. A copy of immunization record from the Minnesota Department of Health: [Find My Immunization Record - Minnesota Dept. of Health \(state.mn.us\)](#); or
5. A copy of any other official documentation that contains the type of vaccine administered, date(s) of administration, and the name of the healthcare professional or clinic site administering the vaccine.
  - b. Proof of vaccination generally should include the employee's name, the type of vaccine administered, the date(s) of administration, and the name of the healthcare professional(s) or clinic site(s) that administered the vaccine. In some cases, state immunization records may not include one or more of these data fields, such as clinic site. In those circumstances, Southwest Health and Human Services will still accept the state immunization record as acceptable proof of vaccination.
  - c. Employees who do not submit proof of vaccination are assumed to be not fully vaccinated.
  - d. Employees may schedule their vaccination appointments through an on-site clinic, pharmacy, their own medical provider, or with a mass-vaccination clinic.

**Section 5 – Supporting Employee Vaccination**

- a. An employee may take up to four hours of duty time per dose to travel to the vaccination site, receive a vaccination, and return to work. This would mean a maximum of eight hours of duty time for employees receiving two doses. If an employee spends less time getting the vaccine, only the necessary amount of time will be granted. If an employee is vaccinated outside of their working hours, they will not be compensated.
- b. Employees may utilize up to two workdays of sick leave immediately following each dose if they have side effects from the COVID-19 vaccination that prevent them from working. Employees who have no sick leave will be granted up to two days of additional sick leave immediately following each dose if necessary.
- c. All medical information collected from individuals, including vaccination information, test results, and any other information obtained as a result of testing, will be maintained by Human Resources and treated in accordance with applicable laws and policies on confidentiality and privacy.

**Section 6 – Requesting Reasonable Accommodations or Exemptions**

- a. Requests for reasonable accommodations or exemptions under the Americans with Disabilities Act or Title VII of the Civil Rights Act to these policy requirements due to disability or medical (including pregnancy-related) reasons, or sincerely held religious beliefs, practices,



**SOUTHWEST HEALTH AND HUMAN SERVICES  
PERSONNEL POLICY NUMBER 31**

or observances will be received and evaluated on an individual case-by-case basis consistent with state and federal law.

- b. Employees seeking a medical or religious accommodation or exemption must send an email to Human Resources and include the applicable form.
- c. Human Resources will work with the employee through an interactive process and the supervisor where needed to determine if an employee's exemption request can be granted and the employee can be accommodated without causing an undue hardship.

**Section 7 - COVID 19 Testing**

- a. If an employee is not fully vaccinated as of January 4, 2022 and has an approved medical or religious exemption, the employee will be required to comply with testing. Unvaccinated employees who report to the workplace on January 4, 2022, must provide lab documentation of a negative result on a COVID-19 nucleic acid amplification test (NAAT), PCR, saliva, or antigen test, and subsequently test at least once every seven days:  
Therefore:
  - 1. Employee must be tested for COVID-19 at least once every seven days; and
  - 2. Employee must provide documentation of the most recent COVID-19 test result to the HR no later than the seventh day following the date on which the employee last provided a test result.
- b. Any employee who does not report to the workplace during a period of seven or more days (e.g., if they were teleworking for two weeks prior to reporting to the workplace):
  - 1. Employee must be tested for COVID-19 within seven days prior to returning to the workplace; and
  - 2. Employee must provide documentation of that test result to their HR upon return to the workplace.
- c. If an employee does not provide documentation of a COVID-19 test result as required by this policy, they will be removed from the workplace and allowed to utilize paid leave until a test result is provided.
- d. Employees may test at home or at any acceptable testing facility. Acceptable testing is the COVID-19 nucleic acid amplification test (NAAT), antigen, saliva, or PCR test. Results must be processed in a lab. At-home testing kits that are not processed in a lab are not acceptable. Any weekly testing costs incurred will be the responsibility of the employee.
- e. Once an employee receives their test results, a copy shall be submitted to HR. Test results may be an image from a cell phone or computer as long as the name of the employee is listed, as well as the testing date and the result. Test results shall be submitted at least once per week.

**SOUTHWEST HEALTH AND HUMAN SERVICES  
PERSONNEL POLICY NUMBER 31**

**Section 8 – Face Coverings**

- a. Employees who are not fully vaccinated or have been approved for a medical or religious exemption must wear face coverings over the nose and mouth when indoors and when occupying a vehicle with another person during work hours. Face coverings must completely cover the nose and mouth be made with two or more layers of a breathable fabric that is tightly woven and be secured to the head with ties, ear loops, or elastic bands that go behind the head.
- b. Acceptable face coverings include clear face coverings or cloth face coverings with a clear plastic panel that, despite the non-cloth material allowing light to pass through, otherwise meet these criteria. Such face coverings may be used to facilitate communication with people who are deaf or hard-of-hearing or others who need to see a speaker’s mouth or facial expressions to understand speech or sign language respectively. Southwest Health and Human Services will provide appropriate face coverings.
- c. The following are exceptions to Southwest Health and Human Services requirements for face coverings:
  - 1. When an employee is alone in a room with floor to ceiling walls and a closed door.
  - 2. For a limited time, while an employee is eating or drinking at the workplace or for identification purposes in compliance with safety and security requirements.
  - 3. When an employee is wearing a respirator.
  - 4. Where Southwest Health and Human Services has determined that the use of face coverings is infeasible or creates a greater hazard (e.g., when it is important to see the employee’s mouth for reasons related to their job duties, when the work requires the use of the employee’s uncovered mouth, or when the use of a face covering presents a risk of serious injury or death to the employee).

**Section 9 - Employee Notification of COVID-19**

- a. Any employee who tests positive for COVID-19 regardless of vaccination status must promptly inform their supervisor and stay home and isolate until it is safe to return to work.
- b. Employees may utilize sick leave when in quarantine or have tested positive for COVID-19.
- c. Employees who have met the recommended quarantine period after a positive COVID-19 test, or have been diagnosed with COVID-19 by a licensed healthcare provider are not required to undergo COVID-19 testing for 90 days following the date of their positive test or diagnosis. This is because a case may test positive for many weeks after their symptoms have resolved. If the employee is still unvaccinated, they will need to resume weekly testing after the 90 days have elapsed. The employee must provide

**SOUTHWEST HEALTH AND HUMAN SERVICES  
PERSONNEL POLICY NUMBER 31**

documentation of a positive COVID-19 test result to Human Resources in order to be exempt from testing for 90 days.

