



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

Board Agenda
Wednesday July 20, 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 6/15/2022 Board Minutes

- D. Introduce New Staff:
 - Kristin Heltzel, Child Support Officer, Luverne
 - Tannen Kanengieter, County Agency Social Worker (LTC), Luverne
 - Brittney Ormberg, Accounting Technician, Marshall

- E. Employee Recognition:
 - Jennifer Beek, 1 year, Eligibility Worker, Marshall
 - Michael Jans, 1 year, Social Worker (AMH), Pipestone
 - Cody Rofshus, 1 year, Public Health Nurse, Luverne
 - Cassandra Woitaszewski, 1 year, Public Health Nurse, Pipestone
 - Beth Wilms, 5 years, Director, Marshall
 - Dawn Jenniges, 25 years, Registered Nurse, Redwood Falls
 - Dana Swanson, 25 years, Case Aide, Luverne

HUMAN SERVICES (cont.)

F. Financial

G. Caseload

| | <u>6/22</u> | <u>6/21</u> | <u>5/22</u> | <u>4/22</u> |
|---------------------------|-------------|-------------|-------------|-------------|
| Social Services | 3,650 | 3,656 | 3,744 | 3,703 |
| Licensing | 400 | 416 | 404 | 403 |
| Out-of-Home Placements | 186 | 171 | 178 | 174 |
| Income Maintenance | 14,134 | 13,342 | 14,002 | 13,852 |
| Child Support Cases | 2,896 | 3,037 | 2,900 | 2,900 |
| Child Support Collections | \$739,555 | \$770,360 | \$755,421 | \$788,231 |
| Non IV-D Collections | \$56,152 | \$193,355 | \$238,020 | \$81,245 |

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 6/15/2022 Board Minutes

L. Financial

COMMUNITY HEALTH (cont.)

| M. Caseload | <u>06/22</u> | <u>05/22</u> | <u>04/22</u> |
|-----------------------------------|--------------|--------------|--------------|
| WIC | N/A | 2,000 | 1,981 |
| Family Home Visiting | 33 | 13 | 24 |
| PCA Assessments | 10 | 5 | 7 |
| Managed Care | 217 | 174 | 191 |
| Dental Varnishing | 0 | 0 | 0 |
| Refugee Health | 0 | 1 | 0 |
| Latent TB Medication Distribution | 26 | 36 | 33 |
| Water Tests | 237 | 141 | 166 |
| FPL Inspections | 69 | 24 | 30 |
| Immunizations | 44 | 28 | 12 |
| COVID Vaccine Admin | 0 | 0 | 3 |
| Car Seats | 16 | 11 | 18 |

- N. Discussion/Information
1. WIC Nutrition Program – Lindsey Ahlert, MDH & Amy Lueck
 2. June 2022 SCHSAC Information

- 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 6/15/2022 Board Minutes

- R. Financial

GOVERNING BOARD (cont.)

S. Human Resources Statistics

| | <u>06/22</u> | <u>06/21</u> | <u>05/22</u> | <u>04/22</u> |
|---------------------|--------------|--------------|--------------|--------------|
| Number of Employees | 232 | 230 | 230 | 225 |
| Separations | 1 | | 3 | 2 |

T. Discussion/Information

1. Procurement Update/PrimeWest Resolution
- 2.

U. Decision Items

1. Kelsey Appel, Case Aide, probationary appointment (12 months), \$18.75 hourly, effective 7/11/2022
2. Candace Jenniges, County Agency Social Worker (CPS), probationary appointment (12 months), \$24.36 hourly, effective 7/11/2022
3. Kristi Kerkhoff, Office Support Specialist, Sr., probationary appointment (12 months), \$16.16 hourly, effective 7/11/2022
4. Jake Kieft, County Agency Social Worker (LTC), probationary appointment (12 months), \$24.36 hourly, effective 7/25/2022
5. Erika Morrow, County Agency Social Worker (LTC), probationary appointment (12 months), \$24.36 hourly, effective 8/15/2022
6. Tyler Walkable Community Project (SHIP)
7. PrimeWest Resolution
8. Personnel Policy 02- Conditions of Employment
9. SS Policy 9 Background Check For Daycare and Foster Care Applicants
10. Information Tech Specialist – Adjust Maximum Range to \$33.40 per hour
11. IT Request for AppXtender Storage “no other viable options”
12. Donations:
13. Contracts
 1. MDH Public Health Emergency Preparedness (PHEP) (Marshall, MN)
 2. DHS Children’s Mental Health Respite Care Grant
 3. DHS – Local Collaborative Time Study (LCTS)
12. Closed Session—Labor Negotiations Strategy

V. Adjournment

W. Annual Board Meeting Following Board

Next Meeting Dates:

- **Wednesday, August 17, 2022 – Marshall**
- **Wednesday, September 21, 2022 – Marshall**
- **Wednesday, October 19, 2022 - Marshall**

SOUTHWEST HEALTH & HUMAN SERVICES

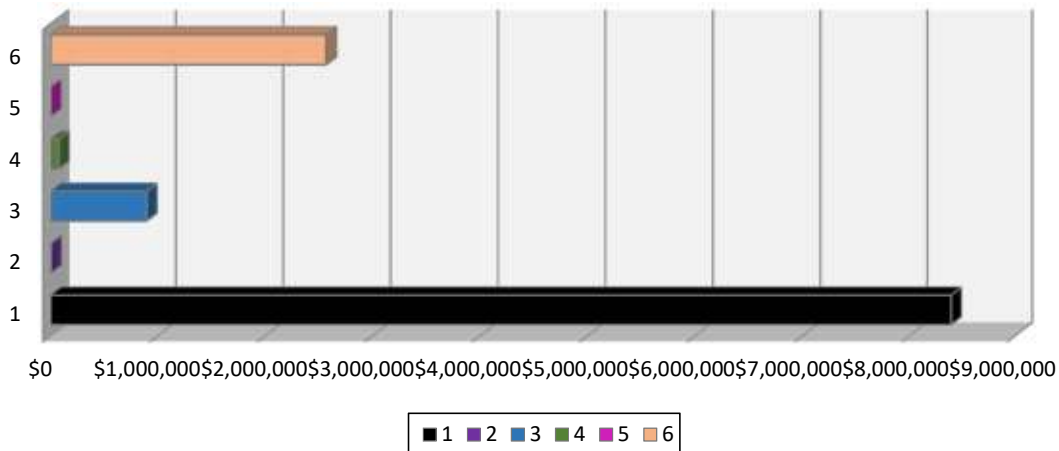
Ivanhoe, Marshall, Slayton, Pipestone, Redwood and Luverne Offices

SUMMARY OF FINANCIAL ACCOUNTS REPORT For the Month Ending: **June 30, 2022**

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

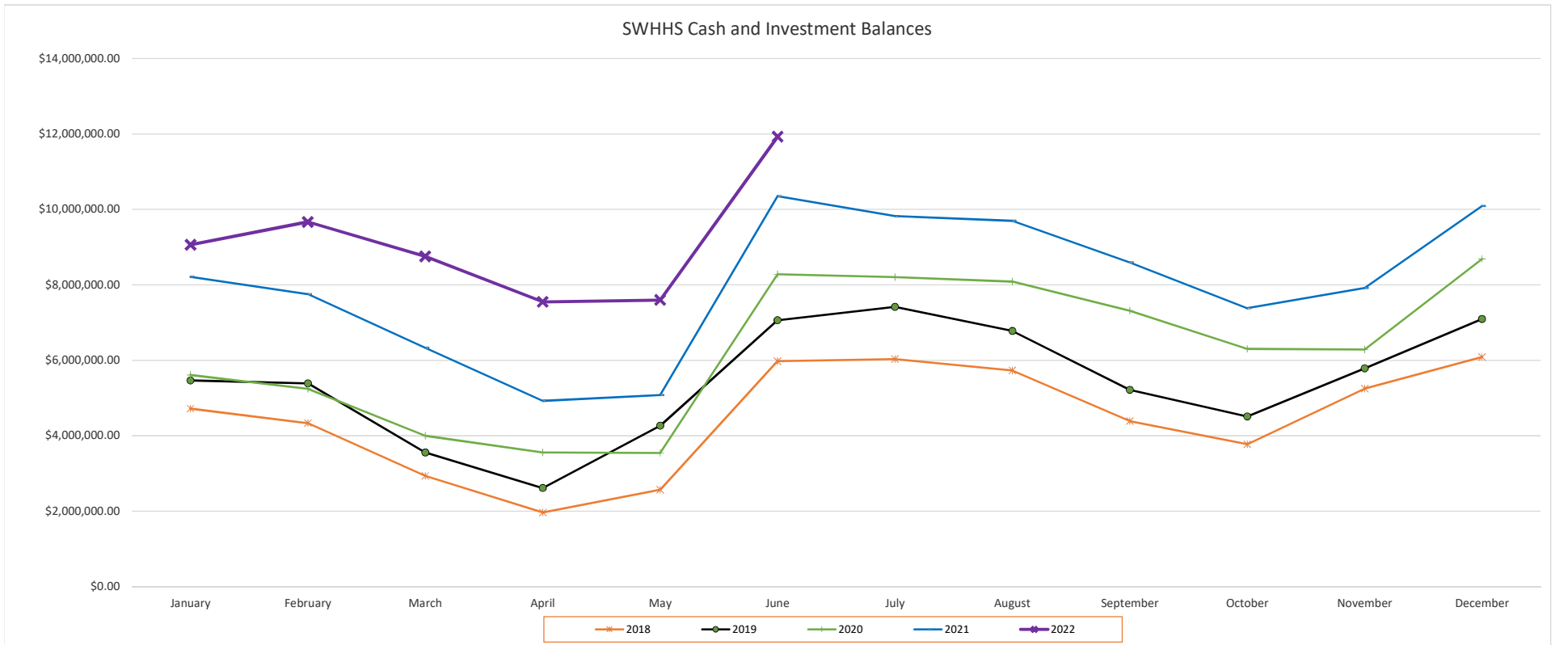
| Description | Month | Running Balance | |
|------------------------------------|--------------------|---------------------|-------------------------------------------------|
| BEGINNING BALANCE | | \$4,066,136 | |
| RECEIPTS | | | |
| Monthly Receipts | 1,243,749 | | |
| County Contribution | 6,570,164 | | |
| Interest on Savings | 1,505 | | |
| TOTAL MONTHLY RECEIPTS | | 7,815,418 | |
| DISBURSEMENTS | | | |
| Monthly Disbursements | 3,490,164 | | |
| TOTAL MONTHLY DISBURSEMENTS | | 3,490,164 | |
| ENDING BALANCE | | \$8,391,389 | |
| REVENUE | | | |
| <i>Checking/Money Market</i> | <i>\$8,391,389</i> | | |
| <i>SS Benefits Checking</i> | <i>\$3,000</i> | | |
| <i>Bremer Savings</i> | <i>\$892,976</i> | | |
| <i>Great Western Bank Savings</i> | <i>\$75,523</i> | | |
| <i>Certificate of Deposit</i> | <i>\$0</i> | | |
| <i>Investments - MAGIC Fund</i> | <i>\$2,564,026</i> | | |
| ENDING BALANCE | | \$11,926,914 | June 2021 Ending Balance \$10,354,544 |
| DESIGNATED/RESTRICTED FUNDS | | | |
| Agency Health Insurance | | \$843,343 | June 2021 Ending Balance \$970,211 |
| LCTS Lyon Murray Collaborative | | \$220,945 | |
| LCTS Rock Pipestone Collaborative | | \$67,962 | |
| LCTS Redwood Collaborative | | \$22,407 | |
| Local Advisory Council | | \$678 | June 2021 Ending Balance |
| AVAILABLE CASH BALANCE | | \$10,771,579 | \$9,137,228 |

REVENUE DESIGNATION



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

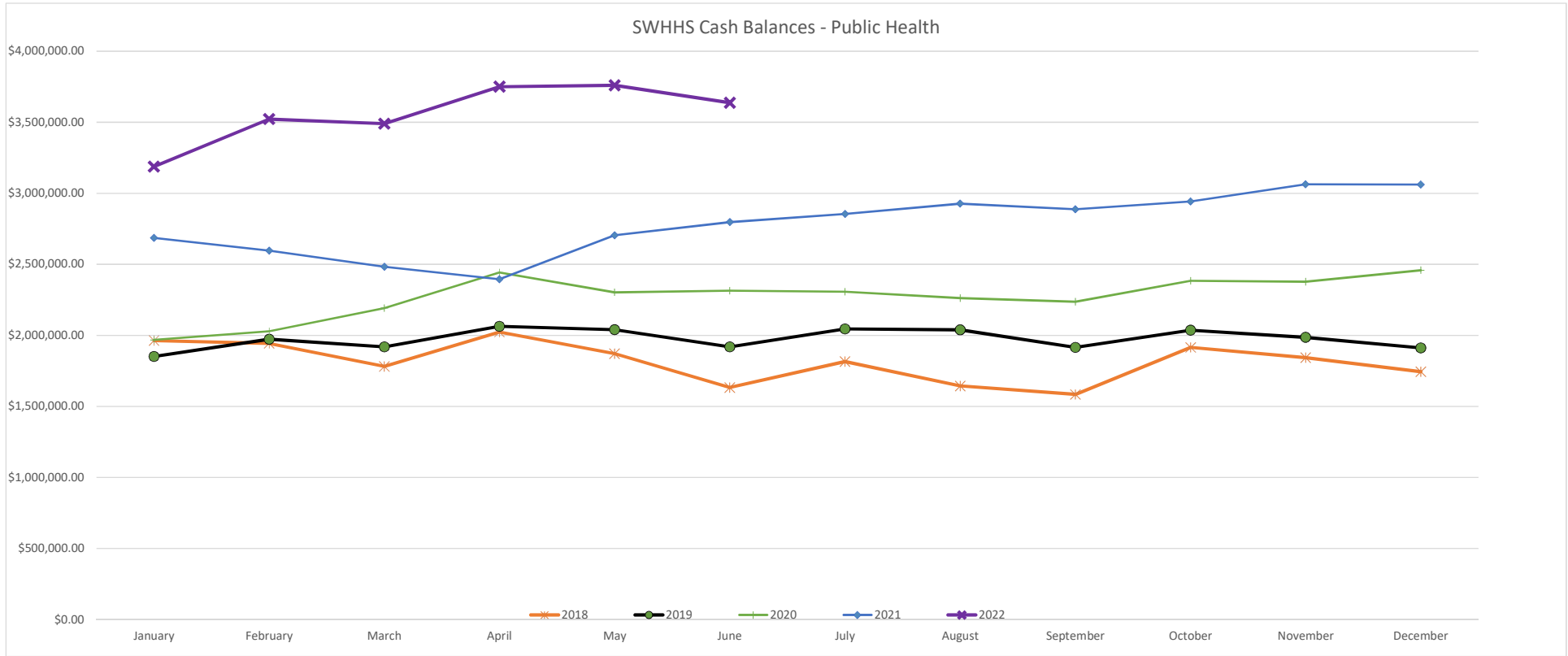
| | January | February | March | April | May | June | July | August | September | October | November | December | Average for Year |
|------|----------------|----------------|----------------|----------------|----------------|------------------------|----------------|----------------|----------------|----------------|----------------|-----------------|------------------|
| 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 | \$11,926,913.67 | | | | | | | \$9,094,631.77 |



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 | \$3,637,055.84 | | | | | | |

