



Board Agenda
Wednesday June 15, 2022
Commissioners Room
Government Center, 2nd Floor
Marshall
9:00 a.m.

HUMAN SERVICES

- A. Call to Order

- B. Pledge of Allegiance

- C. Consent Agenda
 - 1. Amend/Approval of Agenda
 - 2. Identification of Conflict of Interest
 - 3. Approval of 5/18/2022 Board Minutes

- D. Introduce New Staff:
 - Leslie Anderson, Office Support Specialist Sr., Marshall
 - Bridget Fitzgerald, County Agency Social Worker (CPS), Pipestone
 - Jada Griffin, County Agency Social Worker (CMH), Pipestone
 - Andrea Gorter, Office Support Specialist, Sr., Marshall

- E. Employee Recognition:
 - DeLani Gylling, 1 year, Case Aide, Ivanhoe
 - Amanda Lanners, 1 year, Eligibility Worker, Pipestone
 - Ryan Lubke, 1 year, Information Technology Specialist, Marshall
 - Addie Miller, 1 year, Social Worker (Adoptions), Marshall
 - Angela Schmiesing-Doyle, 15 years, Social Worker, Redwood Falls
 - Dawn Hagen, 20 years, Case Aide, Redwood Falls
 - Cynthia Buchert, 40 years, Office Support Specialist, Sr., Marshall

HUMAN SERVICES (cont.)

F. Financial

G. Caseload

	<u>5/22</u>	<u>5/21</u>	<u>4/22</u>	<u>3/22</u>
Social Services	3,744	3,680	3,703	3,691
Licensing	404	418	403	402
Out-of-Home Placements	178	167	174	170
Income Maintenance	13,002	13,427	13,852	13,831
Child Support Cases	2,900	3,058	2,900	2,897
Child Support Collections	\$755,421	\$790,732	\$788,231	\$763,804
Non IV-D Collections	\$238,020	\$339,800	\$81,245	\$118,504

H. Discussion/Information

1.

I. Decision Items

1.

COMMUNITY HEALTH

J. Call to Order

K. Consent Agenda

1. Amend/Approval of Agenda
2. Identification of Conflict of Interest
3. Approval of 5/18/2022 Board Minutes

L. Financial

COMMUNITY HEALTH (cont.)

M. Caseload	<u>05/22</u>	<u>04/22</u>	<u>03/22</u>
WIC	N/A	1,981	1899
Family Home Visiting	13	24	31
PCA Assessments	5	7	9
Managed Care	174	191	208
Dental Varnishing	0	0	0
Refugee Health	1	0	0
Latent TB Medication Distribution	36	33	27
Water Tests	141	166	77
FPL Inspections	24	30	38
Immunizations	28	12	49
COVID Vaccine Admin	0	3	5
Car Seats	11	18	12

- N. Discussion/Information
 1. Staffenson-Award Nomination 2022 Jason Kloss

- O. Decision Items
 1.

GOVERNING BOARD

- P. Call to Order

- Q. Consent Agenda
 1. Amend/Approval of Agenda
 2. Identification of Conflict of Interest
 3. Approval of 5/18/2022 Board Minutes

- R. Financial

GOVERNING BOARD (cont.)

S. Human Resources Statistics

	<u>05/22</u>	<u>05/21</u>	<u>04/22</u>	<u>03/22</u>
Number of Employees	230	230	225	224
Separations	3		2	4

T. Discussion/Information

1. MCO Procurement Update
2. Information on Cremins

U. Decision Items

1. Kristin Heltzel, Child Support Officer, probationary appointment (12 months), \$19.43 hourly, effective 6/6/2022
2. Tannen Kanengieter, County Agency Social Worker (LTC), probationary appointment (12 months), \$24.36 hourly, effective 6/20/2022
3. Brittney Ormberg, Accounting Technician, probationary appointment (12 months), \$17.28 hourly, effective 6/20/2022
4. Alexandra Dvorak, County Agency Social Worker (Circle), probationary appointment (6 months), no change in rate of pay, effective 6/6/2022
5. Marissa Brown, Public Health Educator, probationary appointment (6 months), \$26.25 hourly, effective 6/20/2022
6. Request for County Agency Social Worker-Family Group Decision making
7. Personnel Policy 6 Reimbursement Lodging and Other Expenses
8. Personnel Policy 28 COVID-19 Staffing Considerations Operations
9. Donations:
10. Contracts
 1. DHS Child & Teen Check Up
 2. Avera McKennan d/b/a Avera Behavioral Health
 3. DHS Family Group Decision Making (FGDM) Grant
11. Closed Session- Labor Negotiations Strategy

V. Adjournment

Next Meeting Dates:

- **Wednesday, July 20, 2022 – Marshall**
- **Wednesday, August 17, 2022 – Marshall**
- **Wednesday, September 21, 2022 – Marshall**

SOUTHWEST HEALTH & HUMAN SERVICES

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

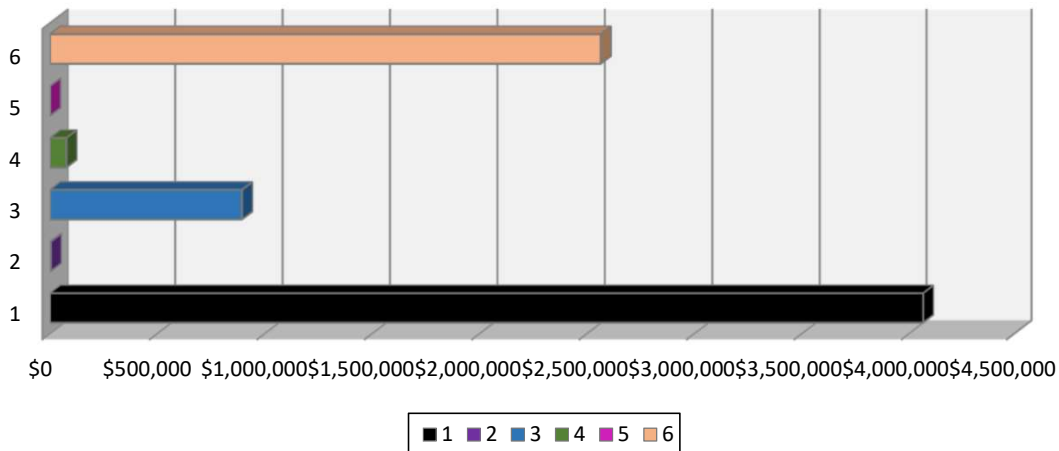
SUMMARY OF FINANCIAL ACCOUNTS REPORT For the Month Ending: **May 31, 2022**

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

Description	Month	Running Balance
BEGINNING BALANCE		\$4,017,951
RECEIPTS		
Monthly Receipts	2,868,058	
County Contribution	89,700	
Interest on Savings	703	
TOTAL MONTHLY RECEIPTS		2,958,461
DISBURSEMENTS		
Monthly Disbursements	2,910,277	
TOTAL MONTHLY DISBURSEMENTS		2,910,277
ENDING BALANCE		\$4,066,136

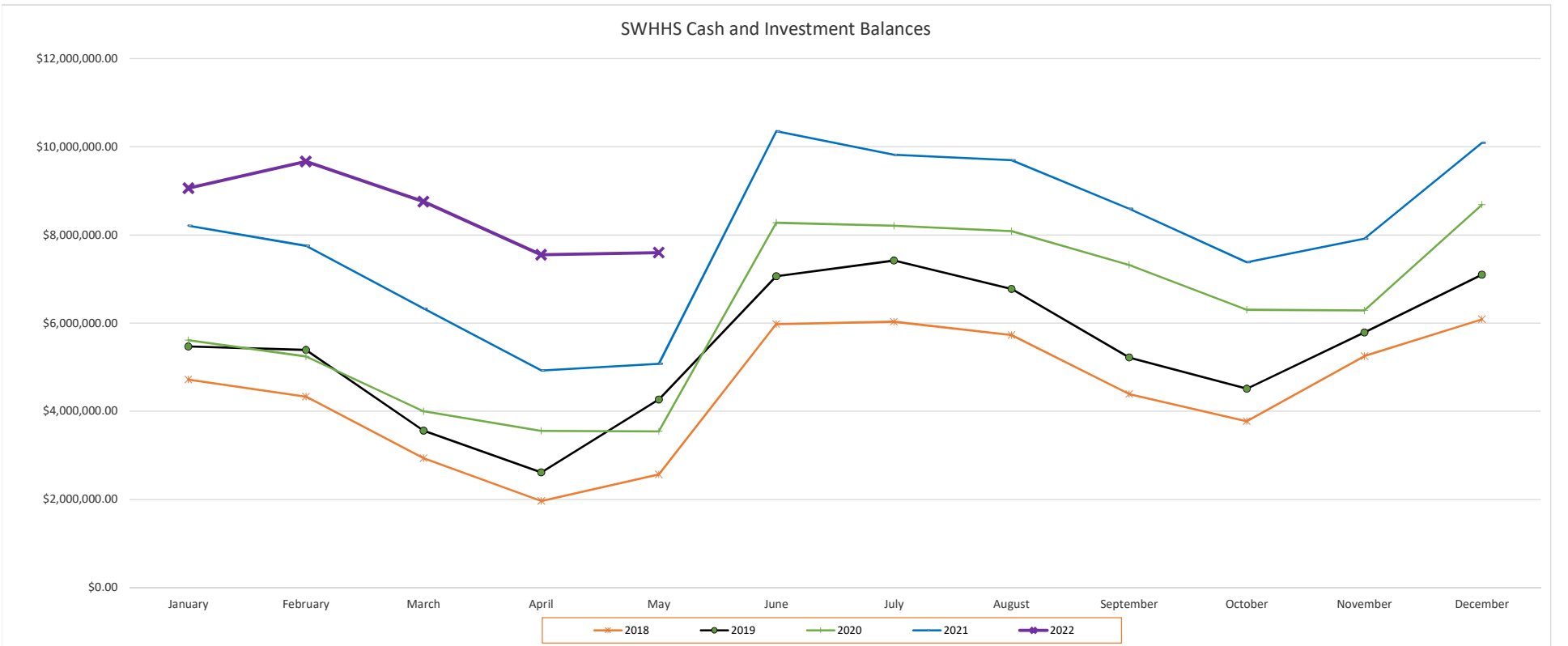
REVENUE		
<i>Checking/Money Market</i>	<i>\$4,066,136</i>	
<i>SS Benefits Checking</i>	<i>\$3,000</i>	
<i>Bremer Savings</i>	<i>\$892,960</i>	
<i>Great Western Bank Savings</i>	<i>\$75,522</i>	
<i>Certificate of Deposit</i>	<i>\$0</i>	
<i>Investments - MAGIC Fund</i>	<i>\$2,562,537</i>	
ENDING BALANCE	\$7,600,155	May 2021 Ending Balance \$5,077,191
DESIGNATED/RESTRICTED FUNDS		
Agency Health Insurance	\$933,827	May 2021 Ending Balance \$1,025,293
LCTS Lyon Murray Collaborative	\$222,695	
LCTS Rock Pipestone Collaborative	\$67,962	
LCTS Redwood Collaborative	\$109,907	
Local Advisory Council	\$678	May 2021 Ending Balance
AVAILABLE CASH BALANCE	\$6,265,087	\$3,715,187