- d. An employee may be considered for temporary teleworking if the criteria for such work is appropriate.

**Section 10- Return to Work Criteria**

- a. Employees who are COVID-19 positive shall remain removed from the workplace and utilize paid leave until the employee has met the return to work criteria in CDC's "Isolation Guidance"; or receive a recommendation to return to work from a licensed healthcare provider.
- b. Under CDC's "Isolation Guidance," asymptomatic employees may return to work once 10 days have passed since the positive test, and symptomatic employees may return to work after all the following are true:
  1. At least 10 days have passed since symptoms first appeared, and
  2. At least 24 hours have passed with no fever without fever-reducing medication, and
  3. Other symptoms of COVID-19 are improving (loss of taste and smell may persist for weeks or months and need not delay the end of isolation).
- c. If an employee has severe COVID-19 or an immune disease, Southwest Health and Human Services will follow the guidance of a licensed healthcare provider regarding return to work.

**Section 11 - Noncompliance with this Policy**

- a. Noncompliance with this policy may result in disciplinary action, up to and including termination. The following constitutes noncompliance with this policy:
  - Failure to complete the required certification of vaccination status;
  - Failure to complete required weekly testing and/or submit weekly testing results in cases where the employee is not fully vaccinated;
  - Providing false documentation of exemptions, vaccination status or testing results;
  - Improper disclosure of an employee's vaccination or testing status to any individual who does not have a business need to know; or
  - Any other violation of the requirements of this policy may result in discipline, up to and including termination.
- b. Employees in violation of this policy present a health and safety risk to the employer and may be placed on unpaid leave status until demonstrating compliance with policy requirements.

**SOUTHWEST HEALTH AND HUMAN SERVICES  
PERSONNEL POLICY NUMBER 31**

c. Southwest Health and Human Services will not tolerate retaliation, discrimination, and/or harassment based upon vaccination status or for speaking out about unsafe working conditions or reporting a work/related illness or infection or exposure to COVID-19.

**SOUTHWEST HEALTH AND HUMAN SERVICES  
PERSONNEL POLICY NUMBER 31**

EFFECTIVE DATE: 11/18/2021

REVISION DATE:

AUTHORITY: Southwest Health and Human Services Joint Governing Board

Occupational Safety and Health Administration's Emergency Temporary Standard on Vaccination and Testing (29 CFR 1910.501)

**--- COVID-19 Vaccination/Testing Policy---**

**Section 1 - Policy Statement**

- a. This policy complies with the Occupations Safety and Health Administration's (OSHA) Emergency Temporary Standard (ETS) on Vaccination and Testing (29 CFR 1910.501). This Mandatory COVID-19 Vaccination Policy applies to all employees of Southwest Health and Human Services.

**Section 2 – Overview**

- a. All employees are required to be fully vaccinated by January 4, 2022, or submit to weekly testing and masking as a term and condition of employment at Southwest Health and Human Services. Employees are considered fully vaccinated two weeks after completing primary vaccination with a COVID-19 vaccine, with, if applicable, at least the minimum recommended interval between doses.
- b. All employees hired after January 4, 2022, are required to comply with the vaccination requirements outlined in this policy as soon as practicable and as a condition of employment. Potential candidates for employment will be notified of the requirements of this policy prior to the start of employment.
- c. All employees regardless of vaccination status must also continue to comply with social distancing or other protocols. This policy is subject to change at Southwest Health and Human Services' discretion based on public health guidance. Employees may be subject to additional vaccination, screening or testing requirements based on state or federal law.

**Section 4 – Acceptable Forms of Proof of Vaccination**

- a. All vaccinated employees are required to provide proof of COVID-19 vaccination, regardless of where they received vaccination. Proof of vaccination status shall be submitted Human Resources. Staff are to scan their proof of vaccination.

Acceptable proof of full vaccination status is:

1. The record of immunization from a healthcare provider or pharmacy;

**SOUTHWEST HEALTH AND HUMAN SERVICES  
PERSONNEL POLICY NUMBER 31**

2. A copy of the COVID-19 Vaccination Record Card;
3. A copy of medical records documenting the vaccination;
4. A copy of immunization record from the Minnesota Department of Health: [Find My Immunization Record - Minnesota Dept. of Health \(state.mn.us\)](#); or
5. A copy of any other official documentation that contains the type of vaccine administered, date(s) of administration, and the name of the healthcare professional or clinic site administering the vaccine.
  - b. Proof of vaccination generally should include the employee's name, the type of vaccine administered, the date(s) of administration, and the name of the healthcare professional(s) or clinic site(s) that administered the vaccine. In some cases, state immunization records may not include one or more of these data fields, such as clinic site. In those circumstances, Southwest Health and Human Services will still accept the state immunization record as acceptable proof of vaccination.
  - c. Employees who do not submit proof of vaccination are assumed to be not fully vaccinated.
  - d. Employees may schedule their vaccination appointments through an on-site clinic, pharmacy, their own medical provider, or with a mass-vaccination clinic.

**Section 5 – Supporting Employee Vaccination**

- a. An employee may take up to four hours of duty time per dose to travel to the vaccination site, receive a vaccination, and return to work. This would mean a maximum of eight hours of duty time for employees receiving two doses. If an employee spends less time getting the vaccine, only the necessary amount of time will be granted. If an employee is vaccinated outside of their working hours, they will not be compensated.
- b. Employees may utilize up to two workdays of sick leave immediately following each dose if they have side effects from the COVID-19 vaccination that prevent them from working. Employees who have no sick leave will be granted up to two days of additional sick leave immediately following each dose if necessary.
- c. All medical information collected from individuals, including vaccination information, test results, and any other information obtained as a result of testing, will be maintained by Human Resources and treated in accordance with applicable laws and policies on confidentiality and privacy.

**Section 6 – Requesting Reasonable Accommodations or Exemptions**

- a. Requests for reasonable accommodations or exemptions under the Americans with Disabilities Act or Title VII of the Civil Rights Act to these policy requirements due to disability or medical (including pregnancy-related) reasons, or sincerely held religious beliefs, practices,

**SOUTHWEST HEALTH AND HUMAN SERVICES  
PERSONNEL POLICY NUMBER 31**

or observances will be received and evaluated on an individual case-by-case basis consistent with state and federal law.