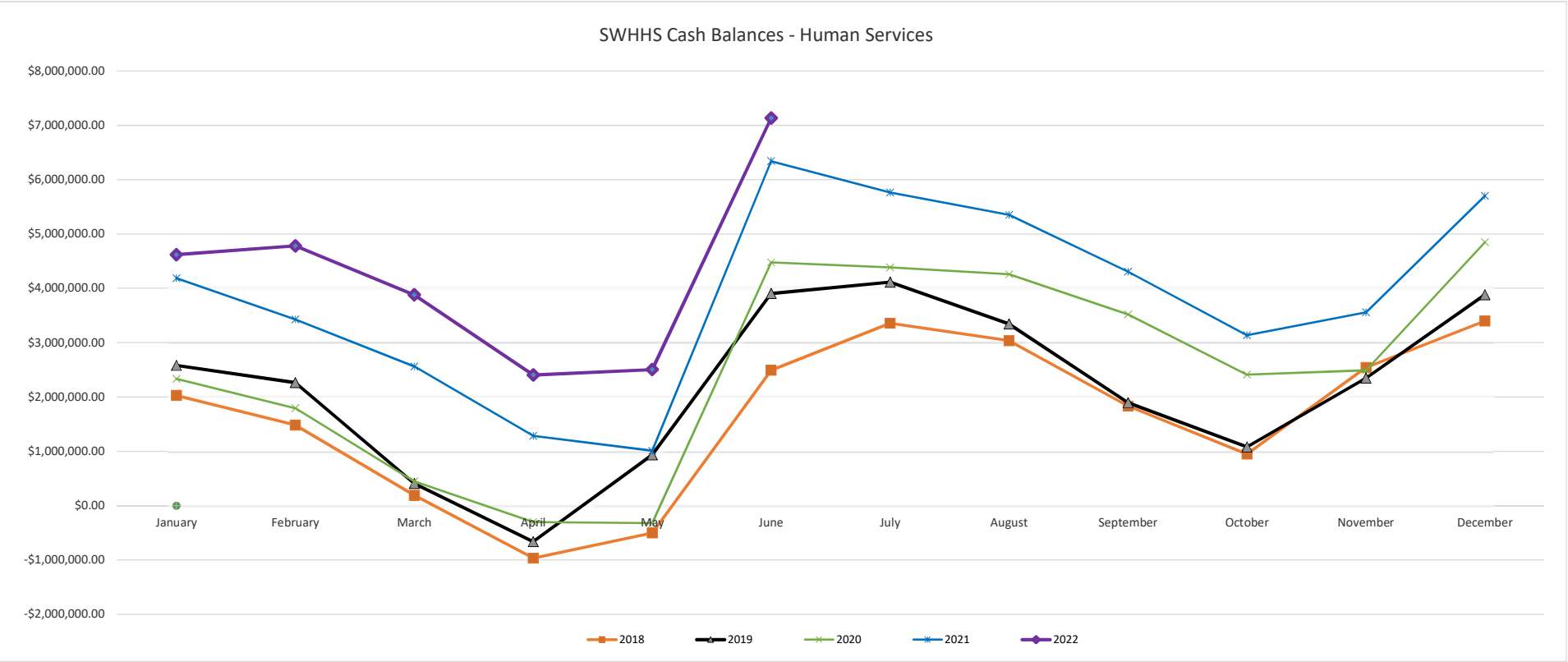
| Average for Year |
|------------------|
| \$1,813,230.15 |
| \$1,974,715.22 |
| \$2,272,723.97 |
| \$2,783,206.62 |
| \$3,558,099.31 |



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 | \$7,134,523.44 | | | | | | |

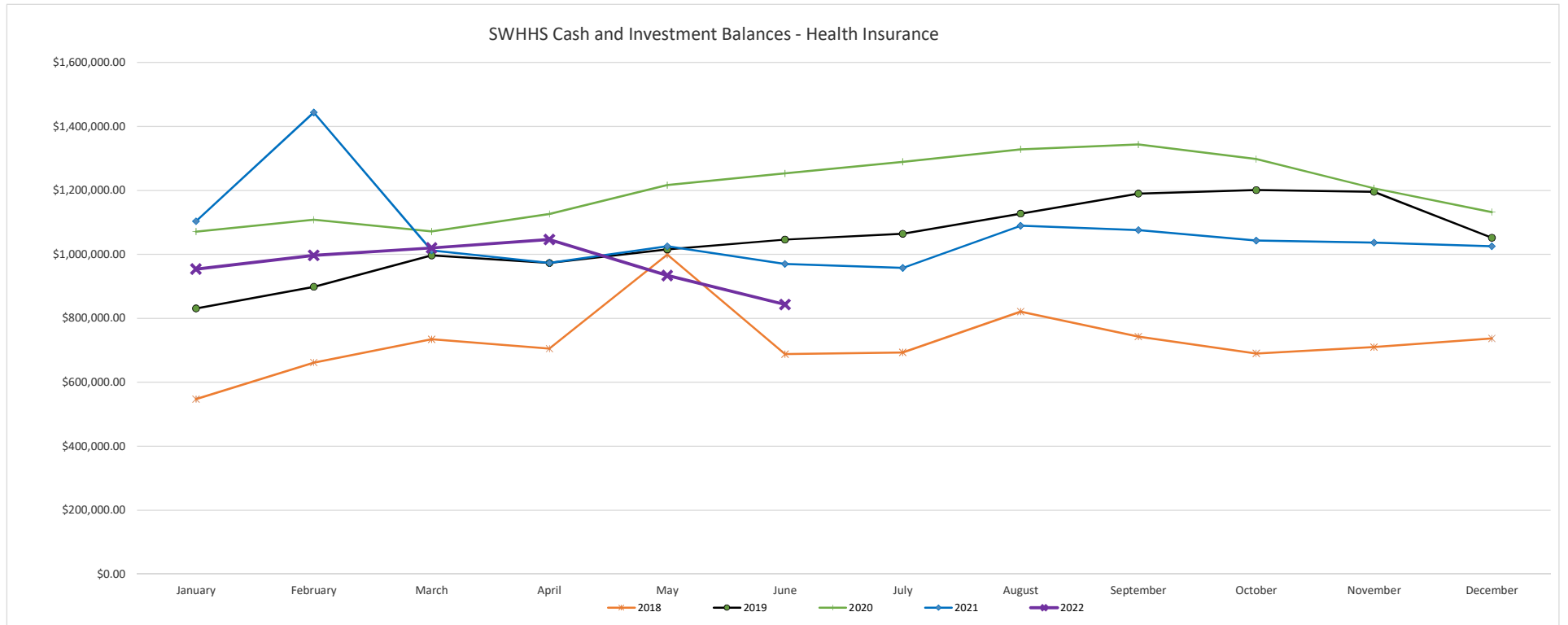
| Average for Year |
|------------------|
| \$1,653,402.17 |
| \$2,174,266.46 |
| \$2,528,493.65 |
| \$3,885,695.32 |
| \$4,220,616.08 |



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 | 843,343.19 | | | | | | |

| Average for Year |
|------------------|
| \$727,502.48 |
| \$1,049,203.01 |
| \$1,203,691.07 |
| \$1,062,945.54 |
| \$965,758.51 |



SOUTHWEST HEALTH AND HUMAN SERVICES CHECK REGISTER

JUNE 2022

| DATE | RECEIPT or CHECK # | DESCRIPTION | + DEPOSITS | -DISBURSEMENTS | BALANCE |
|----------|------------------------------|---------------|---------------------|---------------------|--------------|
| | BALANCE FORWARD | | | | 4,066,135.68 |
| 06/03/22 | 122097-122124 | Disb | | 1,652.58 | 4,064,483.10 |
| 06/03/22 | 12435-12437 ACH | Disb | | 2,211.81 | 4,062,271.29 |
| 06/03/22 | 122125-122157 | Disb | | 40,967.29 | 4,021,304.00 |
| 06/03/22 | 12438-12474 ACH | Disb | | 49,941.97 | 3,971,362.03 |
| 06/03/22 | 10271 - 10290 | Payroll | | 139,880.27 | 3,831,481.76 |
| 06/03/22 | 76469 - 76713 ACH | Payroll | | 615,406.23 | 3,216,075.53 |
| 06/03/22 | 49653-49694 | Dep | 979,735.22 | | 4,195,810.75 |
| 06/07/22 | 49695-49716 | Dep | 1,666,195.71 | | 5,862,006.46 |
| 06/10/22 | 122158-122183 | Disb | | 2,523.66 | 5,859,482.80 |
| 06/10/22 | 12475-12482 ACH | Disb | | 1,105.68 | 5,858,377.12 |
| 06/10/22 | 122184-122252 | Disb | | 91,398.18 | 5,766,978.94 |
| 06/10/22 | 12483-12523 ACH | Disb | | 74,848.06 | 5,692,130.88 |
| 06/06/22 | 10241 | Disb | | 37,810.19 | 5,654,320.69 |
| 06/06/22 | 10242 | Disb | | 4,648.90 | 5,649,671.79 |
| 06/08/22 | 10243 | Disb | | 13,619.41 | 5,636,052.38 |
| 06/09/22 | 10244 | Disb | | 54,186.86 | 5,581,865.52 |
| 06/10/22 | 49717-49757 | Dep | 2,103,295.38 | | 7,685,160.90 |
| 06/13/22 | 10245 | Disb | | 66,177.05 | 7,618,983.85 |
| 06/14/22 | 49758-49782 | Dep | 31,363.37 | | 7,650,347.22 |
| 06/17/22 | 122253-122382 | Disb | | 80,311.05 | 7,570,036.17 |
| 06/17/22 | 12524-12632 ACH | Disb | | 63,515.80 | 7,506,520.37 |
| 06/17/22 | 122383-122423 | Disb | | 6,974.10 | 7,499,546.27 |
| 06/17/22 | 12633-12680 ACH | Disb | | 8,454.00 | 7,491,092.27 |
| 06/17/22 | 122424-122457 | Disb | | 4,167.88 | 7,486,924.39 |
| 06/17/22 | 12681-12695 ACH | Disb | | 1,535.69 | 7,485,388.70 |
| 06/17/22 | 122458-122518 | Disb | | 776,618.56 | 6,708,770.14 |
| 06/17/22 | 12696-12724 ACH | Disb | | 46,259.29 | 6,662,510.85 |
| 06/17/22 | 10291 - 10308 | Payroll | | 139,307.15 | 6,523,203.70 |
| 06/17/22 | 76714 - 76952 ACH | Payroll | | 532,342.43 | 5,990,861.27 |
| 06/17/22 | 122402 | Disb | | (170.10) | 5,991,031.37 |
| 06/17/22 | 49783-49825 | Dep | 158,563.27 | | 6,149,594.64 |
| 06/20/22 | 10246 | Disb | | 768.75 | 6,148,825.89 |
| 06/20/22 | 10247 | Disb | | 36,448.62 | 6,112,377.27 |
| 06/20/22 | 10250 | Disb | | 12,211.77 | 6,100,165.50 |
| 06/22/22 | 10248 | Disb | | 13,618.91 | 6,086,546.59 |
| 06/24/22 | 122519-122546 | Disb | | 4,331.13 | 6,082,215.46 |
| 06/24/22 | 12725-12732 ACH | Disb | | 2,165.72 | 6,080,049.74 |
| 06/24/22 | 122547-122605 | Disb | | 152,788.32 | 5,927,261.42 |
| 06/24/22 | 12733-12753 ACH | Disb | | 179,602.88 | 5,747,658.54 |
| 06/24/22 | 49826-49885 | Dep | 1,268,845.47 | | 7,016,504.01 |
| 06/24/22 | transfer from SS Acct | Dep | 8,940.00 | | 7,025,444.01 |
| 06/27/22 | 10249 | Disb | | 107,774.28 | 6,917,669.73 |
| 06/28/22 | 49886-49908 | Dep | 1,470,518.49 | | 8,388,188.22 |
| 06/30/22 | 122606-122624 | Disb | | 1,100.76 | 8,387,087.46 |
| 06/30/22 | 12754-12761 ACH | Disb | | 2,056.42 | 8,385,031.04 |
| 06/30/22 | 122625-122669 | Disb | | 106,788.03 | 8,278,243.01 |
| 06/30/22 | 12762-12775 ACH | Disb | | 14,814.67 | 8,263,428.34 |
| 06/30/22 | 49909-49940 | Dep | 127,960.84 | | 8,391,389.18 |
| | | | | | 8,391,389.18 |
| | | | | | 8,391,389.18 |
| | Balanced LMD 7/1/2022 | TOTALS | 7,815,417.75 | 3,490,164.25 | |

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

| |
|--------------|
| 3,000.00 |
| 892,975.59 |
| 75,522.57 |
| 2,564,026.33 |

TOTAL CASH BALANCE

11,926,913.67

Southwest Health and Human Services



LMD
7/1/22 4:20PM

TREASURER'S CASH TRIAL BALANCE

As of 06/2022

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 | | 146,403.45 | 2,223,985.35 | |
| Disbursements | | 41,703.85- | 365,980.41- | |
| Payroll | | 227,693.54- | 1,282,647.43- | |
| Journal Entries | | 0.00 | 480,000.00 | |
| Fund Total | | 122,993.94- | 1,055,357.51 | 3,637,055.84 |
| 5 Human Services Fund | | 410 | General Administration | |
| | 452,414.25- | | | |
| Receipts | | 57,189.60 | 348,146.43 | |
| Disbursements | | 57,308.11- | 346,951.20- | |
| Payroll | | 8,753.07- | 52,436.46- | |
| Journal Entries | | 0.00 | 1,146.73 | |
| Dept Total | | 8,871.58- | 50,094.50- | 502,508.75- |
| 5 Human Services Fund | | 420 | Income Maintenance | |
| | 1,513,160.78 | | | |
| Receipts | | 2,572,084.80 | 5,390,239.78 | |
| Disbursements | | 774,222.44- | 2,282,076.25- | |
| Payroll | | 374,975.19- | 2,035,834.37- | |
| Journal Entries | | 0.00 | 868,853.27 | |
| Dept Total | | 1,422,887.17 | 1,941,182.43 | 3,454,343.21 |
| 5 Human Services Fund | | 431 | Social Services | |
| | 5,836,273.96 | | | |
| Receipts | | 4,825,772.96 | 9,266,407.95 | |
| Disbursements | | 91,014.90- | 629,748.13- | |
| SSIS | | 702,453.88- | 3,668,012.20- | |
| Payroll | | 788,496.05- | 4,425,472.84- | |
| Journal Entries | | 0.00 | 1,650,000.00 | |
| Dept Total | | 3,243,808.13 | 2,193,174.78 | 8,029,448.74 |
| 5 Human Services Fund | | 461 | Information Systems | |
| | 3,717,061.88- | | | |
| Receipts | | 0.00 | 16,900.50 | |