REVENUE DESIGNATION



**SWHHS
Total Cash and Investment Balance by Month - All Funds**

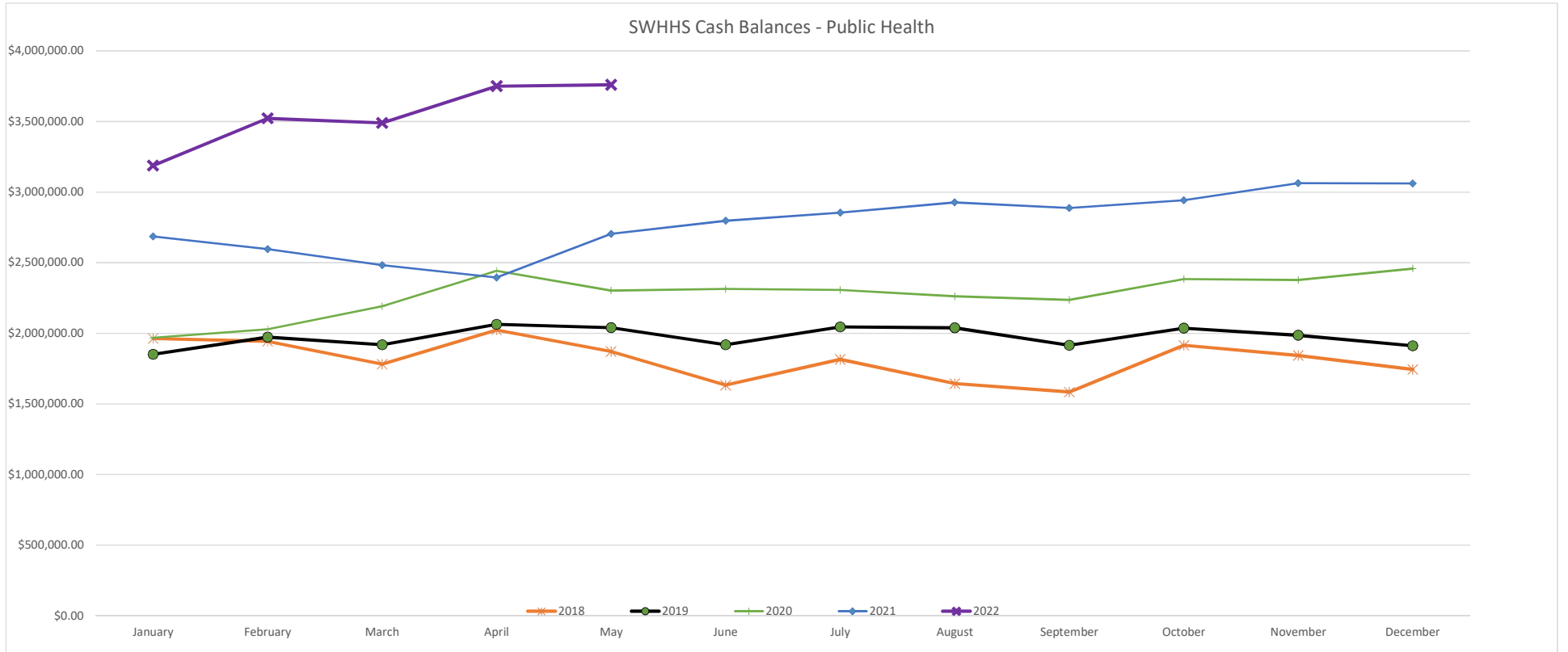
	January	February	March	April	May	June	July	August	September	October	November	December	Average for Year
2018	\$4,721,044.88	\$4,333,938.53	\$2,935,770.10	\$1,965,449.62	\$2,570,090.71	\$5,977,407.40	\$6,033,326.24	\$5,731,633.62	\$4,391,517.44	\$3,775,199.56	\$5,252,398.36	\$6,085,906.40	\$4,481,140.24
2019	\$5,468,300.08	\$5,390,753.05	\$3,560,027.40	\$2,614,293.54	\$4,269,080.30	\$7,062,814.89	\$7,420,076.79	\$6,778,561.83	\$5,219,902.01	\$4,511,324.16	\$5,788,830.92	\$7,097,094.23	\$5,431,754.93
2020	\$5,612,100.09	\$5,244,836.41	\$3,999,085.28	\$3,557,399.16	\$3,544,281.51	\$8,279,950.83	\$8,206,914.72	\$8,087,152.70	\$7,320,202.93	\$6,302,908.56	\$6,288,111.05	\$8,688,761.65	\$6,260,975.41
2021	\$8,213,250.83	\$7,755,540.60	\$6,331,255.58	\$4,926,907.49	\$5,077,191.48	\$10,354,544.54	\$9,823,063.10	\$9,696,380.41	\$8,596,377.19	\$7,380,331.30	\$7,918,904.38	\$10,090,463.28	\$8,013,684.18
2022	\$9,063,232.17	\$9,669,188.89	\$8,757,032.95	\$7,551,267.96	\$7,600,154.97								\$8,528,175.39



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

	January	February	March	April	May	June	July	August	September	October	November	December
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	\$3,062,913.28	\$3,061,698.33
2022	\$3,188,143.70	\$3,522,705.99	\$3,489,931.37	\$3,750,709.18	\$3,760,049.78							

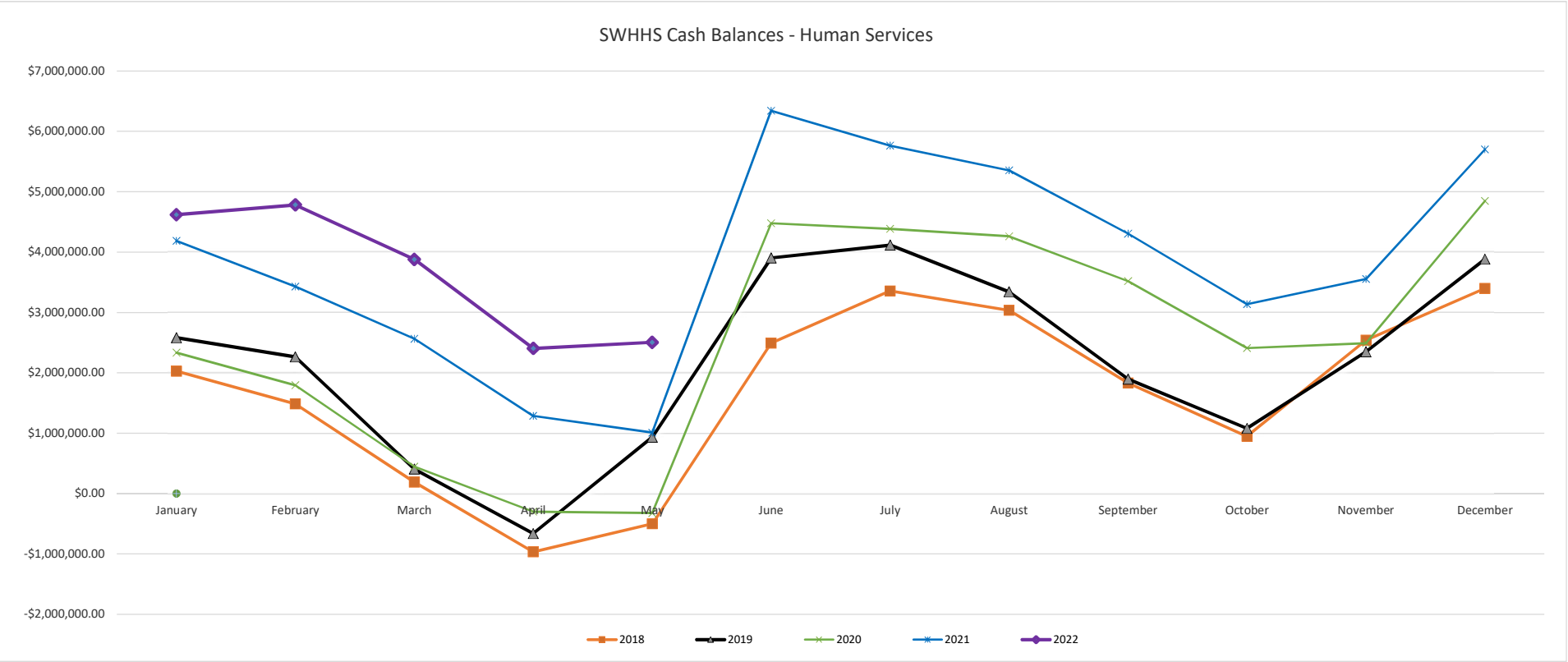
Average for Year
\$1,813,230.15
\$1,974,715.22
\$2,272,723.97
\$2,783,206.62
\$3,542,308.00



**SWHHS
Total Cash and Investment Balance by Month - Human Services**

	January	February	March	April	May	June	July	August	September	October	November	December
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
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
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
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	\$3,557,047.37	\$5,699,958.61
2022	\$4,620,423.53	\$4,781,219.71	\$3,878,657.09	\$2,403,835.75	\$2,505,036.95							