- b. Employees seeking a medical or religious accommodation or exemption must send an email to Human Resources and include the applicable form.
- c. Human Resources will work with the employee through an interactive process and the supervisor where needed to determine if an employee's exemption request can be granted and the employee can be accommodated without causing an undue hardship.

**Section 7 - COVID 19 Testing**

- a. If an employee is not fully vaccinated as of January 4, 2022, the employee will be required to comply for testing. Unvaccinated employees who report to the workplace on January 4, 2022, must provide lab documentation of a negative result on a COVID-19 nucleic acid amplification test (NAAT), PCR, saliva, or antigen test, and subsequently test at least once every seven days: Therefore:
  - 1. Employee must be tested for COVID-19 at least once every seven days; and
  - 2. Employee must provide documentation of the most recent COVID-19 test result to the HR no later than the seventh day following the date on which the employee last provided a test result.
- b. Any employee who does not report to the workplace during a period of seven or more days (e.g., if they were teleworking for two weeks prior to reporting to the workplace):
  - 1. Employee must be tested for COVID-19 within seven days prior to returning to the workplace; and
  - 2. Employee must provide documentation of that test result to their HR upon return to the workplace.
- c. If an employee does not provide documentation of a COVID-19 test result as required by this policy, they will be removed from the workplace and allowed to utilize paid leave until a test result is provided.
- d. Employees may test at home or at any acceptable testing facility. Acceptable testing is the COVID-19 nucleic acid amplification test (NAAT), antigen, saliva, or PCR test. Results must be processed in a lab. At-home testing kits that are not processed in a lab are not acceptable. Any weekly testing costs incurred will be the responsibility of the employee.
- e. Once an employee receives their test results, a copy shall be submitted to HR. Test results may be an image from a cell phone or computer as long as the name of the employee is listed, as well as the testing date and the result. Test results shall be submitted at least once per week.

**SOUTHWEST HEALTH AND HUMAN SERVICES  
PERSONNEL POLICY NUMBER 31**

**Section 8 – Face Coverings**

- a. Employees who are not fully vaccinated must wear face coverings over the nose and mouth when indoors and when occupying a vehicle with another person during work hours. Face coverings must completely cover the nose and mouth be made with two or more layers of a breathable fabric that is tightly woven and be secured to the head with ties, ear loops, or elastic bands that go behind the head.
- b. Acceptable face coverings include clear face coverings or cloth face coverings with a clear plastic panel that, despite the non-cloth material allowing light to pass through, otherwise meet these criteria. Such face coverings may be used to facilitate communication with people who are deaf or hard-of-hearing or others who need to see a speaker’s mouth or facial expressions to understand speech or sign language respectively. Southwest Health and Human Services will provide appropriate face coverings.
- c. The following are exceptions to Southwest Health and Human Services requirements for face coverings:
  - 1. When an employee is alone in a room with floor to ceiling walls and a closed door.
  - 2. For a limited time, while an employee is eating or drinking at the workplace or for identification purposes in compliance with safety and security requirements.
  - 3. When an employee is wearing a respirator.
  - 4. Where Southwest Health and Human Services has determined that the use of face coverings is infeasible or creates a greater hazard (e.g., when it is important to see the employee’s mouth for reasons related to their job duties, when the work requires the use of the employee’s uncovered mouth, or when the use of a face covering presents a risk of serious injury or death to the employee).

**Section 9 - Employee Notification of COVID-19**

- a. Any employee who tests positive for COVID-19 regardless of vaccination status must promptly inform their supervisor and stay home and isolate until it is safe to return to work.
- b. Employees may utilize sick leave when in quarantine or have tested positive for COVID-19.
- c. Employees who have met the recommended quarantine period after a positive COVID-19 test, or have been diagnosed with COVID-19 by a licensed healthcare provider are not required to undergo COVID-19 testing for 90 days following the date of their positive test or diagnosis. This is because a case may test positive for many weeks after their symptoms have resolved. If the employee is still unvaccinated, they will need to resume weekly testing after the 90 days have elapsed. The employee must provide documentation of a positive COVID-19 test result to Human Resources in order to be exempt from testing for 90 days.



**SOUTHWEST HEALTH AND HUMAN SERVICES  
PERSONNEL POLICY NUMBER 31**

- d. An employee may be considered for temporary teleworking if the criteria for such work is appropriate.

**Section 10- Return to Work Criteria**

- a. Employees who are COVID-19 positive shall remain removed from the workplace and utilize paid leave until the employee has met the return to work criteria in CDC's "Isolation Guidance"; or receive a recommendation to return to work from a licensed healthcare provider.
- b. . Under CDC's "Isolation Guidance," asymptomatic employees may return to work once 10 days have passed since the positive test, and symptomatic employees may return to work after all the following are true:
  1. At least 10 days have passed since symptoms first appeared, and
  2. At least 24 hours have passed with no fever without fever-reducing medication, and
  3. Other symptoms of COVID-19 are improving (loss of taste and smell may persist for weeks or months and need not delay the end of isolation).
- c. If an employee has severe COVID-19 or an immune disease, Southwest Health and Human Services will follow the guidance of a licensed healthcare provider regarding return to work.

**Section 11 - Noncompliance with this Policy**

- a. Noncompliance with this policy may result in disciplinary action, up to and including termination. The following constitutes noncompliance with this policy:
  - Failure to complete the required certification of vaccination status;
  - Failure to complete required weekly testing and/or submit weekly testing results in cases where the employee is not fully vaccinated;
  - Providing false documentation of exemptions, vaccination status or testing results;
  - Improper disclosure of an employee's vaccination or testing status to any individual who does not have a business need to know; or
  - Any other violation of the requirements of this policy may result in discipline, up to and including termination.
- b. Employees in violation of this policy present a health and safety risk to the employer and may be placed on unpaid leave status until demonstrating compliance with policy requirements.
- c. Southwest Health and Human Services will not tolerate retaliation, discrimination, and/or harassment based upon vaccination status or for speaking out about unsafe working conditions or reporting a work/related illness or infection or exposure to COVID-19.