Southwest Health and Human Services



LMD
7/1/22 4:20PM

TREASURER'S CASH TRIAL BALANCE

As of 06/2022

Page 3

| <u>Fund</u> | <u>Beginning Balance</u> | <u>This Month</u> | <u>YTD</u> | <u>Current Balance</u> |
|--------------------------------------------------|------------------------------|---------------------------|---------------------|----------------------------|
| Disbursements | | 1,319.00- | 1,377.68- | |
| Payroll | | 27,018.23- | 145,220.70- | |
| Dept Total | | 28,337.23- | 129,697.88- | 3,846,759.76- |
| 5 Human Services Fund | 471 | LCTS Collaborative Agency | | |
| | 0.00 | | | |
| Receipts | | 0.00 | 128,670.00 | |
| Disbursements | | 0.00 | 128,670.00- | |
| Dept Total | | 0.00 | 0.00 | 0.00 |
| Fund Total | 3,179,958.61 | 4,629,486.49 | 3,954,564.83 | 7,134,523.44 |
| 61 Agency Health Insurance | | | | |
| | 1,025,248.14 | | | |
| Receipts | | 215,472.14 | 1,586,365.97 | |
| Disbursements | | 305,955.99- | 1,768,270.92- | |
| Fund Total | | 90,483.85- | 181,904.95- | 843,343.19 |
| 71 LCTS Lyon Murray Collaborative Fund | 471 | LCTS Collaborative Agency | | |
| | 192,056.54 | | | |
| Receipts | | 0.00 | 59,287.00 | |
| Disbursements | | 1,750.00- | 30,399.00- | |
| Dept Total | | 1,750.00- | 28,888.00 | 220,944.54 |
| Fund Total | 192,056.54 | 1,750.00- | 28,888.00 | 220,944.54 |
| 73 LCTS Rock Pipestone Collaborative Fund | 471 | LCTS Collaborative Agency | | |
| | 47,452.81 | | | |
| Receipts | | 0.00 | 23,497.00 | |
| Disbursements | | 0.00 | 2,988.00- | |
| Dept Total | | 0.00 | 20,509.00 | 67,961.81 |
| Fund Total | 47,452.81 | 0.00 | 20,509.00 | 67,961.81 |
| 75 Redwood LCTS Collaborative | 471 | LCTS Collaborative Agency | | |

Southwest Health and Human Services



LMD
7/1/22 4:20PM

TREASURER'S CASH TRIAL BALANCE

As of 06/2022

Page 4

| <u>Fund</u> | <u>Beginning Balance</u> | <u>This Month</u> | <u>YTD</u> | <u>Current Balance</u> |
|----------------------------------|-----------------------------------|---------------------|---------------------|------------------------|
| | 63,370.51 | | | |
| Receipts | | 0.00 | 46,536.00 | |
| Disbursements | | 87,500.00- | 87,500.00- | |
| Dept Total | | 87,500.00- | 40,964.00- | 22,406.51 |
| Fund Total | 63,370.51 | 87,500.00- | 40,964.00- | 22,406.51 |
| | | | | |
| 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 | | 7,816,922.95 | 19,090,035.98 | |
| Disbursements | | 1,360,774.29- | 5,643,961.59- | |
| SSIS | | 702,453.88- | 3,668,012.20- | |
| Payroll | | 1,426,936.08- | 7,941,611.80- | |
| Journal Entries | | 0.00 | 3,000,000.00 | |
| Total | | 4,326,758.70 | 4,836,450.39 | 11,926,913.67 |

Southwest Health and Human Services



RM- Stmt of Revenues & Expenditures

As Of 06/2022

Report Basis: Cash

| DESCRIPTION | CURRENT MONTH | YEAR TO- DATE | 2022 BUDGET | % OF BUDG | % OF YEAR | |
|------------------------------------|--------------------|----------------------|----------------------|-----------|-----------|----------|
| FUND 1 HEALTH SERVICES FUND | | | | | | |
| REVENUES | | | | | | |
| CONTRIBUTIONS FROM COUNTIES | 0.00 | 540,217.50- | 1,080,435.00- | 50 | 50 | |
| INTERGOVERNMENTAL REVENUES | 1,152.00- | 149,822.00- | 166,000.00- | 90 | 50 | |
| STATE REVENUES | 46,249.54- | 423,752.96- | 939,267.00- | 45 | 50 | |
| FEDERAL REVENUES | 51,427.52- | 851,401.64- | 1,119,614.00- | 76 | 50 | |
| FEES | 47,326.53- | 257,259.69- | 481,630.00- | 53 | 50 | |
| EARNINGS ON INVESTMENTS | 240.84- | 593.65- | 550.00- | 108 | 50 | |
| MISCELLANEOUS REVENUES | 7.02- | 698.80- | 6,750.00- | 10 | 50 | |
| TOTAL REVENUES | 146,403.45- | 2,223,746.24- | 3,794,246.00- | 59 | 50 | 9% over |
| EXPENDITURES | | | | | | |
| PROGRAM EXPENDITURES | 0.00 | 0.00 | 0.00 | 0 | 50 | |
| PAYROLL AND BENEFITS | 227,693.54 | 1,282,647.43 | 3,088,224.00 | 42 | 50 | |
| OTHER EXPENDITURES | 41,703.85 | 365,741.30 | 706,022.00 | 52 | 50 | |
| TOTAL EXPENDITURES | 269,397.39 | 1,648,388.73 | 3,794,246.00 | 43 | 50 | 7% under |

Southwest Health and Human Services



RM- Stmt of Revenues & Expenditures

As Of 06/2022

Report Basis: Cash

| DESCRIPTION | CURRENT MONTH | YEAR TO- DATE | 2022 BUDGET | % OF BUDG | % OF YEAR | |
|-----------------------------------|----------------------|-----------------------|-----------------------|--------------|--------------|-------------|
| FUND 5 HUMAN SERVICES FUND | | | | | | |
| REVENUES | | | | | | |
| CONTRIBUTIONS FROM COUNTIES | 6,570,163.86- | 6,931,004.87- | 11,954,362.00- | 58 | 50 | |
| INTERGOVERNMENTAL REVENUES | 0.00 | 18,335.00- | 95,971.00- | 19 | 50 | |
| STATE REVENUES | 292,059.54- | 2,122,130.79- | 5,536,980.00- | 38 | 50 | |
| FEDERAL REVENUES | 393,835.18- | 3,887,094.23- | 7,789,285.00- | 50 | 50 | |
| FEES | 83,388.81- | 1,186,218.12- | 2,485,160.00- | 48 | 50 | |
| EARNINGS ON INVESTMENTS | 1,264.36- | 3,116.62- | 2,200.00- | 142 | 50 | |
| MISCELLANEOUS REVENUES | 48,483.28- | 635,105.95- | 1,510,451.00- | 42 | 50 | |
| TOTAL REVENUES | 7,389,195.03- | 14,783,005.58- | 29,374,409.00- | 50 | 50 | 0% |
| EXPENDITURES | | | | | | |
| PROGRAM EXPENDITURES | 1,282,127.18 | 5,471,289.15 | 12,167,552.00 | 45 | 50 | |
| PAYROLL AND BENEFITS | 1,198,948.10 | 6,657,358.63 | 14,490,742.00 | 46 | 50 | |
| OTHER EXPENDITURES | 278,220.31 | 1,219,382.46 | 2,716,115.00 | 45 | 50 | |
| TOTAL EXPENDITURES | 2,759,295.59 | 13,348,030.24 | 29,374,409.00 | 45 | 50 | 5% 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 | | | | 50 |
| | | | Expend. | 1,690.71 | 37,461.66 | 0.00 | 0 |
| | | | Net | 1,690.71 | 37,461.66 | 0.00 | 0 |
| 930 PROGRAM | Administration | | Revenue | 247.86 - | 570,125.91 - | 1,147,735.00 - | 50 |
| | | | Expend. | 48,653.39 | 300,135.39 | 757,820.00 | 40 |
| | | | Net | 48,405.53 | 269,990.52 - | 389,915.00 - | 69 |
| 410 DEPT | General Administration | Totals: | Revenue | 247.86 - | 570,125.91 - | 1,147,735.00 - | 50 |
| | | | Expend. | 50,344.10 | 337,597.05 | 757,820.00 | 45 |
| | | | Net | 50,096.24 | 232,528.86 - | 389,915.00 - | 60 |
| 481 DEPT | Nursing | | | | | | |
| 100 PROGRAM | Family Health | | Revenue | 2,119.86 - | 7,728.29 - | 22,780.00 - | 34 |
| | | | Expend. | 869.26 | 6,424.47 | 13,539.00 | 47 |
| | | | Net | 1,250.60 - | 1,303.82 - | 9,241.00 - | 14 |
| 103 PROGRAM | Follow Along Program | | Revenue | 0.00 | 9,192.42 - | 32,900.00 - | 28 |
| | | | Expend. | 1,830.50 | 12,834.88 | 18,276.00 | 70 |
| | | | Net | 1,830.50 | 3,642.46 | 14,624.00 - | 25 - |
| 110 PROGRAM | TANF | | Revenue | 674.08 - | 81,189.10 - | 127,876.00 - | 63 |
| | | | Expend. | 1,342.39 | 55,146.47 | 94,553.00 | 58 |
| | | | Net | 668.31 | 26,042.63 - | 33,323.00 - | 78 |
| 130 PROGRAM | WIC | | Revenue | 42,739.00 - | 363,842.00 - | 450,000.00 - | 81 |
| | | | Expend. | 44,079.82 | 249,112.75 | 620,585.00 | 40 |
| | | | Net | 1,340.82 | 114,729.25 - | 170,585.00 | 67 - |
| 210 PROGRAM | CTC Outreach | | Revenue | 15,490.48 - | 89,999.39 - | 262,270.00 - | 34 |
| | | | Expend. | 16,791.43 | 91,408.07 | 299,144.00 | 31 |
| | | | Net | 1,300.95 | 1,408.68 | 36,874.00 | 4 |
| 265 PROGRAM | Strong Foundations FHV | | Revenue | 2,119.99 - | 4,081.47 - | 0.00 | 0 |
| | | | Expend. | 8,627.00 | 23,844.05 | 0.00 | 0 |
| | | | Net | 6,507.01 | 19,762.58 | 0.00 | 0 |
| 270 PROGRAM | Maternal Child Health - Title V | | Revenue | 1,832.06 - | 77,807.12 - | 237,036.00 - | 33 |
| | | | Expend. | 11,344.28 | 92,383.20 | 257,985.00 | 36 |
| | | | Net | 9,512.22 | 14,576.08 | 20,949.00 | 70 |

Southwest Health and Human Services



Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

| <u>Element</u> | <u>Description</u> | <u>Account Number</u> | | <u>Current Month</u> | <u>Year-To-Date</u> | <u>Budget</u> | <u>%of Bdgt</u> | <u>%of Year</u> |
|----------------|-------------------------------------|-----------------------|---------|----------------------|---------------------|----------------|-----------------|-----------------|
| 280 PROGRAM | MCH Dental Health | | Revenue | 0.00 | 0.00 | 1,200.00 - | 0 | 50 |
| | | | Expend. | 55.47 | 767.93 | 13,375.00 | 6 | 50 |
| | | | Net | 55.47 | 767.93 | 12,175.00 | 6 | 50 |
| 285 PROGRAM | MCH Blood Lead | | Revenue | | | | | 50 |
| | | | Expend. | 279.96 | 1,427.31 | 0.00 | 0 | 50 |
| | | | Net | 279.96 | 1,427.31 | 0.00 | 0 | 50 |
| 295 PROGRAM | MCH Car Seat Program | | Revenue | 860.04 - | 5,049.65 - | 35,500.00 - | 14 | 50 |
| | | | Expend. | 6,080.12 | 20,113.45 | 45,158.00 | 45 | 50 |
| | | | Net | 5,220.08 | 15,063.80 | 9,658.00 | 156 | 50 |
| 300 PROGRAM | Case Management | | Revenue | 39,614.91 - | 215,696.21 - | 451,000.00 - | 48 | 50 |
| | | | Expend. | 21,822.12 | 142,593.34 | 432,037.00 | 33 | 50 |
| | | | Net | 17,792.79 - | 73,102.87 - | 18,963.00 - | 386 | 50 |
| 330 PROGRAM | MNChoices | | Revenue | 0.00 | 100,402.87 - | 154,000.00 - | 65 | 50 |
| | | | Expend. | 15,270.52 | 79,454.30 | 219,957.00 | 36 | 50 |
| | | | Net | 15,270.52 | 20,948.57 - | 65,957.00 | 32 - | 50 |
| 603 PROGRAM | Disease Prevention and Control | | Revenue | 16,944.84 - | 80,304.37 - | 162,301.00 - | 49 | 50 |
| | | | Expend. | 22,079.95 | 96,822.21 | 219,137.00 | 44 | 50 |
| | | | Net | 5,135.11 | 16,517.84 | 56,836.00 | 29 | 50 |
| 660 PROGRAM | MIIC | | Revenue | | | | | 50 |
| | | | Expend. | 0.00 | 212.41 | 0.00 | 0 | 50 |
| | | | Net | 0.00 | 212.41 | 0.00 | 0 | 50 |
| 481 DEPT | Nursing | Totals: | Revenue | 122,395.26 - | 1,035,292.89 - | 1,936,863.00 - | 53 | 50 |
| | | | Expend. | 150,472.82 | 872,544.84 | 2,233,746.00 | 39 | 50 |
| | | | Net | 28,077.56 | 162,748.05 - | 296,883.00 | 55 - | 50 |
| 483 DEPT | Health Education | | Revenue | | | | | |
| | | | Expend. | | | | | |
| | | | Net | | | | | |
| 500 PROGRAM | Direct Client Services | | Revenue | 310.37 - | 2,596.08 - | 950.00 - | 273 | 50 |
| | | | Expend. | 669.08 | 2,168.01 | 18,895.00 | 11 | 50 |
| | | | Net | 358.71 | 428.07 - | 17,945.00 | 2 - | 50 |
| 510 PROGRAM | SHIP | | Revenue | 15,589.44 - | 151,155.51 - | 224,631.00 - | 67 | 50 |
| | | | Expend. | 15,930.29 | 122,619.61 | 224,541.00 | 55 | 50 |
| | | | Net | 340.85 | 28,535.90 - | 90.00 - | 31,707 | 50 |
| 540 PROGRAM | Toward Zero Deaths (TZD) Safe Roads | | Revenue | 0.00 | 926.47 - | 10,155.00 - | 9 | 50 |
| | | | Expend. | 238.06 | 1,745.00 | 10,155.00 | 17 | 50 |
| | | | Net | 238.06 | 818.53 | 0.00 | 0 | 50 |

