



SOUTHWEST
HEALTH & HUMAN
SERVICES

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

Board Agenda
Wednesday September 21, 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 8/17/2022 Board Minutes

- D. Introduce New Staff:
 - Erika Morrow, Social Worker (LTC), Marshall
 - Brady Dinger, Social Worker (CPS), Pipestone

- E. Employee Recognition:
 - Kia Balster, 1 year, Eligibility Worker, Luverne
 - Becca Baumann, 5 years, Social Worker, (CW), Marshall
 - Nancy Walker, 30 years, Deputy Director, Luverne

HUMAN SERVICES (cont.)

F. Financial

G. Caseload

	<u>8/22</u>	<u>8/21</u>	<u>7/22</u>	<u>6/22</u>
Social Services	3,653	3,652	3,674	3,650
Licensing	395	417	395	400
Out-of-Home Placements	184	172	182	186
Income Maintenance	14,243	13,317	14,206	14,134
Child Support Cases	2,866	N/A	2,930	2,896
Child Support Collections	\$691,702	N/A	\$660,865	\$739,555
Non IV-D Collections	\$15,173	\$82,406	\$111,184	\$56,152

H. Discussion/Information

1. Sherri Pickthorn and Lori Snaderson-waiver services update
2. Homelessness Prevention Grant

I. Decision Items

1. Social Services Policy 24 - Payments for Children in Out of Home Placement

COMMUNITY HEALTH

J. Call to Order

K. Consent Agenda

1. Amend/Approval of Agenda
2. Identification of Conflict of Interest
3. Approval of 8/17/2022 Board Minutes

L. Financial

COMMUNITY HEALTH (cont.)

M. Caseload	<u>08/22</u>	<u>07/22</u>	<u>06/22</u>
WIC	N/A	1,978	1,982
Family Home Visiting	40	25	33
PCA Assessments	13	13	10
Managed Care	191	158	217
Dental Varnishing	0	0	0
Refugee Health	0	1	0
Latent TB Medication Distribution	5	15	26
Water Tests	221	199	237
FPL Inspections	49	50	69
Immunizations	39	15	44
COVID Vaccine Admin	0	0	0
Car Seats	6	11	16

N. Discussion/Information
1.

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 8/17/2022 Board Minutes

R. Financial

GOVERNING BOARD (cont.)

S. Human Resources Statistics

	<u>08/22</u>	<u>08/21</u>	<u>07/22</u>	<u>06/22</u>
Number of Employees	235	236	232	232
Separations	6	1	2	1
New Hires	2			

Current Open Positions - 13

T. Discussion/Information

1. 2021 Audit – Melody Caron and Amy Thomas, MN State Auditor
2. Opioid Settlement
3. Levy Formula
4. Agency By Laws
5. 2022 MCIT Insurance Dividend

U. Decision Items

1. Brady Dinger, County Agency Social Worker (CPS), probationary appointment (12 months), \$25.36 hourly, effective 8/29/2022
2. Jordan Hacker, Eligibility Worker, probationary appointment (12 months), \$18.88 hourly, effective 9/12/2022
3. Jessie Wichmann, Registered Nurse, probationary appointment (12 months), \$25.50 hourly, effective 9/26/2022
4. IT Request for HIPAA Monitoring Software – Chris Cauwels
5. 2023 Insurance Recommendations
6. Donations:
 - Royal Family Kids Camp SW MN – Seven \$100 gift cards for the foster children who attended Royal Family Kids Camp this summer
 - Tiphany Dvorak – Tied Blankets
 - Employees of ADM – 25 Backpacks, Socks, Underwear, school supplies, and toys.
 - Adam & Shanel Connor Family & Friends – 30 activity bags for foster children.

7. Contracts

V. Adjournment

Next Meeting Dates:

- **Wednesday, October 19, 2022 – Marshall**
- **Wednesday, November 16, 2022 – Marshall**
- **Wednesday, December 21, 2022 - Marshall**

SOUTHWEST HEALTH & HUMAN SERVICES

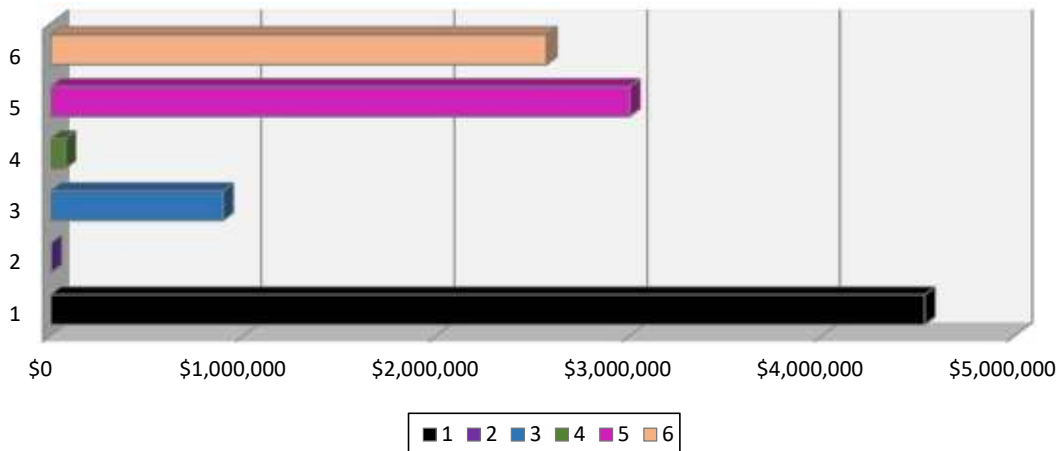
Ivanhoe, Marshall, Slayton, Pipestone, Redwood and Luverne Offices

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

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

Description	Month	Running Balance	
BEGINNING BALANCE		\$5,221,474	
RECEIPTS			
Monthly Receipts	2,332,841		
County Contribution	43,921		
Interest on Savings	3,488		
TOTAL MONTHLY RECEIPTS		2,380,251	
DISBURSEMENTS			
Monthly Disbursements	3,069,530		
TOTAL MONTHLY DISBURSEMENTS		3,069,530	
ENDING BALANCE		\$4,532,194	
REVENUE			
<i>Checking/Money Market</i>	<i>\$4,532,194</i>		
<i>SS Benefits Checking</i>	<i>\$3,000</i>		
<i>Bremer Savings</i>	<i>\$893,136</i>		
<i>First Interstate Bank Savings</i>	<i>\$75,523</i>		
<i>Term Investment - Magic Fund</i>	<i>\$3,000,000</i>		
<i>Investments - MAGIC Fund</i>	<i>\$2,569,535</i>		
ENDING BALANCE		\$11,073,388	August 2021 Ending Balance \$9,696,380
DESIGNATED/RESTRICTED FUNDS			August 2021 Ending Balance
Agency Health Insurance		\$700,530	\$1,089,407
LCTS Lyon Murray Collaborative		\$188,635	
LCTS Rock Pipestone Collaborative		\$67,986	
LCTS Redwood Collaborative		\$22,407	
Local Advisory Council		\$678	August 2021 Ending Balance
AVAILABLE CASH BALANCE		\$10,093,153	\$8,279,546

REVENUE DESIGNATION



SOUTHWEST HEALTH AND HUMAN SERVICES CHECK REGISTER

AUGUST 2022

DATE	RECEIPT or CHECK #	DESCRIPTION	+ DEPOSITS	-DISBURSEMENTS	BALANCE
	BALANCE FORWARD				5,221,473.60
08/01/22	10262	Disb		98,618.58	5,122,855.02
08/02/22	VOID 119594	Disb		(507.40)	5,123,362.42
08/02/22	VOID 121142	Disb		(801.56)	5,124,163.98
08/02/22	50250-50277	Deposit	79,026.44		5,203,190.42
08/05/22	123178-123195	Disb		1,559.23	5,201,631.19
08/05/22	13119-13122 ACH	Disb		246.08	5,201,385.11
08/05/22	123196-123241	Disb		154,904.74	5,046,480.37
08/05/22	13123-13171 ACH	Disb		119,812.48	4,926,667.89
08/05/22	50278-502329	Deposit	440,629.59		5,367,297.48
08/08/22	10263	Disb		52,531.27	5,314,766.21
08/08/22	10264	Disb		4,407.24	5,310,358.97
08/09/22	50330-50346	Deposit	2,566.84		5,312,925.81
08/09/22	10265 (July Transaction)				5,312,925.81
08/11/22	10266	Disb		66,414.70	5,246,511.11
08/12/22	123242-123253	Disb		784.82	5,245,726.29
08/12/22	13172-13179 ACH	Disb		1,046.68	5,244,679.61
08/12/22	123254-123320	Disb		106,383.51	5,138,296.10
08/12/22	13180-13222 ACH	Disb		213,226.42	4,925,069.68
08/12/22	10350-10367	Payroll		143,656.77	4,781,412.91
08/12/22	77681-77923 ACH	Payroll		529,236.11	4,252,176.80
08/12/22	50347-50387	Deposit	176,720.39		4,428,897.19
08/15/22	10267	Disb		13,892.98	4,415,004.21
08/15/22	10268	Disb		106,961.67	4,308,042.54
08/16/22	50388-50399,50402,50408-50411	Deposit	1,002,167.77		5,310,210.31
08/19/22	123321-123364	Disb		7,909.70	5,302,300.61
08/19/22	13223-13271 ACH	Disb		8,624.10	5,293,676.51
08/19/22	123365-123491	Disb		88,516.23	5,205,160.28
08/19/22	13272-13375 ACH	Disb		62,752.10	5,142,408.18
08/19/22	123492-123547	Disb		16,851.73	5,125,556.45
08/19/22	13376-13394 ACH	Disb		2,242.14	5,123,314.31
08/19/22	123548-123619	Disb		186,167.74	4,937,146.57
08/19/22	13395-13412 ACH	Disb		36,579.87	4,900,566.70
08/19/22	50400-50401, 50403-50407,50412-50456	Deposit	299,094.59		5,199,661.29
08/22/22	10269	Disb		31,734.01	5,167,927.28
08/22/22	10270	Disb		55,900.14	5,112,027.14
08/23/22	50457-50484	Deposit	94,973.28		5,207,000.42
08/24/22	10271	Disb		753.75	5,206,246.67
08/26/22	10368-10386	Payroll		141,774.55	5,064,472.12
08/26/22	77924-78169	Payroll		526,298.60	4,538,173.52
08/26/22	123620- 123640	Disb		1,886.15	4,536,287.37
08/26/22	13413 - 13424 ACH	Disb		3,337.65	4,532,949.72
08/26/22	123641 - 123697	Disb		161,335.32	4,371,614.40
08/26/22	13425 - 13454 ACH	Disb		85,125.49	4,286,488.91
08/26/22	50485-50516	Deposit	179,069.30		4,465,558.21
08/29/22	10272	Disb		39,536.74	4,426,021.47
08/30/22	transfer from SS account	Transfer	4,309.00		4,430,330.47
08/30/22	50517-50550	Deposit	101,693.44		4,532,023.91
08/30/22	VOID 119656	Disb		(170.10)	4,532,194.01
					4,532,194.01
	balanced 9/2/22 js	TOTALS	2,380,250.64	3,069,530.23	

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

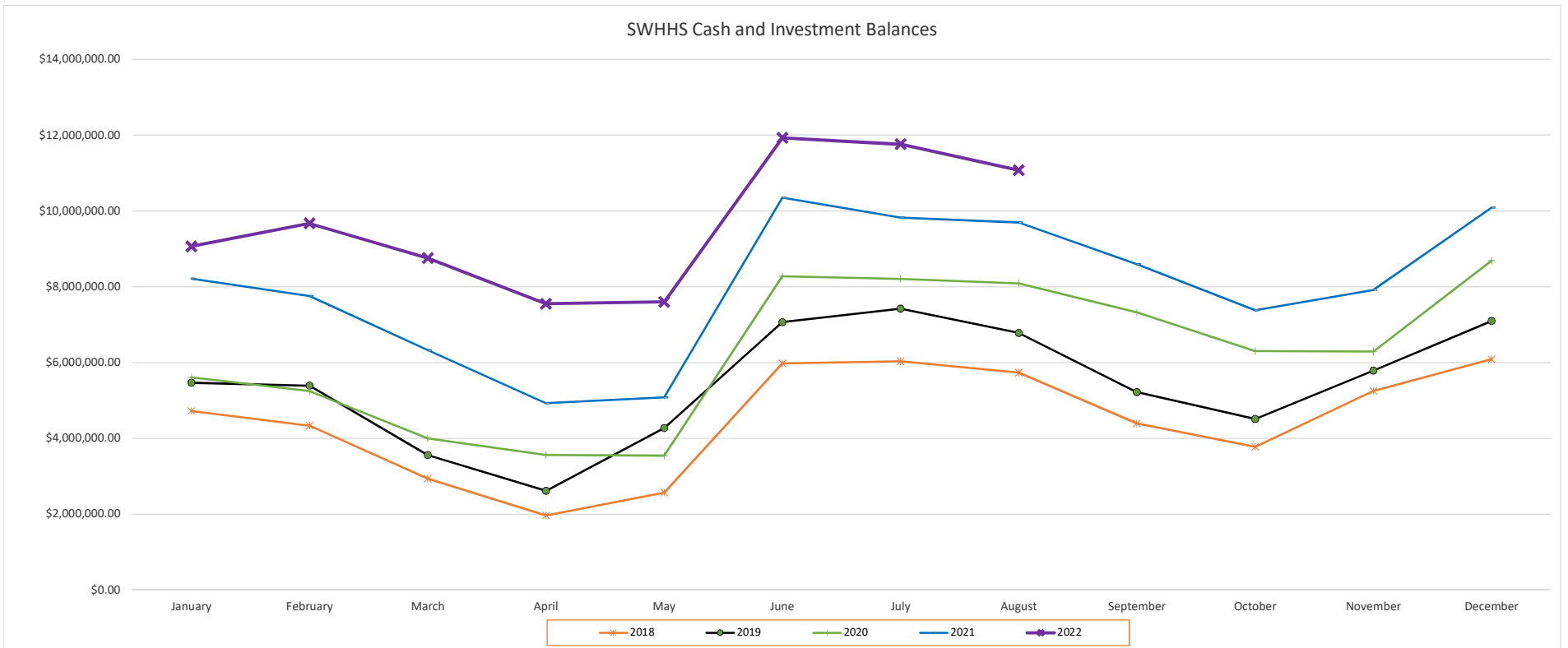
3,000.00
893,135.84
75,523.17
2,569,535.29