# Position Request Form

## SECTION 1: Process

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

## SECTION 2: New Position Information

**New Position Title:** County Program Specialist

**Division/Unit:** Public Health

New Position  Replacement  Permanent  Temporary  Promotion

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

**Desired hire date:** immediate

**FTE Requested:** 1.0

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

We are proposing that this position would be a County Program Specialist (CPS) vs a Health and Human Services (HHS) Aide.

This position will perform:

PH invoices/program grant budgets/reporting

Nightingale Notes (NN/billing software) reporting

Acuity/NN (vaccine clinic scheduling/reporting)

PH Annual Reporting to MDH

Annual financial reporting to MDH

Community Health Assessment/Community Health Improvement Plan/Performance Management

For the next 2 years, coordinate the logistical piece of vaccine clinics (correspondence, location, staffing, supplies, etc)

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

The services/duties listed above are mandated.

There is no back-up for many of the duties the CPS does. Our current CPS took over some responsibilities of the previous HHS Planner (Krista Kopperud). This position was not replaced and is no longer in the budget.

In the interim she also took over the HHS Aide (Tanlee Noomen) and Director of Business Management (Sarah Kirchner) PH invoicing/grant reporting. This is temporary, but creates an urgency to not delay the process.

If this change is approved, we're proposing PH would take all of the PH invoices/grant reporting when the Director of Business Management is hired due to other duties assigned to that position.

This will be a cost savings for Human Services.

This will be 90% grant funded until December 31, 2023 and 70% grant funded in 2024 and on-going.

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

We could fill as a HHS Planner, but that would have an impact on the Human Services budget and is also a higher pay grade. The duties of this position seem to align more as a CPS, rather than a Planner.

With Public Health's financial status, the past positions not filled and the increase in PH workload, it made sense to shift some of the work from HS to PH.

**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:

Health and Human Services Aide: \$18.69-\$31.93/\$48,557-\$78,296 (salary, PERA, FICA and insurance)

County Program Specialist: \$26.03-\$35.35/\$65,042-\$85,966(salary, PERA, FICA and insurance)

Cost difference from HHS Aide to County Program Specialist - \$16,486

Cost shift from HS to PH = \$24,278 (savings for HS/increase cost for PH)

Total increased cost for PH = \$40,764

2022 and 2023

%Federal \_\_\_\_\_ % State \_\_\_\_\_ % County 10% %Other 0% %Grant 90%

2024

%Federal \_\_\_\_\_ % State \_\_\_\_\_ % County 30% %Other 0% %Grant 70%

**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.**

There was an increase to our LPH grant (\$131,000+/year). Some funds from this will be used for this position. For the years 2022 and 2023, COVID funding will be used for 50% of this position.

**What is the ROI?**

Public Health prevention saves \$4 for every \$1 spent.

COVID vaccinations are needed to prevent further spread of the disease as well as assist in ending the pandemic.

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

If this position is not filled, we would need to shift duties to nurses or health educators to complete the duties. This in turn would result in less services provided to our clients and the community.

Having two similar positions creates redundancy and continuity of duties, in case of staff vacancies.

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

This position aligns with our Strategic Plan and SWHHS's Community Health Improvement Plan. These preventative services improve the health of our communities.

**SECTION 3: Signatures**

Completed by: \_\_\_\_\_ **Carol Biren and Ann Orren** \_\_\_\_\_ Date: **10/8/2021**

Division Director Signature: \_\_\_\_\_ **APPROVED**  
*By Carol Biren at 2:05 pm, Oct 12, 2021* \_\_\_\_\_ Date: \_\_\_\_\_

Director Signature: \_\_\_\_\_ **APPROVED**  
*By Beth Wilms at 2:50 pm, Oct 12, 2021* \_\_\_\_\_ Date: \_\_\_\_\_



Notice:  
 As allowed by our bylaws and approved at the Executive Board Meeting on 10/09/2003, 1% interest will be applied to any invoices that are over 60 days effective 01/01/2004.

Minnesota Counties Computer Cooperative  
 100 Empire Drive  
 Suite 201  
 St. Paul, MN 55103-1846

2111042 Invoice Number  
 11/2/21 Invoice Date  
 14,246.79 Amount

Southwest Health and Human Services  
 607 West Main St. STE 100  
 Marshall, MN 56258

Adobe Acrobat Pro DC S including Acro Pro (11/11/21 - 11/10/2022)	239.00	59.61	14,246.79
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14,246.79

Southwest Health and Human Services  
 607 West Main St. STE 100  
 Marshall, MN 56258

2111042 Invoice Number  
 11/2/21 Invoice Date  
 14,246.79 Amount

Remit To:  
 MNCCC LOCKBOX  
 P.O. Box 860687  
 Minneapolis, MN 55486-0687

Dec 2, 2021 Due Date

Search

e.g. 1606N020Q02



Select Domain  
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Federal Organizations

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# The Computer Man, Inc.



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

11/1/2021

Quote # 620705

## Quote

business partner



**Microsoft** Partner

Silver Midmarket Solution Provider

Prepared For

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

PO Number	Terms	Rep
	Net 10 Days	MWT

Description	Qty	Price	Extended Price
HP ZBook Firefly G8 14" Mobile Workstation - Full HD - 1920 x 1080 - Intel Core i5 11th Gen i5-1135G7 Quad-core (4 Core) 2.40 GHz - 16 GB RAM - 256 GB SSD - Intel Chip - Windows 10 Pro - Intel Iris Xe Graphics - In-plane	30	1,298.00	38,940.00

Thank you for your business.	<b>Subtotal</b>	\$38,940.00
	<b>Sales Tax (6.875%)</b>	\$0.00
	<b>Total</b>	\$38,940.00

Quote valid for 2 weeks  
 from date.