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 | 50 |
| | | | Expend. | 195.37 | 1,251.25 | 10,155.00 | 12 | 50 |
| | | | Net | 195.37 | 525.39 | 0.00 | 0 | 50 |
| 551 PROGRAM | Pipestone Drug Free Communities | | Revenue | 0.00 | 97,437.20 - | 125,000.00 - | 78 | 50 |
| | | | Expend. | 12,881.38 | 62,317.74 | 125,000.00 | 50 | 50 |
| | | | Net | 12,881.38 | 35,119.46 - | 0.00 | 0 | 50 |
| 900 PROGRAM | Emergency Preparedness | | Revenue | 0.00 | 39,725.44 - | 95,357.00 - | 42 | 50 |
| | | | Expend. | 6,079.13 | 39,061.88 | 112,734.00 | 35 | 50 |
| | | | Net | 6,079.13 | 663.56 - | 17,377.00 | 4 - | 50 |
| 905 PROGRAM | COVID- 19 Pandemic | | Revenue | 0.00 | 31,740.07 - | 0.00 | 0 | 50 |
| | | | Expend. | 3,138.06 | 43,938.52 | 0.00 | 0 | 50 |
| | | | Net | 3,138.06 | 12,198.45 | 0.00 | 0 | 50 |
| 906 PROGRAM | COVID- 19 Vaccination Planning Grant | | Revenue | 0.00 | 74,903.46 - | 0.00 | 0 | 50 |
| | | | Expend. | 88.50 | 8,448.98 | 0.00 | 0 | 50 |
| | | | Net | 88.50 | 66,454.48 - | 0.00 | 0 | 50 |
| 907 PROGRAM | Crisis Response Workforce Grant (CO) | | Revenue | 0.00 | 2,927.34 - | 0.00 | 0 | 50 |
| | | | Expend. | 3,827.00 | 6,946.34 | 0.00 | 0 | 50 |
| | | | Net | 3,827.00 | 4,019.00 | 0.00 | 0 | 50 |
| 483 DEPT | Health Education | Totals: | Revenue | 15,899.81 - | 402,137.43 - | 466,248.00 - | 86 | 50 |
| | | | Expend. | 43,046.87 | 288,497.33 | 501,480.00 | 58 | 50 |
| | | | Net | 27,147.06 | 113,640.10 - | 35,232.00 | 323 - | 50 |
| 485 DEPT | Environmental Health | | Revenue | 1,152.00 - | 177,347.52 - | 216,400.00 - | 82 | 50 |
| | | | Expend. | 17,137.35 | 105,718.45 | 247,237.00 | 43 | 50 |
| | | | Net | 15,985.35 | 71,629.07 - | 30,837.00 | 232 - | 50 |
| 800 PROGRAM | Environmental | | Revenue | 1,152.00 - | 177,347.52 - | 216,400.00 - | 82 | 50 |
| | | | Expend. | 17,137.35 | 105,718.45 | 247,237.00 | 43 | 50 |
| | | | Net | 15,985.35 | 71,629.07 - | 30,837.00 | 232 - | 50 |
| 809 PROGRAM | Environmental Water Lab | | Revenue | 6,708.52 - | 38,842.49 - | 27,000.00 - | 144 | 50 |
| | | | Expend. | 8,396.25 | 44,031.06 | 53,963.00 | 82 | 50 |
| | | | Net | 1,687.73 | 5,188.57 | 26,963.00 | 19 | 50 |
| 485 DEPT | Environmental Health | Totals: | Revenue | 7,860.52 - | 216,190.01 - | 243,400.00 - | 89 | 50 |
| | | | Expend. | 25,533.60 | 149,749.51 | 301,200.00 | 50 | 50 |
| | | | Net | 17,673.08 | 66,440.50 - | 57,800.00 | 115 - | 50 |
| 1 FUND | Health Services Fund | Totals: | Revenue | 146,403.45 - | 2,223,746.24 - | 3,794,246.00 - | 59 | 50 |
| | | | Expend. | 269,397.39 | 1,648,388.73 | 3,794,246.00 | 43 | 50 |
| | | | Net | 122,993.94 | 575,357.51 - | 0.00 | 0 | 50 |

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 | | | | 50 |
| | | | Expend. | 8,458.63 | 49,683.99 | 105,344.00 | 47 |
| | | | Net | 8,458.63 | 49,683.99 | 105,344.00 | 47 |
| 410 DEPT | General Administration | Totals: | Revenue | | | | 50 |
| | | | Expend. | 8,458.63 | 49,683.99 | 105,344.00 | 47 |
| | | | Net | 8,458.63 | 49,683.99 | 105,344.00 | 47 |
| 420 DEPT | Income Maintenance | | | | | | |
| 0 PROGRAM | ... | | | | | | |
| | | | Revenue | | | | 50 |
| | | | Expend. | 106.06 | 636.36 | 0.00 | 0 |
| | | | Net | 106.06 | 636.36 | 0.00 | 0 |
| 600 PROGRAM | Income Maint Administrative/ Overhea | | Revenue | 1,973,311.98 - | 2,159,047.98 - | 3,758,977.00 - | 57 |
| | | | Expend. | 116,258.08 | 656,215.54 | 1,551,896.00 | 42 |
| | | | Net | 1,857,053.90 - | 1,502,832.44 - | 2,207,081.00 - | 68 |
| 601 PROGRAM | Income Maint/ Random Moment Payro | | Revenue | | | | 50 |
| | | | Expend. | 228,322.07 | 1,249,061.13 | 2,645,029.00 | 47 |
| | | | Net | 228,322.07 | 1,249,061.13 | 2,645,029.00 | 47 |
| 602 PROGRAM | Income Maint FPI Investigator | | Revenue | 0.00 | 33,534.00 - | 130,000.00 - | 26 |
| | | | Expend. | 8,843.24 | 35,871.36 | 149,454.00 | 24 |
| | | | Net | 8,843.24 | 2,337.36 | 19,454.00 | 12 |
| 605 PROGRAM | MN Supplemental Aid (MSA)/ GRH | | Revenue | 2,309.48 - | 18,241.69 - | 65,400.00 - | 28 |
| | | | Expend. | 2,253.79 | 11,012.47 | 65,000.00 | 17 |
| | | | Net | 55.69 - | 7,229.22 - | 400.00 - | 1,807 |
| 610 PROGRAM | TANF(AFDC/ MFIP/ DWP) | | Revenue | 70.00 - | 5,988.71 - | 15,000.00 - | 40 |
| | | | Expend. | 0.00 | 209.47 | 11,250.00 | 2 |
| | | | Net | 70.00 - | 5,779.24 - | 3,750.00 - | 154 |
| 620 PROGRAM | General Asst (GA) / Burials | | Revenue | 836.52 - | 16,044.08 - | 51,500.00 - | 31 |
| | | | Expend. | 19,439.73 | 173,900.25 | 401,125.00 | 43 |
| | | | Net | 18,603.21 | 157,856.17 | 349,625.00 | 45 |
| 630 PROGRAM | Food Support (FS) | | Revenue | 12,777.00 - | 319,584.72 - | 553,000.00 - | 58 |
| | | | Expend. | 257.31 | 429.31 | 2,750.00 | 16 |
| | | | Net | 12,519.69 - | 319,155.41 - | 550,250.00 - | 58 |

Southwest Health and Human Services



Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

| <u>Element</u> | <u>Description</u> | <u>Account Number</u> | | <u>Current Month</u> | <u>Year- To- Date</u> | <u>Budget</u> | <u>%of Bdgt</u> | <u>%of Year</u> |
|--------------------|------------------------------------------|-----------------------|---------|----------------------|-----------------------|-----------------|-----------------|-----------------|
| 640 PROGRAM | Child Support (IVD) | | Revenue | 304,673.46 - | 740,051.80 - | 1,631,525.00 - | 45 | 50 |
| | | | Expend. | 91,047.42 | 494,822.61 | 1,235,062.00 | 40 | 50 |
| | | | Net | 213,626.04 - | 245,229.19 - | 396,463.00 - | 62 | 50 |
| 650 PROGRAM | Medical Assistance (MA) | | Revenue | 278,106.36 - | 2,095,916.78 - | 3,970,000.00 - | 53 | 50 |
| | | | Expend. | 682,669.93 | 1,696,540.83 | 2,875,000.00 | 59 | 50 |
| | | | Net | 404,563.57 | 399,375.95 - | 1,095,000.00 - | 36 | 50 |
| 680 PROGRAM | Refugee Cash Assistance (RCA) | | Revenue | 0.00 | 1,472.00 - | 0.00 | 0 | 50 |
| | | | Expend. | | | | | 50 |
| | | | Net | 0.00 | 1,472.00 - | 0.00 | 0 | 50 |
| 420 DEPT | Income Maintenance | Totals: | Revenue | 2,572,084.80 - | 5,389,881.76 - | 10,175,402.00 - | 53 | 50 |
| | | | Expend. | 1,149,197.63 | 4,318,699.33 | 8,936,566.00 | 48 | 50 |
| | | | Net | 1,422,887.17 - | 1,071,182.43 - | 1,238,836.00 - | 86 | 50 |
| 431 DEPT | Social Services | | | | | | | |
| 700 PROGRAM | Social Service Administrative/ Overhea | | Revenue | 4,380,299.13 - | 5,651,743.62 - | 11,059,756.00 - | 51 | 50 |
| | | | Expend. | 201,833.73 | 1,291,759.90 | 3,032,994.00 | 43 | 50 |
| | | | Net | 4,178,465.40 - | 4,359,983.72 - | 8,026,762.00 - | 54 | 50 |
| 701 PROGRAM | Social Services/ SSTS | | Revenue | | | | | 50 |
| | | | Expend. | 667,428.11 | 3,760,496.55 | 7,908,093.00 | 48 | 50 |
| | | | Net | 667,428.11 | 3,760,496.55 | 7,908,093.00 | 48 | 50 |
| 710 PROGRAM | Children's Social Services Programs | | Revenue | 160,449.04 - | 781,973.41 - | 1,936,045.00 - | 40 | 50 |
| | | | Expend. | 393,822.90 | 2,097,642.45 | 3,886,574.00 | 54 | 50 |
| | | | Net | 233,373.86 | 1,315,669.04 | 1,950,529.00 | 67 | 50 |
| 711 PROGRAM | YIP Grant (Circle)- Dept of Public Safet | | Revenue | 0.00 | 16,602.65 - | 0.00 | 0 | 50 |
| | | | Expend. | 2,207.27 | 15,366.91 | 0.00 | 0 | 50 |
| | | | Net | 2,207.27 | 1,235.74 - | 0.00 | 0 | 50 |
| 712 PROGRAM | CIRCLE Program | | Revenue | 0.00 | 5,000.00 - | 0.00 | 0 | 50 |
| | | | Expend. | 551.12 | 4,161.38 | 16,000.00 | 26 | 50 |
| | | | Net | 551.12 | 838.62 - | 16,000.00 | 5 | 50 |
| 713 PROGRAM | STAY Program Grant (formerly SELF) | | Revenue | 0.00 | 37,174.00 - | 53,000.00 - | 70 | 50 |
| | | | Expend. | 3,213.37 | 20,308.63 | 53,000.00 | 38 | 50 |
| | | | Net | 3,213.37 | 16,865.37 - | 0.00 | 0 | 50 |
| 715 PROGRAM | Children Waivers | | Revenue | 51,578.82 - | 105,059.94 - | 220,000.00 - | 48 | 50 |
| | | | Expend. | | | | | 50 |
| | | | Net | 51,578.82 - | 105,059.94 - | 220,000.00 - | 48 | 50 |

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</u> <u>Bdgt</u> | <u>%of</u> <u>Year</u> |
|----------------|--------------------------------------|-----------------------|---------|----------------------|-----------------------|----------------|---------------------------|---------------------------|
| 716 PROGRAM | FGDM/ Family Group Decision Making | | Revenue | 1,449.37 - | 4,375.99 - | 41,780.00 - | 10 | 50 |
| | | | Expend. | 0.00 | 0.00 | 41,780.00 | 0 | 50 |
| | | | Net | 1,449.37 - | 4,375.99 - | 0.00 | 0 | 50 |
| 717 PROGRAM | Family Assmt Response Grant/ Discr F | | Revenue | 0.00 | 26,133.79 - | 47,909.00 - | 55 | 50 |
| | | | Expend. | 890.73 | 9,902.29 | 47,909.00 | 21 | 50 |
| | | | Net | 890.73 | 16,231.50 - | 0.00 | 0 | 50 |
| 718 PROGRAM | PSOP/ Parent Support Outreach Progra | | Revenue | 0.00 | 17,953.72 - | 30,853.00 - | 58 | 50 |
| | | | Expend. | 998.78 | 5,261.89 | 30,853.00 | 17 | 50 |
| | | | Net | 998.78 | 12,691.83 - | 0.00 | 0 | 50 |
| 720 PROGRAM | Child Care/ Child Protection | | Revenue | 2,850.00 - | 10,332.00 - | 18,600.00 - | 56 | 50 |
| | | | Expend. | 42.00 | 42.00 | 4,600.00 | 1 | 50 |
| | | | Net | 2,808.00 - | 10,290.00 - | 14,000.00 - | 74 | 50 |
| 721 PROGRAM | CC Basic Side Fee/ Cty Match to DHS | | Revenue | 2,010.00 - | 10,392.89 - | 42,594.00 - | 24 | 50 |
| | | | Expend. | 26,440.92 | 26,440.92 | 43,365.00 | 61 | 50 |
| | | | Net | 24,430.92 | 16,048.03 | 771.00 | 2,081 | 50 |
| 726 PROGRAM | MFIP/ SW MN PIC | | Revenue | 699.00 - | 4,185.00 - | 12,000.00 - | 35 | 50 |
| | | | Expend. | | | | | 50 |
| | | | Net | 699.00 - | 4,185.00 - | 12,000.00 - | 35 | 50 |
| 730 PROGRAM | Chemical Dependency | | Revenue | 13,440.09 - | 170,566.33 - | 323,000.00 - | 53 | 50 |
| | | | Expend. | 55,244.30 | 118,242.61 | 398,100.00 | 30 | 50 |
| | | | Net | 41,804.21 | 52,323.72 - | 75,100.00 | 70 - | 50 |
| 741 PROGRAM | Mental Health/ Adults Only | | Revenue | 38,726.85 - | 647,550.19 - | 1,317,814.00 - | 49 | 50 |
| | | | Expend. | 138,173.96 | 686,467.93 | 2,023,955.00 | 34 | 50 |
| | | | Net | 99,447.11 | 38,917.74 | 706,141.00 | 6 | 50 |
| 742 PROGRAM | Mental Health/ Children Only | | Revenue | 15,515.31 - | 419,834.08 - | 881,694.00 - | 48 | 50 |
| | | | Expend. | 47,984.06 | 384,318.96 | 1,937,363.00 | 20 | 50 |
| | | | Net | 32,468.75 | 35,515.12 - | 1,055,669.00 | 3 - | 50 |
| 750 PROGRAM | Developmental Disabilities | | Revenue | 57,220.12 - | 355,025.14 - | 853,928.00 - | 42 | 50 |
| | | | Expend. | 18,081.67 | 129,628.23 | 330,428.00 | 39 | 50 |
| | | | Net | 39,138.45 - | 225,396.91 - | 523,500.00 - | 43 | 50 |
| 760 PROGRAM | Adult Services | | Revenue | 35,223.38 - | 581,030.07 - | 1,425,284.00 - | 41 | 50 |
| | | | Expend. | 6,024.80 | 34,034.19 | 89,500.00 | 38 | 50 |
| | | | Net | 29,198.58 - | 546,995.88 - | 1,335,784.00 - | 41 | 50 |

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> |
|---------------------|----------------------------|-----------------------|---------|----------------------|-----------------------|-----------------|-----------------|-----------------|
| 765 PROGRAM | Adult Waivers | | Revenue | 57,649.12 - | 402,620.50 - | 904,000.00 - | 45 | 50 |
| | | | Expend. | 10,364.38 | 120,303.70 | 165,000.00 | 73 | 50 |
| | | | Net | 47,284.74 - | 282,316.80 - | 739,000.00 - | 38 | 50 |
| 431 DEPT | Social Services | Totals: | Revenue | 4,817,110.23 - | 9,247,553.32 - | 19,168,257.00 - | 48 | 50 |
| | | | Expend. | 1,573,302.10 | 8,704,378.54 | 20,009,514.00 | 44 | 50 |
| | | | Net | 3,243,808.13 - | 543,174.78 - | 841,257.00 | 65 | 50 |
| 461 DEPT | Information Systems | | Revenue | 0.00 | 16,900.50 - | 30,750.00 - | 55 | 50 |
| 0 PROGRAM | ... | | Expend. | 28,337.23 | 146,598.38 | 322,985.00 | 45 | 50 |
| | | | Net | 28,337.23 | 129,697.88 | 292,235.00 | 44 | 50 |
| 461 DEPT | Information Systems | Totals: | Revenue | 0.00 | 16,900.50 - | 30,750.00 - | 55 | 50 |
| | | | Expend. | 28,337.23 | 146,598.38 | 322,985.00 | 45 | 50 |
| | | | Net | 28,337.23 | 129,697.88 | 292,235.00 | 44 | 50 |
| 471 DEPT | LCTS Collaborative Agency | | Revenue | 0.00 | 128,670.00 - | 0.00 | 0 | 50 |
| 702 PROGRAM | LCTS | | Expend. | 0.00 | 128,670.00 | 0.00 | 0 | 50 |
| | | | Net | 0.00 | 0.00 | 0.00 | 0 | 50 |
| 471 DEPT | LCTS Collaborative Agency | Totals: | Revenue | 0.00 | 128,670.00 - | 0.00 | 0 | 50 |
| | | | Expend. | 0.00 | 128,670.00 | 0.00 | 0 | 50 |
| | | | Net | 0.00 | 0.00 | 0.00 | 0 | 50 |
| 5 FUND | Human Services Fund | Totals: | Revenue | 7,389,195.03 - | 14,783,005.58 - | 29,374,409.00 - | 50 | 50 |
| | | | Expend. | 2,759,295.59 | 13,348,030.24 | 29,374,409.00 | 45 | 50 |
| | | | Net | 4,629,899.44 - | 1,434,975.34 - | 0.00 | 0 | 50 |
| FINAL TOTALS | 1,017 Accounts | | Revenue | 7,535,598.48 - | 17,006,751.82 - | 33,168,655.00 - | 51 | 50 |
| | | | Expend. | 3,028,692.98 | 14,996,418.97 | 33,168,655.00 | 45 | 50 |
| | | | Net | 4,506,905.50 - | 2,010,332.85 - | 0.00 | 0 | 50 |

