



**SOUTHWEST**  
HEALTH & HUMAN  
SERVICES

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

Board Agenda  
Wednesday November 16, 2022  
Commissioners Room  
Government Center, 2<sup>nd</sup> Floor  
Marshall  
9:00 a.m.

**HUMAN SERVICES**

- A. Call to Order
  
- B. Pledge of Allegiance
  
- C. Consent Agenda
  - 1. Amend/Approval of Agenda
  - 2. Identification of Conflict of Interest
  - 3. Approval of 10/19/2022 Board Minutes
  
- D. Introduce New Staff:
  - Kristine Ebnet, Accounting Technician, Marshall
  - Michelle Timm, County Agency Social Worker, CPS, Redwood Falls
  
- E. Employee Recognition:
  - Jessie Stoufer-Mertens, 1 year, Eligibility Worker, Redwood Falls
  - Jessica Hively, 10 years, Social Worker (LTC), Marshall
  - Judy VandenBosch, 15 years, Case Aide, Pipestone
  - Karla Arends, 25 years, Social Worker (CMH), Redwood Falls

**HUMAN SERVICES (cont.)**

F. Financial

G. Caseload

	<u>10/22</u>	<u>10/21</u>	<u>9/22</u>	<u>8/22</u>
Social Services	3,723	3,712	3,681	3,653
Licensing	398	408	399	395
Out-of-Home Placements	175	170	178	184
Income Maintenance	14,486	13,472	14,435	14,243
Child Support Cases	2,833	2,914	2,848	2,866
Child Support Collections	\$727,115	\$722,512	\$707,869	\$691,702
Non IV-D Collections	\$70,844	\$50,005	\$94,751	\$15,173

H. Discussion/Information  
1.

I. Decision Items  
1. 2023 Human Services Budget

**COMMUNITY HEALTH**

J. Call to Order

K. Consent Agenda  
1. Amend/Approval of Agenda  
2. Identification of Conflict of Interest  
3. Approval of 10/19/2022 Board Minutes

L. Financial

**COMMUNITY HEALTH (cont.)**

M. Caseload	<u>10/22</u>	<u>09/22</u>	<u>08/22</u>
WIC	N/A	2,016	2,001
Family Home Visiting	23	39	40
PCA Assessments	7	5	13
Managed Care	220	238	191
Dental Varnishing	0	0	0
Refugee Health	10	0	0
Latent TB Medication Distribution	3	4	5
Water Tests	157	208	221
FPL Inspections	40	45	49
Immunizations	40	30	39
COVID Vaccine Admin	0	0	0
Car Seats	10	14	6

- N. Discussion/Information
1. SCHSAC Update – Carol Biren
  2. MNDOT/SHIP update – Ann Orren
  3. Opioid Update – Ann Orren
  4. Cannibas Law Update – Ann Orren

- O. Decision Items
1. 2023 Public Health Fees – Carol Biren
  2. 2023 Public Health Budget – Lisa DeBoer

**GOVERNING BOARD**

P. Call to Order

- Q. Consent Agenda
1. Amend/Approval of Agenda

2. Identification of Conflict of Interest
3. Approval of 10/19/2022 Board Minutes

R. Financial

**GOVERNING BOARD (cont.)**

S. Human Resources Statistics

	<u>10/22</u>	<u>10/21</u>	<u>09/22</u>	<u>08/22</u>
Number of Employees	232	232	234	235
Separations	2	2	1	6
New Hires	3		3	

Current Open Positions – 12  
 Public Health Nurses – 5 openings  
 Social Worker LADC – 1 opening  
 Social Worker CPS – 1 opening  
 Child Support Officer – 1 opening  
 Social Worker LTC – 1 opening  
 Lead Eligibility Worker – 1 opening  
 Collections Officer – 1 opening  
 Social Worker DD – 1 opening

T. Discussion/Information

1. Update SW Adult Mental Health Consortium- Beth Wilms
2. Pipestone/Rock County Mental Health Update
3. Agency ByLaws
4. County IT Contracts with Morris Electronics, Lincoln and Lyon County

U. Decision Items

1. Deborah Graves, Eligibility Worker, probationary appointment (12 months), \$18.88 hourly, effective 11/14/2022
2. Samantha De Wit, County Agency Social Worker- CPS, (12 months), \$24.36 hourly, effective 11/28/2022
3. Destinee Miranowski, County Agency Social Worker- CPS, (12 months), \$24.36 hourly, effective 11/28/2022
4. 2023 SWHHS Budget
5. Income Maintenance Policy 05 - Drug Felon Random Testing
6. Administrative Policy 22- County Self Insurance Reserve Policy
7. Administrative Policy 27 Agency Health Insurance Funding
8. 2023 Non Union Performance Increases and Insurance Contribution