TOTAL CASH BALANCE

8,073,388.31

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

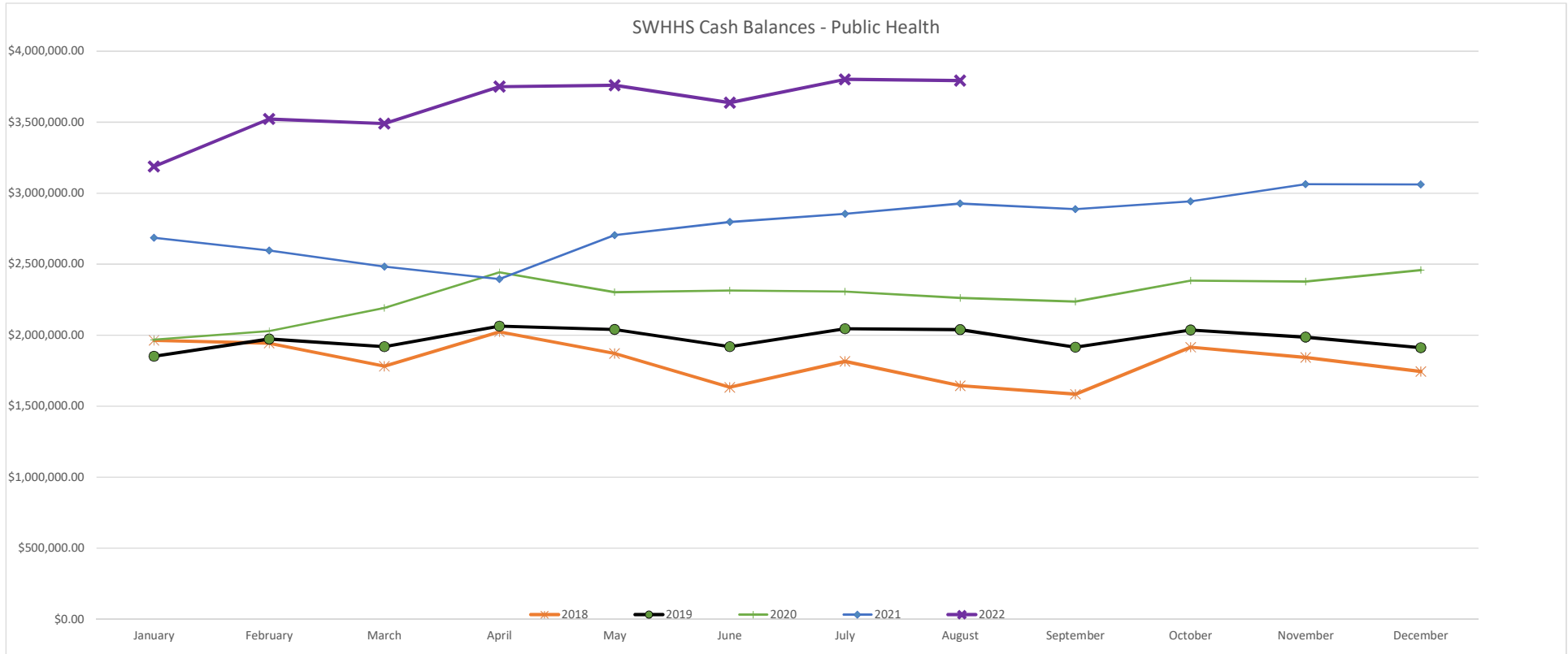
	January	February	March	April	May	June	July	August	September	October	November	December	Average for Year
2018	\$4,721,044.88	\$4,333,938.53	\$2,935,770.10	\$1,965,449.62	\$2,570,090.71	\$5,977,407.40	\$6,033,326.24	\$5,731,633.62	\$4,391,517.44	\$3,775,199.56	\$5,252,398.36	\$6,085,906.40	\$4,481,140.24
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	\$11,759,179.93	\$11,073,388.31					\$9,675,044.86



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

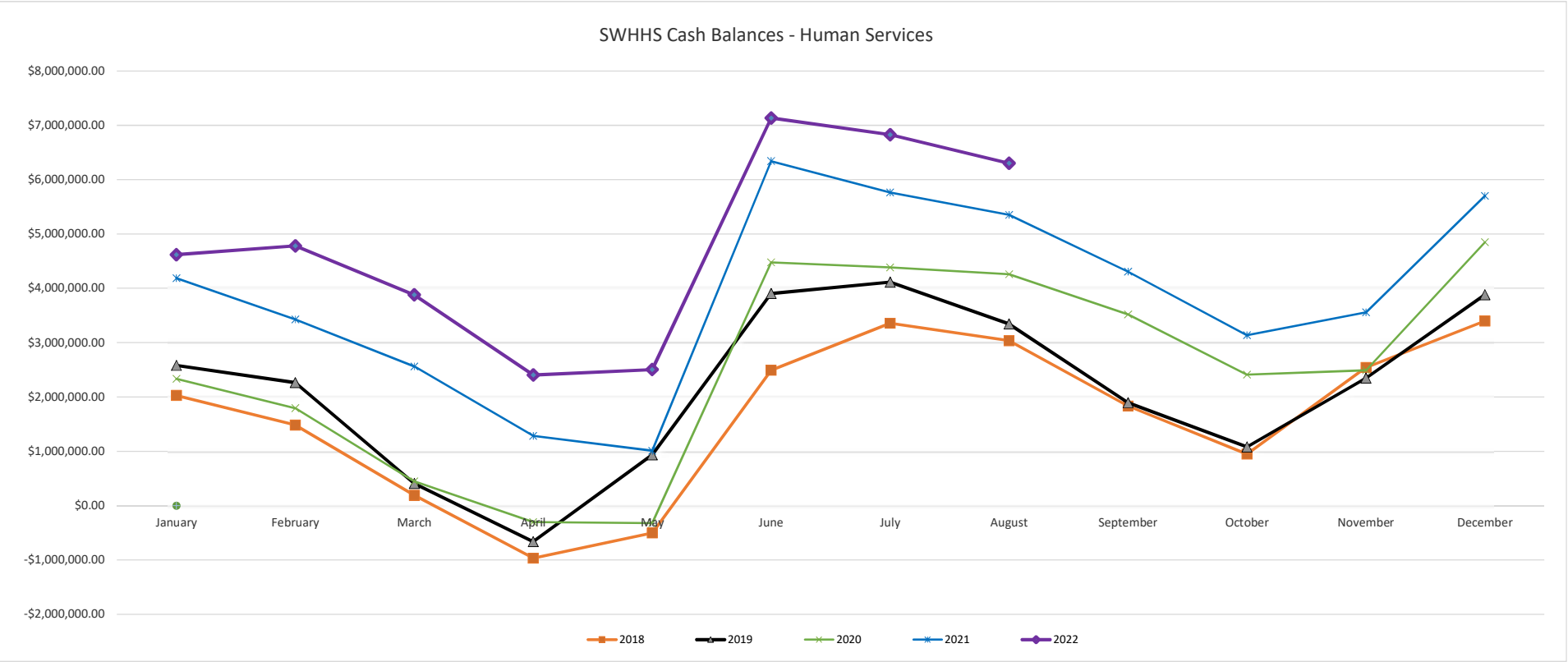
	January	February	March	April	May	June	July	August	September	October	November	December
2018	\$1,962,214.72	\$1,943,637.75	\$1,780,622.98	\$2,023,315.56	\$1,870,382.57	\$1,633,344.06	\$1,816,127.45	\$1,643,850.72	\$1,584,218.99	\$1,914,793.23	\$1,842,417.33	\$1,743,836.48
2019	\$1,851,277.80	\$1,972,764.31	\$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	\$3,801,847.69	\$3,792,898.70				

Average for Year
\$1,813,230.15
\$1,974,715.22
\$2,272,723.97
\$2,783,206.62
\$3,617,917.78



SWHHS
Total Cash and Investment Balance by Month - Human Services

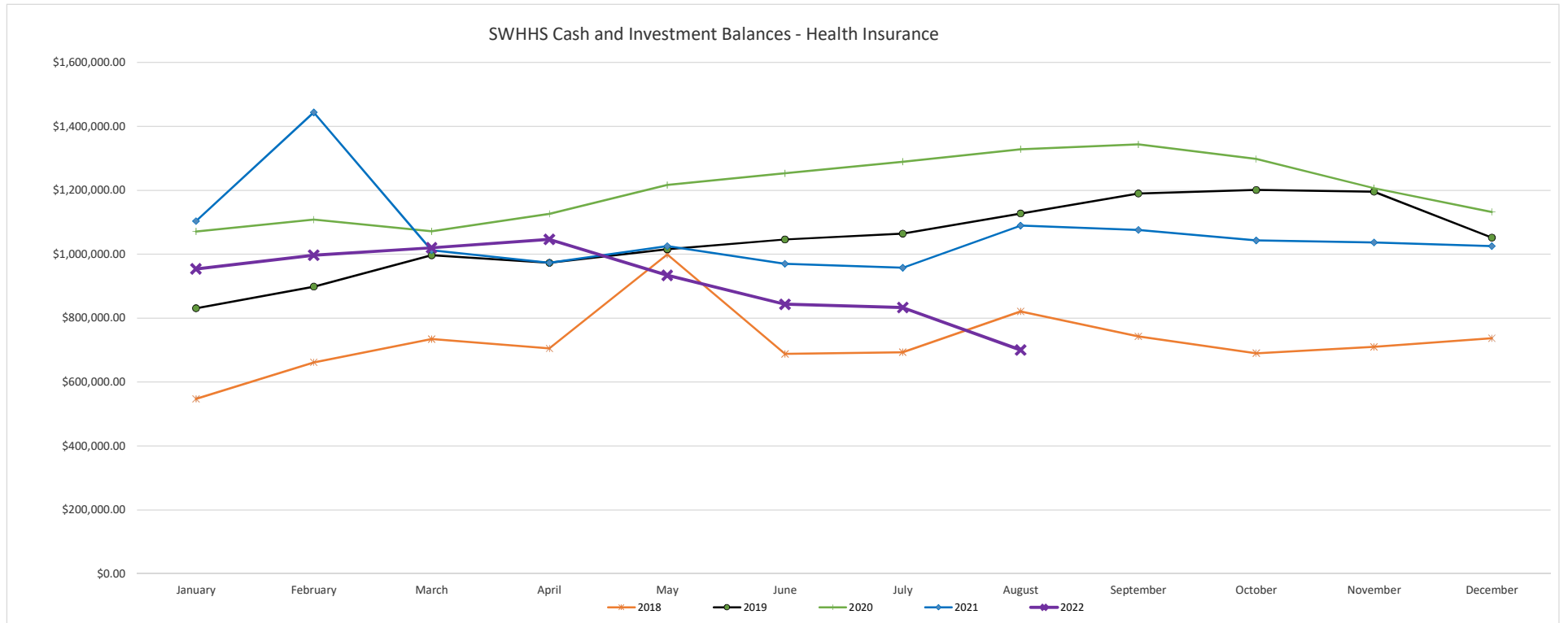
	January	February	March	April	May	June	July	August	September	October	November	December	Average for Year
2018	\$2,027,812.89	\$1,484,259.33	\$191,366.90	-\$965,731.97	-\$501,975.29	\$2,490,788.49	\$3,357,738.65	\$3,035,839.30	\$1,833,134.33	\$948,482.40	\$2,542,047.76	\$3,397,063.22	\$1,653,402.17
2019	\$2,581,063.09	\$2,265,158.91	\$405,973.82	-\$661,408.85	\$934,705.49	\$3,904,218.27	\$4,115,284.54	\$3,342,408.83	\$1,895,296.62	\$1,080,003.92	\$2,347,069.20	\$3,881,423.66	\$2,174,266.46
2020	\$2,332,934.55	\$1,794,776.37	\$446,580.09	-\$301,075.40	-\$322,039.73	\$4,477,838.46	\$4,384,474.68	\$4,260,536.62	\$3,518,651.39	\$2,410,104.32	\$2,492,480.39	\$4,846,662.00	\$2,528,493.65
2021	\$4,187,134.17	\$3,427,813.26	\$2,563,120.41	\$1,286,019.28	\$1,010,954.13	\$6,340,125.80	\$5,763,584.58	\$5,352,275.38	\$4,305,643.19	\$3,134,667.60	\$3,557,047.37	\$5,699,958.61	\$3,885,695.32
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	\$6,827,202.31	\$6,300,253.90					\$4,806,394.09



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	833,162.73	700,529.94				

Average for Year
\$727,502.48
\$1,049,203.01
\$1,203,691.07
\$1,062,945.54
\$916,030.47



Southwest Health and Human Services



LMD
9/9/22 4:51 PM

Treasurer's Cash Trial Balance

As of 08/2022

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<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		258,697.61	3,015,528.72	
Disbursements		51,490.00-	475,598.71-	
Payroll		216,156.60-	1,808,729.64-	
Fund Total		8,948.99-	731,200.37	3,312,898.70
5 Human Services Fund	410	General Administration		
	452,414.25-			
Receipts		58,737.35	462,770.45	
Disbursements		35,818.33-	448,837.44-	
Payroll		11,185.85-	74,751.59-	
Journal Entries		0.00	1,146.73	
Dept Total		11,733.17	59,671.85-	512,086.10-
5 Human Services Fund	420	Income Maintenance		
	1,513,160.78			
Receipts		510,505.45	6,175,312.17	
Disbursements		372,513.24-	2,935,557.34-	
Payroll		354,845.95-	2,900,663.55-	
Journal Entries		0.00	1,146.73-	
Dept Total		216,853.74-	337,944.55	1,851,105.33
5 Human Services Fund	431	Social Services		
	5,836,273.96			
Receipts		1,188,865.17	12,567,381.32	
Disbursements		292,919.71-	998,699.36-	
SSIS		535,491.07-	4,925,954.49-	
Payroll		733,285.48-	6,207,943.50-	
Dept Total		372,831.09-	434,783.97	6,271,057.93
5 Human Services Fund	461	Information Systems		
	3,717,061.88-			
Receipts		3,667.25	23,411.75	
Disbursements		54.85-	1,432.53-	
Payroll		25,492.15-	207,623.60-	

Southwest Health and Human Services



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Treasurer's Cash Trial Balance

As of 08/2022

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<u>Fund</u>		<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
	Dept Total		21,879.75-	185,644.38-	3,902,706.26-
5	Human Services Fund	471	LCTS Collaborative Agency		
		0.00			
	Receipts		72,883.00	201,553.00	
	Disbursements		0.00	128,670.00-	
	Dept Total		72,883.00	72,883.00	72,883.00
	Fund Total	3,179,958.61	526,948.41-	600,295.29	3,780,253.90
61	Agency Health Insurance				
		1,025,248.14			
	Receipts		290,358.78	2,105,205.16	
	Disbursements		422,991.57-	2,429,923.36-	
	Fund Total		132,632.79-	324,718.20-	700,529.94
71	LCTS Lyon Murray Collaborative Fund	471	LCTS Collaborative Agency		
		192,056.54			
	Receipts		0.00	59,287.00	
	Disbursements		17,285.43-	62,708.43-	
	Dept Total		17,285.43-	3,421.43-	188,635.11
	Fund Total	192,056.54	17,285.43-	3,421.43-	188,635.11
73	LCTS Rock Pipestone Collaborative Fund	471	LCTS Collaborative Agency		
		47,452.81			
	Receipts		24.00	23,521.00	
	Disbursements		0.00	2,988.00-	
	Dept Total		24.00	20,533.00	67,985.81
	Fund Total	47,452.81	24.00	20,533.00	67,985.81
75	Redwood LCTS Collaborative	471	LCTS Collaborative Agency		
		63,370.51			
	Receipts		0.00	46,536.00	

Southwest Health and Human Services



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Treasurer's Cash Trial Balance

As of 08/2022

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<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Disbursements		0.00	87,500.00-	
Dept Total		0.00	40,964.00-	22,406.51
Fund Total	63,370.51	0.00	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		2,383,738.61	24,680,506.57	
Disbursements		1,193,073.13-	7,571,915.17-	
SSIS		535,491.07-	4,925,954.49-	
Payroll		1,340,966.03-	11,199,711.88-	
Total		685,791.62-	982,925.03	8,073,388.31

Southwest Health and Human Services



RM- Stmt of Revenues & Expenditures

As Of 08/2022

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	810,326.25-	1,080,435.00-	75	67	
INTERGOVERNMENTAL REVENUES	590.00-	152,242.00-	166,000.00-	92	67	
STATE REVENUES	86,355.44-	595,788.66-	939,267.00-	63	67	
FEDERAL REVENUES	120,626.82-	1,103,671.63-	1,119,614.00-	99	67	
FEES	46,655.10-	346,175.14-	481,630.00-	72	67	
EARNINGS ON INVESTMENTS	558.07-	1,500.81-	550.00-	273	67	
MISCELLANEOUS REVENUES	3,783.74-	4,578.08-	6,750.00-	68	67	
TOTAL REVENUES	258,569.17-	3,014,282.57-	3,794,246.00-	79	67	12% over
EXPENDITURES						
PROGRAM EXPENDITURES	0.00	0.00	0.00	0	67	
PAYROLL AND BENEFITS	216,156.60	1,808,613.30	3,088,224.00	59	67	
OTHER EXPENDITURES	58,480.57	481,587.91	706,022.00	68	67	
TOTAL EXPENDITURES	274,637.17	2,290,201.21	3,794,246.00	60	67	7% under