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 | 2706 | 544 | 3250 |
| July | | | 0 |
| August | | | 0 |
| September | | | 0 |
| October | | | 0 |
| November | | | 0 |
| December | | | 0 |
| Average | 2694 | 586 | 1640 |

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)

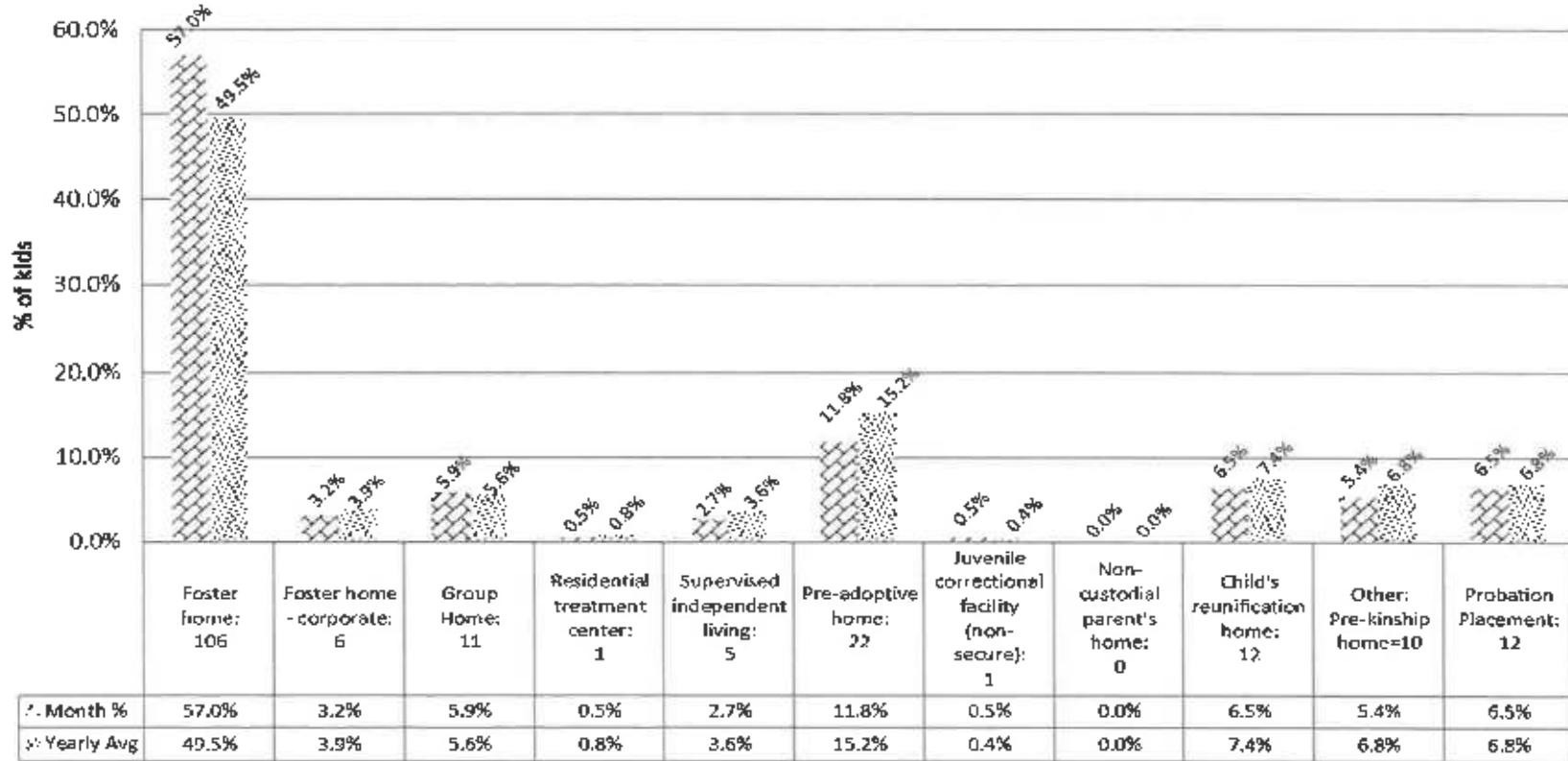
| 2022 | Adult Brain Injury (BI) | Adult Community Access for Disability Inclusion (CADI) | Adult Community Alternative Care (CAC) | Adult Essential Community Supports | Adult Mental Health (AMH) | Adult Protective Services (APS) | Adult Services (AS) | Alternative Care (AC) | Chemical Dependency (CD) | 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 | 8 | 386 | 11 | 0 | 251 | 68 | 980 | 14 | 233 | 443 | 312 | 2706 |
| July | | | | | | | | | | | | 0 |
| August | | | | | | | | | | | | 0 |
| September | | | | | | | | | | | | 0 |
| October | | | | | | | | | | | | 0 |
| November | | | | | | | | | | | | 0 |
| December | | | | | | | | | | | | 0 |
| | 8 | 379 | 12 | 0 | 261 | 57 | 976 | 13 | 249 | 446 | 294 | 2671 |

Children's - Social Services Caseload

| Average | Adolescent Independent Living (A.I.S) | 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 (CMI) | 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 | 22 | 27 | 0 | 13 | 64 | 171 | 129 | 77 | 0 | 0 | 41 | 544 |
| July | | | | | | | | | | | | 0 |
| August | | | | | | | | | | | | 0 |
| September | | | | | | | | | | | | 0 |
| October | | | | | | | | | | | | 0 |
| November | | | | | | | | | | | | 0 |
| December | | | | | | | | | | | | 0 |
| | 22 | 29 | 0 | 13 | 64 | 186 | 154 | 80 | 0 | 0 | 37 | 592 |

June 2022 - Placement by Category
186 Kids in Placements



June 2022: Total kids in placement = 186

Total of 17 Children entered placement

| | | |
|---|-----------|-------------|
| 1 | Lincoln | Foster Home |
| 1 | Lyon | Foster Home |
| 1 | Lyon | Group Home |
| 1 | Lyon | Probation |
| 4 | Murray | Foster Home |
| 1 | Pipestone | Foster Home |
| 6 | Redwood | Foster Home |
| 2 | Rock | Foster Home |

Total of 9 Children were discharged from placement (discharges from previous month)

| | | |
|---|-----------|-------------------------------|
| 1 | Lincoln | Supervised Independent Living |
| 1 | Lyon | ADOPTED |
| 1 | Lyon | Child's Reunification Home |
| 1 | Lyon | Pre-Kinship Home |
| 1 | Pipestone | ADOPTED |
| 1 | Redwood | ADOPTED |
| 1 | Redwood | Pre-Kinship Home |
| 1 | Redwood | Supervised Independent Living |
| 1 | Redwood | Probation |

NON IVD COLLECTIONS
JUNE 2022

| PROGRAM | ACCOUNT | TOTAL |
|----------------------------------------------------------------|------------------------|---------------|
| MSA/GRH | 05-420-605.5802 | 2,309 |
| TANF (MFIP/DWP/AFDC) | 05-420-610.5803 | 70 |
| GA | 05-420-620.5803 | 626 |
| FS | 05-420-630.5803 | 77 |
| CS (PI Fee, App Fee, etc) | 05-420-640.5501 | 1,043 |
| MA Recoveries & Estate Collections (25% retained by agency) | 05-420-650.5803 | 21,976 |
| REFUGEE | 05-420-680.5803 | 0 |
| CHILDRENS | | |
| Court Visitor Fee | 05-431-700.5514 | 0 |
| Parental Fees, Holds | 05-431-710.5501 | 4,311 |
| OOH/FC Recovery | 05-431-710.5803 | 14,611 |
| CHILDCARE | | |
| Licensing | 05-431-720.5502 | 1,650 |
| Corp FC Licensing | 05-431-720.5505 | 1,200 |
| Over Payments | 05-431-721&722.5803 | 0 |
| CHEMICAL DEPENDENCY | | |
| SUD Assessment Fee | 05-431-730.5504 | 3,058 |
| CD Assessments | 05-431-730.5519 | 869 |
| Detox Fees | 05-431-730.5520 | 1,987 |
| SUD Treatment | 05-431-730.5523 | 2,365 |
| 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 | 0 |
| TOTAL NON-IVD COLLECTIONS | | 56,152 |



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 | 80 | 25 | 225 | 112 | 6 | 30 | | | | | |
| '15 Avg | 2259 | 88 | 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 | 2000 | 13 | 5 | 174 | 0 | 1 | 36 | 141 | 24 | 28 | 11 | 0 |
| 6/22 | | 33 | 10 | 217 | 0 | 0 | 26 | 237 | 69 | 44 | 16 | 0 |
| 7/22 | | | | | | | | | | | | |
| 8/22 | | | | | | | | | | | | |
| 9/22 | | | | | | | | | | | | |
| 10/22 | | | | | | | | | | | | |
| 11/22 | | | | | | | | | | | | |
| 12/22 | | | | | | | | | | | | |

*Includes telehealth visits



Southwest Health & Human Services

Lindsey Ahlert, MS RD LD

State WIC Consultant

July 20, 2022





What is WIC

- The Special Supplemental Nutrition Program for Women, Infants and Children
- Established as a permanent, Federal, grant program in 1974
- Administered in each State or territory by the State Health Department or Tribal Organization
- Services were available in all 87 Minnesota counties by 1987



Mission

To safeguard the health of low-income women, infants and children up to age 5 who are at nutrition risk by providing nutritious foods to supplement diets, information on healthy eating, and referrals to health care.

Inside a WIC Appointment



Verify eligibility

- **Categorical:** pregnant, breastfeeding, post-partum, infant, children 1-5 years of age
- **Income:** 185% FPG, or Adjunctively Eligible (MA or other program)
- **Residency:** live in MN; no requirement for citizenship
- **Nutrition Risk:** have a nutrition and/or medical need

Nutrition Assessment and Education

- Anthropometric measurement
- Hematologic screening
- Health history & behaviors
- Dietary and feeding practice
- Breastfeeding
- Other health-related circumstances

Education & Referrals

- Participant-centered nutrition education.
- Referrals to:
 - PHNs
 - Social services
 - Community services
 - Food resources
 - Healthcare providers

Supplemental Foods

- Supplemental food package for each participant.
 - Federally determined
 - Promotes choices of healthy foods and improve dietary quality
 - Reflects diversity of WIC families
 - Promotes breastfeeding



WIC Foods

FRUITS & VEGETABLES – fresh or frozen

JUICE – 100% fruit or vegetable juice

WHOLE GRAINS – bread, brown rice, pasta, oats, tortillas

EGGS

PEANUT BUTTER

BEANS – canned or dry

DAIRY – milk, yogurt, and cheese

DAIRY ALTERNATIVES – tofu, soy beverage

FISH - canned tuna or salmon (exclusively for BF women)

INFANT FOODS – infant meats (fully BF), fruits & vegetables, cereal



Fully Breastfeeding

Breastmilk
Mam's priceless breastmilk is free and all a newborn needs!

| BABY | |
|-----------------------------------------|----------------|
| 4 TO 12 MONTHS | 6 TO 12 MONTHS |
| Infant Fruits & Vegetables 264 JARS | 120 JARS |
| Bananas 12 POUNDS | 12 POUNDS |
| Infant Cereal 18 BOXES | 18 BOXES |
| Infant Meals 186 JARS | |
| Infant Fruit & Vegetable Washer \$24 | \$12 |

| MOM | |
|------------------------------------------------|------------------------|
| BIRTH TO FIRST FULL YEAR | BIRTH TO 6 MONTHS ONLY |
| Milk & Yogurt 69 GALS & 12 QTS | 22.5 GALS & 6 QTS |
| Eggs 24 DOZEN | 6 DOZEN |
| Cheese 12 POUNDS | |
| Cereal 24 BOXES | 12 BOXES |
| Juice 36 CANS | 12 CANS |
| Peanut Butter AND Beans 12 JARS AND 48 CANS | 6 JARS OR 24 CANS |
| Whole Grains 12 POUNDS | |
| Fruit 360 OUNCES | |
| Fruit & Vegetable Washer \$122 | \$66 |

\$1,600
Fully Breastfed PACKAGE VALUE
Estimated average value a family could receive during baby's first year, including value of breastmilk.
Based on 2016 food values.

Non Breastfeeding

Formula
WIC can provide only some of the formula your baby needs.

\$475
Non Breastfed PACKAGE VALUE
Estimated average value a family could receive during baby's first year, including value of formula.
Based on 2016 food values.

Pregnant Woman

DURING PREGNANCY UP TO 9 MONTHS

| | |
|---------------------------------------------|----------------------------------------------|
| Milk & Yogurt 45 GALLONS & 9 QUARTS | Milk & Yogurt 45 GALLONS & 12 QUARTS |
| Eggs 9 DOZEN | Eggs 12 DOZEN |
| Cereal 18 BOXES | Cereal 24 BOXES |
| Juice 27 CANS | Juice 32 CANS |
| Peanut Butter AND Beans 9 JARS & 36 CANS | Peanut Butter OR Beans 12 JARS OR 48 CANS |
| Whole Grains 9 POUNDS | Whole Grains 12 POUNDS & 12 BOXES |
| Fruit & Vegetable Washer \$69 | Fruit & Vegetable Washer \$56 |

Child • 1 to 5 Years Old

EACH YEAR UP TO AGE 5

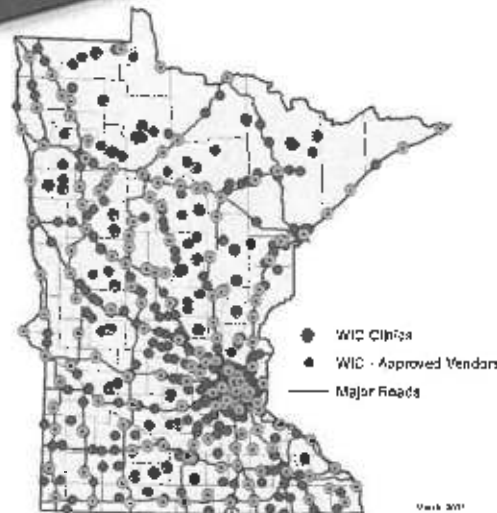
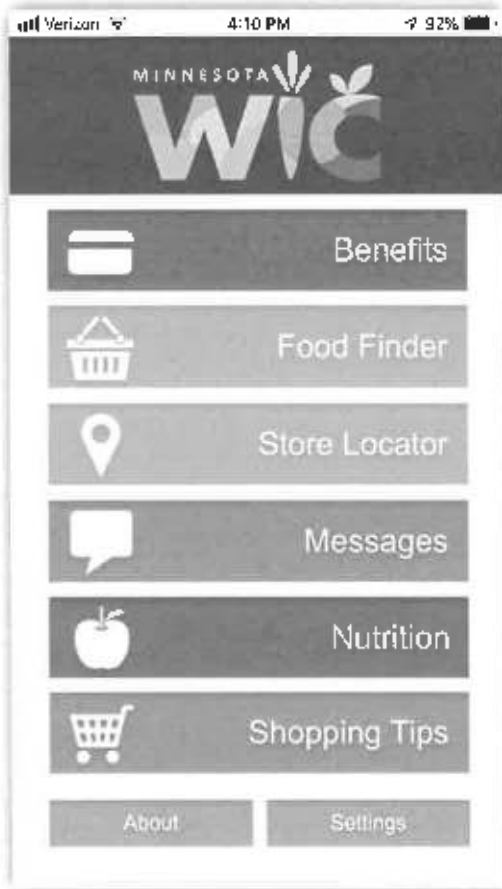
\$625
Pregnant Woman PACKAGE VALUE
Estimated average value of WIC food if new program system.
Based on 2016 food values.