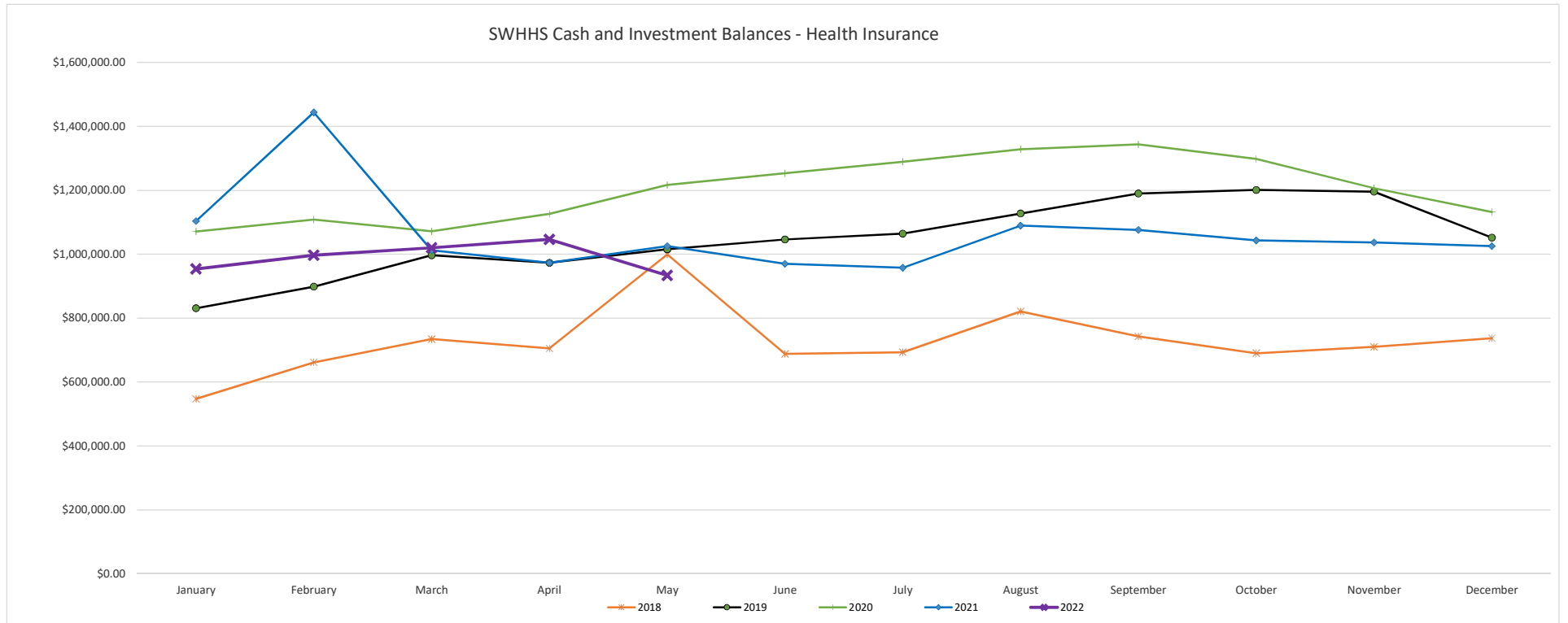
Average for Year
\$1,653,402.17
\$2,174,266.46
\$2,528,493.65
\$3,885,695.32
\$3,637,834.61



SWHHS
Total Cash Balance by Month - Health Insurance

	January	February	March	April	May	June	July	August	September	October	November	December
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
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
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
2021	1,103,507.67	1,443,581.40	1,012,036.66	973,311.22	1,025,293.31	970,211.29	957,506.41	1,089,406.61	1,075,654.66	1,043,092.63	1,036,496.53	1,025,248.14
2022	954,094.74	996,914.99	1,020,096.29	1,046,274.83	933,827.04							

Average for Year
\$727,502.48
\$1,049,203.01
\$1,203,691.07
\$1,062,945.54
\$990,241.58



SOUTHWEST HEALTH AND HUMAN SERVICES CHECK REGISTER

MAY 2022

DATE	RECEIPT or CHECK #	DESCRIPTION	+ DEPOSITS	-DISBURSEMENTS	BALANCE
	BALANCE FORWARD				4,017,951.39
05/02/22	10230	Disb		47,528.29	3,970,423.10
05/03/22	49259-49279, 49281, 49291-49305, 49334-49364	Dep	367,736.15		4,338,159.25
05/06/22	10230 - 10251	Payroll		138,744.73	4,199,414.52
05/06/22	75988 - 76230 ACH	Payroll		529,960.85	3,669,453.67
05/06/22	121577-121612	Disb		2,870.12	3,666,583.55
05/06/22	12099-12108 ACH	Disb		470.60	3,666,112.95
05/06/22	121613-121671	Disb		107,515.00	3,558,597.95
05/06/22	12109-12167 ACH	Disb		73,475.15	3,485,122.80
05/06/22	49365-49404	Dep	283,410.83		3,768,533.63
05/06/22	10231	Disb		3,950.63	3,764,583.00
05/09/22	10232	Disb		201,433.87	3,563,149.13
05/10/22	49405-49428	Dep	73,412.76		3,636,561.89
05/11/22	10233	Disb		13,413.72	3,623,148.17
05/12/22	10234	Disb		54,652.05	3,568,496.12
05/13/22	121672-121713	Disb		21,590.97	3,546,905.15
05/13/22	12168-12175 ACH	Disb		1,086.18	3,545,818.97
05/13/22	121714-121774	Disb		109,278.65	3,436,540.32
05/13/22	12176-12216 ACH	Disb		104,950.49	3,331,589.83
05/13/22	49429-49471	Dep	116,796.09		3,448,385.92
05/16/22	10235	Disb		34,331.30	3,414,054.62
05/17/22	49472-49495	Dep	693,865.11		4,107,919.73
05/20/22	10252 - 10270	Payroll		138,611.48	3,969,308.25
05/20/22	76231 - 76468 ACH	Payroll		521,051.48	3,448,256.77
05/20/22	121775-121817	Disb		7,654.50	3,440,602.27
05/20/22	12217-12266 ACH	Disb		8,794.20	3,431,808.07
05/20/22	121818-121950	Disb		92,062.51	3,339,745.56
05/20/22	12267-12381 ACH	Disb		60,488.14	3,279,257.42
05/20/22	121951-121974	Disb		1,658.81	3,277,598.61
05/20/22	12382-12391 ACH	Disb		901.94	3,276,696.67
05/20/22	121975-122026	Disb		167,181.04	3,109,515.63
05/20/22	12392-12404 ACH	Disb		113,083.47	2,996,432.16
05/20/22	10236	Disb		11,209.35	2,985,222.81
05/20/22	10237	Disb		765.00	2,984,457.81
05/20/22	49496-49543	Dep	372,977.56		3,357,435.37
05/23/22	10238	Disb		72,905.66	3,284,529.71
05/24/22	49544-49564	Dep	298,408.46		3,582,938.17
05/25/22	10239	Disb		13,443.89	3,569,494.28
05/27/22	122027-122054	Disb		24,402.08	3,545,092.20
05/27/22	12405-12415 ACH	Disb		865.80	3,544,226.40
05/27/22	122055-122096	Disb		181,784.21	3,362,442.19
05/27/22	12416-12434 ACH	Disb		54,916.69	3,307,525.50
05/20/22	VOID 121556	Disb		(392.53)	3,307,918.03
05/20/22	VOID 122023	Disb		(30,400.00)	3,338,318.03
05/27/22	49565-49618	Dep	525,185.98		3,863,504.01
05/31/22	transfer for SS account	Transfer	7,258.00		3,870,762.01
05/31/22	10240	Disb		24,036.67	3,846,725.34
05/31/22	49619-49652	Dep	219,410.34		4,066,135.68
					4,066,135.68
	balanced 6/1/22 js	TOTALS	2,958,461.28	2,910,276.99	

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

3,000.00
892,960.42
75,522.08
2,562,536.79

TOTAL CASH BALANCE

7,600,154.97

Southwest Health and Human Services



JLV
6/1/22 9:15AM

TREASURER'S CASH TRIAL BALANCE

As of 05/2022

Page 2

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
1 Health Services Fund	2,581,698.33			
Receipts		251,711.28	2,077,581.90	
Disbursements		35,147.85-	324,276.56-	
Payroll		207,222.83-	1,054,953.89-	
Journal Entries		0.00	480,000.00	
Fund Total		9,340.60	1,178,351.45	3,760,049.78
5 Human Services Fund	410	General Administration		
	452,414.25-			
Receipts		57,126.32	290,956.83	
Disbursements		58,931.54-	289,643.09-	
Payroll		9,636.57-	43,683.39-	
Journal Entries		0.00	1,146.73	
Dept Total		11,441.79-	41,222.92-	493,637.17-
5 Human Services Fund	420	Income Maintenance		
	1,513,160.78			
Receipts		637,300.03	2,620,902.29	
Disbursements		321,322.30-	1,507,853.81-	
Payroll		350,398.16-	1,660,859.18-	
Journal Entries		0.00	868,853.27	
Dept Total		34,420.43-	321,042.57	1,834,203.35
5 Human Services Fund	431	Social Services		
	5,836,273.96			
Receipts		1,582,456.52	4,637,887.68	
Disbursements		70,732.09-	538,733.23-	
SSIS		609,053.53-	2,965,558.32-	
Payroll		735,964.40-	3,636,976.79-	
Journal Entries		0.00	1,650,000.00	
Dept Total		166,706.50	853,380.66-	4,982,893.30
5 Human Services Fund	461	Information Systems		
	3,717,061.88-			
Receipts		5,503.50	16,900.50	