# Qty 30 4P804UT - NASPO Contract

HP Customer Quote 2671007  
Contract Number: MN - STATE OF MINNESOTA (NASPO VP PC) [97227]  
HP PROPRIETARY INFORMATION FOR CUSTOMER USE ONLY. DO NOT SHARE

## Information & Details

**Organization name:** SOUTHWEST HEALTH AND HUMAN SERVICES  
**Catalog name:** MN - STATE OF MINNESOTA (NASPO VP PC) [97227]  
**Created by:** matt@tcmi.com  
**Partner Agent ID:** 10293975  
**Name:** Matt Terfehr  
**Email:** chris.cauwels@swmhhs.com  
**Phone:** 507-537-1233  
**Email notification:** chris.cauwels@swmhhs.com  
**Created:** November 9, 2021  
**Expires:** December 9, 2021  
**Payment method:** Purchase Order  
**Quote total:** USD 45,411.30

## Billing Information

**OM ID:** 0900271862  
**Company:** SOUTHWEST HEALTH AND HUMAN SERVICES  
**Address:** 607 W MAIN ST  
**City:** MARSHALL  
**State/Province:** Minnesota  
**Zip/postal code:** 56258-3169  
**Country:** US  
**Attention to:**  
**Email:**  
**Phone:**  
**Fax:**

## Shipping Information

**Company:** SOUTHWEST HEALTH AND HUMAN SERVICES  
**Address:** 607 W MAIN ST  
**City:** MARSHALL  
**State/Province:** Minnesota  
**Zip/postal code:** 56258-3169  
**Country:** US  
**Attention to:** Chris Cauwels  
**Email:** chris.cauwels@swmhhs.com  
**Phone:** 5075321223  
**Fax:**  
**Delivery date:**  
**Shipping options:**  
**Shipping method:** Ship Partial - Ship Items as they become available

### Comments:

### Invoice instructions:

### Shipping instructions:

## Quote Summary

Product #	Product Description	Manufacturer #	Quantity	Unit Price	Total Price
4P804UT#ABA	<p>HP ZFirefly14G8 i5-1135G7 14 16GB/256 PC</p> <p><b>Operating system</b> - Windows 10 Pro 64</p> <p><b>Processor</b> - Intel® Core™ i5-1135G7 (up to 4.2 GHz with Intel® Turbo Boost Technology, 8 MB L3 cache, 4 cores)</p> <p><b>Memory</b> - 16 GB DDR4-3200 MHz RAM (2 x 8 GB)</p> <p><b>Internal Storage</b> - 256 GB PCIe® NVMe™ M.2 SSD</p> <p><b>Optical drive</b> - Not included</p> <p><b>Display</b> - 14" diagonal, FHD (1920 x 1080), IPS, anti-glare, 400 nits, 100% sRGB</p> <p><b>Warranty</b> - 3 year (3/3/0) limited warranty includes 3 years of parts and labor. No on-site repair. Terms and conditions vary by country. Certain restrictions and exclusions apply.</p>		30	USD 1,513.71	USD 45,411.30

**Special pricing code:** 43814404

<b>Subtotal</b>	USD 45,411.30
<b>Estimated Tax</b>	USD 0.00
<b>Total</b>	USD 45,411.30

Unless our contract prohibits it, (a) prices are valid for 30 days from quote date and/or (b) HP may change prices or discounts and reissue quotes immediately if there are increases in costs, tariffs, or other changes outside HP's control.

If the bill to company and address you wish to use is not present at the time of check out please enter it in the "Shipping Instructions" box. The order management team will make sure it is billed to the correct location.

Components of Configurable systems may not be ordered separately. Reference Model ID's and Configuration ID's are not part numbers, they are reference descriptions to your specific configuration.



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Keywords

"The Computer Man"

Federal Organizations  
Enter Code or Name

Status  
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**66--COMPUTER ENGINE INP - AND OTHER REPLACEMENT PARTS, IN REPAIR/MODIFICATION OF**

Notice ID: N0038322RD029

ITEM UNIQUE IDENTIFICATION AND VALUATION (MAR 2016) HIGHER-LEVEL CONTRACT QUALITY REQUIREMENTS, INSPECTION AND ACCEPT...

Department/Ind.Agency DEPT OF DEFENSE	Subtier DEPT OF THE NAVY	Office NAVSUP WEAPON SYSTEMS SUPPORT
--	-----------------------------	---

Sort by  
Date Modified/Updated

Contract Opportunities

Current Date Offers Due  
December 08, 2021, 06:00 PM CST  
Notice Type  
Original Solicitation  
Updated Date  
Nov 9, 2021  
Published Date  
Nov 9, 2021

**16--COMPUTER ENGINE (CE- AND SIMILAR REPLACEMENT PARTS, IN REPAIR/MODIFICATION OF**

Notice ID: N0038322RD049

ITEM UNIQUE IDENTIFICATION AND VALUATION (MAR 2016) HIGHER-LEVEL CONTRACT QUALITY REQUIREMENTS, INSPECTION AND ACCEPT...

Department/Ind.Agency DEPT OF DEFENSE	Subtier DEPT OF THE NAVY	Office NAVSUP WEAPON SYSTEMS SUPPORT
--	-----------------------------	---

Contract Opportunities

Current Date Offers Due  
December 08, 2021, 06:00 PM CST  
Notice Type  
Original Solicitation  
Updated Date  
Nov 9, 2021  
Published Date  
Nov 9, 2021

Search e.g. 1606N020Q02

Select Domain  
All Domains

Filter By

Keywords

"Hewlett Packard"

Federal Organizations  
Enter Code or Name

Status  
 Active  
 Inactive

Reset

Showing 1 - 25 of 3,206 results

**Manufacture Five Blade Monobloc Propellers for USCG 87' WPB**

Notice ID: 70Z08022D15004B00

Five (5) year Requirements contract to manufacture starboard and port propellers for WPB 87' Coast Guard Patrol Boats

Awardee  
Wildcat Propellers, Inc. (608192517)

Department/Ind.Agency HOMELAND SECURITY, DEPARTMENT OF	Subtier U.S. COAST GUARD	Office SFLC PROCUREMENT BRANCH 3(00040)
---	-----------------------------	--

**7B--Hewlett Packard and Lexmark Toner Cartridges**

Notice ID: 10692162659

Award Notice...  
Awardee  
MEYER, JEREMY DBA AMERICAN TONER & INK [DUNS: 801957981], 29418 STATE HWY 38, GRAND RAPIDS MN 55744

Department/Ind.Agency STATE, DEPARTMENT OF	Subtier STATE, DEPARTMENT OF	Office ACQUISITIONS - DIPLOMATIC SECURITY
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Sort by  
Date Modified/Updated

Contract Opportunities

Notice Type  
Original Award Notice  
Updated Date  
Nov 8, 2021  
Published Date  
Nov 8, 2021

Inactive

Contract Opportunities

Notice Type  
Original Award HWY  
Updated Date  
Nov 7, 2021  
Published Date  
May 12, 2021