\$700
Child 1-5 Years Old PACKAGE VALUE
Estimated average value a family could receive each year.
Based on 2016 food values.





The WIC Shopping Experience



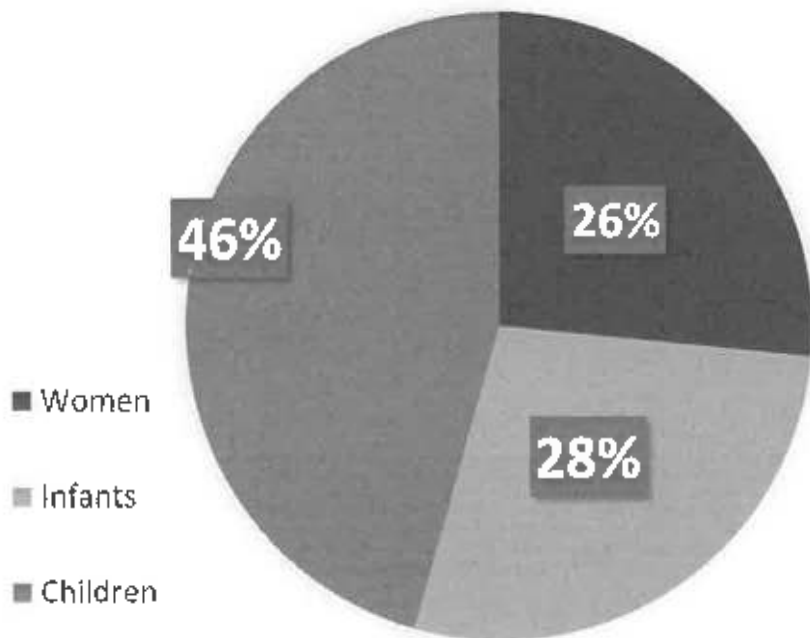
- Benefits are on the WIC Card
- My MN WIC App
- Variety of vendors across the state

In FFY 2021, **\$1,331,519** was spent in the community by SWHHS WIC participants.

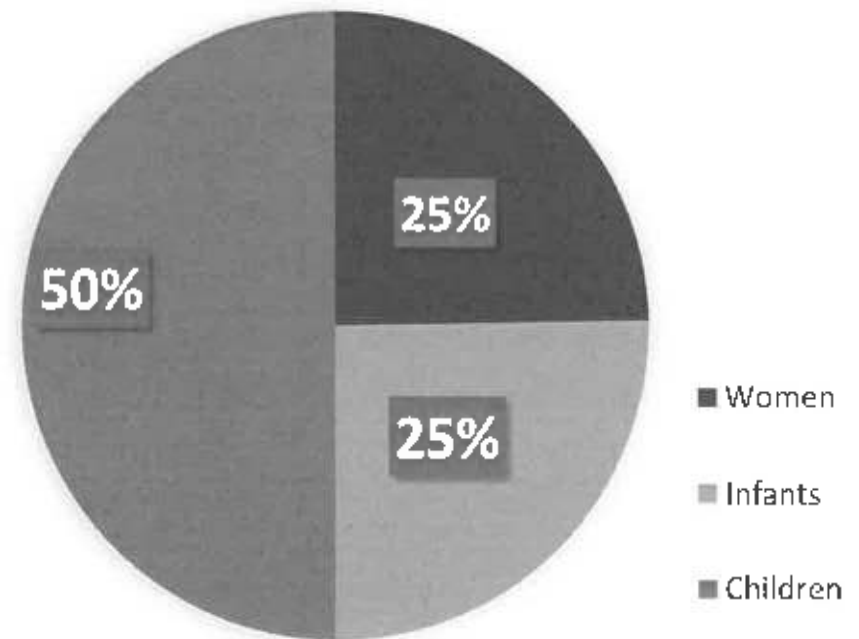


FFY 2021 Unduplicated Participation

MN WIC served 153,383 women, infants & children



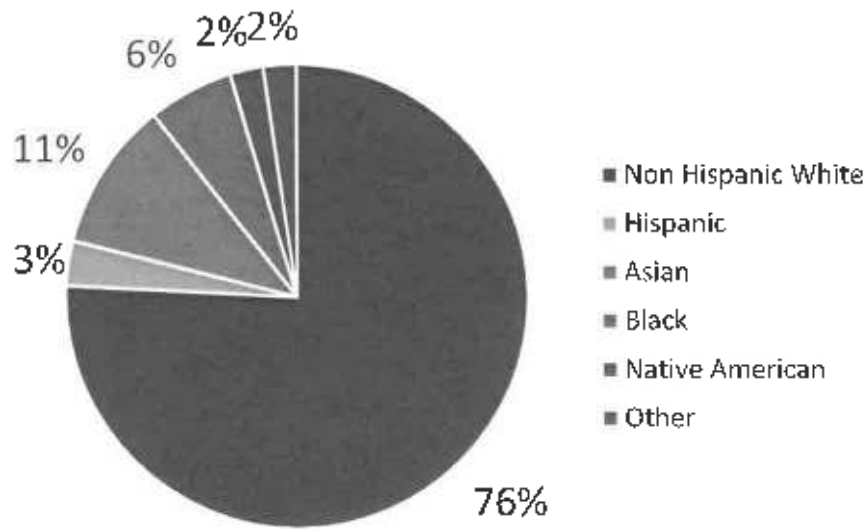
SWHHS WIC served 2,840 women, infants & children





Race and Ethnicity in SWHHS WIC

Race and Ethnicity



Languages served

English
Spanish
Hmong
Karen
Somali
Pashto
and others



WIC Funding

Per Participant Reimbursement Rate

- WIC local agencies are paid **\$18.00** per participant per month

Funding Changes for FFY 2022

- Grant funding is now awarded annually rather than quarterly.
- Local agency funding is based upon the participation level from the previous year's 12 closed months of July-June.
- Local agencies receive their award letter and annual funding amount at the end of September or early October.

Funding Allocation for FFY 2022

- \$429,028
- Does not include *Supplemental Clinic Travel Funding* and potential final payout



WIC Data

We provide data to inform the public and to enable local agencies to improve services

Surveillance data

Fact Sheets and maps

Health Indicator Summaries

Benefit Utilization Data

MN WIC Reports & Data
Benefit Utilization Dashboard

WIC Reports & Data

WIC provides data reports, maps and fact sheets on many topics (see links to [WIC Reports & Data](#) page below). WIC staff will also find summary and ad-hoc reports in [Infoview](#). Other pre-defined reports

Minnesota WIC Benefit Utilization Summary

The Minnesota WIC Benefit Utilization Summary indicates the count of households receiving benefits, percent of households with a child under age 5, and the percent of those households that have a child under age 5 who are eligible for WIC.

The line below shows data by month reported to the agency for the specific month and agency. You will also see for all 12 months available. To see statewide totals, select the "All" option in the Agency to Filter dropdown. The "Time" category filter only applies to the utilization of WIC food benefits. See [the Definitions of Data Categories](#).

It is important to note that Minnesota WIC is organized by rolling months. This means that benefit month data will not be available until one month after the last day of the benefit month. For example, April data will not be available until June 1, 2015. Some months may display as the benefit month that occurred before they are final.

From: Month: To: Month:

WIC Households receiving Benefits

| Year | Households |
|------|------------|
| 2012 | 27,272 |
| 2013 | 32,914 |
| 2014 | 36,111 |
| 2015 | 38,777 |



WIC Today

Southwest WIC staff embraced the challenge of the last 2½ years

- **Pandemic**
 - Abrupt change to remote services
 - Maintaining quality WIC services while prioritizing safety for participants and staff
- **Formula Shortage**
 - Managing rapidly changing product availability
 - Additional participant support, calls, and coordination with care providers

MN WIC Priorities Remain:

- **Outreach & Retention**
- **Streamlining WIC Services**
- **Flexible Program Delivery**
- **Technology**
- **Participant Centered Services**
- **Breastfeeding Promotion and Support**



Thank you for your support!



State Community Health Services Advisory Committee (SCHSAC) take-home points

JUNE 9, 2022

Upcoming Meetings

Full SCHSAC Membership

Next meeting: TBD

Executive Committee

- July 14, 2022 (9:30-11:30 AM)
- September 8, 2022 (9:30-11:30 AM)
- November 10, 2022 (9:30-11:30 AM)

For the most current meeting dates for full membership and the Executive Committee, visit: [Meetings and materials for SCHSAC members](#)

(<https://www.health.state.mn.us/communities/practice/schsac/members/meetings.html>).

Action Items

- **Save the Date:** Fall event on October 6th and 7th in St. Cloud with SCHSAC, local public health leaders, and MDH staff to dive deeper into conversation about the future of public health.
- **If you would like to help plan the fall event or have an idea for the theme,** contact Kim.Milbrath@state.mn.us or Tarryl.Clark@co.stearns.mn.us.
- **If you would like to participate in study groups,** read [From Information to Action: Using Data to Improve the Public Health System \(PDF\)](#) (https://www.health.state.mn.us/communities/practice/schsac/workgroups/docs/2016-12_pisc-infotoaction.pdf) and connect with a colleague on the following questions:
 - What do you know about how your CHB is doing?
 - Who in your CHB could provide information about how you're doing locally?
 - How are all Minnesota CHBs doing as a whole?
- **Advocate for public health funding:** Use the attached talking points to speak to your legislative delegation and at district meetings.
- **Connect with Infrastructure Projects in your area:** Review the projects awarded through the [Public Health Infrastructure Fund](#) (<https://www.health.state.mn.us/communities/practice/systemtransformation/infrastructurefund.html>) and connect with those in your area.
- **See how the Bipartisan Infrastructure Law** (<https://www.whitehouse.gov/bipartisan-infrastructure-law/>) could be invested into public health in your community.

Chair's Remarks (Sheila Kiscaden)

- **Introductions of new staff at Minnesota Department of Health (MDH):**
 - **Michelle Gin: Planning and Communications Supervisor in Center for Public Health Practice.**
 - **Linda Kopecky: Working on public health system transformation in Center for Public Health Practice.**
 - **Noya Woodrich: Director, Child and Family Health Division**
 - **Khatidja Dawood: Director, Health Promotion and Chronic Disease Division.**
- **Working together and getting to know each other is key to working in partnership to redesign our public health system.**

Presentation to Commissioner Malcolm (Sheila Kiscaden)

SCHSAC presented Commissioner Malcolm with a stained-glass piece of art that honors her leadership and partnership through the pandemic. The piece depicts the COVID virus as a pernicious, ugly, and visceral virus that also has beauty in how it has helped us all work together in the pandemic. Commissioner Malcolm remarked how the piece captures the pandemic work and that everyone has been on the front lines. The piece is a stunning way to represent the hard lessons we learned during the pandemic and how we can put them to use.



Commissioner's Remarks (Jan Malcolm)

Introduction of Dr. Brooke Cunningham (Assistant Commissioner, Health Equity Bureau)

Dr. Cunningham is a practicing physician and a sociologist. She oversees the Center for Health Equity; Office of American Indian Health; COVID-19 Health Equity Team; and Diversity, Equity, and Inclusion. Dr. Cunningham is glad to be here and looks forward to forging partnerships to advance health equity. Key things on Dr. Cunningham's radar include communities' data needs, how we can have good bidirectional input on our narrative about public health, building partnerships, improving capacity internally and externally, and defining together how to address needs. She is interested in both the downstream concerns and the upstream determinants we need to address to affect the downstream concerns.

Legislative Update (Lisa Thimjon, MDH Legislative Director).

We advanced a lot of public health priorities this session, but, ultimately, the public health components did not have a lot of support in the Senate. There is a hope that there may be room to come back and get some things done through a special session, but that seems unlikely. This session gives a good foundation for starting next session.

MDH Environmental Health Update (Tom Hogan, Director, MDH Environmental Health Division)

- **Per- and Polyfluoroalkyl Substances (PFAS) Dashboard live on June 7th:** MDH released an interactive dashboard on PFAS testing in community drinking water on June 7th. See the [News release: State rolls out dashboard showing PFAS monitoring results for drinking water](https://www.health.state.mn.us/news/pressrel/2022/PFASdash060722.html) (<https://www.health.state.mn.us/news/pressrel/2022/PFASdash060722.html>). MDH has solid data on 40% on systems; working on data for 35% of systems; 10-15% of systems are still to be sampled. These systems cover about 75% of populations that rely on community water systems. Less than 1% have PFAS in water.
- **Upcoming PFAS Developments:** MDH expects EPA will release new Health Advisory Levels on PFOS and PFOA in the coming weeks. MDH will review the new values to determine how to best integrate the EPA guidance into risk management practices to protect people and the environment in Minnesota.
- **Resetting the Environmental Health Continuous Improvement Board (EHCIB)** (<https://www.health.state.mn.us/communities/environment/local/ehcib/index.html>). EHCIB is a SCHSAC workgroup. The workgroup is continuing the evaluation process of delegated food, pools, and lodging programs and also plans to reset in 2022.
- **Bipartisan Infrastructure Law providing money to your communities** (see President Biden's Bipartisan Infrastructure Law (<https://www.whitehouse.gov/bipartisan-infrastructure-law/>)). The law provides funding from technology to roads and bridges. SCHSAC can influence how money is invested to ensure public health is recognized as projects move forward. There are specific provisions for drinking water and wastewater infrastructure, including the following total for Minnesota:
 - General supplemental - \$27.4M [1st year]—ongoing infrastructure need
 - Emerging Contaminants - \$11.5M [1st year]—including PFAS
 - Lead pipes - \$43M/year—for first 5 years for replacement of lead service lines for public water systems—especially for more impacted communities across the state
- **Private Wells:** About 1.2 million Minnesotans rely on private wells for their drinking water. They don't have the same protections that people on community systems have. We are working to educate and raise awareness among owners of private wells. This past legislative session included a lot of private well activity that ultimately did not pass and helped elevate the issues:
 - [HF 3006](#) - \$1M for nonprofit/UMN Water Resource Center to conduct well screening, education, and some remediation over two years.
 - [HF 1806](#) - \$10M to scale up; \$33M in annual costs to test and remediate wells through 98 local government partners, inviting 10% of well owners to participate each year.
 - [HF 3003](#) - \$44/biennium, lead testing in private wells, daycares, and rental properties

SCHSAC Business (Sheila Kiscaden)

Requesting SCHSAC members to advocate for public health funding

We need to help advocate for public health to ensure that the state invests in it. Use the attached talking points to speak to your legislative delegation and speak at district meetings.