Southwest Health and Human Services



RM- Stmt of Revenues & Expenditures

As Of 08/2022

Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO- DATE	2022 BUDGET	% OF BUDG	% OF YEAR	
FUND 5 HUMAN SERVICES FUND						
REVENUES						
CONTRIBUTIONS FROM COUNTIES	43,921.43-	7,062,729.84-	11,954,362.00-	59	67	
INTERGOVERNMENTAL REVENUES	20,257.50-	65,320.50-	95,971.00-	68	67	
STATE REVENUES	455,115.86-	4,125,047.48-	5,536,980.00-	74	67	
FEDERAL REVENUES	831,791.01-	5,091,808.10-	7,789,285.00-	65	67	
FEES	145,061.43-	1,580,610.68-	2,485,160.00-	64	67	
EARNINGS ON INVESTMENTS	2,929.90-	7,879.27-	2,200.00-	358	67	
MISCELLANEOUS REVENUES	181,342.36-	918,818.34-	1,510,451.00-	61	67	
TOTAL REVENUES	1,680,419.49-	18,852,214.21-	29,374,409.00-	64	67	3% under
EXPENDITURES						
PROGRAM EXPENDITURES	1,129,873.30	7,557,701.68	12,167,552.00	62	67	
PAYROLL AND BENEFITS	1,104,081.31	9,381,204.97	14,490,742.00	65	67	
OTHER EXPENDITURES	190,828.71	1,527,795.05	2,716,115.00	56	67	
TOTAL EXPENDITURES	2,424,783.32	18,466,701.70	29,374,409.00	63	67	4% 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				67
			Expend.	5,504.81	44,518.58	0.00	0
			Net	5,504.81	44,518.58	0.00	0
930 PROGRAM	Administration		Revenue	4,354.13 -	879,880.37 -	1,147,735.00 -	77
			Expend.	51,331.66	417,625.28	757,820.00	55
			Net	46,977.53	462,255.09 -	389,915.00 -	119
410 DEPT	General Administration	Totals:	Revenue	4,354.13 -	879,880.37 -	1,147,735.00 -	77
			Expend.	56,836.47	462,143.86	757,820.00	61
			Net	52,482.34	417,736.51 -	389,915.00 -	107
481 DEPT	Nursing						
100 PROGRAM	Family Health		Revenue	1,405.00 -	10,834.92 -	22,780.00 -	48
			Expend.	1,161.84	8,707.58	13,539.00	64
			Net	243.16 -	2,127.34 -	9,241.00 -	23
103 PROGRAM	Follow Along Program		Revenue	0.00	9,192.42 -	32,900.00 -	28
			Expend.	3,004.36	19,364.38	18,276.00	106
			Net	3,004.36	10,171.96	14,624.00 -	70 -
110 PROGRAM	TANF		Revenue	682.05 -	101,588.95 -	127,876.00 -	79
			Expend.	645.24	81,711.34	94,553.00	86
			Net	36.81 -	19,877.61 -	33,323.00 -	60
130 PROGRAM	WIC		Revenue	54,882.00 -	462,800.00 -	450,000.00 -	103
			Expend.	41,638.09	345,632.50	620,585.00	56
			Net	13,243.91 -	117,167.50 -	170,585.00	69 -
210 PROGRAM	CTC Outreach		Revenue	36,377.79 -	139,961.81 -	262,270.00 -	53
			Expend.	12,659.42	123,612.08	299,144.00	41
			Net	23,718.37 -	16,349.73 -	36,874.00	44 -
265 PROGRAM	Strong Foundations FHV		Revenue	1,502.70 -	29,428.22 -	0.00	0
			Expend.	7,895.68	43,291.80	0.00	0
			Net	6,392.98	13,863.58	0.00	0
270 PROGRAM	Maternal Child Health - Title V		Revenue	27,693.25 -	130,215.63 -	237,036.00 -	55
			Expend.	10,094.76	116,967.02	257,985.00	45
			Net	17,598.49 -	13,248.61 -	20,949.00	63 -

Southwest Health and Human Services



Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

Element	Description	Account Number		Current Month	Year- To- Date	Budget	%of Bdgt	%of Year
280 PROGRAM	MCH Dental Health		Revenue	0.00	0.00	1,200.00 -	0	67
			Expend.	72.52	895.76	13,375.00	7	67
			Net	72.52	895.76	12,175.00	7	67
285 PROGRAM	MCH Blood Lead		Revenue					67
			Expend.	160.06	2,169.85	0.00	0	67
			Net	160.06	2,169.85	0.00	0	67
295 PROGRAM	MCH Car Seat Program		Revenue	791.64 -	6,190.89 -	35,500.00 -	17	67
			Expend.	2,610.36	27,020.60	45,158.00	60	67
			Net	1,818.72	20,829.71	9,658.00	216	67
300 PROGRAM	Case Management		Revenue	29,728.60 -	280,677.37 -	451,000.00 -	62	67
			Expend.	19,899.49	192,194.07	432,037.00	44	67
			Net	9,829.11 -	88,483.30 -	18,963.00 -	467	67
330 PROGRAM	MNChoices		Revenue	24,358.00 -	124,760.87 -	154,000.00 -	81	67
			Expend.	18,582.81	118,427.33	219,957.00	54	67
			Net	5,775.19 -	6,333.54 -	65,957.00	10 -	67
603 PROGRAM	Disease Prevention and Control		Revenue	8,464.01 -	107,931.90 -	162,301.00 -	67	67
			Expend.	18,119.63	139,127.54	219,137.00	63	67
			Net	9,655.62	31,195.64	56,836.00	55	67
660 PROGRAM	MIIC		Revenue					67
			Expend.	123.56	335.99	0.00	0	67
			Net	123.56	335.99	0.00	0	67
481 DEPT	Nursing	Totals:	Revenue	185,885.04 -	1,403,582.98 -	1,936,863.00 -	72	67
			Expend.	136,667.82	1,219,457.84	2,233,746.00	55	67
			Net	49,217.22 -	184,125.14 -	296,883.00	62 -	67
483 DEPT	Health Education		Revenue					
			Expend.					
			Net					
500 PROGRAM	Direct Client Services		Revenue	0.00	2,908.00 -	950.00 -	306	67
			Expend.	55.91	2,597.15	18,895.00	14	67
			Net	55.91	310.85 -	17,945.00	2 -	67
510 PROGRAM	SHIP		Revenue	29,409.13 -	180,564.64 -	224,631.00 -	80	67
			Expend.	25,677.79	170,259.97	224,541.00	76	67
			Net	3,731.34 -	10,304.67 -	90.00 -	11,450	67
540 PROGRAM	Toward Zero Deaths (TZD) Safe Roads		Revenue	692.46 -	1,618.93 -	10,155.00 -	16	67
			Expend.	852.87	3,039.72	10,155.00	30	67
			Net	160.41	1,420.79	0.00	0	67

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	465.42-	1,191.28-	10,155.00-	12	67	
			Expend.	35.85	2,387.72	10,155.00	24	67	
			Net	429.57-	1,196.44	0.00	0	67	
551 PROGRAM	Pipestone Drug Free Communities		Revenue	0.00	128,567.67-	125,000.00-	103	67	
			Expend.	20,404.13	94,674.45	125,000.00	76	67	
			Net	20,404.13	33,893.22-	0.00	0	67	
900 PROGRAM	Emergency Preparedness		Revenue	18,415.65-	58,141.09-	95,357.00-	61	67	
			Expend.	5,879.56	53,847.55	112,734.00	48	67	
			Net	12,536.09-	4,293.54-	17,377.00	25-	67	
905 PROGRAM	COVID- 19 Pandemic		Revenue	0.00	31,740.07-	0.00	0	67	
			Expend.	1,860.76	59,283.39	0.00	0	67	
			Net	1,860.76	27,543.32	0.00	0	67	
906 PROGRAM	COVID- 19 Vaccination Planning Grant		Revenue	13,348.34-	88,251.80-	0.00	0	67	
			Expend.	81.10	8,796.31	0.00	0	67	
			Net	13,267.24-	79,455.49-	0.00	0	67	
907 PROGRAM	Crisis Response Workforce Grant (CO)		Revenue	0.00	2,927.34-	0.00	0	67	
			Expend.	0.00	6,946.34	0.00	0	67	
			Net	0.00	4,019.00	0.00	0	67	
483 DEPT	Health Education	Totals:	Revenue	62,331.00-	495,910.82-	466,248.00-	106	67	
			Expend.	54,847.97	401,832.60	501,480.00	80	67	
			Net	7,483.03-	94,078.22-	35,232.00	267-	67	
485 DEPT	Environmental Health	800 PROGRAM	Environmental	Revenue	1,058.00-	180,521.52-	216,400.00-	83	67
				Expend.	20,005.02	150,492.71	247,237.00	61	67
				Net	18,947.02	30,028.81-	30,837.00	97-	67
809 PROGRAM	Environmental Water Lab		Revenue	4,941.00-	54,386.88-	27,000.00-	201	67	
			Expend.	6,279.89	56,274.20	53,963.00	104	67	
			Net	1,338.89	1,887.32	26,963.00	7	67	
485 DEPT	Environmental Health	Totals:	Revenue	5,999.00-	234,908.40-	243,400.00-	97	67	
			Expend.	26,284.91	206,766.91	301,200.00	69	67	
			Net	20,285.91	28,141.49-	57,800.00	49-	67	
1 FUND	Health Services Fund	Totals:	Revenue	258,569.17-	3,014,282.57-	3,794,246.00-	79	67	
			Expend.	274,637.17	2,290,201.21	3,794,246.00	60	67	
			Net	16,068.00	724,081.36-	0.00	0	67	

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				67
			Expend.	9,542.27 -	59,230.11	105,344.00	56
			Net	9,542.27 -	59,230.11	105,344.00	56
410 DEPT	General Administration	Totals:	Revenue				67
			Expend.	9,542.27 -	59,230.11	105,344.00	56
			Net	9,542.27 -	59,230.11	105,344.00	56
420 DEPT	Income Maintenance						
0 PROGRAM	...						
			Revenue				67
			Expend.	0.00	636.36	0.00	0
			Net	0.00	636.36	0.00	0
600 PROGRAM	Income Maint Administrative/ Overhea		Revenue	78,922.40 -	2,267,167.75 -	3,758,977.00 -	60
			Expend.	114,064.37	902,477.71	1,551,896.00	58
			Net	35,141.97	1,364,690.04 -	2,207,081.00 -	62
601 PROGRAM	Income Maint/ Random Moment Payro		Revenue				67
			Expend.	208,394.02	1,757,030.76	2,645,029.00	66
			Net	208,394.02	1,757,030.76	2,645,029.00	66
602 PROGRAM	Income Maint FPI Investigator		Revenue	0.00	33,534.00 -	130,000.00 -	26
			Expend.	8,506.91	56,292.15	149,454.00	38
			Net	8,506.91	22,758.15	19,454.00	117
605 PROGRAM	MN Supplemental Aid (MSA)/ GRH		Revenue	6,877.26 -	31,561.83 -	65,400.00 -	48
			Expend.	20,771.96	31,784.43	65,000.00	49
			Net	13,894.70	222.60	400.00 -	56 -
610 PROGRAM	TANF(AFDC/ MFIP/ DWP)		Revenue	70.00 -	6,098.71 -	15,000.00 -	41
			Expend.	46.90	256.37	11,250.00	2
			Net	23.10 -	5,842.34 -	3,750.00 -	156
620 PROGRAM	General Asst (GA) / Burials		Revenue	0.00	19,899.93 -	51,500.00 -	39
			Expend.	46,011.50	235,462.31	401,125.00	59
			Net	46,011.50	215,562.38	349,625.00	62
630 PROGRAM	Food Support (FS)		Revenue	131,061.95 -	463,898.67 -	553,000.00 -	84
			Expend.	977.04	1,449.35	2,750.00	53
			Net	130,084.91 -	462,449.32 -	550,250.00 -	84

Southwest Health and Human Services



Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

Element	Description	Account Number		Current Month	Year- To- Date	Budget	%of Bdgt	%of Year
640 PROGRAM	Child Support (IVD)		Revenue	130,196.77 -	967,120.87 -	1,631,525.00 -	59	67
			Expend.	85,700.75	692,933.67	1,235,062.00	56	67
			Net	44,496.02 -	274,187.20 -	396,463.00 -	69	67
650 PROGRAM	Medical Assistance (MA)		Revenue	162,962.34 -	2,383,785.66 -	3,970,000.00 -	60	67
			Expend.	280,591.77	2,196,392.52	2,875,000.00	76	67
			Net	117,629.43	187,393.14 -	1,095,000.00 -	17	67
680 PROGRAM	Refugee Cash Assistance (RCA)		Revenue	172.00 -	1,644.00 -	0.00	0	67
			Expend.					67
			Net	172.00 -	1,644.00 -	0.00	0	67
420 DEPT	Income Maintenance	Totals:	Revenue	510,262.72 -	6,174,711.42 -	10,175,402.00 -	61	67
			Expend.	765,065.22	5,874,715.63	8,936,566.00	66	67
			Net	254,802.50	299,995.79 -	1,238,836.00 -	24	67
431 DEPT	Social Services							
0 PROGRAM	...		Revenue	203,989.85 -	203,989.85 -	0.00	0	67
			Expend.					67
			Net	203,989.85 -	203,989.85 -	0.00	0	67
700 PROGRAM	Social Service Administrative/ Overhea		Revenue	455,153.02 -	7,159,356.23 -	11,059,756.00 -	65	67
			Expend.	201,233.24	1,714,357.78	3,032,994.00	57	67
			Net	253,919.78 -	5,444,998.45 -	8,026,762.00 -	68	67
701 PROGRAM	Social Services/ SSTS		Revenue					67
			Expend.	628,544.24	5,288,061.62	7,908,093.00	67	67
			Net	628,544.24	5,288,061.62	7,908,093.00	67	67
710 PROGRAM	Children's Social Services Programs		Revenue	11,543.57	1,330,030.46 -	1,936,045.00 -	69	67
			Expend.	441,906.98	2,960,113.69	3,886,574.00	76	67
			Net	453,450.55	1,630,083.23	1,950,529.00	84	67
711 PROGRAM	YIP Grant (Circle)- Dept of Public Safet		Revenue	0.00	23,968.63 -	0.00	0	67
			Expend.	2,160.01	20,969.30	0.00	0	67
			Net	2,160.01	2,999.33 -	0.00	0	67
712 PROGRAM	CIRCLE Program		Revenue	0.00	5,000.00 -	0.00	0	67
			Expend.	305.70	5,048.47	16,000.00	32	67
			Net	305.70	48.47	16,000.00	0	67
713 PROGRAM	STAY Program Grant (formerly SELF)		Revenue	12,875.00 -	50,049.00 -	53,000.00 -	94	67
			Expend.	1,102.48	23,259.60	53,000.00	44	67
			Net	11,772.52 -	26,789.40 -	0.00	0	67

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>
715 PROGRAM	Children Waivers		Revenue	0.00	124,933.64 -	220,000.00 -	57	67
			Expend.					67
			Net	0.00	124,933.64 -	220,000.00 -	57	67
716 PROGRAM	FGDM/ Family Group Decision Making		Revenue	2,887.00 -	7,262.99 -	41,780.00 -	17	67
			Expend.	0.00	0.00	41,780.00	0	67
			Net	2,887.00 -	7,262.99 -	0.00	0	67
717 PROGRAM	Family Assmt Response Grant/ Discr F		Revenue	11,978.00 -	38,111.79 -	47,909.00 -	80	67
			Expend.	7,168.92	20,405.29	47,909.00	43	67
			Net	4,809.08 -	17,706.50 -	0.00	0	67
718 PROGRAM	PSOP/ Parent Support Outreach Progra		Revenue	7,723.00 -	25,676.72 -	30,853.00 -	83	67
			Expend.	1,445.84	7,189.10	30,853.00	23	67
			Net	6,277.16 -	18,487.62 -	0.00	0	67
720 PROGRAM	Child Care/ Child Protection		Revenue	2,950.00 -	13,982.00 -	18,600.00 -	75	67
			Expend.	130.30	172.30	4,600.00	4	67
			Net	2,819.70 -	13,809.70 -	14,000.00 -	99	67
721 PROGRAM	CC Basic Slide Fee/ Cty Match to DHS		Revenue	1,068.00 -	13,437.89 -	42,594.00 -	32	67
			Expend.	10,842.00	37,282.92	43,365.00	86	67
			Net	9,774.00	23,845.03	771.00	3,093	67
726 PROGRAM	MFIP/ SW MN PIC		Revenue	1,686.00 -	6,619.00 -	12,000.00 -	55	67
			Expend.					67
			Net	1,686.00 -	6,619.00 -	12,000.00 -	55	67
730 PROGRAM	Chemical Dependency		Revenue	26,256.99 -	210,947.50 -	323,000.00 -	65	67
			Expend.	24,942.68	154,858.57	398,100.00	39	67
			Net	1,314.31 -	56,088.93 -	75,100.00	75 -	67
741 PROGRAM	Mental Health/ Adults Only		Revenue	109,291.18 -	827,908.16 -	1,317,814.00 -	63	67
			Expend.	205,967.96	1,007,266.88	2,023,955.00	50	67
			Net	96,676.78	179,358.72	706,141.00	25	67
742 PROGRAM	Mental Health/ Children Only		Revenue	171,518.50 -	648,591.28 -	881,694.00 -	74	67
			Expend.	79,804.08	546,394.23	1,937,363.00	28	67
			Net	91,714.42 -	102,197.05 -	1,055,669.00	10 -	67
750 PROGRAM	Developmental Disabilities		Revenue	10,715.00 -	442,275.65 -	853,928.00 -	52	67
			Expend.	15,337.96	174,374.01	330,428.00	53	67
			Net	4,622.96	267,901.64 -	523,500.00 -	51	67