**7B--Hewlett Packard and Lexmark Toner Cartridges**



# HP Thunderbolt G2 Docks

HP Customer Quote 2671141  
Contract Number: MN - STATE OF MINNESOTA (NASPO VP PC)  
[97227]  
HP PROPRIETARY INFORMATION FOR CUSTOMER USE ONLY. DO NOT SHARE

## Information & Details

**Organization name:** SOUTHWEST HEALTH AND HUMAN SERVICES  
**Catalog name:** MN - STATE OF MINNESOTA (NASPO VP PC) [97227]  
**Created by:** matt@tcmi.com  
**Partner Agent ID:** 10293975  
**Name:** Matt Terfehr  
**Email:** chris.cauwels@swmhhs.com  
**Phone:** 507-537-1233  
**Email notification:** chris.cauwels@swmhhs.com  
**Created:** November 9, 2021  
**Expires:** December 9, 2021  
**Payment method:** Purchase Order  
**Quote total:** USD 6,635.70

## Billing Information

**OM ID:** 0900271862  
**Company:** SOUTHWEST HEALTH AND HUMAN SERVICES  
**Address:**  
607 W MAIN ST  
**City:** MARSHALL  
**State/Province:** Minnesota  
**Zip/postal code:** 56258-3169  
**Country:** US  
**Attention to:**  
**Email:**  
**Phone:**  
**Fax:**

## Shipping Information

**Company:** SOUTHWEST HEALTH AND HUMAN SERVICES  
**Address:**  
607 W MAIN ST  
**City:** MARSHALL  
**State/Province:** Minnesota  
**Zip/postal code:** 56258-3169  
**Country:** US  
**Attention to:** Chris Cauwels  
**Email:** chris.cauwels@swmhhs.com  
**Phone:** 5075321223  
**Fax:**  
**Delivery date:**  
**Shipping options:**  
**Shipping method:** Ship Partial - Ship Items as they become available

Comments:

Invoice instructions:

Shipping instructions:

## Quote Summary

Product #	Product Description	Manufacturer #	Quantity	Unit Price	Total Price
2UK37AA#ABA	HP Thunderbolt Dock 120W G2 What's in the box - Documentation,HP Thunderbolt Dock 120W G2,AC Adapter Warranty - 1 Year Limited Warranty (Return to HP/Dealer - Standard Bench Repair & Phone-in Assistance),One-year limited warranty.		30	USD 221.19 <small>USD 291.51 Special price valid until 06/30/2022</small>	USD 6,635.70

Special pricing code: 43814404

Subtotal	USD 6,635.70
Estimated Tax	USD 0.00
<b>Total</b>	<b>USD 6,635.70</b>

Unless our contract prohibits it, (a) prices are valid for 30 days from quote date and/or (b) HP may change prices or discounts and reissue quotes immediately if there are increases in costs, tariffs, or other changes outside HP's control.

If the bill to company and address you wish to use is not present at the time of check out please enter it in the "Shipping Instructions" box. The order management team will make sure it is billed to the correct location.

Components of Configurable systems may not be ordered separately. Reference Model ID's and Configuration ID's are not part numbers, they are reference descriptions to your specific configuration.

If you are submitting a hard copy purchase order, please include a printed copy of this quote with your purchase order.

If you place an order for a product that was incorrectly priced, we will cancel your order and credit you for any charges. In the event that we inadvertently shipped an order based on a pricing error, we will issue a revised invoice to you for the correct price and contact you to obtain your authorization for the additional charge, or assist you with the return of the product, if payment was not already made. If payment was already made, HP will work with the agency to correct the invoice. If the pricing error results in an overcharge to you, HP will credit your account for the amount overcharged.

# The Computer Man, Inc.



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

11/9/2021

Quote # 620727

## Quote

business partner



**Microsoft** Partner



Silver Midmarket Solution Provider

Prepared For

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

PO Number	Terms	Rep
	Net 10 Days	MWT

Description	Qty	Price	Extended Price
HP Thunderbolt Dock 120W G2 2UK37UT	30	247.50	7,425.00

Thank you for your business.	<b>Subtotal</b>	\$7,425.00
	<b>Sales Tax (6.875%)</b>	\$0.00
	<b>Total</b>	\$7,425.00

Quote valid for 2 weeks  
 from date.

EFFECTIVE DATE: 05/16/12

REVISION DATE: 06/17/15; 11/16/16; 3/21/18; 7/17/19; 12/16/2020

AUTHORITY: Southwest Health and Human Services – Human Services Board

MN Statute 260B.331/MN Statute 260C.331

MN Statute 252.27

MN Rules Parts 9550.6200 to 9550.6240

**--- FEES: 24-HOUR OUT-OF-HOME CARE ---  
--- COLLECTION AND WAIVE OR REDUCE FEES ---**

**Section 1 - Purpose**

- a. This policy governs the assessment and collection of fees from children and parents/guardians of children in 24-hour out-of-home care.

**Section 2 - Dependent/neglected children or delinquent youth with no long-term disability**

a. Income Determination

- The out-of-home placement fee will be based on the net income of either birth or adoptive parents (if child is not on adoption subsidy) as well as the child's monthly net income which includes AA, CS, RSDI, SSI or other unearned income. Net income will be determined by the Income Maintenance Unit using the income computation section of form Elig #102.
- Removal homes receiving MFIP – cash portion, GA,, MSA or their Adjusted Gross income (AGI) falls at or below the 100% Federal Poverty Guidelines (FPG) will not be charged a fee. Parents remain subject to 10 day reporting of changes to their income of 10% and annual parental fee review requirements.
- Any child who has a developmental disability, physical disability or emotional disturbance who is in 24-hour care outside the home including respite care, in a facility licensed by the commissioner of human services, the cost of services will be paid by the county of financial responsibility determined pursuant to chapter 256G. For household with AGI at or below 275% of FPG, no fee will be established. (Statute 252.27 and Rule 9550.6200)
- When it is determined that a fee is needed, the minimum fee charged will be \$10.00 per month. No fee will be imposed when computations result in a net fee less than this amount.
- The child fee and the parental fee combined cannot exceed the total cost that Southwest Health and Human Services (SWHHS) incurs for placement.
- All fees will begin on the date of placement. The placing worker will refer to the Placement Checklist for additional steps related to the referring of the case for fee determination.
- Income verification and completion of required forms is requested from the removal home parent(s) and if not provided, the agency will charge the family the total cost of placement for the child. The family will be notified that the agency will not go back more than 90 days to reassess a parental fee when information is not provided on time as requested.