Southwest Health and Human Services



JLV
6/1/22 9:15AM

TREASURER'S CASH TRIAL BALANCE

As of 05/2022

Page 3

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Disbursements		0.00	58.68-	
Payroll		25,146.58-	118,202.47-	
Dept Total		19,643.08-	101,360.65-	3,818,422.53-
5 Human Services Fund	471	LCTS Collaborative Agency		
	0.00			
Receipts		50,743.00	128,670.00	
Disbursements		50,743.00-	128,670.00-	
Dept Total		0.00	0.00	0.00
Fund Total	3,179,958.61	101,201.20	674,921.66-	2,505,036.95
61 Agency Health Insurance				
	1,025,248.14			
Receipts		323,530.35	1,370,893.83	
Disbursements		435,978.14-	1,462,314.93-	
Fund Total		112,447.79-	91,421.10-	933,827.04
71 LCTS Lyon Murray Collaborative Fund	471	LCTS Collaborative Agency		
	192,056.54			
Receipts		23,513.00	59,287.00	
Disbursements		0.00	28,649.00-	
Dept Total		23,513.00	30,638.00	222,694.54
Fund Total	192,056.54	23,513.00	30,638.00	222,694.54
73 LCTS Rock Pipestone Collaborative Fund	471	LCTS Collaborative Agency		
	47,452.81			
Receipts		7,945.00	23,497.00	
Disbursements		0.00	2,988.00-	
Dept Total		7,945.00	20,509.00	67,961.81
Fund Total	47,452.81	7,945.00	20,509.00	67,961.81
75 Redwood LCTS Collaborative	471	LCTS Collaborative Agency		

Southwest Health and Human Services



JLV
6/1/22 9:15AM

TREASURER'S CASH TRIAL BALANCE

As of 05/2022

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
	63,370.51			
Receipts		19,335.00	46,536.00	
Dept Total		19,335.00	46,536.00	109,906.51
Fund Total	63,370.51	19,335.00	46,536.00	109,906.51
77 Local Advisory Council	477 Local Advisory Council			
	678.34			
Dept Total		0.00	0.00	678.34
Fund Total	678.34	0.00	0.00	678.34
All Funds	7,090,463.28			
Receipts		2,959,164.00	11,273,113.03	
Disbursements		972,854.92-	4,283,187.30-	
SSIS		609,053.53-	2,965,558.32-	
Payroll		1,328,368.54-	6,514,675.72-	
Journal Entries		0.00	3,000,000.00	
Total		48,887.01	509,691.69	7,600,154.97

Southwest Health and Human Services



RM- Stmt of Revenues & Expenditures

As Of 05/2022

Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO- DATE	2022 BUDGET	% OF BUDG	% OF YEAR	
FUND 1 HEALTH SERVICES FUND						
REVENUES						
CONTRIBUTIONS FROM COUNTIES	89,700.25-	540,217.50-	1,080,435.00-	50	42	
INTERGOVERNMENTAL REVENUES	4,570.00-	148,670.00-	166,000.00-	90	42	
STATE REVENUES	29,570.90-	377,503.42-	939,267.00-	40	42	
FEDERAL REVENUES	64,129.11-	799,974.12-	1,119,614.00-	71	42	
FEES	63,383.44-	209,933.16-	481,630.00-	44	42	
EARNINGS ON INVESTMENTS	112.44-	352.81-	550.00-	64	42	
MISCELLANEOUS REVENUES	245.14-	691.78-	6,750.00-	10	42	
TOTAL REVENUES	251,711.28-	2,077,342.79-	3,794,246.00-	55	42	13% over
EXPENDITURES						
PROGRAM EXPENDITURES	0.00	0.00	0.00	0	42	
PAYROLL AND BENEFITS	207,222.83	1,054,953.89	3,088,224.00	34	42	
OTHER EXPENDITURES	35,147.85	324,037.45	706,022.00	46	42	
TOTAL EXPENDITURES	242,370.68	1,378,991.34	3,794,246.00	36	42	8% under

Southwest Health and Human Services



RM- Stmt of Revenues & Expenditures

As Of 05/2022

Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO- DATE	2022 BUDGET	% OF BUDG	% OF YEAR	
FUND 5 HUMAN SERVICES FUND						
REVENUES						
CONTRIBUTIONS FROM COUNTIES	0.00	360,841.01-	11,954,362.00-	3	42	
INTERGOVERNMENTAL REVENUES	0.00	18,335.00-	95,971.00-	19	42	
STATE REVENUES	608,737.56-	1,830,071.25-	5,536,980.00-	33	42	
FEDERAL REVENUES	1,116,252.82-	3,493,259.05-	7,789,285.00-	45	42	
FEES	323,483.67-	1,102,829.31-	2,485,160.00-	44	42	
EARNINGS ON INVESTMENTS	590.28-	1,852.26-	2,200.00-	84	42	
MISCELLANEOUS REVENUES	223,417.56-	586,622.67-	1,510,451.00-	39	42	
TOTAL REVENUES	2,272,481.89-	7,393,810.55-	29,374,409.00-	25	42	17% under
EXPENDITURES						
PROGRAM EXPENDITURES	886,387.69	4,189,161.97	12,167,552.00	34	42	
PAYROLL AND BENEFITS	1,122,951.41	5,458,410.53	14,490,742.00	38	42	
OTHER EXPENDITURES	161,942.07	941,162.15	2,716,115.00	35	42	
TOTAL EXPENDITURES	2,171,281.17	10,588,734.65	29,374,409.00	36	42	6% under

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				42
			Expend.	5,766.49	35,770.95	0.00	0
			Net	5,766.49	35,770.95	0.00	0
930 PROGRAM	Administration		Revenue	90,106.53 -	569,878.05 -	1,147,735.00 -	50
			Expend.	49,587.39	251,482.00	757,820.00	33
			Net	40,519.14 -	318,396.05 -	389,915.00 -	82
410 DEPT	General Administration	Totals:	Revenue	90,106.53 -	569,878.05 -	1,147,735.00 -	50
			Expend.	55,353.88	287,252.95	757,820.00	38
			Net	34,752.65 -	282,625.10 -	389,915.00 -	72
481 DEPT	Nursing						
100 PROGRAM	Family Health		Revenue	440.00 -	5,608.43 -	22,780.00 -	25
			Expend.	1,301.63	5,555.21	13,539.00	41
			Net	861.63	53.22 -	9,241.00 -	1
103 PROGRAM	Follow Along Program		Revenue	1,829.99 -	9,192.42 -	32,900.00 -	28
			Expend.	1,811.96	11,004.38	18,276.00	60
			Net	18.03 -	1,811.96	14,624.00 -	12 -
110 PROGRAM	TANF		Revenue	0.00	78,786.38 -	127,876.00 -	62
			Expend.	844.47	53,804.08	94,553.00	57
			Net	844.47	24,982.30 -	33,323.00 -	75
130 PROGRAM	WIC		Revenue	41,375.00 -	321,103.00 -	450,000.00 -	71
			Expend.	42,738.61	205,032.93	620,585.00	33
			Net	1,363.61	116,070.07 -	170,585.00	68 -
210 PROGRAM	CTC Outreach		Revenue	0.00	74,508.91 -	262,270.00 -	28
			Expend.	13,584.63	74,616.64	299,144.00	25
			Net	13,584.63	107.73	36,874.00	0
265 PROGRAM	Strong Foundations FHV		Revenue				42
			Expend.	6,989.89	15,217.05	0.00	0
			Net	6,989.89	15,217.05	0.00	0
270 PROGRAM	Maternal Child Health - Title V		Revenue	16,980.88 -	79,665.18 -	237,036.00 -	34
			Expend.	8,348.11	81,038.92	257,985.00	31
			Net	8,632.77 -	1,373.74	20,949.00	7

Southwest Health and Human Services



Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

Element	Description	Account Number		Current Month	Year- To- Date	Budget	%of Bdgt	%of Year
280 PROGRAM	MCH Dental Health		Revenue	0.00	0.00	1,200.00 -	0	42
			Expend.	7.83	712.46	13,375.00	5	42
			Net	7.83	712.46	12,175.00	6	42
285 PROGRAM	MCH Blood Lead		Revenue					42
			Expend.	304.32	1,147.35	0.00	0	42
			Net	304.32	1,147.35	0.00	0	42
295 PROGRAM	MCH Car Seat Program		Revenue	1,860.95 -	4,189.61 -	35,500.00 -	12	42
			Expend.	3,407.53	14,033.33	45,158.00	31	42
			Net	1,546.58	9,843.72	9,658.00	102	42
300 PROGRAM	Case Management		Revenue	47,770.20 -	176,081.30 -	451,000.00 -	39	42
			Expend.	22,371.06	120,771.22	432,037.00	28	42
			Net	25,399.14 -	55,310.08 -	18,963.00 -	292	42
330 PROGRAM	MNChoices		Revenue	21,575.00 -	100,402.87 -	154,000.00 -	65	42
			Expend.	11,529.31	64,183.78	219,957.00	29	42
			Net	10,045.69 -	36,219.09 -	65,957.00	55 -	42
603 PROGRAM	Disease Prevention and Control		Revenue	2,183.29 -	63,359.53 -	162,301.00 -	39	42
			Expend.	16,003.72	74,742.26	219,137.00	34	42
			Net	13,820.43	11,382.73	56,836.00	20	42
660 PROGRAM	MIIC		Revenue					42
			Expend.	25.20	212.41	0.00	0	42
			Net	25.20	212.41	0.00	0	42
481 DEPT	Nursing	Totals:	Revenue	134,015.31 -	912,897.63 -	1,936,863.00 -	47	42
			Expend.	129,268.27	722,072.02	2,233,746.00	32	42
			Net	4,747.04 -	190,825.61 -	296,883.00	64 -	42
483 DEPT	Health Education		Revenue					
			Expend.					
			Net					
500 PROGRAM	Direct Client Services		Revenue	0.00	2,285.71 -	950.00 -	241	42
			Expend.	311.92	1,498.93	18,895.00	8	42
			Net	311.92	786.78 -	17,945.00	4 -	42
510 PROGRAM	SHIP		Revenue	17,689.22 -	135,566.07 -	224,631.00 -	60	42
			Expend.	12,925.00	106,689.32	224,541.00	48	42
			Net	4,764.22 -	28,876.75 -	90.00 -	32,085	42
540 PROGRAM	Toward Zero Deaths (TZD) Safe Roads		Revenue	0.00	926.47 -	10,155.00 -	9	42
			Expend.	632.03	1,506.94	10,155.00	15	42
			Net	632.03	580.47	0.00	0	42