Southwest Health and Human Services



Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>		<u>Current Month</u>	<u>Year- To- Date</u>	<u>Budget</u>	<u>%of Bdgt</u>	<u>%of Year</u>
760 PROGRAM	Adult Services		Revenue	87,058.55 -	847,088.20 -	1,425,284.00 -	59	67
			Expend.	6,361.37	46,403.93	89,500.00	52	67
			Net	80,697.18 -	800,684.27 -	1,335,784.00 -	60	67
765 PROGRAM	Adult Waivers		Revenue	0.00	473,309.05 -	904,000.00 -	52	67
			Expend.	16,459.61	188,872.14	165,000.00	114	67
			Net	16,459.61	284,436.91 -	739,000.00 -	38	67
431 DEPT	Social Services	Totals:	Revenue	1,093,606.52 -	12,452,538.04 -	19,168,257.00 -	65	67
			Expend.	1,643,713.37	12,195,029.83	20,009,514.00	61	67
			Net	550,106.85	257,508.21 -	841,257.00	31	67
461 DEPT	Information Systems		Revenue	3,667.25 -	23,411.75 -	30,750.00 -	76	67
0 PROGRAM	...		Expend.	25,547.00	209,056.13	322,985.00	65	67
			Net	21,879.75	185,644.38	292,235.00	64	67
461 DEPT	Information Systems	Totals:	Revenue	3,667.25 -	23,411.75 -	30,750.00 -	76	67
			Expend.	25,547.00	209,056.13	322,985.00	65	67
			Net	21,879.75	185,644.38	292,235.00	64	67
471 DEPT	LCTS Collaborative Agency		Revenue	72,883.00 -	201,553.00 -	0.00	0	67
702 PROGRAM	LCTS		Expend.	0.00	128,670.00	0.00	0	67
			Net	72,883.00 -	72,883.00 -	0.00	0	67
471 DEPT	LCTS Collaborative Agency	Totals:	Revenue	72,883.00 -	201,553.00 -	0.00	0	67
			Expend.	0.00	128,670.00	0.00	0	67
			Net	72,883.00 -	72,883.00 -	0.00	0	67
5 FUND	Human Services Fund	Totals:	Revenue	1,680,419.49 -	18,852,214.21 -	29,374,409.00 -	64	67
			Expend.	2,424,783.32	18,466,701.70	29,374,409.00	63	67
			Net	744,363.83	385,512.51 -	0.00	0	67
FINAL TOTALS	1,038 Accounts		Revenue	1,938,988.66 -	21,866,496.78 -	33,168,655.00 -	66	67
			Expend.	2,699,420.49	20,756,902.91	33,168,655.00	63	67
			Net	760,431.83	1,109,593.87 -	0.00	0	67

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	2750	529	3279
August	2721	537	3258
September			0
October			0
November			0
December			0
Average	2705	572	2185

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	8	389	11	0	252	77	992	16	250	445	310	2750
August	8	395	11	0	258	84	991	16	197	448	313	2721
September												0
October												0
November												0
December												0
	8	382	12	0	260	63	980	14	243	446	298	2671

Children's - Social Services Caseload

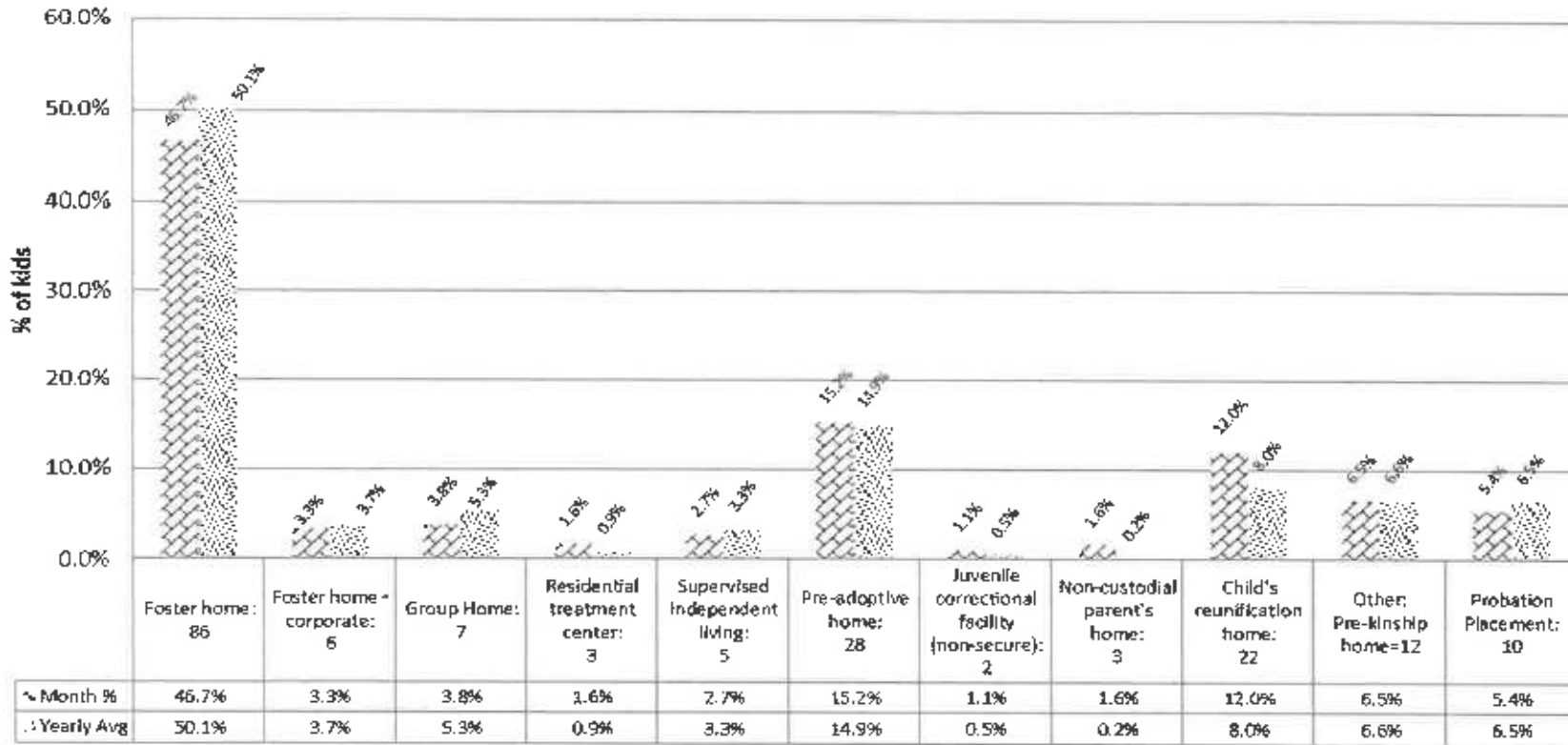
Average	Adolescent Independent Living (ALS)	Adoption	Child Brain Injury (BI)	Child Community Alternative Care (CAC)	Child Community Alternatives for Disabled Individuals (CADI)	Child Protection (CP)	Child Welfare (CW)	Children's Mental Health (CMI)	Early Intervention: Infants & Toddlers with Disabilities	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 (CMI)	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	24	29	0	13	65	167	122	78	0	0	31	529
August	24	30	0	13	65	164	130	75	0	0	36	537
September												0
October												0
November												0
December												0
	22	29	0	13	64	181	147	79	0	0	36	592

2022 KIDS IN OUT OF HOME PLACEMENT - BY COUNTY

	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	YTD Average	2021 Average
Lincoln	6	6	6	6	6	6	6	6					6	6
Lyon	47	44	45	53	52	52	52	55					50	50
Murray	15	16	17	11	10	14	13	13					14	13
Pipestone	22	23	25	24	28	28	27	24					25	20
Redwood	57	58	70	72	74	76	74	75					70	64
Rock	5	5	7	8	8	10	10	11					8	13
Monthly Totals	152	152	170	174	178	186	182	184	0	0	0	0		

August 2022 - Placement by Category
184 Kids in Placement



August 2022: Total kids in placement = 184

Total of 8 Children entered placement

3	Lyon	Foster Home
1	Lyon	Residential Treatment Center
3	Redwood	Foster Home
1	Rock	Group Home

Total of 6 Children were discharged from placement (discharges from previous month)

1	Lyon	Child's Reunification Home
3	Pipestone	Child's Reunification Home
2	Redwood	Child's Reunification Home

NON IVD COLLECTIONS
AUGUST 2022

PROGRAM	ACCOUNT	TOTAL
MSA/GRH	05-420-605.5802	6,877
TANF (MFIP/DWP/AFDC)	05-420-610.5803	70
GA	05-420-620.5803	0
FS	05-420-630.5803	1,984
CS (PI Fee, App Fee, etc)	05-420-640.5501	253
MA Recoveries & Estate Collections (25% retained by agency)	05-420-650.5803	18,458
REFUGEE	05-420-680.5803	0
CHILDRENS		
Court Visitor Fee	05-431-700.5514	0
Parental Fees, Holds	05-431-710.5501	9,234
OOH/FC Recovery	05-431-710.5803	(34,942)
CHILDCARE		
Licensing	05-431-720.5502	1,150
Corp FC Licensing	05-431-720.5505	1,400
Over Payments	05-431-721&722.5803	400
CHEMICAL DEPENDENCY		
SUD Assessment Fee	05-431-730.5504	2,712
CD Assessments	05-431-730.5519	837
Detox Fees	05-431-730.5520	3,015
SUD Treatment	05-431-730.5523	3,724
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		15,173

**SOUTHWEST HEALTH AND HUMAN SERVICES
SOCIAL SERVICE POLICY NUMBER 24**

Effective Date: 10/19/11

Revision Date: 02/18/15; 11/16/16; 9/21/22

Authority: Southwest Health and Human Services - Human Services Board

--- Payments for Children in Out of Home Placement ---

Section 1 - Procedure

- a. "Foster Care maintenance payments" means payments to cover the cost of providing a child's food, clothing, shelter, daily supervision, normal school supplies, personal incidentals, and normal travel to meet the identified needs of the foster child.

For individuals on the Legacy Program:

- a. ~~To determine a daily rate, the social worker should first determine the number of difficulty of care points as assessed by the special needs of the child. This shall be completed by using the DOC Assessment Schedule, DHS 2834. As detailed in the annual DHS Bulletin: Foster Care Maintenance and DOC Rates, the basic maintenance has been combined with the DOC points to create a single daily rate for each age category by the number of points that have been assessed.~~
- b. ~~If no DOC points have been assessed for a child, the daily rate will include no DOC points. To calculate the daily rate for a child with DOC points, use the appropriate chart by age category and locate the dollar amount assigned to the assessed DOC points, as outlined in the annual DHS bulletin.~~

For individuals on Northstar Care for Children:

- a. To determine a daily rate, the social worker should first determine the correct Minnesota Assessment of Parenting and Youth (MAPCY) tool, based on the age of the child. The MAPCY tool shall be completed by the placing worker within 2 weeks of placement.
- b. Once the MAPCY is completed, a level and a rate are determined and coordinating amounts are applied in SSIS. When appropriate the agency may request extraordinary level funding increases and request approval by DHS.

Section 2 - Maintenance Payments for Foster Care

- a. The cost of service for children placed in foster care is considered the child's maintenance cost. The case aide is responsible for assuring that a service arrangement

**SOUTHWEST HEALTH AND HUMAN SERVICES
SOCIAL SERVICE POLICY NUMBER 24**

in SSIS has been completed within 2 weeks of the child's placement. Additionally, an appropriate number of vouchers, along with the service arrangement, must be sent to the foster parent by accounting immediately following the completion of the service agreement in order to facilitate prompt payment. The signed service arrangement must be returned to the accounting office in order for payment to be issued.

- b. Foster parents shall be paid for a full day on the first day of placement regardless of the time of day the child is placed, but shall not be paid for the last day of placement. Maintenance payments for foster care are based on a per diem rate. All payments to foster parents will be on a post payment basis. Vouchers submitted for services must be received by the accounting office after the month that services were provided.
- c. When a child is placed with less than 6 hours notice to the foster parent, the social worker may assign a \$75 emergency placement payment to the foster parent. In cases of a sibling placement, a maximum emergency placement rate of \$100 shall be paid.
- d. ~~Child care costs for foster care children on the Legacy Program shall be allowed with prior approval during the time both foster parents (or one, if a single foster parent) are employed out of the foster home. The county will pay the difference between the hourly foster care rate (per diem divided by 24 hours) including DOC and the child care rate charged. The child care rate charged must not exceed the maximum per Social Service Policy. The agency will pay its share of day care costs directly to the vendor or as a reimbursement to the foster parent. The foster parent is responsible for paying their share of day care costs directly to the vendor.~~

Northstar Care for Children and the MAPCY assessment take all needs of the child into account and does not allow for additional child care cost payments.

- e. Mileage for special transportation may be paid with prior approval of the Children's Services Supervisor and, if on MA, the transportation coordinator. Special transportation is for the purposes of accessing medical/psychological services provided outside of the foster parents' trade area or required on a regular basis for a specified need. When mileage is paid to a foster parent, it shall be at the current rate paid for volunteer drivers per the IRS rate. These expenses should be submitted on form AG#040. Special service needs and related transportation expenses will be detailed on the DOC form or MAPCY assessment and will be considered part of the per diem.
- f. Payment of personal needs allowance shall be issued along with the ~~DOC~~ or MAPCY maintenance payment as directed by the worker. The payment may be paid directly to the child in care of the facility.

**SOUTHWEST HEALTH AND HUMAN SERVICES
SOCIAL SERVICE POLICY NUMBER 24**

Section 3 - Initial Clothing Allowance

- a. Clothing allowances must be prior authorized by the supervisor. Maximum payments for initial clothing allowance shall be determined according to the annual bulletin published by DHS. The initial clothing allowance must be used within 60 days of the date of initial placement in foster care, group care, or residential treatment. Clothing allowances for children who have been in care for an extended period of time must also be prior approved by the supervisor. It is expected that the foster care payments will cover the costs of on-going clothing needs. Original receipts must be submitted to the worker for reimbursement.

Section 4 - Maintenance Payments for Group Home, and Residential Treatment

- a. The cost of services for children placed in a Rule 5 or Rule 8 (group home, correctional setting, or residential treatment) is determined by the per diem of the facility. Please refer to the DHS IV-E bulletin for placement rates at facilities.
- b. For children in a waiver placement that are eligible for a waiver program, the total cost of care will be determined by the Rate management System. A MAPCY assessment will be completed by the children's services social worker within 2 weeks of placement to determine the children's services rate. Then the adult services social worker will determine the remainder to be paid by the waiver program per the Rate Management System.

Section 5 - Payments While Child is Absent from Care

- a. On occasion a child will be absent from care due to running away, illness, or visits. Payment during these times of absence should be covered in the involved agency's foster care policy or the facility's host county contract. SWHHS foster care policy places a maximum limit of 15 days for visits and illnesses and up to 5 days for absences due to running. The Foster Care Respite Policy will cover for days when children need to be temporarily removed due to issues with the foster parents or the child. When not otherwise stated in the host county contract, these limits will be in effect for other facilities. Special extension may be granted upon supervisory approval.
- b. On occasion a child will need to be temporarily removed from foster care for treatment (chemical dependency, mental health, other). Foster parents who will be having an ongoing care relationship (pre and post treatment) may be paid a per diem while they

**SOUTHWEST HEALTH AND HUMAN SERVICES
SOCIAL SERVICE POLICY NUMBER 24**

attend therapy or other approved care plan required visits with prior supervisor approval. Transportation expenditures may be paid by the agency or MA.