b. Children under Adoption Assistance

- For children receiving Northstar Assistance or Legacy Adoption Assistance, no parental fee based on the parental income will be charged. If during placement the adoptive family continues to receive the Adoption Assistance, SWHHS will charge the family the total amount of Adoption Assistance which is being received. Any reductions from the Adoption Assistance for personal needs must be approved by the social worker.
- For children whose Adoption Assistance payments end(ed) before or while in placement, determine a parent fee for the adoptive parents following Section 2.d The Custodial Parent's Fee (in addition to any child fee.) of this policy.

c. The Child's or Dependent Adult's Fee

- The child's fee is the full amount of his/her unearned income, such as social security, SSI, trusts, investments, veteran's benefits, child support, insurance, adoption subsidy, etc. Parents/guardians will be responsible for forwarding these benefits to SWHHS, even if DHS determines the fee. If the above payments are not kept current, then redirection to SWHHS will be required. When the child turns 18 and is still in placement, that dependent adult's fee continues to be the full amount of his/her unearned income. An 18 year-old in placement needs to meet the MFIP definition of a dependent child for the out-of-home placement fee to continue. For dependent adults, a 30 day break in placement will result in the ending of the parental fee.

d. The Custodial Parent's Fee (in addition to any child fee)

- The custodial parental/removal home's fee will be determined using the SWHHS Procedures for Determining Parent Fees for Out-of-Home Placements of Juveniles.

e. The Non-Custodial Parent's Fee

- The amount of child support assigned to the non-custodial parent will be the non-custodial parent's fee when the child is in an out-of-home placement. If it is determined that the non-custodial parent's assigned child support does not follow Minnesota State Statute Chapter 518A and the custodial parent is receiving public assistance, the case may be referred to the Child Support Enforcement Unit for modification of child support. It is the custodial parent's responsibility to see that the child support payments are passed through to SWHHS.
- When the child(ren) did not live with a parent during the eligibility month or at any time during the six months previous to the eligibility month, do not determine a parental fee against either parent. In these circumstances child support will be established for each parent.

f. Placements Related to 72 Hour Holds

- When a child is placed on a 72 hour hold in a hospital setting the cost of such hold will be billed to the parent's/guardian's medical insurance whenever possible. If there is no insurance or medical assistance, the family should apply for medical assistance. If there is no insurance or medical assistance, the family will be billed for 100% of the cost of the care. The family can appeal to have their fee reduced.
- When the hold involves a shelter, foster care home, or correctional facility, SWHHS will pay for placement costs and bill the parents/guardian 100% of the cost of care; families have the right to appeal the fee
  - When a child remains in placement in foster care after a 72 hour hold and has a placement under 30 days, there will be a charge of \$10 a day for up to 30 days plus the full 72 hour cost of care. The fee will be waived for removal homes receiving IV-E funding, MFIP, GA, SSI, MSA or AGI is at or below 100% (FPG.)
  - When a child remains in placement such as shelter care, group home, correctional facility, residential treatment, or crisis stabilization, after a 72 hour hold and/or has a placement under 30 days, SWHHS will bill the full cost of care while on the hold and then there will be a charge of \$25 per day up to 30 days. The fee will be waived for removal homes receiving IV-E funding, MFIP, GA, SSI, MSA or AGI is at or below 100% (FPG.)
- When a child is placed under a detention hold, A&D (Apprehend and Detain), or warrant; SWHHS will pay for placement costs when appropriate and bill the parents/guardian 100% of cost for the first 2 days of placement that SWHHS is responsible for and then \$25 per day up to 30 days. The fee will be waived for removal homes receiving IV-E funding, MFIP, GA, SSI, MSA or AGI is at or below 100% (FPG.)
- After a 72-hour hold, a parental fee will be determined based on the Procedures for Determining Parental Fees for Out of Home Placement of Juveniles.

h. Hardship

- The parents/guardians have the option of paying a minimum of 50% of the assessed monthly fee on an extended term, if it can be demonstrated that the fee would create a hardship for the family.
- SWHHS has the authority to waive fees for social services. If a client requests a reconsideration, the Eligibility Worker or Social Worker will obtain a written request from the client with the reason for the waiver request, including household expenses and why the fees pose a hardship. The assigned Social Worker will convene the Fee Review Committee, which will be comprised of that worker's direct supervisor, the involved Eligibility Worker, that worker's direct supervisor, Collections Officer, that worker's direct supervisor, and the Social Service Division Director. The panel will review the written request and other collateral information possessed by the Social Worker and Eligibility Worker. The panel will issue a finding on the client's request and the Social Services Supervisor will notify the client in writing, with a copy to the Collections Officer. The record of this meeting will be placed in the Income Maintenance case record and Social Services case record. The client may appeal the panel's

findings to the DHS Appeals Office, or, if the fee is for the placement of a child under a CHIPS, the client may appeal to the court of jurisdiction. If a client is allowed a hardship waiver, the waiver will be reviewed annually.

i. Respite Care (private pay or care provided outside of a CP/CW need or risk)

- When a child is placed in 24-hour out-of-home respite care, the parent/guardian will be assessed a daily rate of care. Any part of a day will be counted as a full day. Income will be determined based on the declared income and expenses as set out by SWHHS. No expenses are to be used to reduce the fee.

j. Parental Fee Reviews

- The parental/guardian fee amount must be reviewed at least every 12 months; when there is a change in household size; and when there is a change in income from one month to another in excess of ten percent.
- SWHHS will mail a written notice 30 days in advance of the effective date of a change in the parental/guardian fee amount. A reduction in the parental/guardian fee amount is effective in the month that the parent/guardian verifies a reduction in income or change in household size.
- If SWHHS becomes aware of unreported income or of an unreported increase in current income more than 10 percent AND this unreported income would result in an increase to the parental/guardian fee amount, the fee amount is redetermined and effective in the month the change occurred.