9. IT Request for Laptops and Docks

10. Donations:

- Quilts – Sillerud Quilters & Friends
- 35 Quilts and 11 Pillows – Danebod Quilters Group

11. Contracts

12. Closed Session – Directors Evaluation

V. Adjournment

**Next Meeting Dates:**

- **Wednesday, December 21, 2022 – Marshall**
- **Wednesday, January 18, 2023 – Marshall**
- **Wednesday, February 15, 2023 - Marshall**

# SOUTHWEST HEALTH & HUMAN SERVICES

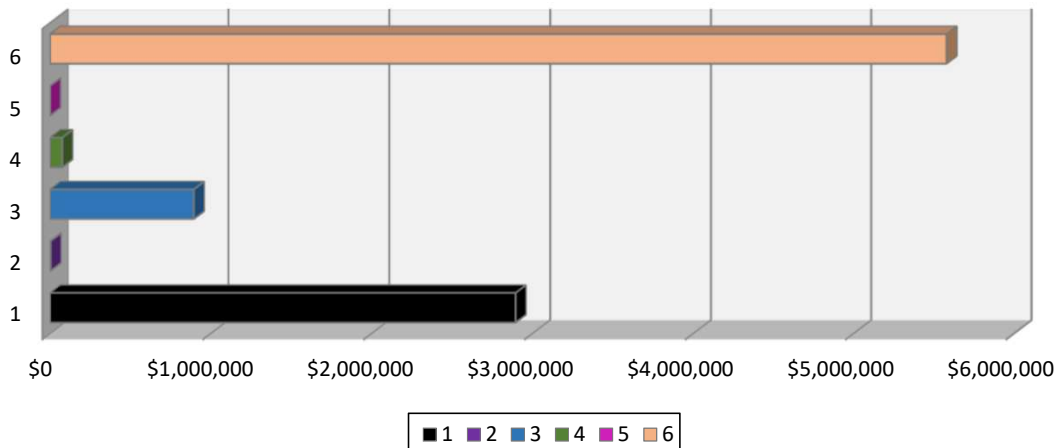
Ivanhoe, Marshall, Slayton, Pipestone, Redwood and Luverne Offices

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

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

Description	Month	Running Balance	
<b>BEGINNING BALANCE</b>		<b>\$3,355,763</b>	
RECEIPTS			
Monthly Receipts	2,071,228		
County Contribution	255,250		
Interest on Savings	5,513		
<b>TOTAL MONTHLY RECEIPTS</b>		<b>2,331,991</b>	
DISBURSEMENTS			
Monthly Disbursements	2,793,386		
<b>TOTAL MONTHLY DISBURSEMENTS</b>		<b>2,793,386</b>	
<b>ENDING BALANCE</b>		<b>\$2,894,367</b>	
<b>REVENUE</b>			
<i>Checking/Money Market</i>	<i>\$2,894,367</i>		
<i>SS Benefits Checking</i>	<i>\$3,000</i>		
<i>Bremer Savings</i>	<i>\$893,596</i>		
<i>First Interstate Bank Savings</i>	<i>\$75,543</i>		
<i>Term Investment - Magic Fund</i>	<i>\$0</i>		
<i>Investments - MAGIC Fund</i>	<i>\$5,579,503</i>		
<b>ENDING BALANCE</b>		<b>\$9,446,010</b>	October 2021 Ending Balance <b>\$7,380,331</b>
<b>DESIGNATED/RESTRICTED FUNDS</b>			
Agency Health Insurance		\$988,224	October 2021 Ending Balance <b>\$1,043,093</b>
LCTS Lyon Murray Collaborative		\$215,134	
LCTS Rock Pipestone Collaborative		\$38,378	
LCTS Redwood Collaborative		\$49,129	
Local Advisory Council		\$678	October 2021 Ending Balance
<b>AVAILABLE CASH BALANCE</b>		<b>\$8,154,467</b>	<b>\$6,077,973</b>