Southwest Health and Human Services



Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

Element	Description	Account Number		Current Month	Year- To- Date	Budget	%of Bdgt	%of Year
541 PROGRAM	Toward Zero Deaths (TZD) Safe Roads		Revenue	0.00	725.86 -	10,155.00 -	7	42
			Expend.	411.89	1,055.88	10,155.00	10	42
			Net	411.89	330.02	0.00	0	42
551 PROGRAM	Pipestone Drug Free Communities		Revenue	0.00	97,437.20 -	125,000.00 -	78	42
			Expend.	7,780.34	49,436.36	125,000.00	40	42
			Net	7,780.34	48,000.84 -	0.00	0	42
900 PROGRAM	Emergency Preparedness		Revenue	0.00	39,725.44 -	95,357.00 -	42	42
			Expend.	6,496.12	32,982.75	112,734.00	29	42
			Net	6,496.12	6,742.69 -	17,377.00	39 -	42
905 PROGRAM	COVID- 19 Pandemic		Revenue					42
			Expend.	4,434.80	40,800.46	0.00	0	42
			Net	4,434.80	40,800.46	0.00	0	42
906 PROGRAM	COVID- 19 Vaccination Planning Grant		Revenue	3,081.22 -	106,643.53 -	0.00	0	42
			Expend.	211.35	8,360.48	0.00	0	42
			Net	2,869.87 -	98,283.05 -	0.00	0	42
907 PROGRAM	Crisis Response Workforce Grant (CO)		Revenue	0.00	2,927.34 -	0.00	0	42
			Expend.	0.00	3,119.34	0.00	0	42
			Net	0.00	192.00	0.00	0	42
483 DEPT	Health Education	Totals:	Revenue	20,770.44 -	386,237.62 -	466,248.00 -	83	42
			Expend.	33,203.45	245,450.46	501,480.00	49	42
			Net	12,433.01	140,787.16 -	35,232.00	400 -	42
485 DEPT	Environmental Health		Revenue					
			Revenue	4,636.00 -	176,195.52 -	216,400.00 -	81	42
			Expend.	16,891.69	88,581.10	247,237.00	36	42
800 PROGRAM	Environmental		Net	12,255.69	87,614.42 -	30,837.00	284 -	42
			Revenue	2,183.00 -	32,133.97 -	27,000.00 -	119	42
			Expend.	7,653.39	35,634.81	53,963.00	66	42
809 PROGRAM	Environmental Water Lab		Net	5,470.39	3,500.84	26,963.00	13	42
			Revenue	6,819.00 -	208,329.49 -	243,400.00 -	86	42
			Expend.	24,545.08	124,215.91	301,200.00	41	42
485 DEPT	Environmental Health	Totals:	Net	17,726.08	84,113.58 -	57,800.00	146 -	42
			Revenue	251,711.28 -	2,077,342.79 -	3,794,246.00 -	55	42
			Expend.	242,370.68	1,378,991.34	3,794,246.00	36	42
1 FUND	Health Services Fund	Totals:	Net	9,340.60 -	698,351.45 -	0.00	0	42

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				42
			Expend.	11,442.27	41,225.36	105,344.00	39
			Net	11,442.27	41,225.36	105,344.00	39
410 DEPT	General Administration	Totals:	Revenue				42
			Expend.	11,442.27	41,225.36	105,344.00	39
			Net	11,442.27	41,225.36	105,344.00	39
420 DEPT	Income Maintenance						
0 PROGRAM	...		Revenue				42
			Expend.	106.06	530.30	0.00	0
			Net	106.06	530.30	0.00	0
600 PROGRAM	Income Maint Administrative/ Overhea		Revenue	32,460.09-	185,736.00-	3,758,977.00-	5
			Expend.	100,225.19	539,957.46	1,551,896.00	35
			Net	67,765.10	354,221.46	2,207,081.00-	16-
601 PROGRAM	Income Maint/ Random Moment Payro		Revenue				42
			Expend.	220,069.07	1,020,739.06	2,645,029.00	39
			Net	220,069.07	1,020,739.06	2,645,029.00	39
602 PROGRAM	Income Maint FPI Investigator		Revenue	11,867.00-	33,534.00-	130,000.00-	26
			Expend.	8,918.46	27,028.12	149,454.00	18
			Net	2,948.54-	6,505.88-	19,454.00	33-
605 PROGRAM	MN Supplemental Aid (MSA)/ GRH		Revenue	4,320.60-	15,932.21-	65,400.00-	24
			Expend.	0.00	8,758.68	65,000.00	13
			Net	4,320.60-	7,173.53-	400.00-	1,793
610 PROGRAM	TANF(AFDC/ MFIP/ DWP)		Revenue	4,572.00-	5,918.71-	15,000.00-	39
			Expend.	0.00	209.47	11,250.00	2
			Net	4,572.00-	5,709.24-	3,750.00-	152
620 PROGRAM	General Asst (GA) / Burials		Revenue	8,413.96-	15,207.56-	51,500.00-	30
			Expend.	37,789.00	154,460.52	401,125.00	39
			Net	29,375.04	139,252.96	349,625.00	40
630 PROGRAM	Food Support (FS)		Revenue	126,238.00-	306,807.72-	553,000.00-	55
			Expend.	0.00	172.00	2,750.00	6
			Net	126,238.00-	306,635.72-	550,250.00-	56

Southwest Health and Human Services



Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

Element	Description	Account Number		Current Month	Year- To- Date	Budget	%of Bdgt	%of Year
640 PROGRAM	Child Support (IVD)		Revenue	114,692.80-	435,378.34-	1,631,525.00-	27	42
			Expend.	81,739.79	403,775.19	1,235,062.00	33	42
			Net	32,953.01-	31,603.15-	396,463.00-	8	42
650 PROGRAM	Medical Assistance (MA)		Revenue	531,571.27-	1,817,810.42-	3,970,000.00-	46	42
			Expend.	222,872.89	1,013,870.90	2,875,000.00	35	42
			Net	308,698.38-	803,939.52-	1,095,000.00-	73	42
680 PROGRAM	Refugee Cash Assistance (RCA)		Revenue	417.00-	1,472.00-	0.00	0	42
			Expend.					42
			Net	417.00-	1,472.00-	0.00	0	42
420 DEPT	Income Maintenance	Totals:	Revenue	834,552.72-	2,817,796.96-	10,175,402.00-	28	42
			Expend.	671,720.46	3,169,501.70	8,936,566.00	35	42
			Net	162,832.26-	351,704.74	1,238,836.00-	28-	42
431 DEPT	Social Services							
700 PROGRAM	Social Service Administrative/ Overhea		Revenue	407,642.26-	1,271,444.49-	11,059,756.00-	11	42
			Expend.	203,842.91	1,089,926.17	3,032,994.00	36	42
			Net	203,799.35-	181,518.32-	8,026,762.00-	2	42
701 PROGRAM	Social Services/ SSTS		Revenue					42
			Expend.	630,766.89	3,093,068.44	7,908,093.00	39	42
			Net	630,766.89	3,093,068.44	7,908,093.00	39	42
710 PROGRAM	Children's Social Services Programs		Revenue	198,275.64-	621,524.37-	1,936,045.00-	32	42
			Expend.	362,740.10	1,703,819.55	3,886,574.00	44	42
			Net	164,464.46	1,082,295.18	1,950,529.00	55	42
711 PROGRAM	YIP Grant (Circle)- Dept of Public Safet		Revenue	10,028.80-	16,602.65-	0.00	0	42
			Expend.	2,005.47	13,159.64	0.00	0	42
			Net	8,023.33-	3,443.01-	0.00	0	42
712 PROGRAM	CIRCLE Program		Revenue	0.00	5,000.00-	0.00	0	42
			Expend.	797.49	3,610.26	16,000.00	23	42
			Net	797.49	1,389.74-	16,000.00	9-	42
713 PROGRAM	STAY Program Grant (formerly SELF)		Revenue	37,174.00-	37,174.00-	53,000.00-	70	42
			Expend.	2,004.55	17,095.26	53,000.00	32	42
			Net	35,169.45-	20,078.74-	0.00	0	42
715 PROGRAM	Children Waivers		Revenue	13,589.55-	53,481.12-	220,000.00-	24	42
			Expend.					42
			Net	13,589.55-	53,481.12-	220,000.00-	24	42

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>
716 PROGRAM	FGDM/ Family Group Decision Making		Revenue	0.00	2,926.62 -	41,780.00 -	7	42
			Expend.	0.00	0.00	41,780.00	0	42
			Net	0.00	2,926.62 -	0.00	0	42
717 PROGRAM	Family Assmt Response Grant/ Discr F		Revenue	11,978.00 -	26,133.79 -	47,909.00 -	55	42
			Expend.	1,619.09	9,011.56	47,909.00	19	42
			Net	10,358.91 -	17,122.23 -	0.00	0	42
718 PROGRAM	PSOP/ Parent Support Outreach Progra		Revenue	7,723.00 -	17,953.72 -	30,853.00 -	58	42
			Expend.	363.80	4,263.11	30,853.00	14	42
			Net	7,359.20 -	13,690.61 -	0.00	0	42
720 PROGRAM	Child Care/ Child Protection		Revenue	1,532.00 -	7,482.00 -	18,600.00 -	40	42
			Expend.	0.00	0.00	4,600.00	0	42
			Net	1,532.00 -	7,482.00 -	14,000.00 -	53	42
721 PROGRAM	CC Basic Side Fee/ Cty Match to DHS		Revenue	1,258.00 -	8,382.89 -	42,594.00 -	20	42
			Expend.	0.00	0.00	43,365.00	0	42
			Net	1,258.00 -	8,382.89 -	771.00	1,087 -	42
726 PROGRAM	MFIP/ SW MN PIC		Revenue	649.00 -	3,486.00 -	12,000.00 -	29	42
			Expend.					42
			Net	649.00 -	3,486.00 -	12,000.00 -	29	42
730 PROGRAM	Chemical Dependency		Revenue	38,612.08 -	157,126.24 -	323,000.00 -	49	42
			Expend.	2,272.52	62,998.31	398,100.00	16	42
			Net	36,339.56 -	94,127.93 -	75,100.00	125 -	42
741 PROGRAM	Mental Health/ Adults Only		Revenue	190,420.96 -	608,823.34 -	1,317,814.00 -	46	42
			Expend.	82,841.76	548,293.97	2,023,955.00	27	42
			Net	107,579.20 -	60,529.37 -	706,141.00	9 -	42
742 PROGRAM	Mental Health/ Children Only		Revenue	138,211.29 -	404,318.77 -	881,694.00 -	46	42
			Expend.	56,767.59	336,334.90	1,937,363.00	17	42
			Net	81,443.70 -	67,983.87 -	1,055,669.00	6 -	42
750 PROGRAM	Developmental Disabilities		Revenue	76,460.73 -	297,805.02 -	853,928.00 -	35	42
			Expend.	19,342.72	111,546.56	330,428.00	34	42
			Net	57,118.01 -	186,258.46 -	523,500.00 -	36	42
760 PROGRAM	Adult Services		Revenue	179,768.44 -	545,806.69 -	1,425,284.00 -	38	42
			Expend.	3,816.31	28,009.39	89,500.00	31	42
			Net	175,952.13 -	517,797.30 -	1,335,784.00 -	39	42