2022 Public Health Statistics

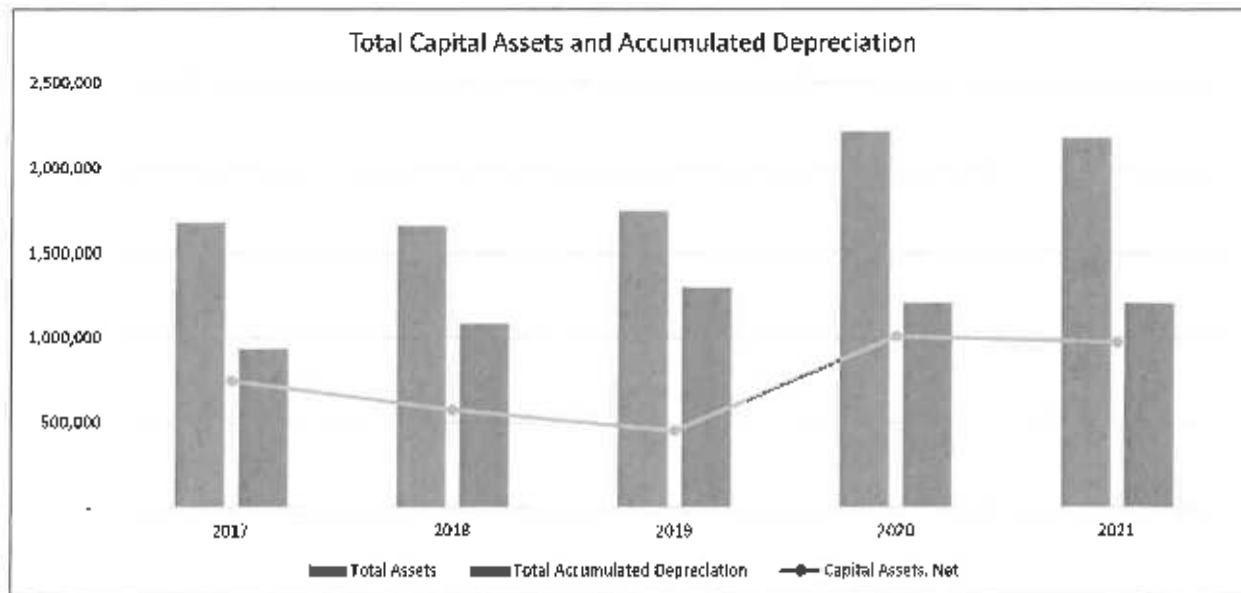
	WIC	Family Home Visiting	MnChoices PCA Assessments	Managed Care	Dental Varnish	Refugee Health	LTBI Medication Distribution	Water Tests	FPL Inspections	Imm	Car Seats	COVID Vaccine Admin
'12 Avg	1857	48	15	187	81							
'13 Avg	2302	37	21	211	90							
'14 Avg	2228	60	25	225	112	6	30					
'15 Avg	2259	86	23	238	112	12	36					
'16 Avg	2313	52	22	265	97	12	27					
'17 Avg	2217	47	22	290	56	9	25					
'18 Avg	2151	50	22	324	23	4	18	128	48	57	19	
'19 Avg	2018	31	10	246	18	4	10	131	47	63	20	
'20 Avg	2008	27	8	224	-	-	6	120	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	1982	33	10	217	0	0	26	237	69	44	16	0
7/22	1978	25	13	158	0	1	15	199	50	15	11	0
8/22		44	13	191	0	0	5	221	49	39	6	0
9/22												
10/22												
11/22												
12/22												

*Includes telehealth visits

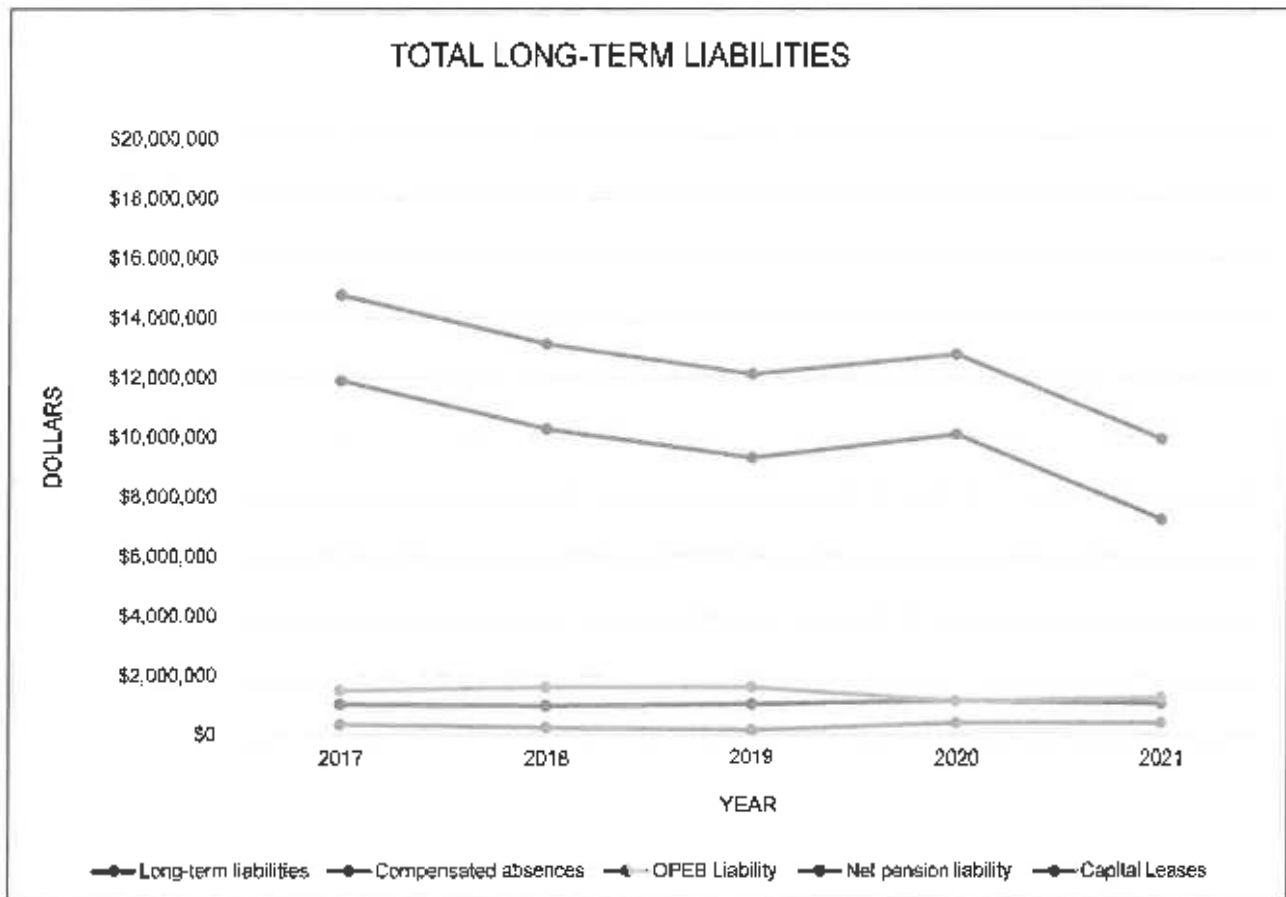
**Southwest Health and Human Services
Marshall, Minnesota
Capital Assets, Net of Accumulated Depreciation
December 31, 2021**

	2017	2018	2019	2020	2021
Office furniture and equipment	1,088,146	1,088,441	1,156,331	1,507,126	1,438,077
Automotive equipment	591,139	591,139	591,139	707,694	737,461
Total Assets	1,679,285	1,659,580	1,747,470	2,214,820	2,176,538
Accumulated Depreciation					
Office furniture and equipment	673,666	718,762	831,702	878,322	950,620
Automotive equipment	261,028	365,242	464,734	228,134	253,886
Total Accumulated Depreciation	934,694	1,083,994	1,296,436	1,206,456	1,204,506
Capital Assets, Net	744,591	575,586	451,034	1,008,364	972,032



**Southwest Health and Human Services
Marshall, Minnesota
Long-Term Liabilities
December 31, 2021**

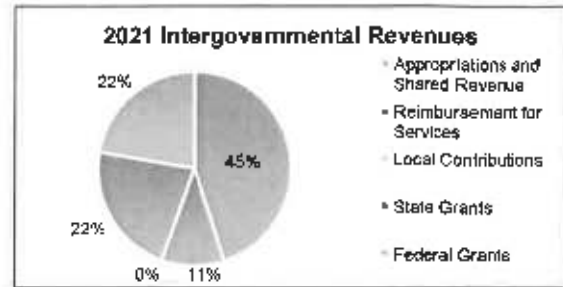
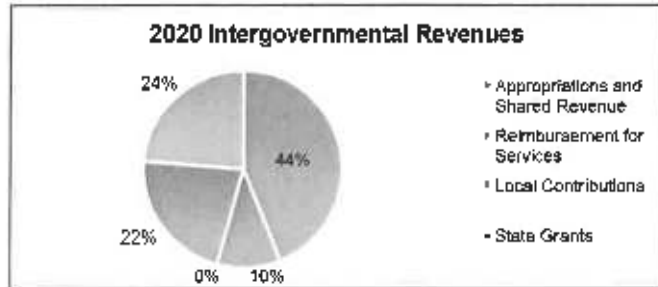
	2017	2018	2019	2020	2021
Compensated absences	1,026,427	982,921	1,042,125	1,142,128	1,050,061
OPEB Liability	1,491,020	1,606,048	1,603,589	1,141,103	1,244,739
Net pension liability	11,899,653	10,279,684	9,310,459	10,090,354	7,238,409
Capital Leases	351,106	258,154	169,384	401,877	402,505
Long-term liabilities	\$ 14,768,206	\$ 13,126,807	\$ 12,125,557	\$ 12,775,462	\$ 9,935,714



	2017	2018	2019	2020	2021
Due within one year	\$ 221,450	\$ 235,746	\$ 253,087	\$ 233,307	\$ 241,311
Due in more than one year	1,156,083	1,008,329	958,422	1,310,698	1,211,255
OPEB liability	1,491,020	1,606,048	1,603,589	1,141,103	1,244,739
Net Pension Liability	11,899,653	10,279,684	9,310,459	10,090,354	7,238,409
Total	\$ 14,768,206	\$ 13,126,807	\$ 12,125,557	\$ 12,775,462	\$ 9,935,714

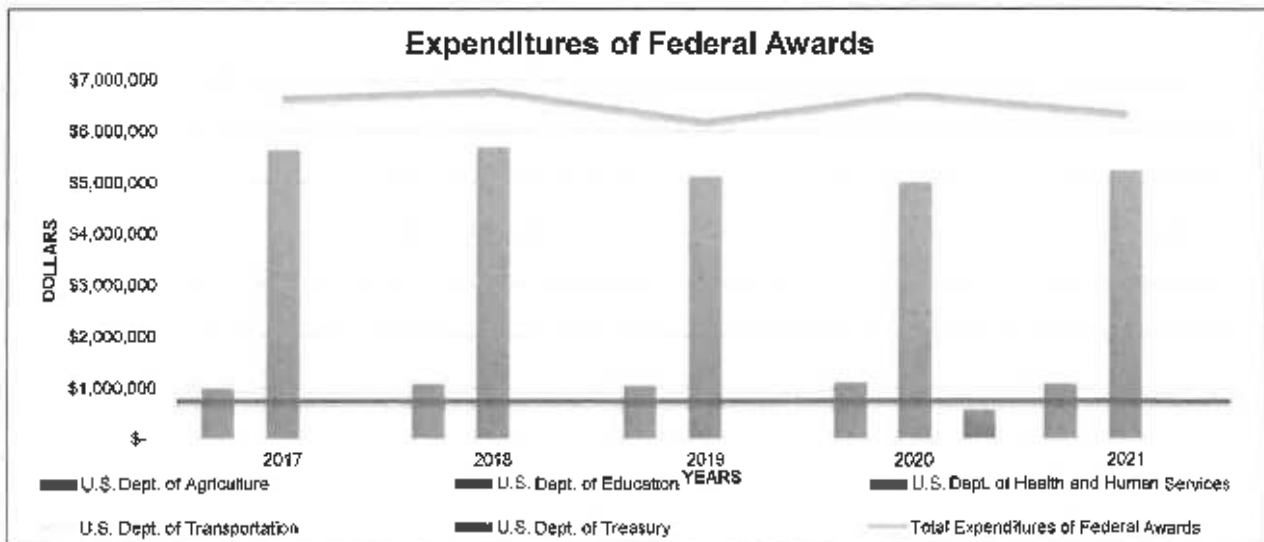
**Southwest Health and Human Services
Marshall, Minnesota
Intergovernmental Revenues - Governmental Funds
December 31, 2021**

	2017	2018	2019	2020	2021
Appropriations and Shared Revenue	\$ 10,675,736	\$ 11,340,885	\$ 11,776,267	\$ 12,632,972	\$ 12,734,981
Reimbursement for Services	2,466,596	2,549,744	2,611,373	2,961,311	2,975,964
Local Contributions	123,520	43,507	8,601	444	6,028
State Grants	5,989,741	5,989,994	6,277,852	6,348,678	6,296,496
Federal Grants	6,660,758	7,108,566	6,148,955	6,817,469	6,304,221
	\$ 25,926,350	\$ 27,032,676	\$ 26,824,058	\$ 28,760,874	\$ 28,319,690



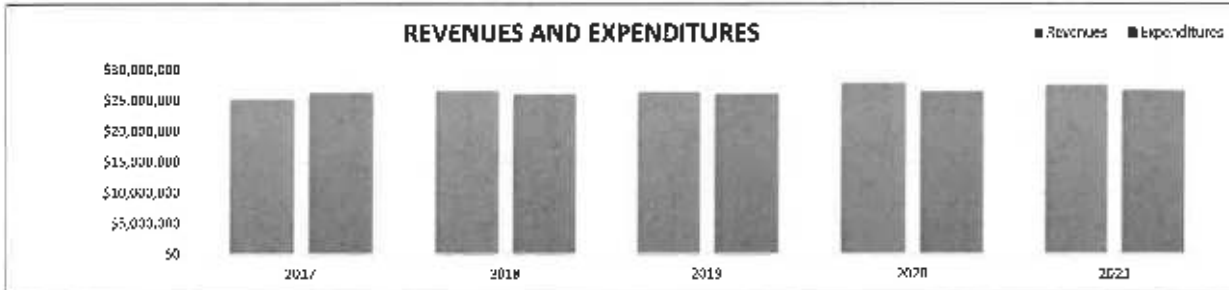
Expenditures of Federal Awards by Federal Source

	2017	2018	2019	2020	2021
U.S. Dept. of Agriculture	\$ 996,960	\$ 1,086,825	\$ 1,054,006	\$ 1,118,641	\$ 1,093,600
U.S. Dept. of Transportation	-	-	10,612	9,199	6,121
U.S. Dept. of Treasury	-	-	-	578,610	-
U.S. Dept. of Education	14,498	13,575	6,824	9,108	15,750
U.S. Dept. of Health and Human Services	5,648,300	5,705,572	5,134,959	5,012,545	5,244,904
Total Expenditures of Federal Awards	\$ 6,660,758	\$ 6,805,972	\$ 6,206,501	\$ 6,728,103	\$ 6,360,375

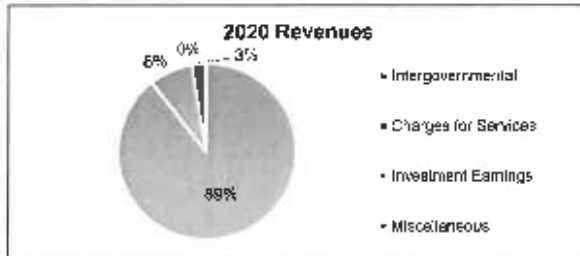


**Southwest Health and Human Services
Marshall, Minnesota
General Fund Revenues and Expenditures
December 31, 2021**

	2017	2018	2019	2020	2021
Revenues	\$25,356,666	\$26,759,333	\$26,531,000	\$27,887,157	\$27,626,361
Expenditures	26,445,312	26,214,459	26,246,696	26,814,669	26,787,512
Other Financing Sources (Uses)	31,700	9,505	14,509	371,953	89,084
Net Change in Fund Balance	(1,056,664)	554,379	298,613	1,744,241	927,953