### **Section 3 - Children who are receiving other case management services through SWHHS who require out of home placement**

a. Referrals to DHS for Parental Fee

- DHS collects parental fees for children with certain types of MA eligibility or living arrangements. Refer cases to DHS for children who are eligible for MA and meet any of the following:
  - Children who receive services under one or more of the following waiver programs:
    - Community Alternatives for Chronically Ill Individuals (CAC).
    - Community Alternatives for Disabled Individuals (CADI).
    - Developmental Disabilities (DD).
    - Brain Injury (BI).
  - Are in 24-hour out-of-home placement: IMDs or previously Rule 5 facilities.

b. Procedure

- Notify parents that their liability for parental fees begin the first full month in which MA is effective or waiver services are received.
- Give them a copy of the *Important Notice and Parental Fee Worksheet* (DHS-2977).  
Note: Parents may be liable for fees through the month of the child's 18th birthday.

- MMIS must be updated in order for the State to bill and collect a parental fee. Update RLVA as follows:
  - For DD, CAC and CADI waivers - the 'U' code should be ended with a date of the day before services are needed. The SWKR provides the *Request for Payment of Long Term Care Services* (DHS 3543A) before the 'U' code can be changed.
  - RULE 5 - end the 'Living Arrangement' code '80' the day of placement and enter a new span with the same date. The 'Living Arrangement' code will be '54' then enter the corresponding NPI number of the facility in the 'Out of Home' column. This code is provided by the SWKR.
  - Submit a completed *County Parental Fee Referral* form to DHS (DHS-2982).

#### **Section 4 - Collections**

- a. After the case has been referred to the Collections Officer, the parent/guardian will be billed on a monthly basis through the Agency's Collections System.
- b. If an account is over 90 days delinquent, with no agreed upon payment plan, the Collections Officer may initiate additional collection efforts.
- c. Quarterly Parental Fee Meetings are held with all key stakeholders within the agency and a review of accounts is completed to confirm billing amount, delinquency and other necessary details surrounding the billing of fees.
- d. When a family receiving Adoption Assistance fails to transfer the Adoption Assistance to SWHHS, the agency will contact the Minnesota Department of Human Services Adoption Assistance Unit for further assistance for collection.

Agency Forms Regarding This Policy:

IM – see attached.



# NOVEMBER 2021

## GRANTS ~ AGREEMENTS ~ CONTRACTS

### Board Review and Approval

- PH Avera Marshall (Marshall, MN)** – 01/01/19 to auto renewal; Amendment to lab services agreement language clarifying a MOU must be provided prior to service date and the billing process; (renewal).  
*Fiscal Note:*
- MDH WIC** – 01/01/22 to 12/31/26; Renewal of the WIC master grant to provide program services (renewal).  
*Fiscal Note: federal grant funded*
- DHS Child & Teen Check Up** – 01/01/21 to 12/31/23; Amendment to the original grant agreement that provides C&TC administrative services to children birth through age 20 that are MA eligible, \$26.50/child reimbursement; CY2022 budget \$128,949 (renewal).  
*Fiscal Note: grant CY2021 \$262,270*
- PH Southwest Regional Development Commission (SRDC) (Slayton, MN)** – 11/01/21 to 10/31/22; Agreement for assistance with Active Living Plans in connection with SHIP grant; \$90/hour for Planner and \$60/hour for Communications Specialist, not to exceed \$5,000 (RENEWAL).  
*Fiscal Note: 2021 \$2,595; 2020 \$3,000; 2019 \$4,235; \$2018 \$4,400*
- Hildi Inc (Minneapolis, MN)** - 01/01/22 – 12/31/23; Consulting agreement to provide Actuarial services related to GASB 75 reporting standards, approximately \$3,600 for 2020 and approximately \$600 - \$800 for 2021 (renewal).  
*Fiscal Note: 2020 \$3,860; 2018 \$3,950*
- Journeys of Healing LLC** – 01/01/22 to 12/31/22; Contract that will provide children’s mental health clients with home based therapy to minimize family disruptions; \$150/hour (renewal).  
*Fiscal Note: 2021 \$28,840*
- Journeys of Healing LLC** – 11/01/21 to 12/31/22; Contract that will provide children’s mental health client families with Parent Education Group services to help with family stability; \$150/hour, up to 2 hours per week (NEW).  
*Fiscal Note: NEW*
- Lyon County (Marshall, MN)** - 01/01/22 – 12/31/26; Office lease for 30,977 square feet of space; Rate will increase in increments of \$.50/sqft annually beginning in 2022 at \$27,105/mo (\$10.50/ft/yr) up through 2026 at \$32,268/mo (\$12.50/ft/yr) (increase) (renewal).  
*Fiscal Note: percentage based split for PH and HS, of which certain portions are FFP eligible*
- United Community Action Partnership (Marshall, MN)** – 01/01/22 to 12/31/22; Client transportation services that now services all agency counties, volunteer driver rate of \$ .91/mile (IRS rate + .35 administrative fee) with local support at \$2,500/county or \$15,000/year (no increase)(renewal).

*Fiscal Note: 2021 \$177,787; 2020 \$250,748; 2019 \$247,600; 2018 \$357,013;*

- Service Enterprises Inc (Redwood Falls, MN) - 01/01/22 – 12/31/22;** Paper shredding services, \$.43/pound and pickup (no increase) (renewal).  
*Fiscal Note: 2021 \$3,711; 2020 \$4,376; 2019 \$5,371; 2018 \$7,469; 2017 \$9,741*

- Service Enterprises Inc (Redwood & Marshall locations) – 01/01/22 to 12/31/22;** provide extended employment services for clients, Tier I clients \$126/mo (no increase) and Tier II clients \$29.00/day for actual days worked (increase) (renewal).  
*Fiscal Note: 2021 \$41,364; 2020 \$20,644; 2019 \$24,362; 2018 \$21,580; 2017 \$23,771*

- PH Daycare Contracts (various) – 01/01/22 to 12/31/23;** Public Health contracts for daycare centers to provide services for the development and maintenance of a health and safety plan and meet State requirements of Rule 3, \$40/mo/visit (no increase) (renewal). Daycare centers are listed as follows:

Canoga Childcare LLC	Marshall	
Canoga Childcare LLC (Southview site)	Marshall	
Kids N Care Center	Pipestone	
Little Explorers Child Care Center LLC	Ghent	NEW
Marshall Area Child Care	Marshall	
Mustard Seed Kids	Balaton	
SMSU Daycare	Marshall	
Stepping Stones Childcare and Preschool	Marshall	
Tracy Kid's World	Tracy	
United Community Action Partnership Head Start	Marshall	
WonderWorld Preschool	Slayton	



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