Southwest Health and Human Services



Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

Element	Description	Account Number		Current Month	Year- To- Date	Budget	%of Bdgt	%of Year
765 PROGRAM	Adult Waivers		Revenue	68,358.92 -	344,971.38 -	904,000.00 -	38	42
			Expend.	43,047.66	109,939.32	165,000.00	67	42
			Net	25,311.26 -	235,032.06 -	739,000.00 -	32	42
431 DEPT	Social Services	Totals:	Revenue	1,381,682.67 -	4,430,443.09 -	19,168,257.00 -	23	42
			Expend.	1,412,228.86	7,131,076.44	20,009,514.00	36	42
			Net	30,546.19	2,700,633.35	841,257.00	321	42
461 DEPT	Information Systems		Revenue	5,503.50 -	16,900.50 -	30,750.00 -	55	42
0 PROGRAM	...		Expend.	25,146.58	118,261.15	322,985.00	37	42
			Net	19,643.08	101,360.65	292,235.00	35	42
461 DEPT	Information Systems	Totals:	Revenue	5,503.50 -	16,900.50 -	30,750.00 -	55	42
			Expend.	25,146.58	118,261.15	322,985.00	37	42
			Net	19,643.08	101,360.65	292,235.00	35	42
471 DEPT	LCTS Collaborative Agency		Revenue	50,743.00 -	128,670.00 -	0.00	0	42
702 PROGRAM	LCTS		Expend.	50,743.00	128,670.00	0.00	0	42
			Net	0.00	0.00	0.00	0	42
471 DEPT	LCTS Collaborative Agency	Totals:	Revenue	50,743.00 -	128,670.00 -	0.00	0	42
			Expend.	50,743.00	128,670.00	0.00	0	42
			Net	0.00	0.00	0.00	0	42
5 FUND	Human Services Fund	Totals:	Revenue	2,272,481.89 -	7,393,810.55 -	29,374,409.00 -	25	42
			Expend.	2,171,281.17	10,588,734.65	29,374,409.00	36	42
			Net	101,200.72 -	3,194,924.10	0.00	0	42
FINAL TOTALS	1,008 Accounts		Revenue	2,524,193.17 -	9,471,153.34 -	33,168,655.00 -	29	42
			Expend.	2,413,651.85	11,967,725.99	33,168,655.00	36	42
			Net	110,541.32 -	2,496,572.65	0.00	0	42

Social Services Caseload:

Yearly Averages	Adult Services	Children's Services	Total Programs
2018	2683	617	3299
2019	2651	589	3241
2020	2623	572	3195
2021	2694	560	3254
2022			

2022	Adult Services	Children's Services	Total Programs
January	2655	578	3233
February	2676	591	3267
March	2682	607	3289
April	2698	602	3300
May	2749	591	3340
June			0
July			0
August			0
September			0
October			0
November			0
December			0
Average	2692	594	1369

Adult - Social Services Caseload

Average	Adult Brain Injury (BI)	Adult Community Access for Disability Inclusion (CADI)	Adult Community Alternative Care (CAC)	Adult Essential Community Supports	Adult Mental Health (AMH)	Adult Protective Services (APS)	Adult Services (AS)	Alternative Care (AC)	Chemical Dependency (CD)	Developmental Disabilities (DD)	Elderly Waiver (EW)	Total Programs
2018	11	299	14	0	282	43	880	18	353	451	331	2683
2019	9	319	13	0	261	58	887	17	295	542	339	2651
2020	10	328	12	0	270	61	869	15	287	453	319	2623
2021	9	362	13	0	272	50	926	14	299	446	303	2609
2022												

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

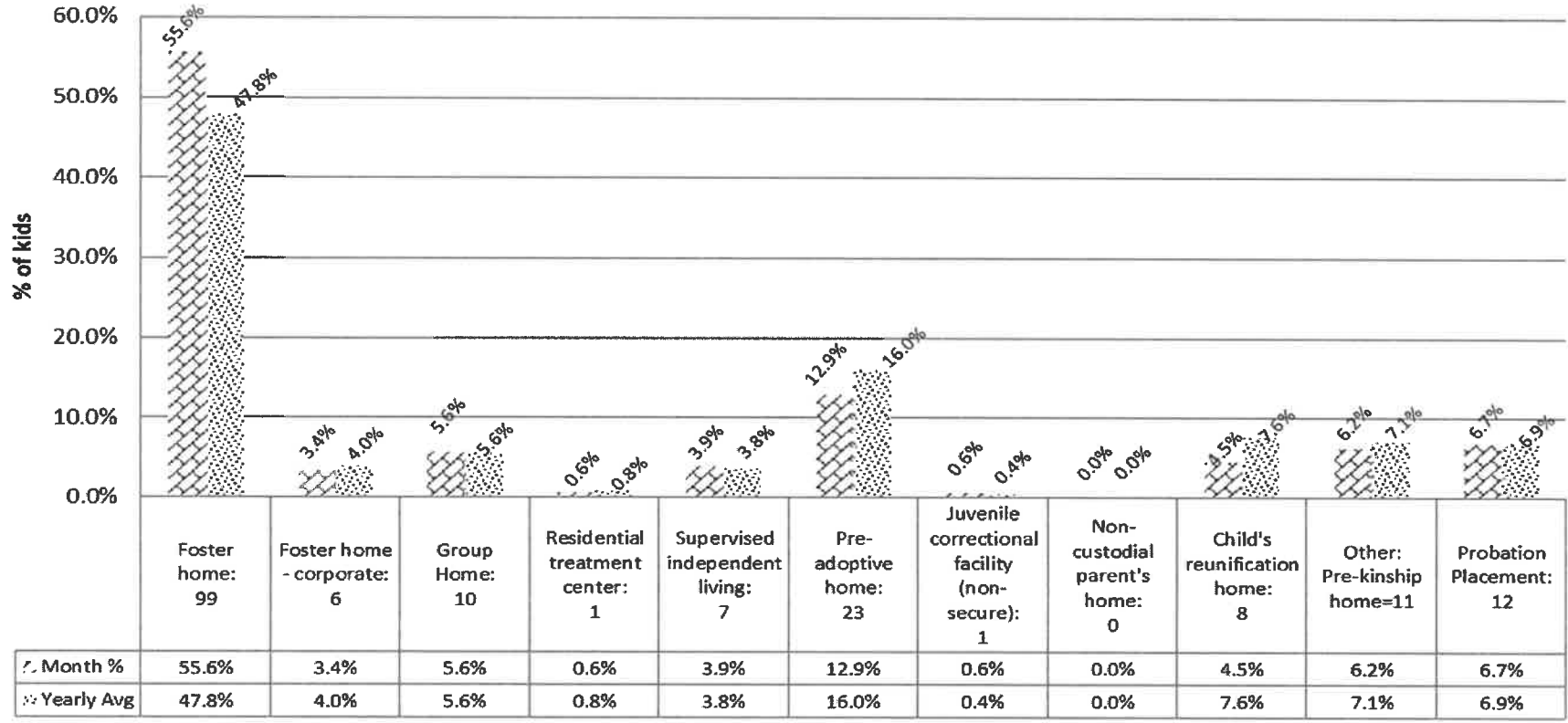
2022	Adult Brain Injury (BI)	Adult Community Access for Disability Inclusion (CADI)	Adult Community Alternative Care (CAC)	Adult Essential Community Supports	Adult Mental Health (AMH)	Adult Protective Services (APS)	Adult Services (AS)	Alternative Care (AC)	Chemical Dependency (CD)	Developmental Disabilities (DD)	Elderly Waiver (EW)	Total Programs
January	9	375	13	0	270	48	955	13	235	447	290	2655
February	9	374	13	0	269	51	958	13	256	446	287	2676
March	8	373	12	0	266	54	980	13	239	444	293	2682
April	8	382	12	0	252	54	993	12	246	448	291	2698
May	8	381	12	0	260	64	990	13	284	446	291	2749
June												0
July												0
August												0
September												0
October												0
November												0
December												0
	8	377	12	0	263	54	975	13	252	446	290	2671

Children's - Social Services Caseload

Average	Adolescent Independent Living (ALS)	Adoption	Child Brain Injury (BI)	Child Community Alternative Care (CAC)	Child Community Alternatives for Disabled Individuals (CADI)	Child Protection (CP)	Child Welfare (CW)	Children's Mental Health (CMH)	Early Intervention: Infants & Toddlers with Disabilities	Minor Parents (MP)	Parent Support Outreach Program (PSOP)	Total Programs
2018	46	23	0	11	40	180	182	110	0	0	25	604
2019	36	18	0	11	40	170	191	94	0	0	30	589
2020	30	29	0	12	48	163	178	82	0	0	32	572
2021	21	33	0	13	59	165	155	85	0	0	31	591
2022												