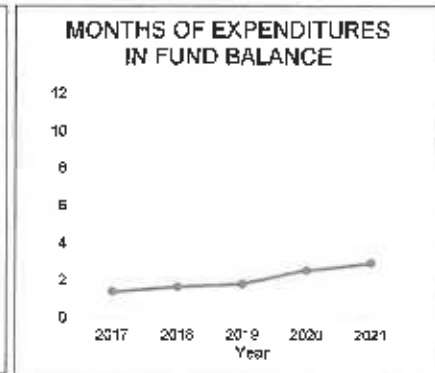
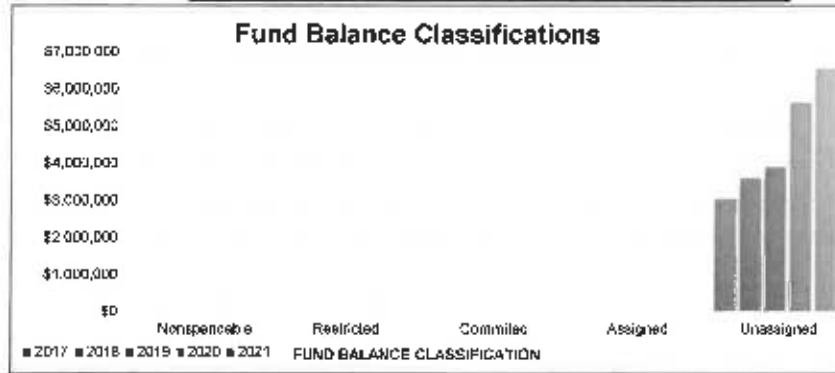
Revenue Classification	2017	2018	2019	2020	2021
Intergovernmental	22,681,443	24,030,708	23,614,507	24,998,476	24,572,414
Charges for Services	2,136,993	2,209,226	2,154,827	2,241,659	2,237,872
Investment Earnings	16,749	35,153	68,004	11,304	2,020
Miscellaneous	517,683	484,246	493,662	735,518	714,075
	\$25,356,666	\$26,759,333	\$26,531,000	\$27,887,157	\$27,626,361



**Southwest Health and Human Services
Marshall, Minnesota
Fund Balance & Cash and Investments - General Fund
December 31, 2021**

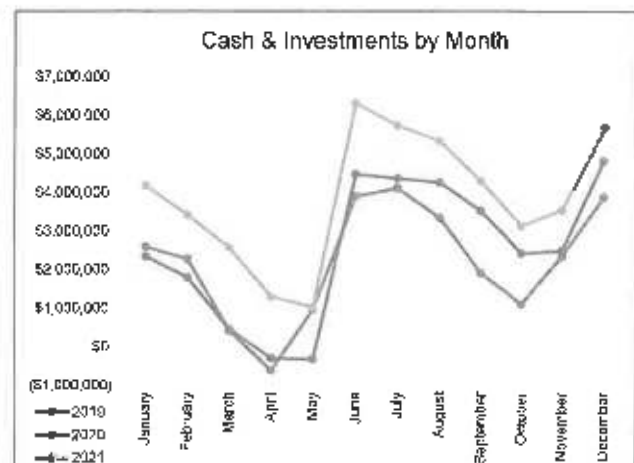
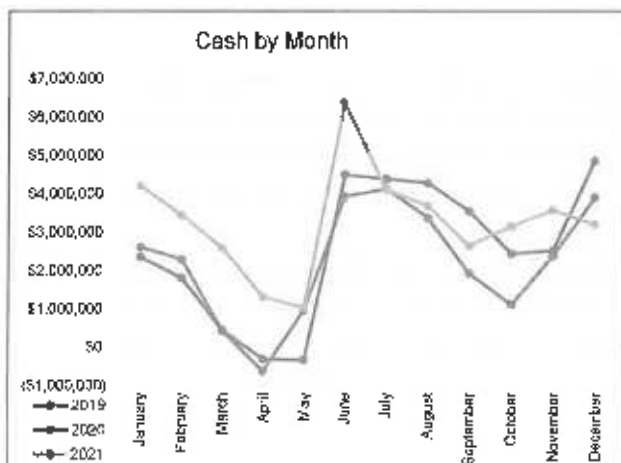
	2017	2018	2019	2020	2021
Nonspendable	\$ -	\$ -	\$ -	\$ -	\$ -
Restricted	-	-	-	-	-
Unrestricted	-	-	-	-	-
Committed	-	-	-	-	-
Assigned	-	-	-	-	-
Unassigned	3,051,190	3,805,569	3,904,382	5,640,545	6,588,498
	<u>\$ 3,051,190</u>	<u>\$ 3,805,569</u>	<u>\$ 3,904,382</u>	<u>\$ 5,640,545</u>	<u>\$ 6,588,498</u>

YEAR	MONTHS
2017	1.38
2018	1.65
2019	1.79
2020	2.54
2021	2.94



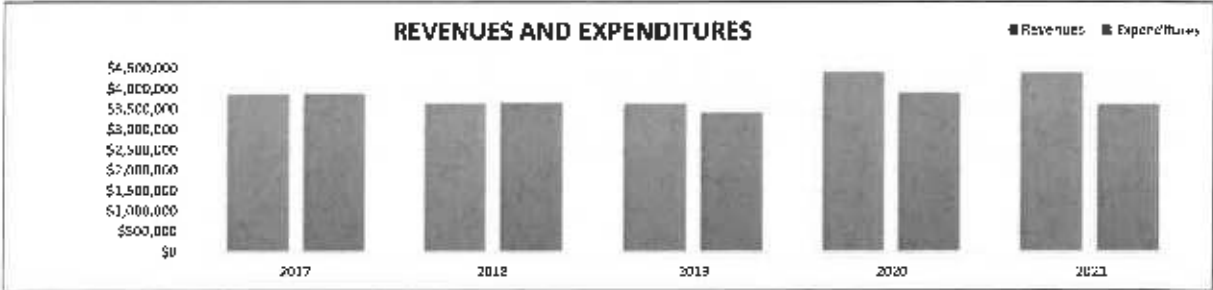
	Cash in IFS by Month		
	2019	2020	2021
January	2,581,063	2,324,869	4,179,685
February	2,265,158	1,776,669	3,420,451
March	389,181	419,442	2,555,986
April	(661,409)	(338,385)	1,278,657
May	934,705	(363,979)	1,003,592
June	3,900,614	4,477,795	6,332,764
July	4,115,293	4,369,535	4,076,223
August	3,342,409	4,260,537	3,684,913
September	1,895,297	3,518,651	2,617,767
October	1,079,899	2,410,104	3,127,308
November	2,347,069	2,492,480	3,548,685
December	3,861,484	4,839,213	3,175,276

	Cash & Investments in IFS by Month		
	2019	2020	2021
January	2,581,063	2,324,869	4,179,685
February	2,265,158	1,776,669	3,420,451
March	389,181	419,442	2,555,986
April	(661,409)	(338,385)	1,278,657
May	934,705	(363,979)	1,003,592
June	3,900,614	4,477,795	6,332,764
July	4,115,293	4,369,535	5,786,223
August	3,342,409	4,260,537	5,344,913
September	1,895,297	3,518,651	4,297,767
October	1,079,899	2,410,104	3,127,308
November	2,347,069	2,492,480	3,548,685
December	3,861,484	4,839,213	5,695,276

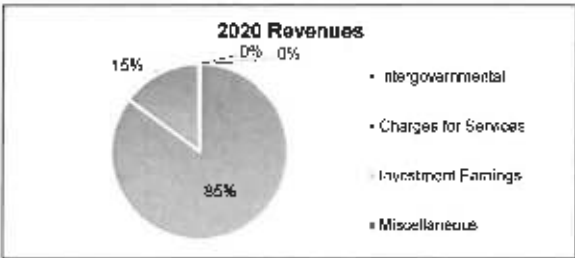


**Southwest Health and Human Services
Marshall, Minnesota
Health Fund Revenues and Expenditures
December 31, 2021**

	2017	2018	2019	2020	2021
Revenues	\$3,878,904	\$ 3,652,533	\$ 3,639,869	\$4,421,944	\$4,405,388
Expenditures	3,884,458	3,668,905	3,423,753	3,912,110	3,616,827
Other Financing Sources (Uses)	6,050	1,811	2,764	70,848	16,988
Net Change in Fund Balance	493	(14,561)	216,650	560,682	805,508



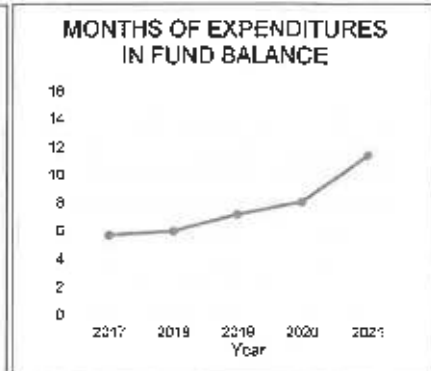
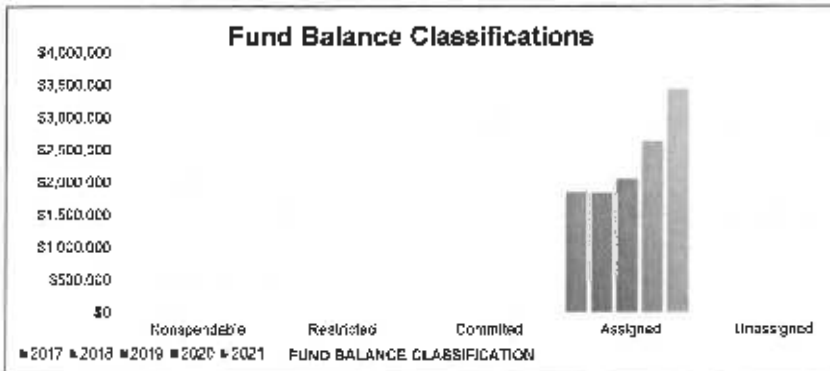
Revenue Classification	2017	2018	2019	2020	2021
Intergovernmental	\$2,784,832	\$ 3,001,968	\$ 3,009,551	\$ 3,762,398	\$3,647,726
Charges for Services	557,007	629,149	609,401	648,147	749,968
Investment Earnings	5,674	6,896	12,953	2,153	386
Miscellaneous	8,452	14,721	7,764	9,246	7,739
	<u>\$3,355,965</u>	<u>\$ 3,652,533</u>	<u>\$ 3,639,669</u>	<u>\$4,421,944</u>	<u>\$4,405,816</u>



**Southwest Health and Human Services
Marshall, Minnesota
Fund Balance & Cash and Investments - Health Fund
December 31, 2021**

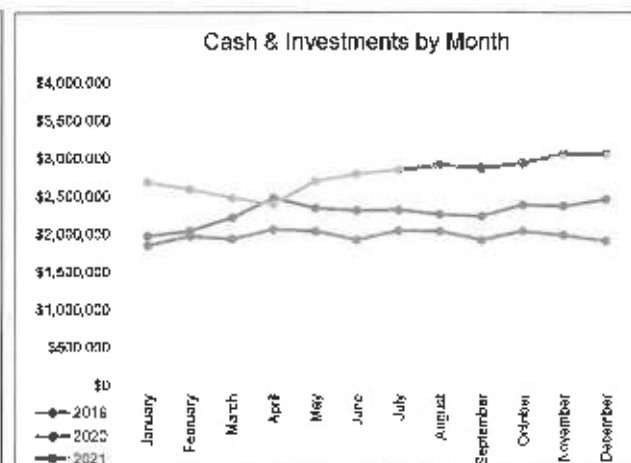
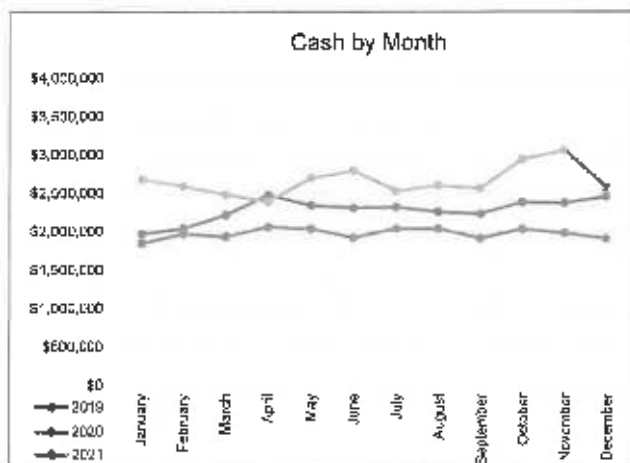
	2017	2018	2019	2020	2021
Nonspendable	\$ -	\$ -	\$ -	\$ -	\$ -
Restricted	-	-	-	-	-
Unrestricted					
Committed	-	-	-	-	-
Assigned	1,862,115	1,847,554	2,066,204	2,646,886	3,452,395
Unassigned	-	-	-	-	-
Total	\$ 1,862,115	\$ 1,847,554	\$ 2,066,204	\$ 2,646,886	\$ 3,452,395

YEAR	MONTHS
2017	5.75
2018	6.04
2019	7.24
2020	8.12
2021	11.45



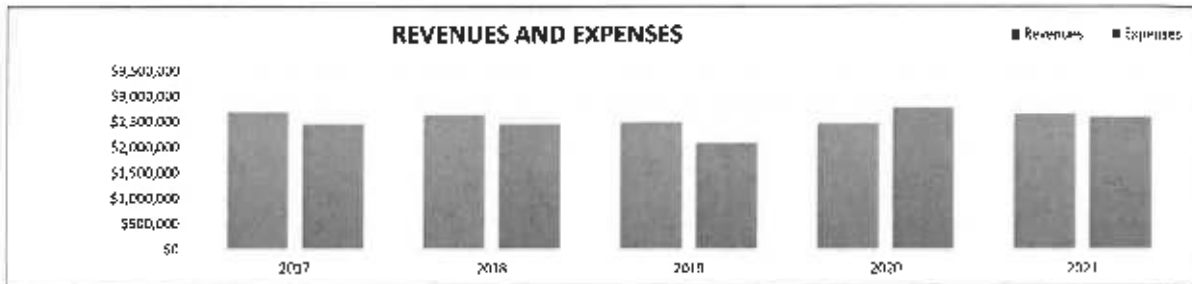
	Cash in IFS by Month		
	2019	2020	2021
January	1,849,165	1,975,673	2,686,361
February	1,972,764	2,047,266	2,595,491
March	1,935,227	2,218,767	2,463,186
April	2,053,608	2,480,346	2,394,862
May	2,039,617	2,344,618	2,704,233
June	1,922,365	2,314,857	2,797,102
July	2,044,394	2,322,029	2,534,167
August	2,039,262	2,261,644	2,607,270
September	1,915,329	2,236,197	2,887,651
October	2,036,425	2,383,533	2,943,306
November	1,985,685	2,377,087	3,062,913
December	1,910,997	2,457,991	2,581,698

	Cash & Investments in IFS by Month		
	2019	2020	2021
January	1,849,165	1,075,873	2,686,361
February	1,972,764	2,047,266	2,595,491
March	1,935,227	2,218,767	2,463,186
April	2,063,608	2,480,346	2,394,862
May	2,039,617	2,344,618	2,704,233
June	1,922,365	2,314,857	2,797,102
July	2,044,394	2,322,029	2,554,167
August	2,039,262	2,261,644	2,927,270
September	1,915,329	2,236,197	2,887,651
October	2,036,425	2,383,533	2,943,306
November	1,985,685	2,377,087	3,062,913
December	1,910,997	2,457,991	3,061,698

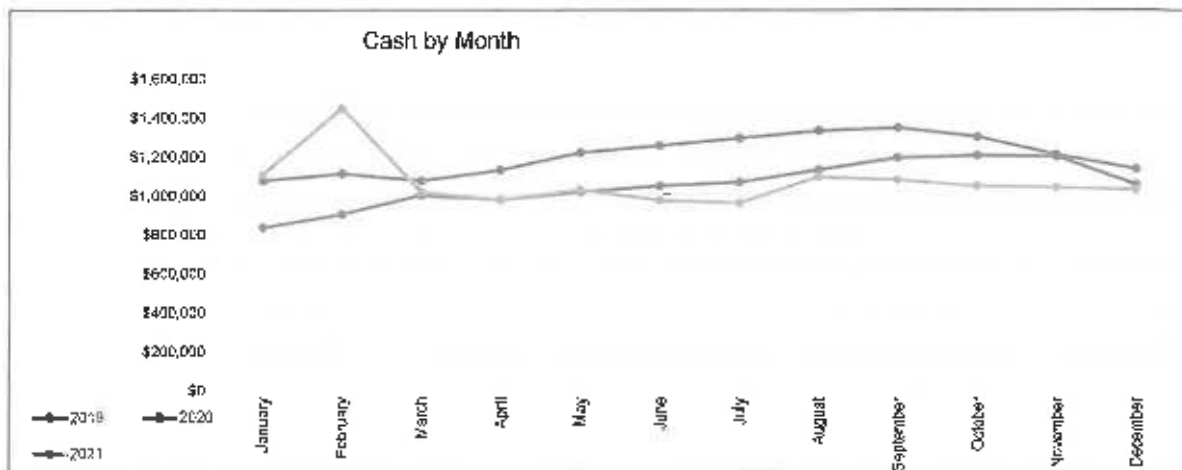


**Southwest Health and Human Services
Marshall, Minnesota
Internal Service Fund Revenues and Expenses
12/31/2021**

	2017	2018	2019	2020	2021
Revenues	\$2,701,638	\$2,642,741	\$2,494,570	\$2,476,913	\$2,655,854
Expenses	2,457,540	2,453,035	2,089,401	2,782,992	2,802,181
Change In Net Position	244,098	189,706	405,169	(306,079)	85,663



	Cash in IFS by Month		
	2019	2020	2021
January	\$30,787	1,070,976	1,103,508
February	898,633	1,108,105	1,443,581
March	998,872	1,071,726	1,012,037
April	973,047	1,128,238	973,311
May	1,015,394	1,210,444	1,025,293
June	1,048,008	1,252,769	970,211
July	1,084,138	1,288,587	957,505
August	1,127,624	1,328,431	1,088,407
September	1,189,708	1,343,792	1,075,655
October	1,200,876	1,287,528	1,043,093
November	1,195,846	1,205,582	1,036,487
December	1,051,605	1,132,235	1,025,249





Bylaws of Southwest Health and Human Services

Adopted: 12/20/2017

Revised: 01/15/2020

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The undersigned, being the governing body and board of directors of Southwest Health and Human Services, a joint powers board created under the provisions of Minnesota Statutes, §§471.59 and 402A.35, Chapter 145A, and Minnesota Statutes 393 in accordance with the power granted to it by the provisions of section I of the Southwest Health and Human Services Joint Powers Agreement, hereby adopt the following bylaws.