Save the date: fall event in St. Cloud on October 6-7, 2022 (MNDOT Transportation Center)

Rather than the usual Community Health Conference in the fall, we will have an in-person event to engage SCHSAC, local public health leaders, and key MDH staff in a deeper conversation about the future of public health. We'll have opportunity to be inspired, build on relationships, have fun, and apply learning. If you are interested in joining planning initiative, let Kim/Tarryl know. Feel free to send ideas for themes/names.

Update on public health systems change (21st Century Public Health System Transformation Initiative or 21C)

- **Vision Statement:** A leadership team with representatives from LPHA, SCHSAC, and MDH have been meeting two times per month developing the strategic vision and plan to guide the public health systems change work known as the 21st Century Public Health System Transformation Initiative. Attached is the vision statement. Below are key reactions to the statement.

Reactions:

- Very academic and long. Would recommend a shorter statement that is straight to the point. Something people can say in 30 seconds or less.
- Discussion about what is meant by "we".
- Could we be more deliberate in naming disparities, recognizing that inequities may look different depending on where you live/serve?
- We need a bite, snack, meal approach with the statement.
- **Upcoming small workgroups** connected to public health systems change. Workgroups will be set up to help with the process as needed. Currently a Cost and Capacity Assessment workgroup including local public health, the U of MN and MDH has been meeting to guide the cost and capacity assessment of the system. An ad hoc data group of local public health and MDH has been convened to determine how to engage in system transformation. Stay tuned.
- **Infrastructure Projects update:** Projects have been awarded. Learn more about their projects here: [Public Health Infrastructure Fund \(https://www.health.state.mn.us/communities/practice/systemtransformation/infrastructurefund.html\)](https://www.health.state.mn.us/communities/practice/systemtransformation/infrastructurefund.html). If there is a project in your area, please reach out the grantee to learn more about the work. Awarded projects are getting staffed up. MDH Public Health Practice will pair MDH staff with each project to help with collaboration, problem-solving, and bringing in content experts. In the fall, we will pull grantees together to do an in-person launch.

Member Orientation, Mentorship, and Study Groups (De Maiterer)

- **Study groups:** If you would like to participate in study groups (optional), please read [From Information to Action: Using Data to Improve the Public Health System \(PDF\)](https://www.health.state.mn.us/communities/practice/schsac/workgroups/docs/2016-12_pisc-infoaction.pdf) (https://www.health.state.mn.us/communities/practice/schsac/workgroups/docs/2016-12_pisc-infoaction.pdf). The purpose of the study group is to help us think through how the information applies to your CHB and share. Connect with a colleague on the questions below:
 - What do you know about how your CHB is doing?
 - Who in your CHB could provide information about how you're doing locally?

SCHSAC TAKE-HOME POINTS: JUNE 9, 2022

- How are all Minnesota CHBs doing as a whole?
- **Mentorship:** Based on interest and responses, mentorship will start as a small group approach. Mentor/mentee groups are currently assembled by region as a way to find commonalities. MDH will send out an email to the participating members with matchings. We have three mentorship groups: Metro, Southeast/South Central, and West Central/Southwest

| Name | Involvement | Group | Region |
|----------------------|------------------------|-------|---------------|
| Trista MatasCastillo | Looking to be mentored | 1 | Metro |
| Jonelle Hubbard | Mentor | 1 | Metro |
| Jaclyn Litfin | Looking to be mentored | 2 | Central |
| Tammy Fiedler | Mentor | 2 | Southeast |
| Gordy Wagner | Looking to be mentored | 3 | West Central |
| Michelle Ebbers | Looking to be mentored | 3 | Southwest |
| Rodney Peterson | Mentor | 2 | Southwest |
| Denise Daniels | Looking to be mentored | 2 | Southeast |
| Sheila Kiscaden | Mentor | 2 | Southeast |
| Gina Adasiewicz | Mentor | 1 | Metro |
| Elizabeth Auch | Mentor | 3 | Southwest |
| Kristine Klopp | Looking to be mentored | 2 | Central |
| Heidi Ritchie | Looking to be mentored | 1 | Metro |
| Ann Stehn | Mentor | 3 | Southwest |
| Bill Adams | Looking to be mentored | 3 | West Central |
| Nick Kelley | Looking to be mentored | 1 | Metro |
| Barb Salmela-Lind | Looking to be mentored | 2 | South Central |

Afternoon World Café Discussion (facilitated by Linda Kopecky)

In-person attendees participated in a World Café discussion on the following questions:

- What is most essential in our state-local partnership?
- What does the future of public health look like?
- What have we learned from COVID that we want to retain?

See the attached World Café Discussion notes for more details.

Minnesota Department of Health
 State Community Health Services Advisory Committee (SCHSAC)
 651-201-3880
health.ophp@state.mn.us
www.health.state.mn.us/schsac

June 27, 2022

To obtain this information in a different format, call: 651-201-3880.



3 GRUNWALD STREET CLIFTON, NJ 07012 - 973-614-1800

Marlys Christensen
City of Tyler
Ph: 507-530-4497
May 9, 2022

QUOTATION
HANDI-HUT OUTDOOR SHELTERS

A

One (1) Model #S3-2PG (7'-5" x 5'-0") with poly-gable roof, 5' side wall bench/backrest included.

\$6,725

Freight

\$1,505

\$8,230

One (1) Model #S4-2PG (9'-10.5" x 5'-0") with poly-gable roof, 5' rear wall bench/backrest included.

\$7,995

Freight

\$1,820

~~\$9,815~~

NOTE: LEAD TIME WILL BEGIN UPON RECEIPT OF WRITTEN ORDER. CREDIT CARD PAYMENTS WILL INCUR A 3% FEE. PRICES DO NOT INCLUDE SALES OR OTHER TAXES, FREIGHT (UNLESS QUOTED), PERMITS, OR INSTALLATION. IT IS THE CUSTOMER'S RESPONSIBILITY TO UNLOAD THE DELIVERY TRUCK. A LOADING DOCK AND/OR FORKLIFT WILL BE REQUIRED. SITE SPECIFIC ENGINEERED DRAWINGS AND CALCULATIONS FOR BUILDING CODE COMPLIANCE AVAILABLE AT ADDITIONAL COST (IF REQ'D).

ALUMINUM: 6063 - T52 ALLOY, 313 DARK BRONZE ANODIZED FINISH
GLAZING: 1/4" CLEAR TEMPERED GLASS
ROOF PANELS: 1/4" BRONZE TWIN WALL POLYCARBONATE

ACCEPTED BY: _____ PRINT NAME _____ DATE: _____

LEAD TIME: APPROXIMATELY 16-18 WEEKS AFTER RECEIPT OF WRITTEN ORDER AND APPROVED SUBMITTALS (IF REQUIRED). (LEAD TIME SUBJECT TO CHANGE AND DOES NOT INCLUDE TIME IN TRANSIT)

TERMS: NET 30. ALL PRICES F.O.B. CLIFTON, NEW JERSEY. PRICES AND DELIVERY STATED HEREIN ARE NOT VALID AFTER THIRTY (30) DAYS FROM DATE SHOWN ABOVE UNLESS RECONFIRMED IN WRITING BY HANDI-HUT.

WARRANTY: SHELTERS SHALL BE GUARANTEED AGAINST ANY DEFECTS IN MATERIAL AND/OR WORKMANSHIP FOR 1 FULL YEAR FROM DELIVERY DATE. HANDI-HUT LIMITS IT'S LIABILITY TO SHIPMENT OR REPLACEMENT OF PARTS ONLY, LABOR NOT INCLUDED.

S3-2PG - \$8,870.00
w/ concrete

~~S4-2PG - \$10,455.98~~
w/ concrete



Offices Located in:

Redwood Falls, MN • 507-637-4041
Ivanhoe, MN • 507-694-1452 Slayton, MN • 507-836-6144
Pipestone, MN • 507-825-6720 Luverne, MN • 507-283-5070
Marshall, MN • Human Services 507-537-6747 • Health Services 507-537-6713

OBJECTION TO 2023 MINNESOTA DEPARTMENT OF HUMAN SERVICES SELECTION OF PARTICIPATING HEALTH PLANS

WHEREAS, the Southwest Health and Human Services (SWHHS) Governing Board objects to the Minnesota Department of Human Services' ("the Department") selection of participating health plans for Lincoln, Lyon, Pipestone and Redwood Counties;

WHEREAS, the Southwest Health and Human Services Governing Board objects to the Department's decision to disregard the County's decision to provide healthcare services under Minn. Stat. § 256B.69 and Minn. Stat. § 256B.692 to eligible recipients of the Minnesota Senior Health Options (MSHO), Minnesota Senior Care Plus (MSC+), Special Needs Basic Care, and Families and Children Medical Assistance Programs within the County;

WHEREAS, the Southwest Health and Human Services Governing Board previously authorized the Agency to request mediation under Minn. Stat. § 256B.69, subd. 3a to challenge the Department's procurement decision;

WHEREAS, the PrimeWest Health Joint Powers Board of Directors comprising county commissioners from each of the legally established participating PrimeWest Health Joint Powers counties has authorized PrimeWest Health as a single entity representing a group of counties, including Lincoln, Lyon, Pipestone and Redwood Counties, to seek mediation with the Department;

WHEREAS, the Southwest Health and Human Services Governing Board seeks to retain the law firm of Lockridge Grindal Nauen PLLP to represent the Counties in challenging the Department's procurement determinations in mediation or, as necessary, in other legal action.

NOW, THEREFORE BE IT RESOLVED, that the Southwest Health and Human Services Board, hereby authorizes the County to retain Lockridge Grindal Nauen PLLP to represent SWHHS in mediation with the Department pursuant to Minn. Stat. §256B.69, subd. 3a(d), both on behalf of the aforementioned counties within SWHHS individually and through PrimeWest Health as the single entity representing a group of county boards and joint powers.

Adopted by the Southwest Health and Human Services Governing Board on the 20th of July, 2022.

Richard Anderson, Chair
Southwest Health and Human Services
Governing Board

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

EFFECTIVE DATE: 01/01/11

REVISION DATE: 10/21/15; 11/16/16; 04/18/18; 01/01/2020; 03/18/2020;03/17/2021;
7/20/2022

AUTHORITY: Southwest Health and Human Services Joint Governing Board

- - -CONDITIONS OF EMPLOYMENT- - -

Electronic copies of the Personnel Policies are available for employees through SharePoint. Employees will be responsible for reviewing and following the terms of the Personnel Policies.

Section 1 - Workweek

- a. The standard workweek for full time employees will be 8:00 a.m. to 4:30 p.m. daily, 37.5 hours per workweek. The Agency's workweek will be a seven consecutive day period starting on Monday and ending on Sunday.

Section 2 - Working Hours

- a. Standard working hours will be seven and one-half (7.5) hours daily, five (5) days a week. Immediate supervisors may require employees to work other schedules based on the nature of their work.
- b. Employees who work a standard seven and one-half (7.5) hour day are entitled to one (1) fifteen (15) minute break before noon and one (1) fifteen (15) minute break in the afternoon which will be paid.
- c. One (1) hour unpaid lunch breaks are to be taken between 11:00 a.m. and 2:00 p.m. The office will remain open during the noon hour with staggered lunch breaks by the employees.
- d. Neither coffee breaks nor lunch breaks can be saved up to earn comp time if they are not taken by the employee. Lunch breaks may be reduced to 30 minutes is during flex time, with supervisor approval, or when an employee is allowed to make up work time that was lost due to inclement weather.

Section 3 – Employee Definitions

- a. Probationary Period – All newly hired or rehired employees will serve an initial one-year probationary period. During the initial probationary period, an employee who is promoted or reassigned to another job classification will serve the secondary probation concurrently with the initial probation. During the first year of employment with the agency the employee will receive orientation and new employee training. For employees promoted to a new position, the probationary period will be six (6) months.

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

For employees promoted to a supervisory position, the probationary period will be twelve (12) months.

- b. During the probationary period, the employee will receive increased supervision and frequent performance evaluations. Completion of probation will not change the at-will nature of employment.
- c. Regular Employment - An employee who has completed their probationary employment and is a regular or regular part-time employee. Regular employees are not temporary or intermittent employees.
- d. Temporary/Intermittent - A temporary employee is a person hired for a specific period of time or on an intermittent basis with specific duties not to exceed six months. A temporary employee is paid only for hours worked and does not receive benefits, vacation/medical leave, or paid holidays.

Section 4 – Exempt and Non-Exempt Employees

- a. Employees are classified by the Federal Fair Labor Standards Act as either exempt or non-exempt.
- b. Human Resources will determine which classifications are exempt or non-exempt.

Exempt Employees

- 1. All exempt employees must complete an electronic timesheet for the purposes of public accountability. The timesheet must reflect actual hours worked and leave time taken each week. The timesheet must be submitted by the employee to their supervisor for review and approval at the end of each payroll period.
- 2. All comp time earned and taken must have prior authorization by their supervisor.
- 3. Exempt employees will not be paid for overtime, however, exempt staff may be paid straight administrative time if prior unless authorized by Southwest Health and Human Services Governing Board action for unusual, infrequent situations.

Non-Exempt Employees

- 1. All non-exempt employees must complete an electronic timesheet. The timesheet must reflect actual hours worked and leave time taken each week. The timesheet must be submitted by the employee to their supervisor for review and approval at the end of each payroll period.

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

2. Employees will not work unauthorized hours over 40 hours per week. The maximum number of hours that should be worked in any week is 37.5 hours.
3. If a non-exempt employee is requested to work more than 40 hours in a week, overtime will be paid at 1 1/2 times the regular hourly rate of pay. All overtime must have prior authorization by the supervisor. See Section 6.

Section 5 – Compensatory (Comp) Time

- a. The agency will keep records of any authorized accrued comp time.
- b. Comp time earned must have prior supervisory approval. If the circumstances do not allow for prior approval staff must immediately follow up to get supervisory approval. Comp time taken must be approved in advance by the employee's immediate supervisor. Hourly staff who have earned comp time may be asked to work adjust down to 37.5 hours depending on their schedule and the work assigned.
- c. The accrual of comp time, eligibility for comp time, and other applicable overtime payment requirements will be governed by the Fair Labor Standards Act, as amended, the collective bargaining agreement or applicable Agency policies.
- d. Comp time will be earned and taken in 30 minute increments. Once earned, employees will not be required to use comp time until they have reached 17.5 hours at which time they may be asked to work adjust to insure they do not exceed 22.5 hours. In the event an employee may go into overtime status for the week they may also be asked to work adjust.

The balance of comp time at the end of the payroll period will never be more than 22.5 hours. Time in excess of 22.5 hours at the end of a payroll period will be lost to exempt employees. For non-exempt employees, the time in excess of 22.5 hours at the end of a payroll period will be paid out to the employee at the employee's regular rate of pay. Comp time carried forward from a previous payroll period will not be lost.

Section 6 – Overtime

- a. All overtime must have prior written authorization by the supervisor.
- b. Only actual hours worked will be counted towards overtime. Vacation, medical, leave without pay, holiday, and comp taken will not be included when calculating overtime hours.

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

- c. Failure to follow this Personnel Policy can result in disciplinary action.