2022	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	22	30	0	13	63	182	154	83	0	0	31	578
February	21	29	0	13	64	187	160	84	0	0	33	591
March	22	27	0	13	64	203	161	77	0	0	40	607
April	22	30	0	13	65	183	168	81	0	0	40	602
May	22	28	0	13	65	191	154	80	0	0	38	591
June												0
July												0
August												0
September												0
October												0
November												0
December												0
	22	29	0	13	64	189	159	81	0	0	36	592

May 2022 - Placement by Category
178 Kids in Placement



May 2022: Total kids in placement = 178

Total of 9 Children entered placement

3	Lyon	Foster Home
3	Pipestone	Foster Home
1	Pipestone	Group Home
1	Redwood	Foster Home
1	Redwood	Probation

Total of 5 Children were discharged from placement (discharges from previous month)

3	Lyon	ADOPTED
1	Lyon	Foster Home
1	Murray	Residential Treatment

NON IVD COLLECTIONS
MAY 2022

PROGRAM	ACCOUNT	TOTAL
MSA/GRH	05-420-605.5802	4,321
TANF (MFIP/DWP/AFDC)	05-420-610.5803	4,572
GA	05-420-620.5803	0
FS	05-420-630.5803	52
CS (PI Fee, App Fee, etc)	05-420-640.5501	1,793
MA Recoveries & Estate Collections (25% retained by agency)	05-420-650.5803	185,892
REFUGEE	05-420-680.5803	0
CHILDRENS		
Court Visitor Fee	05-431-700.5514	0
Parental Fees, Holds	05-431-710.5501	7,580
OOH/FC Recovery	05-431-710.5803	12,927
CHILDCARE		
Licensing	05-431-720.5502	850
Corp FC Licensing	05-431-720.5505	600
Over Payments	05-431-721&722.5803	0
CHEMICAL DEPENDENCY		
SUD Assessment Fee	05-431-730.5504	2,451
CD Assessments	05-431-730.5519	4,062
Detox Fees	05-431-730.5520	4,775
SUD Treatment	05-431-730.5523	7,973
Over Payments	05-431-730.5803	0
MENTAL HEALTH		
Insurance Copay	05-431-740.5803	0
Over Payments	05-431-741 or 742.5803	0
DEVELOPMENTAL DISABILITIES		
Insurance Copay/Overpayments	05-431-750.5803	0
ADULT		
Court Visitor Fee	05-431-760.5515	0
Insurance Copay/Overpayments	05-431-760.5803	173
TOTAL NON-IVD COLLECTIONS		238,020



2022 Public Health Statistics

	WIC	Family Home Visiting	MnChoices PCA Assessments	Managed Care	Dental Varnish	Refugee Health	LTBI Medication Distribution	Water Tests	FPL Inspections	Imm	Car Seats	COVID Vaccine Admin
'12 Avg	1857	48	15	187	81							
'13 Avg	2302	37	21	211	90							
'14 Avg	2228	60	25	225	112	6	30					
'15 Avg	2259	86	23	238	112	12	36					
'16 Avg	2313	52	22	265	97	12	27					
'17 Avg	2217	47	22	290	56	9	25					
'18 Avg	2151	50	22	324	23	4	18	128	48	57	19	
'19 Avg	2018	31	10	246	18	4	10	131	47	63	20	
'20 Avg	2008	27	8	224	-	-	6	129	34	21	7	
'21 Avg	1921	19	8	195	-	1	4	132	41	24	9	633

	WIC	Family Home Visiting*	MnChoices Assessments*	Managed Care*	Dental Varnish	Refugee Health	LTBI/DOT Medication Distribution	Water Tests	FPL Inspections	Imm	Car Seats	COVID Vaccine Admin
11/21	1915	31	1	175	0	1	8	118	40	46	9	17
12/21	1901	31	10	239	0	1	19	76	32	12	8	33
1/22	1892	32	9	152	0	1	26	109	33	22	9	36
2/22	1898	33	9	157	0	0	27	75	36	59	12	4
3/22	1955	31	9	208	0	0	27	77	38	49	12	5
4/22	1981	24	7	191	0	0	33	166	30	12	18	3
5/22		13	5	174	0	1	36	141	24	28	11	0
6/22												
7/22												
8/22												
9/22												
10/22												
11/22												
12/22												

*Includes telehealth visits



MINNESOTA ENVIRONMENTAL HEALTH ASSOCIATION

Frank A. Staffenson Environmental Health Professional of the Year:
Jason Kloss, Environmental Health Manager at SWHHS

This award is to give recognition to the Environmental Health (EH) professional who:

1. Is a member of the Association in good standing,
2. Has been an active member of the Association for at least 5 years,
3. Is active as an administrator, supervisor, or environmental health professional,
4. Is a Registered Environmental Health Specialist/Sanitarian in Minnesota,
5. Has been active in the field of Environmental Health for at least 10 years, and
6. Has contributed significantly to the development, expansion, or advancement of environmental health; or has performed a service that has produced a benefit to the profession as a whole. Either of these accomplishments can be a single achievement or a continuing performance of merit.

Background and Responsibilities at SWHHS

Before beginning his environmental health career, Jason received his BA in biology and sociology from St. John's College.

He worked at Nobles-Rock Public Health Services for fifteen years before transitioning to Southwest Health and Human Services in 2012. SWHHS provides environmental health services to six counties in southwestern Minnesota. In his current role as environmental health manager, Jason wears many hats, including doing fieldwork as well as supervising the work of two sanitarians. His duties include but are not limited to:

- overseeing the Food, Pools, and Lodging program, and conducting a large portion of that inspection workload,
- overseeing the environmental health water lab program,
- conducting many of the public health nuisance investigations, including animal bites, bed bugs, garbage houses and working with vulnerable adults living in unhealthy conditions,
- serving as the safety coordinator for SWHHS, leading the team that conducts fire drills, tornado drills, and active shooter training
- active member of the emergency preparedness team for environmental health.

Additionally, in 2019 Jason recognized a need for a local option for food establishment operators to become Certified Food Protection Operators, so he became a Certified ServSafe Instructor and Registered ServSafe Proctor. By doing so, he is able to offer ServSafe classes to the foodservice population in his area of the state.

Statewide Impact on Environmental Health

Jason has been an active participant in many of MDH's outreach efforts over the past several years.

- He has provided training on plumbing and backflow prevention as well as recreational campground inspections at statewide Regulators' Breakfast meetings.
- He has embraced MDH's standardization efforts, becoming a Standardized Food Safety Inspection Officer, standardizing his employees, and encouraging other delegated agencies to go through the standardization process.

- Most notably, he is the co-chair of the Environmental Health Continuous Improvement Board’s Evaluation Workgroup, which has been tasked with the difficult and often emotional process of rebuilding and improving the method used to evaluate the performance of food, pools, and lodging agencies in Minnesota. In addition to co-chairing this group, he:
 - helped to identify evaluation criteria and developed performance measures and tools,
 - volunteered SWHHS to be a pilot tester for several of the standards, dedicating **hundreds** of hours to meetings, trainings, self-assessments, and more meetings,
 - presented at EHCIB meetings, sharing his experiences working with the tools and pilots, and
 - he presented at a learning station at the 2019 Community Health Services conference, sharing the work that has been done so far, and soliciting feedback on the process.

His willingness to not only participate in the workgroup, but also really put himself and his agency “out there,” so to speak, has been immensely valuable as the group built and tested various elements of the new process. Many local agencies were a bit skeptical about repairing the working relationship between state and local environmental health programs. However, Jason was one person, representing and leading a large portion of local programs, who was willing to put in the effort and really listen to all those involved to make the relationship better. He understood that it would be difficult, but he was persistent and believed that hard work, partnership and good communication could make the difference, and it has. His efforts have helped to build a new evaluation process that is peer-designed and tested, encourages and reinforces quality improvement concepts, and will help to build and solidify a strong environmental health community in Minnesota.

Personal

Jason’s peers and colleagues refer to him as being levelheaded, no-nonsense, practical, and a hard worker who “gets the job done.” He is focused on the end goal of protecting public health above all else, and he has a terrific ability to connect with people and motivate them to want to achieve compliance on their own.

He has been a wonderful mentor to new inspectors entering the field. His laid-back and relaxed approach allows him to create lasting relationships. He has made them feel welcome, comfortable and confident on the job.

Jason is a doting husband to his wife Cindy and devoted father to Hannah who recently got married and Noah who is in college. He is also the proud owner of Kenzie, his new puppy. In his spare time, he enjoys running, fishing, hunting and the great outdoors.

Summary

Jason’s technical abilities combined with a passion for environmental health elevates our profession and advances the mission of protecting public health in Minnesota. Environmental health relationships and programming in Minnesota are better and stronger at both the state and local level today than they were a few years ago. Always easy to approach and a wealth of knowledge in many areas, Jason is an important part of the environmental health community in Minnesota. We congratulate him on this very prestige’s award!

**SOUTHWEST HEALTH AND HUMAN SERVICES
PERSONNEL POLICY NUMBER 6**

EFFECTIVE DATE: 01/01/11

REVISION DATE: 04/18/12; 04/18/2018; 08/21/2019; 6/15/2022

AUTHORITY: Southwest Health and Human Services Joint Governing Board

--- REIMBURSEMENT, LODGING, AND OTHER EXPENSES---

Section 1 – Meals

- a. Meal expenditures are eligible for reimbursement when the situation meets public purpose criteria. Employees are encouraged to consider whether the same result can be obtained without the expenditure. Employees are not eligible to claim meals for agency business or training within member Counties.
- b. The maximum flat rate reimbursement for meals will be actual expense of meals up to \$35.00 per day. Tips up to 15% of the subtotal (before tax) may be included within the flat maximum rate. Meal reimbursement is not available for meals included in the registration fee for conference and seminars. Expenses for alcoholic beverages are not reimbursable.
- c. IRS regulations require that meal reimbursement without overnight lodging be included as income and is subject to income tax withholding and FICA deduction. If meals are included as part of a conference or registration fee and are not separately identified, they are not treated as taxable income.
- d. When claiming reimbursement for meals, claim form AG#100 must be completed for meals that are not connected with an overnight or conference. Claim form AG#101 must be completed for meals that are connected with an overnight. Include lodging costs, travel, etc., on this claim form. It is the employee's and supervisor's responsibility to identify and separate the two types of meals for reimbursement. Itemized receipts must be submitted along with the appropriate form. Receipts showing method of payment (such as credit card proof of payment) are not adequate.