ARTICLE 1: PURPOSE

The purpose of Southwest Health and Human Services and its governing body, the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board is set forth in a joint powers agreement executed by the Minnesota counties of Lincoln, Lyon, Murray, Pipestone, Redwood and Rock (hereinafter referred to as the "Southwest Health and Human Services Joint Powers Agreement").

The purpose of these bylaws is to set forth the regulation of the affairs and manner of operation for the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board and the governance of its members. These bylaws should be read in conjunction with the Southwest Health and Human Services Joint Powers Agreement.

ARTICLE 2: TERM OF BYLAWS

These bylaws shall become effective upon approval by the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board and shall continue in force and effect, with all subsequent amendments as provided in Article 14, for such time as the Southwest Health and Human Services Joint Powers Agreement remains in effect.

ARTICLE 3: COMPOSITION & ORGANIZATION

Section 3.1 Board member appointments and recognition. After each member county appoints its two representatives and one lay member to serve on the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board. All Board members shall be recognized as provided in Article II, III, and IV of the Joint Powers Agreement.

Section 3.2 Committees. The Southwest Health and Human Services Joint Board shall establish an Executive Committee composed of one commissioner from each of the member counties. The Southwest Health and Human Services Joint Board shall also establish a Finance Committee composed of three commissioners, appointed by the chairperson of the Southwest Health and Human Services Joint Board. The Southwest Health and Human Services Joint Board shall establish a Personnel Committee made of up the chairperson of the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board. Other committees established by a majority vote of the Joint Health and Human Services Board as provided for in Article 10. Individual commissioners may also be appointed as representatives of the board to other committees such as the insurance collaborative and insurance committee.

ARTICLE 4: OFFICERS

Section 4.1 Election of officers. The Southwest Health and Human Services Joint Powers Board, Southwest Health Community Health Board and Southwest Human Services Board shall elect officers beginning at its first meeting of the year. Officers will be elected so there is representation from each county.

Section 4.2 Term of office. The term of office shall end upon the close of the meeting at which the next chair or vice chair is elected. (i.e. January meeting)

Section 4.3 Single office. No board member may hold more than one office at a time.. No board member shall hold the same office for more than two (2) consecutive years.

Section 4.4 Chair duties and responsibilities. The chair's duties and responsibilities include the following:

- (a) Ensuring the integrity of the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board process by presiding over Joint Health and Human Services Board, Southwest Health Community Health Board and Southwest Human Services Board meetings and directing the preparation of the agenda for such meetings in a manner that:
 - (i) Ensures that the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board conducts business consistent with its own rules and those legitimately imposed upon it from outside the organization;
 - (ii) Limits meeting decision-making or discussion to those issues that, according to the bylaws or other policies adopted by the Joint Health and Human Services Board, are clearly the responsibility of the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board to decide (and not the responsibility of the chief executive officer) or to monitor; and
 - (iii) Facilitates deliberation that is timely, orderly, fair, and thorough, but also efficient, limited in time, and kept to the point.
- (b) Except as otherwise provided in the Joint Powers Agreement, appointing board members to serve on committees established by the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board.

- (c) Representing the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board as its principle spokesperson.
- (d) The chair of the Joint Health and Human Services Board shall attend the entrance and exit interview for the annual financial audit.

The chair's duties and responsibilities do not include making decisions about policies established by the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board nor supervising and directing the executive director or Southwest Health and Human Services staff independent of the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board.

Section 4.5 Vice chair duties and responsibilities. Whenever the chair is unable to serve, the vice chair shall exercise the duties and responsibilities of the chair.

Section 4.6 Absence of chair and vice chair. In the absence of the chair and the vice chair of the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board the remaining Board members shall elect from among themselves a chair pro tem who shall perform the duties of chair for that meeting.

Section 4.7 Clerk. The Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board shall appoint a Southwest Health and Human Services staff person to serve as the clerk to the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board.

ARTICLE 5: MEETINGS

Section 5.1 Open meetings. All meetings of the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board, including its committees and subcommittees, shall be conducted in public, except where authorized or directed by federal or state law to close a meeting.

Section 5.2 Public speech during meetings. The Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board shall determine the degree and method of soliciting public input on a topic-specific basis.

Section 5.3 Rules of public conduct during meetings. The Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board Chair has the discretion to permit public comment during Board meetings. Members of the public are expected to be courteous, respectful and conscientious during their comments.

Section 5.4 Regular meeting frequency. The Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Boards shall meet monthly.

Section 5.5 Scheduling of special meetings. Meetings of the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board may be called by the chair or upon request from at least two board members not from the same member county.

Section 5.6 Notice of meetings. Notice of meetings of the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board, including its committees and subcommittees, shall include the meeting date, time, location, and purpose, and be made as follows:

- (a) **Regular meetings.** For regular meetings, a schedule shall be kept on the Southwest Health and Human Services' website. Member counties are encouraged to display this information on their meeting calendars, in whatever form they deem appropriate.
- (b) **Special, non-emergency meetings.** For special meetings that are not emergency meetings, but are (1) regular meetings held at a time or place different from that stated on its regular meeting schedule or (2) meetings not conducted as part of the normal routine but planned far enough in advance to be scheduled, notice shall be posted on the Southwest Health and Human Services' website and emailed, mailed, or –at the option of Southwest Health and Human Services – otherwise delivered at least three days before the date of the meeting to parties that have filed a request for notice as referenced below.
- (c) **Emergency meetings.** For emergency meetings that are called because of circumstances that, in the judgment of the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board Chair requires immediate attention, a good faith effort shall be made by Southwest Health and Human Services to post notice of the meeting date, time, place, and purpose on the Southwest Health and Human Services' website, and by phone, email, or other means to the members and alternates, and any party that has filed to receive notice.
- (d) **Filing to receive notice.** Parties may file a request with the clerk of the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board to receive notice of special meetings, including emergency meetings. Requests for notice of special meetings may expire annually and may need to be refiled. The clerk shall notify such parties of impending expiration and ability to refile a request at least 30 days prior to expiration.

Section 5.7 Cancellation of meetings. The chair may cancel regular meetings for good cause. Notice of such cancellation shall be provided as far in advance of the scheduled meeting as possible and in the same methods as meeting notice is provided.

Section 5.8 Method of meetings. Meetings of the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board shall be ordinarily held in person except as follows:

- (a) **Inclement weather exception.** The chair determines that inclement weather will result in the lack of a quorum.
- (b) **State of emergency exception.** The chair determines that an in-person meeting is not practical or prudent because of a health pandemic or because a state of emergency has been declared under Minnesota Statutes, Chapter 12.

Section 5.9 Regular meeting agendas. At least five days prior to a regular meeting of the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board the clerk or designee shall email the agenda to board members and alternate board members and post the agenda on the Southwest Health and Human Services' website. Unless otherwise determined when the agenda is approved, the order of business shall be:

- (a) Call to order
- (b) Pledge
- (c) Employee Recognition; Introduce New Staff
- (d) Agenda approval
- (e) Consent agenda, conflict approval, and approval minutes
- (f) discussion items, informational items, and reports
- (g) Decision items
- (h) Adjourn

Section 5.11 Other meeting agendas. At least three days prior to a special meeting that is not an emergency meeting, the clerk or designee shall email the agenda to board members and alternate board members and post on the Southwest Health and Human Services' website. The business conducted at a special meeting shall be limited to those items specified in the agenda.

Section 5.12 Copies of board materials. At least one copy of any printed materials related to agenda items that the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board is considering that were distributed to all members of Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board at or before the meeting shall be available for public inspection while the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board considers the subject. The copy (ies) may be available in paper or electronic form, at the discretion of the clerk, but shall be provided in paper form to a member at the member's request.

Section 5.13 Quorum. A quorum for the conduct of all business by the Southwest Health and Human Services Joint Board shall consist of seven (7) board members, including alternate board members appearing in place of the regular board members. A quorum for the conduct of all business by the Southwest Community Health Board shall consist of four (4) board members, including alternate board members appearing in place of the regular board members. A quorum for the conduct of all business by the Southwest Human Services Board shall consist of

ten (10) board members, including alternate board members appearing in place of the regular board members. When a board member and their alternate are present at a regular meeting or special meeting, only the board member is seated at the meeting table.

Section 5.14 Vote.

- (a) Upon the request of any board member immediately preceding a vote by the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board, the chair shall repeat the motion, the name of the member who made the motion, and the name of the member who seconded the motion.
- (b) Any board member may request to have their vote entered in the minutes.
- (c) When a board member and their alternate are both present at a regular or special meeting, only the board member may cast votes and be recorded in proceedings.
- (d) A simple majority vote is required for all matters except for those identified in the Southwest Health and Human Services Joint Powers Agreement.
- (e) No proxy votes or absentee votes shall be allowed.

Section 5.15 Record of meetings. A record of the meetings of the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board its committees and subcommittees, shall be made available to the public, upon approval by the relevant body, by publication on the Southwest Health and Human Services' website. The record shall, at a minimum, contain the following information:

- (a) The date, time, and location of the meetings.
- (b) The attendance and absence of each board member.
- (c) The outcome of a vote on an action taken in a meeting that is required to be open, along with the name of the board member who made the motion and the name of the board member who seconded the motion.
- (d) The vote of each board member on appropriations of money, except for payments on judgments, claims, and amounts fixed by statute.
- (e) The vote of a board member who requests to have their individual vote entered into the minutes.
- (f) Board members will identify any conflict of interest during the consent agenda. The abstention from a vote by a board member will be acknowledged by the Board Chair and their reason for abstaining, if one is given. The minutes will reflect any board member who has abstained.

ARTICLE 6: POWERS AND DUTIES OF JOINT POWERS BOARD

The powers and duties of the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board are set forth in the Southwest Health and Human Services Joint Powers Agreement.

ARTICLE 7: BOARD MEMBER RESPONSIBILITIES

Section 7.1 Ethical and businesslike. Board members shall carry out their responsibilities in an ethical and businesslike manner. Civility and respect at all time with one another, staff and the public are required.

Section 7.2 Authority. Board members shall support the legitimacy and authority of Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board decisions, irrespective of the member's personal position on the issue.

Board members shall not attempt to exercise individual authority over the organization except as explicitly set forth in Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board policies. Board members' interaction with the executive director or with staff must recognize the lack of authority in any individual board member or group of board members except as noted above. There should be no unilateral decisions.

Board members' interaction with the public, press or other entities must recognize the role of the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board designated spokesperson. No Board member shall speak on behalf of the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board unless that person has been designated to speak on the issue and an official Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board position has been voted upon. However, board members may choose to speak as a representative of the organization to educate and promote the organization.

Section 7.3 Handling consent agenda. The Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board will attend to consent agenda items as expeditiously as possible. If a Board member wishes to discuss a consent agenda item, they must seek removal of the item from the consent agenda prior to approval of the meeting agenda.

Section 7.4 Executive Director performance monitoring. Board members shall monitor and evaluate the executive director performance consistent with explicit Southwest Health and

Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board policies.

Section 7.5 Governing characteristics. The Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board shall govern with an emphasis on vision, long-term impact and outcomes, strategy, and pro-active leadership over administrative detail.

Section 7.6 Accountability. As stewards of the public trust and funding, the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board shall be accountable for Southwest Health and Human Services to enhance community safety and wellness through the delivery of quality services with great results and shall avoid unethical or inappropriate conduct.

The Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board shall enforce upon itself whatever discipline is necessary to govern with excellence, including attendance and preparation for meetings, establishment of policies that align with the governing characteristics, clarity and respect of roles, and ensuring the continuance of governance capability.

The Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board shall regularly monitor its own process and performance and seek to continuously improve through orientation of new board members, board member development, education, and robust input and deliberation.

Section 7.7 Leadership. In leading, Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board shall educate and inform the general public about health and human services and shall inspire and empower the staff to deliver quality services with great results with:

- (a) Provision and adherence to broad organizational values;
- (b) Consideration of diversity of viewpoints.

Section 7.9 Group responsibility and authority. The Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board is vested with group responsibility and group authority. While no single Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board member has individual authority, the effective forging of Southwest Health and Human Services Joint Health and Human Services Board, Southwest Health Community Health Board and Southwest Human Services Board decision and values requires board members to take individual responsibility for expressing their individual values and perspectives and those of the member's county.

Section 7.9 Annual planning. Each year the Joint Health and Human Services Board shall determine the date for an annual planning meeting. The Southwest Joint Health and Human Services Board shall also follow an annual agenda that:

- (a) Starts a planning cycle with the Joint Powers Board's development of its agenda for the next year.
- (b) Articulates goals and strategies for the coming one or more years.
- (c) Concludes the annual planning cycle each year by the last day of May so that administrative planning and budgeting for the following calendar year can be based on accomplishing a one-year segment of the Joint Powers Board's most recent statement of goals and strategies.
- (d) Completes a review of policies on a regular cycle.
- (e) Review of the agency's bylaws

Section 7.10 Annual review of executive director performance. Executive Director Performance monitoring will be included on the Southwest Joint Health and Human Services Board agenda at least annually. Probationary reviews will take place at three, six and nine months from their date of employment.

Executive Director compensation will be decided under the same schedule as staff and be commensurate with performance and applicable policies.

Section 7.11 Authority to hire the Executive Director. If authorized by the Southwest Health and Human Services Joint Board, the Executive Committee shall have the right to interview and recommend the hiring of the executive director to the Southwest Health and Human Services Joint Board.

Section 7.12 New Commissioner Training. Commissioners that are new to any of the boards of Southwest Health and Human Services are encouraged to attend New Commissioner Orientation which is held annually in the spring of the year. Current board members and member county Commissioners are also welcome to attend.

ARTICLE 8: BOARD MEMBER ETHICS

Section 8.1 Discharge of duties in ethical manner. The effectiveness and credibility of Southwest Health and Human Services is dependent upon the proper discharge of duties in the public interest. Board members must assure that the independence of their judgment and actions, without any consideration for personal gain, is preserved; board members shall serve all people fairly and equitably without regard to their personal or financial benefit.