Section 7 - Flex Time

- a. There are circumstances when deviation from regular service hours (aka flextime) will be considered for an employee. The below CRITERIA must be met BEFORE any deviation from the regular work schedule may be considered or approved. Said criteria are as follows:
 - 1. Client service and the operation of the unit/division and department must continue to be efficient and effective.
 - 2. There must be no negative impact on co-workers or interference with inter-divisional activities or operations.
- b. If employees wish to work a flex schedule, they must follow the process determined by the unit supervisor. All schedules are subject to supervisory approval. It may be necessary for the supervisor to make some adjustments in the requests to ensure adequate coverage.
- c. During the hours between 8:00 a.m. and 4:30 p.m. whenever an employee is absent from the office due to their flex schedule or other leave time, it should be shown as "flex" or "personal leave" on their Outlook calendar.
- d. It is anticipated that with good effort at scheduling, the need for comp time should be reduced. The scheduled work week cannot be more than 37.5 hours.
- e. The longest day that will be scheduled is 9.5 hours, except when a work event dictates a longer day such as but not limited to trainings, client appointments, or travel. The number of hours of vacation or medical leave taken will be the number of hours scheduled to work on that specific day. Coffee breaks are to be 15 minutes in length with one in the morning and one in the afternoon. The shortest lunch break will be one-half hour.
- f. The supervisor may require a person on a flex time schedule to return to standard work hours at the supervisor's discretion.
- g. Staff may not schedule a four-day flex time schedule during a holiday week. Employees will work 7.5 hours per day during these holiday weeks, except when a work event dictates a longer day such as but not limited to trainings, client appointments, or travel.
- h. It is not permissible to flex a Friday and the following Monday.

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

- i. Upon notice of resignation, that employee will not work a flex schedule for the last 2 weeks of the employee's employment with the agency.

Section 8 - Inclement Weather

- a. If adverse weather conditions cause the closing of any or all of the Southwest Health and Human Services offices, the Director or designee will start the Dial My Calls program. Staff will keep the agency up to date with their current contact information so that they can receive notifications through Dial My Calls.
- b. If any or all of the Southwest Health and Human Services offices are closed because of weather conditions, employees based in the office(s) that are closed will be paid for the time that the office is closed. When an employee is on vacation or medical leave and the office is officially closed, vacation or medical leave will not be deducted as such. **No comp time or overtime will be authorized on days the agency has closed due to adverse weather conditions.**
- c. If Southwest Health and Human Services offices remain open and the employee is not present for work the employee will contact their supervisor and the front desk of their base office. The employee must either make up the time that same week or take vacation or comp time. If the employee does not have available vacation or comp time and fails to make up the time then missed time will be leave without pay. It is at the employee's discretion whether to report for work on days when adverse weather conditions would jeopardize their safety and well-being.
- d. Employees requesting to make up time must immediately upon return to work make those arrangements with their supervisor. Supervisors will consider computer system availability and workload when approving these types of requests.

Section 9 - Paychecks

- a. Salaries will be paid on a bi-weekly basis (every other Friday). If a pay date falls on a holiday, payment will be made the day prior. b. All Southwest Health and Human Services employee payroll checks will be by direct deposit unless a written objection from the employee is received.

Section 10 - Fringe Benefits

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

- a. Pursuant to annual policy and budgetary action by the Southwest Health and Human Services Governing Board, such fringe benefits as the Southwest Health and Human Services Governing Board may determine appropriate, including insurance, vacation time, and medical leave, may be offered to employees. Fringe benefits may be increased, decreased, or eliminated at any time by action of the Southwest Health and Human Services Governing Board, and such action will apply to all current and future employees unless the Governing Board specifically adopts a policy stating otherwise.
- b. Agency fringe benefits are:
- Health/Dental Insurance
 - Long Term Disability Insurance
 - Life Insurance
 - Flexible Spending Account
 - Vacation Leave
 - Medical Leave
 - PERA
 - Short Term Disability
 - Identity Theft Protection/Legal Shield
 - Critical Illness, Accident and Hospitalization
- c. All insurances for eligible employees commence on the first day of the month following thirty (30) days of employment.
- d. Agency insurance benefits are available only for probationary and regular employees who work an average of 30 or more hours per week.
- e. The agency pays all administrative fees related to flexible spending accounts, flexible spending debit cards, and VEBA/Health Savings accounts. The agency will also pay the cost for the basic life premium and the long term disability insurance premium.
- f. Pay Status Employees are those employees who are absent and are using earned vacation, medical, or bereavement leave. This also includes any employee who is absent who has not used more than 37.5 hours of approved leave without pay in a calendar year.
- g. Non-Pay Status Employees are those employees who have used more than 37.5 hours of leave without pay. (Examples: educational leave, medical leave without pay in excess of FMLA leave entitlement).
- h. Holiday pay, medical leave, and vacation leave will be earned by all part-time and full-time employees in non-pay status (as per the definition in section g) on a prorated basis with the exception when leave without pay is due to an FMLA (Family Medical Leave Act) event then employees will receive the full holiday. The amount of leave earned is

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

based upon the number of hours worked during the pay period. Vacation and medical leave will be rounded to the nearest half-hour.

- i. Temporary Employees do not receive fringe benefits.

- j. Probationary Employees are eligible for holiday, vacation, and medical leave.

- k. VEBA/Health Savings Account Contributions
 1. Employees who opt for a health insurance policy with a VEBA or Health Savings account, contributions to the VEBA/Health Savings account will be semi-monthly.

- l. Retiring employees who:
 1. Were employed by Lincoln, Lyon, and Murray Human Services (LLMHS) and were employed by that agency prior to August 22, 2005 and worked continuously for LLMHS through December 31, 2010 with no break in service; and
 2. Were hired by the EMPLOYER effective January 1, 2011 with no break in service and are employed on a full-time basis with the EMPLOYER; and
 3. Are receiving a disability benefit or PERA annuity, or have met age and service requirements necessary to receive a PERA annuity;
 - Shall be entitled to receive 4% per year of service toward the employee's (dependents are excluded) health and dental single insurance premium, including their years of service at LLMHS.
 - This amount shall not exceed 100% nor shall the total amount exceed the amount paid by Southwest Health and Human Services on behalf of their employees. Payment of this amount will be discontinued if the employee's share of the premium(s) is not paid within the deadline set by the EMPLOYER. Payment shall also be discontinued when the employee becomes eligible for Medicare or if the employee obtains employment where single health insurance is available at no cost to the employee.
 - Employees hired after August 22, 2005 by Lincoln, Lyon, and Murray Human Services are not eligible for retirement health insurance benefits. No employees hired by the EMPLOYER who were not employed by LLMHS are entitled to retirement health insurance benefits.

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

Section 11 - Licensure as a Condition of Employment

- a. Employees who require statutory licensure, or state operator's licensure in order to legally fulfill the requirements of their employment, must maintain such licensure in order to remain in the employ of the Agency.

- b. The Employer will pay 100% of any professional licensing fees when the license is required for the job. The Employer will also pay 100% of any professional licensing fees for supervisors that provide supervision to other Southwest Health and Human Staff. This does not include application or late fees.

Formatted: Indent: Left: 0.5"

**SOUTHWEST HEALTH AND HUMAN SERVICES
SOCIAL SERVICE POLICY NUMBER 9**

EFFECTIVE DATE: 7/20/11

REVISION DATE: 12/21/11;07/20/22

AUTHORITY: Southwest Health and Human Services - Human Services Board
Minnesota Statute 245C

**--- BACKGROUND CHECK FOR DAY CARE, FOSTER CARE, AND ADOPTIVE PLACEMENT
APPLICATIONS ---**

Section 1 - Purpose

- a. To establish policy and procedures for background studies of individuals seeking a day care or foster care license under Rule 13, and those applying to care for a child through a relative or adoptive care arrangement. **(Please note: these guidelines will also be followed when reviewing an application for legal non-licensed registration for childcare.)**

Section 2 - Process

- a. A fee of \$50.00 *per license per licensing period* for processing background studies for licensed day care sites will be imposed. This fee will be charged at the time of the initial licensing and at re-licensing thereafter. There will be no fee for processing background studies for foster care, adoptive care, or legal non-licensed child care.
- b. Background study means an investigation conducted by Southwest Health and Human Services to determine whether a candidate is disqualified from providing services.
- c. A background study must be conducted of all persons applying as stated in paragraph one. This study must be completed prior to providing any direct service. A subject must provide the information necessary to ensure an accurate background study (see SS#158, page 2).
 1. Subjects include:
 - the license applicant;
 - all persons 13 years and over living in the household where the licensed program will be provided;
 - employees or contractors of the applicant who will have direct contact with persons served by the program;

**SOUTHWEST HEALTH AND HUMAN SERVICES
SOCIAL SERVICE POLICY NUMBER 9**

- **volunteers (helpers/substitutes) who have direct contact with persons served by the program, IF the contact is not under continuous, direct supervision by the individuals referred to in (1) or (3) above.**

d. Applicants must provide:

1. **the subject's first, middle, and last name, and all other names by which the individual has been known;**
2. **current home address, city, county, and state of residence;**
3. **counties of residence for the past five years;**
4. **date of birth;**
5. **gender;**
6. **driver's license number or state identification number.**
7. **race**

e. In conducting the background study, Southwest Health and Human Services may review:

1. **Arrest and conviction records of the Minnesota Bureau of Criminal Apprehension in which the last date of discharge from the criminal justice system is less than 15 years;**
2. **Records of substantiated abuse or neglect of vulnerable adults and maltreatment of minors that are dated within seven years;**
3. **Any other information, including arrest, investigative, and conviction information from; social services, county attorneys, county sheriffs, county courts, state and county agencies, local police, and criminal records of other states;**
4. **Out of state background check may require more information such as social security number and fingerprints.**

f. A failure or refusal to cooperate in the completion of the background study process constitutes reasonable cause to deny an application.

**SOUTHWEST HEALTH AND HUMAN SERVICES
SOCIAL SERVICE POLICY NUMBER 9**

Section 3 - Disqualification

- a. An applicant who has a disqualifying event will be notified in writing of the disqualifying factor(s). Southwest Health and Human Services has the responsibility to make a recommendation to the Department of Human Services regarding the impact of the disqualifying event on the prospective license(s).
- b. In cases of an adoptive parent or relative homestudy, the disqualifying event may result in an ending of the assessment process. Southwest Health and Human Services will follow the criteria set forth in MN Stat. 245A.04, Rule 2, and the Consolidated Rule.
- c. Southwest Health and Human Services will refer to Minnesota Statute 245C.15 to determine current disqualifying crimes or conduct.

For the 2012 calendar year, the fees for conducting background checks will be waived for Rock County providers. The fee schedule will be implemented starting 01/01/13.

This policy is to sunset effective 7/20/22.

Agency Forms Regarding This Policy:

- SS#158 - Request for Release of Information for Background Study
- SS#159C - Adam Walsh Background Check

Formatted: Font: 12 pt

Formatted: Font: 12 pt



To: Chris Cauwels, Southwest Health & Human Services
 From: Wayne Altenbernd
 Date: May 17, 2022
 Subject: Replacing the Nexsan Assureon Data Archiving System



The following is a proposal to replace the existing **Assureon AS-AXR2-16 16 TB system** at Southwest Health & Human Services with a new version of the Assureon data archiving system.

- The existing Assureon system was installed in January 2017.
- Nexsan has announced the following dates regarding support for the current Assureon system.
 - End of Support Purchase is December 31, 2022
 - End of Service Life is December 31, 2023
- Nexsan has also announced due to Microsoft ending support for Windows Server 2008 R2 as of December 31, 2019 an Assureon server not upgraded to Windows Server 2016 may not receive new Windows Updates and therefore may provide a security risk. Nexsan uses its own Windows Update Service to provide Windows Updates to Assureon system servers and relies on Microsoft to issue new Windows Updates.

Assureon AS-AXRP10-30 – This configuration will only use the Assureon model AS-AXRP10-30 that consists of (2) Assureon servers with each server including a processing node and storage system combined in to a 2U chassis, for site 1 & 2, with 30 TB of usable available archive capacity in dual-write mode (after RAID, before formatting).

Assureon Model Description and Purchase Cost

| Assureon AS-AXRP10-30 Pricing | Standard Pricing | Upgrade Pricing |
|------------------------------------------------------------------------------------------|--------------------|--------------------|
| Archive capacity available per site in single-write mode (after raid, before formatting) | 30 TB | 30 TB |
| Replicated Assureon Server, Includes processing node with storage | \$44,595.00 | \$36,250.00 |
| Annual Enterprise Onsite Support | \$5,195.00 | \$5,195.00 |
| Professional Services – Installation, Configuration and Data Migration | <u>\$3,000.00</u> | <u>\$3,000.00</u> |
| Total Cost | \$52,790.00 | \$44,445.00 |

Assureon AS-AXRP10-30 Description of System Implementation & Operation

The following Minnesota counties are using the Nexsan Assureon data archiving system.


- Each Assureon server should be installed in separate data centers for best disaster recovery practices
 - Assureon Server Site 1 will replicate all data to Assureon Server Site 2 if data is written first to Site 1
 - Assureon Server Site 2 will replicate all data to Assureon Server Site 1 if data is written first to Site 2
- Southwest Health & Human Services will have their ApplicationXtender Image file data stored on a Windows server (2016 or 2019) partition
 - The Windows server hosting the ApplicationXtender image file data will be on premise
 - The Windows server partition space for the ApplicationXtender image file data should be equal to the amount of space used by ApplicationXtender at the time of the Assureon implementation
- An Assureon client will be installed on the Windows server hosting the ApplicationXtender image file data and will be used to monitor ApplicationXtender system activity and send the image file data to the appropriate Assureon Server
 - The Assureon client will be installed from the Assureon Server installed at Southwest Health & Human Services and will send the ApplicationXtender image file data to the same Assureon Server (Site 1 or Site 2) from which the Assureon client is installed
- The Assureon Server's will replicate the ApplicationXtender image file data between each Site where Site 1 will replicate data to Site 2 and Site 2 will replicate data to Site 1
 - The Assureon replication process will ensure that both Assureon Servers (Site 1 and Site 2) will have the exact same ApplicationXtender image file data on each Assureon Server


- Aitkin
- Nobles
- Carlton
- Clay
- Dodge
- Freeborn
- Hubbard
- Le Sueur
- Nobles
- Isanti
- Pina
- Rice
- Renville
- Grant
- Sibley
- Southwest Health and Human Services
- Steele
- Todd
- Waseca
- Yellow Medicine




JULY 2022

GRANTS ~ AGREEMENTS ~ CONTRACTS for Board review and approval

-  **MDH Public Health Emergency Preparedness (PHEP) (Marshall, MN)** – 07/01/22 to 06/30/23; Amendment for budget period 4 allocation for emergency preparedness 5 year grant 2019-2024; BP4 - \$94,148 (slight decrease) (AMENDMENT).
Fiscal Note: 2021 \$95,357 BP3; 2020 - \$92,580 BP2; 2019 - \$92,437 BP1

-  **DHS Children’s Mental Health Respite Care Grant** – 01/01/20 to 12/31/22; Amendment and extension of grant agreement to provide funds to support children’s mental health respite care services through 12/31/22 and establish BP3 for \$23,545; (renewal).
Fiscal Note: SFY: 2022 \$47,090; 2021 - \$71,133

-  **DHS – Local Collaborative Time Study (LCTS) - 07/01/22 – 06/30/27**; State contract for 3 local family service collaboratives to claim reimbursement for eligible activities through LCTS (renewal).

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