Section 2 - Lodging

- a. Requests for overnight lodging will be reviewed and approved in advance on a case by case basis based on public purpose criteria. Reimbursement will be the normal single rate with an itemized, original receipt. If the room is direct billed, attach a copy of the bill to your claim form.

Section 3 - Other Expenses

- a. All expenses written on claim forms must have itemized, original receipts attached to

**SOUTHWEST HEALTH AND HUMAN SERVICES
PERSONNEL POLICY NUMBER 6**

the claim form except for mileage. No items other than the room charge, tax, and parking will be allowed on a direct billing to the agency from the motel. Any phone calls or meals that you may have charged to your room must be paid by you when you check out. Reimbursements for agency provided services, transportation and refreshments may include tips up to 15% of the subtotal (before tax).

- b. Note: Credit card receipts document only the method of payment. Itemized, original receipts are required in order to detail each expenditure.
- c. If an itemized or original receipt is lost or is unattainable, AG#002 Declaration of Expenses Paid Form must be completed.
- d. Reimbursement for State reimbursable expenses will be at rates specified in this policy. We will follow agency, not state, policy.
- e. All claim forms must be signed and indicate expense date, purpose, location, number of miles, and dollar amount claimed.
- f. Claim form must be submitted and signed by your supervisor for approval. Please do not use white-out.

Agency Forms Regarding This Policy:

AG#100 - Employee Reimbursement for Non-Overnight Meals and On Call

AG#101 - Employee Reimbursement for Overnight Meals, Mileage, and Misc. Costs
Declaration Form

AG#002 Declaration of Expenses Paid Form

**SOUTHWEST HEALTH AND HUMAN SERVICES
PERSONNEL POLICY NUMBER 28**

EFFECTIVE DATE: 03/18/2020

REVISION DATE: 06/17/2020 ; 01/21/2021 ; 06/15/2022

AUTHORITY: Southwest Health and Human Services Joint Governing Board

--- COVID-19 (Coronavirus) STAFFING CONSIDERATIONS/OPERATIONS---

Section 1 - Policy Statement

- a. In the event of an outbreak of COVID-19 , Southwest Health and Human Services (SWHHS) is committed to; a) reducing transmission among staff, b) protecting people who are at risk of influenza related complications for getting infected, c) maintaining essential services and d) minimizing adverse effects on other entities.

Section 2 - Agency's PHEP Emergency Plans

- a. The Agency's PHEP Emergency Plans (Continuity of Operations Plan, Isolation and Quarantine, and All Hazards Plan) will be utilized to determine essential functions and essential personnel.

All staff should take the following precautions to prevent the spread of disease.

1. Wash your hands frequently with soap and water for at least 20 seconds. If no soap is available, use hand sanitizer with at least 60% alcohol content.
2. Cover your cough and sneezes with a tissue. Discard tissue after each use.
3. Routinely clean shared commonly touched surfaces, such as door handles, phones and keyboards.

The following strategies may be implemented at the discretion of the employer, based on variables such as severity, number of staff affected, recommendations from Local Public Health, the MN Department of Health and the CDC, and other unforeseen factors.

4. Social distancing (according to the CDC guidelines)
5. Canceling of face to face meetings
6. Work from home for staff that can work remotely
7. Sick staff stay home until they are symptom free (according to the CDC guidelines)
8. Deferment of non-essential services
9. Agency Directed self-quarantine
10. Closure

**SOUTHWEST HEALTH AND HUMAN SERVICES
PERSONNEL POLICY NUMBER 28**

- b. Southwest Health and Human Services realizes in order to assist staff through this period there may need to be flexibility on the part of both parties to assist with those ill or caring for ill family members, in addition to maintaining business operations.

Section 3 – Staff Assistance

- a. The following strategies will be implemented in order to assist staff and yet maintain business operations.
 - 1. Staff who are infected, quarantined due to COVID-19 or are at high risk due to their own health factors and have ran out of medical leave can also use vacation or comp time. For staff with no other time on the books Southwest Health and Human Services will advance up to 2 weeks medical leave (75 hours) to assist staff from having to incur leave without pay. The advancement would not be a lump sum but would be advanced as needed at the end of each pay period. Staff would “repay” advanced medical leave from future earned accrued medical leave and would not accrue medical leave until the advance is repaid. If the employee leaves prior to repayment, then the amount, based on the number of hours still owed and current hourly rate, will be deducted from the employee’s last paycheck.
 - 2. An employee may use any available paid leave (including the advanced leave mentioned above), in the event where an immediate family member’s school or place of care has been closed due to public health emergency and their presence is required to provide care for the immediate family member.
 - 3. Staff must complete a consent form prior to receiving pay that results in a negative balance of medical leave, consenting to these conditions. This form will be available on SharePoint or can be requested from Human Resources. The form will be turned into Human Resources. A copy of the form will also be forwarded to payroll for processing.
 - 4. During this period of time, SWHHS will not require a health care provider note when a staff member is absent for more than three (3) days related to COVID-19.
 - 5. Exempt staff will be allowed to earn up to 75 hours of comp time during this period of time (from the date of this policy through the date the policy sunsets) due to the extra time, duties and planning for this event. Exempt staff will have six (6) months from the sunset date of this policy to use any excess comp time of the normal balance allowed on the books of 22.5 hours or face forfeiture of the excess.
 - 6. Staff who have at least 200 hours of accrued vacation will be allowed to cash out one (1) day (7.5 hours) of vacation providing they take one (1) day (7.5 hours) of vacation. Staff will be allowed to do this up to ten (10) days per calendar year. These ten (10) days will be accounted for if the employee utilizes vacation payout in Personnel Policy 24 Vacation Payout. The request for vacation payout must be made at the same time as vacation time off is requested, so payment can be made in the same pay period.

**SOUTHWEST HEALTH AND HUMAN SERVICES
PERSONNEL POLICY NUMBER 28**

7. Staff assigned to on call COVID-19 duties by the Public Health Division Director will be entitled to bill the agency at \$25 per day or \$50 per day on designated agency holidays. Supervisory or Executive staff will be entitled to bill the agency \$15 per day or \$30 per day on designated agency holidays. This payment will be retroactive to March 13, 2020, the initiation of Incident Command.
8. If staff appear to be symptomatic of COVID-19 they will be asked to go home as a preventative measure to ensure the safety and welfare of our other staff and constituents. We will follow the CDC guidelines for safe return to work.

Section 4 – Temporary Telework Arrangements

- a. Southwest Health and Human Services is implementing temporary telework arrangements for employees whose job duties are conducive to working from home, but who do not regularly telecommute. However, there are some positions at Southwest Health and Human Services that require the employee to be physically present in the workplace. The utilization of this arrangement is at the sole discretion of the employer.
- b. The purpose of temporary telework is to support those with high risk factors, including but not limited to lack of child care, lack of access to transportation, school closure, inability to meet social distancing in the workplace and those with mitigating health factors.
- c. These arrangements are expected to be short term, and Southwest Health and Human Services will continue to monitor guidance from health officials and the need for remote work arrangements. Employees should not assume any specified period of time for telework, and Southwest Health and Human Services may require employees to return to regular, in-office work at any time.
- d. Staff who do temporarily telework will be required to sign and agree to all terms of the Temporary Telework Agreement.
- e. Staff approved to work in a temporary telework arrangement may be approved for a temporary reimbursement of \$20.00 per month for agency phone calls. Staff will only be allowed only to use an approved agency app for agency phone calls and will be prohibited from emailing or texting clients about agency business on personal cell phones. This is contingent on supervisory approval and the workability of the app. If supervisor approved, this will be indicated on the temporary telework agreement. However, staff are advised if they use the app on their personal phones there is a risk that their phones could be subject to legal review.
- f. All requests may not be approved based on essential and core services.

Section 5 – Operations

**SOUTHWEST HEALTH AND HUMAN SERVICES
PERSONNEL POLICY NUMBER 28**

- a. Southwest Health and Human Services is both a health and human services agency, therefore any staff may be asked to assist in emergency situations based on need, capacity and skills. Staff may be asked to perform tasks outside of their normal duties to ensure essential services are continued. It is desired that management and staff work cooperatively to assure there is adequate coverage to continue essential services and assist in emergency efforts. However, if adequate coverage cannot be voluntarily established, management may cease the flex time option during this period.

~~The Board may sunset this policy at any time.~~

This policy is to sunset effective 6/15/22.

JUNE 2022
GRANTS ~ AGREEMENTS ~ CONTRACTS
for Board review and approval

- DHS Child & Teen Check Up** – 01/01/21 to 12/31/23; Second 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; Amendment 1 \$128,949 for Jan-Jun and Amendment 2 for \$82,468 for Jul-Dec, total for CY2022 \$211,417 (renewal).
Fiscal Note: grant CY2021 \$262,270

- Avera McKennan d/b/a Avera Behavioral Health (Sioux Falls, SD)** – 07/01/22 to 06/30/23; provide for mental health orders and civil commitment beds and services, rate of \$985.60/day for hospital services (\$90/day increase) plus 75% medical care expenses up to limit of \$10,000 (renewal).
Fiscal Note: 2021 \$28,672; 2020 \$4,480; 2019 \$7,168

- DHS Family Group Decision Making (FGDM) Grant** – 07/01/22 to 06/30/24; State grant that provides family support, family preservation, and family reunification services, awarded \$246,064 (\$123,032/SFY) (renewal).
Fiscal Grant Award: 2021 \$39,780; 2020 \$39,780; 2019 \$39,780; 2018 \$40,560;

- Signatures None
- Signatures Partial
- Signatures Completed