Accordingly, at a minimum, board members shall comply with the following ethics provisions.

Section 8.2 Use of confidential information. A board member shall not use information gained as a board member which is not generally made available to and/or is not known to the public, to directly or indirectly gain anything of value. A board member shall only be given the minimal information necessary in regards to client information to effectively do their jobs.

Section 8.3 Solicitation of, donation of, or receipt of anything of value. A board member shall not solicit or receive anything of value from any person or association, directly or indirectly, in consideration of some action to be taken or not to be taken in the performance of the board member's duties. A board member shall not represent people or associations in dealings with Southwest Health and Human Services in consideration of anything of value. A board member shall not take an official action which will benefit any person or entity because of a donation of anything of value to Southwest Health and Human Services by such person or entity.

Section 8.4 Provision of anything of value and fair campaign practices. A board member shall not give anything of value to potential voters in return for their votes, promises, or financial considerations which would be prohibited by the State Minnesota Fair Campaign Practices statute.

Section 8.5 Official action. A board member shall not take an official action which will benefit any person or entity where such board member would not otherwise have taken such action but for the board member's family relationship, friendship, or business relationship with such person or entity.

Section 8.6 Financial interest. Where a board member or a member of the board member's immediate family has a financial interest in any matter being considered by the board member, such interest, if known to the board member, shall be disclosed by the board member in writing to the clerk and chair or in a public declaration in a board meeting. If the board member has such a financial interest or if the minor child of a board member has such a financial interest, the board member shall be disqualified from further participation in the matter.

Section 8.7 Holding investments. A board member shall not hold any investment which might compromise the performance of the board member's duties without disclosure of said investment and self-disqualification from any particular action which might be compromised by such investment, except as permitted by statute, such as Minnesota Statutes, §471.88.

Section 8.8 Southwest Health and Human Services funds, personnel, facilities, and property. A board member shall not use Southwest Health and Human Services funds, personnel, facilities, or property such as vehicles, equipment, or supplies for personal convenience, personal political campaign activities, or personal profit except where such is available to the public generally, or where such is provided by specific Southwest Health and Human Services policy in the conduct of official Southwest Health and Human Services business.

Section 8.9 Special consideration. A board member shall not grant any special consideration, treatment, or advantage to any citizen beyond that which is available to every other citizen.

Section 8.10 Expenses. A board member shall provide complete documentation to support requests for expense reimbursement. Expense reimbursement shall be made in accordance with Southwest Health and Human Services policy.

Section 8.11 Compliance with law. A board member shall comply with all local ordinances and State and Federal statutes including, but not limited to, the criminal code (except for petty misdemeanor or misdemeanor charges), Fair Campaign Practices Act, and laws governing the

functioning and ethical conduct of counties and municipalities, their elected and appointed officials, and employees.

Section 8.12 Authority. A board member shall not exceed his or her authority, or ask others to do so.

ARTICLE 9: EXECUTIVE AND FINANCE COMMITTEE

Section 9.1 Executive Committee purpose. The Executive Committee shall assist Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board in carrying out tasks assigned, such as but not limited to, negotiations, hiring of the executive director, making recommendations to the board, etc.

Section 9.2 Executive Committee composition. The committee will be comprised of one commissioner from each of the member counties. Appointments to Executive Committee will take place at the first meeting of the year.

Section 9.3 Finance Committee purpose. The Finance Committee shall assist Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board in carrying out its fiscal responsibility. The committee shall oversee the financial operations of Southwest Health and Human Services and make recommendations to the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board on such financial operations matters as appropriate.

Section 9.4 Finance Committee composition. Finance Committee membership is established by the Southwest Health and Human Services policy.

Section 9.5 Finance Committee responsibilities. The Finance Committee shall:

- (a) Review regular financial reports to ensure compliance with Joint Powers Board policies.
- (b) Prepare relevant monitoring reports for the Joint Powers Board related to organization finances.
- (c) Engage the Southwest Health and Human Services Joint Powers Board in an annual discussion and development of the annual budget.
- (d) Identify and prepare Joint Powers Board discussions on financial policy and relevant Joint Powers Board decisions/issues.
- (e) Request and review proposals for selection of auditor every three years, or more frequently if required by law.
- (f) Review the external audit report and coordinate the audit team discussion with the Southwest Health and Human Services Joint Powers Board.

Section 9.6 Personnel Committee responsibilities. The Personnel Committee shall:

- (a) Be in charge of making recommendations to the Board on matters including but not limited to the review of the agency's personnel policies, collective bargaining and administering a comprehensive human resources program that is consistent with federal, state, and local laws/regulations.
- (b) Review requests for Leave Without Pay that do not fall under the Family Medical Leave Act and exceed over 37.5 hours.

ARTICLE 10: OTHER COMMITTEES

The Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board, may establish other committees with a defined purpose, appointment of members, defined authority and decision-making, and establishment of key deliverables and timelines.

ARTICLE 11: PARLIMENTARY AUTHORITY

Except where otherwise provided in state law or rules, the Southwest Health and Human Services Joint Powers Agreement, or these bylaws, *Robert's Rules of Order Newly Revised, 11th Edition*, shall govern the parliamentary process for meetings of the Joint Powers Boards and its committees.

ARTICLE 12: DATA

Official documents of the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board including minutes of meetings, shall be kept at the offices of Southwest Health and Human Services located in Marshall, MN. Agendas and minutes shall also be posted on the Southwest Health and Human Services' website following approval by the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board.

The Executive Director is designated as the responsible authority for data practices, pursuant to the Minnesota Government Data Practices Act.

ARTICLE 13: ADHERENCE TO JOINT POWERS AGREEMENT

The Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board shall not adopt any policies or procedures that contradict the Southwest Health and Human Services Joint Powers Agreement. In the event such an inconsistency occurs in these by-laws or any other policy or procedure, the Southwest Health

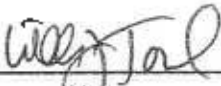
and Human Services Joint Powers Agreement shall be followed. Upon identification of such an inconsistency, the Southwest Health and Human Services Joint Board, Southwest Community Health Board and Southwest Human Services Board shall correct the erroneous policy at their next regular meeting.

ARTICLE 14: AMENDMENT OF BYLAWS


These bylaws may be amended at any regular meeting of the Southwest Health and Human Services Joint Powers Board, by an affirmative vote of a majority of the board members, provided the amendment is not inconsistent with the Southwest Health and Human Services Joint Powers Agreement. Proposed amendments shall be submitted to the Joint Powers Board 30 days prior to the meeting at which they will be considered, and the agenda for the meeting shall state that the amendment will be offered.

Approved as to form and execution:

Southwest Health and Human Services Joint Powers Board:



Agency Attorney



Chair of Board

1-27-20

Date of Signature

1/15/2020

Date of Signature



MCIT

Minnesota Counties Intergovernmental Trust

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

BOARD OF DIRECTORS

Felix Schmiesing
Chair
Sherburne County
Commissioner

Ron Antony
Vice-chair
Yellow Medicine
County
Commissioner

Randy Schreifels
Secretary/Treasurer
Stearns County
Auditor-Treasurer

Don Wachal
Jackson County
Commissioner

Marcia Ward
Winona County
Commissioner

Kirk Peysar
Aitkin County
Auditor

Jack Swanson
Roseau County
Commissioner

Kevin Corbid
Washington County
Administrator

Ben Grimsley
Becker County
Commissioner

August 23, 2022

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

RE: 2022 DIVIDEND NOTICE

Dear Nancy,

In deciding to announce a dividend in 2022 the MCIT Board of Directors considered a number of factors that have the potential of impacting the financial strength of the Trust; specifically,

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

Recognizing that dividends are a reflection of past performance that are fueled by investment income and positive claims development the board relied heavily upon preliminary financial audit data and the reserve analysis performed by Actuarial Advisors to affirm the soundness of the board's decision to announce a **\$7M Dividend in 2022.**

Workers' Compensation Dividend	\$7 million
Property/Casualty Dividend	\$0

Your 2022 Dividend is as follows:

- Workers' Compensation \$20,908

This is MCIT's 32nd consecutive annual dividend to members. The dividend is fully allocated to the workers' compensation division noted to have produced better than

2022 Dividend Notice

August 23, 2022

Page 2

expected claim results in 2021. Although a dividend was not supported in the property casualty division this year, that division remains financially strong with member contributions sufficient to cover the operational costs and exposure to risk.

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

We are providing this letter to you for purposes of 2023 planning. The actual dividend payment will be issued in mid-November of this year.

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

Thank you for your ongoing participation in MCIT.

Sincerely,

A handwritten signature in black ink, appearing to read 'Felix Schmiesing', with a horizontal line extending to the right.

Felix Schmiesing, Sherburne County Commissioner
MCIT Trust Chair

IT Request for HIPAA Monitoring Software

- Budgeted \$16,500 for software to help with HIPAA compliance monitoring, auditing and related cybersecurity tools.
- We have 6 file servers and about 240 staff to monitor. This amounts to 1,142,362 files to monitor (not including what is on SharePoint and AppXtender which already have monitoring and audit tools built in).
- Most of the HIPAA monitoring criteria center on ensuring that only the correct people are accessing information and accessing only the information they need for their jobs. This means that we need to monitor our file servers and the permissions to files that are given through Active Directory permissions.
- This will monitor and send alerts for situations like logins after hours, a very large number of login attempts in a short time, attempts for unauthorized access, reports on who has access to what for auditing situations like position or duty changes and many others.
- Many of the above situations could be related to a bad actor whether external or internal attempting to access information they are not authorized for. The extra layer of protection alerts us to situations that could be related to cybersecurity so we can further investigate.

Option 1 CPTRAX and DSRAZOR has a one time cost of \$15,380.50 plus a cost of \$8312.13 for 3 years of support and software updates totaling **\$22,763.14 for 3 years.**

Option 2 Netwrix Auditor is an annual subscription with a **total cost for 3 years of \$16,777.64** which includes the software, support, updates and onboarding training for the IT staff.

Both options have similar features and trial versions have been extensively tested. **Recommending option 2 Netwrix Auditor as the price is better, the software is far easier to configure with greatly reduced setup time and it includes a secure self service password reset tool that is not available with Option 1.** The password reset tool would allow staff to securely reset their own passwords along with email notification feature that sends an email when a password is reset which would alert our staff to suspicious password changes that they can alert the Help Desk to for further investigation.

MORRIS ELECTRONICS INC.

To: Southwest Health and Human Services
Chris Cauwels
Phone: 507-532-1264
Fax:

Date
9/14/2022

From: Morris Electronics Inc
Shawn Larsen
Phone: 320-589-1781
Cell: 320-267-0922
Fax: 320-589-3595
E-mail: shawn.larsen@morriselectronics.net

Qty	Part #	Description	per unit \$	extended \$
1		CPTRAX For Windows Server File System Activity Auditing Perpetual License For 6 Windows Servers	\$ 3,584.00	\$ 3,584.00
1		3 Years Of Support And Maintenance	\$ 1,725.12	\$ 1,725.12
		TOTAL		\$ 5,319.12
1		CPTRAX For Windows Server Authentication Activity Auditing Perpetual License For 550 Enabled User Objects	\$ 1,787.50	\$ 1,787.50
1		3 Years Of Support And Maintenance	\$ 858.00	\$ 858.00
		TOTAL		\$ 2,645.50
1		CPTRAX For Windows Workstation Logon-Logoff Activity Auditing Perpetual License For 550 Enabled User Objects	\$ 4,647.50	\$ 4,647.50
1		3 Years Of Support And Maintenance	\$ 2,230.80	\$ 2,230.80
		TOTAL		\$ 6,878.30
1		CPTRAX For Windows Active Directory Change Auditing Perpetual License For 550 Enabled User Objects	\$ 1,787.50	\$ 1,787.50
1		3 Years Of Support And Maintenance	\$ 858.00	\$ 858.00
		TOTAL		\$ 2,645.50
1		DSRAZOR For Windows Active Directory And File System Reporting And Administration Perpetual License For 550 Enabled User Objects	\$ 3,564.00	\$ 3,564.00
1		3 Years Of Support And Maintenance	\$ 1,710.72	\$ 1,710.72
		TOTAL		\$ 5,274.72
		GRAND TOTAL		\$ 22,763.14

netwrix

Price Quote

Pricing information for your selected Netwrix products and services,
order form, and terms and conditions.



PRICE QUOTE

QUOTE # Q-26595
DATE: 9/14/2022
EXPIRATION DATE: 10/12/2022

Netwrix Corporation
Corporate HQ: 300 Spectrum Center Dr, Ste 200, Irvine, CA 92618

IMPORTANT:
 Please send this quote to your purchasing specialist or use instructions on the bottom to send order.

Remittance Address: PO BOX 2081, Dublin, Ohio 43017

W-9: <https://www.netwrix.com/W-9>
Phone: (949) 407-5125
Fax: (201) 490-8841

Currency: USD
Payment Terms: Net 30

E-mail: kashif.awan@netwrix.com
Web: <https://www.netwrix.com>

TO:
 Southwest Health, Chris Cauwels, chris.cauwels@swmhhs.com, 5075321223

Software delivered electronically is subject to sales tax which will be calculated at the time of order processing. If your organization is exempt from sales tax, your accounting department will have to provide an exemption certificate.

Description	UNIT	QTY	LIST UNIT PRICE	DISC (%)	NET UNIT PRICE	TOTAL
NW-S-NA-AD Netwrix Auditor for Active Directory - Subscription period: 36 Months	Enabled AD User	400	USD 22.20	10	USD 19.98	USD 7,992.00
NW-S-NA-FS Netwrix Auditor for Windows File Servers - Subscription period: 36 Months	Enabled AD User	400	USD 17.01	10	USD 15.31	USD 6,123.60
AX-S-APR Anixis Password Reset - Subscription period: 36 Months	Enabled AD User	400	USD 14.73	60	USD 5.89	USD 2,356.80
NW-SRVC-ONBRD Customer Success Onboarding	Other	1	USD 339.15	10	USD 305.24	USD 305.24

Quote Total USD 16,777.64

Notes: 3 Year Annual Billing:

Year 1 cost: \$5,490.80 + \$305.24 (customer success onboarding)

Year 2 cost: \$5,490.80

Year 3 cost: \$5,490.80

HOW TO PLACE AN ORDER:

- **Signed Order Form:** Fill out and sign the Order Form below.
- **Purchase Order:** Use your standard form and attach below.
- **Payment:** Pay the Invoice issued by Netwrix that references this Quote.

ACCEPTED METHODS OF PAYMENT :

- **Credit Card:** Orders equal to or less than \$5,500 may be paid by credit card.
- **Bank Transfer:** Any Order may be paid according to the wiring instructions provided on the invoice issued by Netwrix.

Netwrix Corporation Software License Agreement: www.netwrix.com/EULA

QUESTIONS OR FEEDBACK? Please contact the sales representative below

Quote prepared by: Kashif Awan, kashif.awan@netwrix.com, 1-949-407-5125 x2839 x2839

NOTE: If the following page is left blank it is due to an optional PO attachment requirement by DocuSign.



Early Release Delays Show Details
Feb 2, 2022



See All Alerts

Planned Maintenance Schedule Show Details
Apr 2, 2022



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Early Release Delays Show Details
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September 2022
GRANTS ~ AGREEMENTS ~ CONTRACTS
for Board review and approval

- DPS Toward Zero Deaths (TZD) Safe Roads – Lincoln & Pipestone Counties – 10/01/22 to 09/30/23; Grant agreement to facilitate a reduction in distracted driving and texting thus promoting safer roads, \$14,282 (renewal).**

Fiscal Note: FFY2022 \$16,931; FFY2021 \$17,340; FFY2020 \$17,541

- DPS Toward Zero Deaths (TZD) Safe Roads – Lyon & Redwood Counties – 10/01/22 to 09/30/23; Grant agreement to facilitate a reduction in distracted driving and texting thus promoting safer roads, \$16,768 (renewal).**

Fiscal Note: FFY2022 \$16,931; FFY2021 \$17,300; FFY2020 \$17,537; FFY2019 \$17,009

- MDH Statewide Health Improvement Program (SHIP) – 11/01/20 to 10/31/25; Amendment of the SHIP master grant that provides program services that target reducing obesity and tobacco usage in MN; Year 3 \$224,631 (renewal).**

Fiscal Note: 2022 \$224,631; 2021 \$224,631

- Signatures None
- Signatures Partial
- Signatures Completed