## REVENUE DESIGNATION



**SOUTHWEST HEALTH AND HUMAN SERVICES CHECK REGISTER**

**October 2022**

DATE	RECEIPT or CHECK #	DESCRIPTION	+ DEPOSITS	-DISBURSEMENTS	BALANCE
	<b>BALANCE FORWARD</b>				3,355,762.73
10/03/22	10283	Disb		33,479.96	3,322,282.77
10/04/22	50828-50856	Dep	280,941.11		3,603,223.88
10/05/22	VOID 123895	Disb		(500.00)	3,603,723.88
10/07/22	<b>10423-10442</b>	Payroll		141,424.63	3,462,299.25
10/07/22	<b>78652-78893 ACH</b>	Payroll		520,277.65	2,942,021.60
10/07/22	<b>124244-124274</b>	Disb		3,324.83	2,938,696.77
10/07/22	<b>13828-13838 ACH</b>	Disb		17,494.59	2,921,202.18
10/07/22	<b>124275-124337</b>	Disb		133,232.28	2,787,969.90
10/07/22	<b>13839-13899 ACH</b>	Disb		103,138.16	2,684,831.74
10/07/22	50857-50892	Dep	336,551.19		3,021,382.93
10/07/22	10284	Disb		3,940.43	3,017,442.50
10/11/22	10285	Disb		188,596.84	2,828,845.66
10/11/22	50893-50908	Dep	4,901.33		2,833,746.99
10/11/22	10286	Disb		13,706.83	2,820,040.16
10/13/22	10287	Disb		50,858.24	2,769,181.92
10/14/22	<b>124338-124353</b>	Deib		1,993.17	2,767,188.75
10/14/22	<b>13900-13907 ACH</b>	Disb		986.91	2,766,201.84
10/14/22	<b>124354-124395</b>	Disb		77,594.77	2,688,607.07
10/14/22	<b>13908-13933 ACH</b>	Disb		57,878.04	2,630,729.03
10/14/22	50909-50936	Dep	121,789.94		2,752,518.97
10/17/22	50288	Disb		77,561.23	2,674,957.74
10/17/22	50289	Disb		168.00	2,674,789.74
10/17/22	50290	Disb		29.00	2,674,760.74
10/18/22	50937-50952	Dep	104,400.03		2,779,160.77
10/20/22	10291	Disb		11,800.72	2,767,360.05
10/21/22	<b>124396-124432</b>	Disb		6,548.90	2,760,811.15
10/21/22	<b>13934-13990 ACH</b>	Disb		10,018.90	2,750,792.25
10/21/22	<b>124433-124565</b>	Disb		90,052.57	2,660,739.68
10/21/22	<b>13991-14112 ACH</b>	Disb		70,235.23	2,590,504.45
10/21/22	<b>10443-10460</b>	Payroll		141,404.30	2,449,100.15
10/21/22	<b>78894-79131 ACH</b>	Payroll		525,832.37	1,923,267.78
10/21/22	<b>124566-124604</b>	Disb		5,065.57	1,918,202.21
10/21/22	<b>14113-14122 ACH</b>	Disb		1,240.94	1,916,961.27
10/21/22	<b>124605-124678</b>	Disb		189,108.24	1,727,853.03
10/21/22	<b>14123-14153 ACH</b>	Disb		105,010.14	1,622,842.89
10/21/22	VOID 123289	Disb		(108.00)	1,622,950.89
10/21/22	50953-50979	Dep	160,328.52		1,783,279.41
10/24/22	10292	Disb		22,132.37	1,761,147.04
10/25/22	10293	Disb		13,898.08	1,747,248.96
10/25/22	50980-51008	Dep	106,766.30		1,854,015.26
10/26/22	VOID 124292	Disb		(1,303.00)	1,855,318.26
10/27/22	VOID 90935,91679,91686,94404,94794,9 5941,96639,97492	Disb		(361.25)	1,855,679.51
10/28/22	<b>14154 ACH</b>	Disb		393.28	1,855,286.23
10/28/22	<b>124679-124735</b>	Disb		79,422.15	1,775,864.08
10/28/22	<b>14155-14182 ACH</b>	Disb		66,220.82	1,709,643.26
10/28/22	Transfer from SS account	Transfer	4,309.00		1,713,952.26
10/28/22	51009-51060	Dep	583,427.84		2,297,380.10
10/31/22	10294	Disb		30,714.34	2,266,665.76
10/31/22	51061-51085	Dep	628,575.66		2,895,241.42
10/31/22	10295	Disb		874.00	2,894,367.42
					2,894,367.42
					2,894,367.42
	<b>balanced 11/2/22 js</b>	<b>TOTALS</b>	<b>2,331,990.92</b>	<b>2,793,386.23</b>	

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

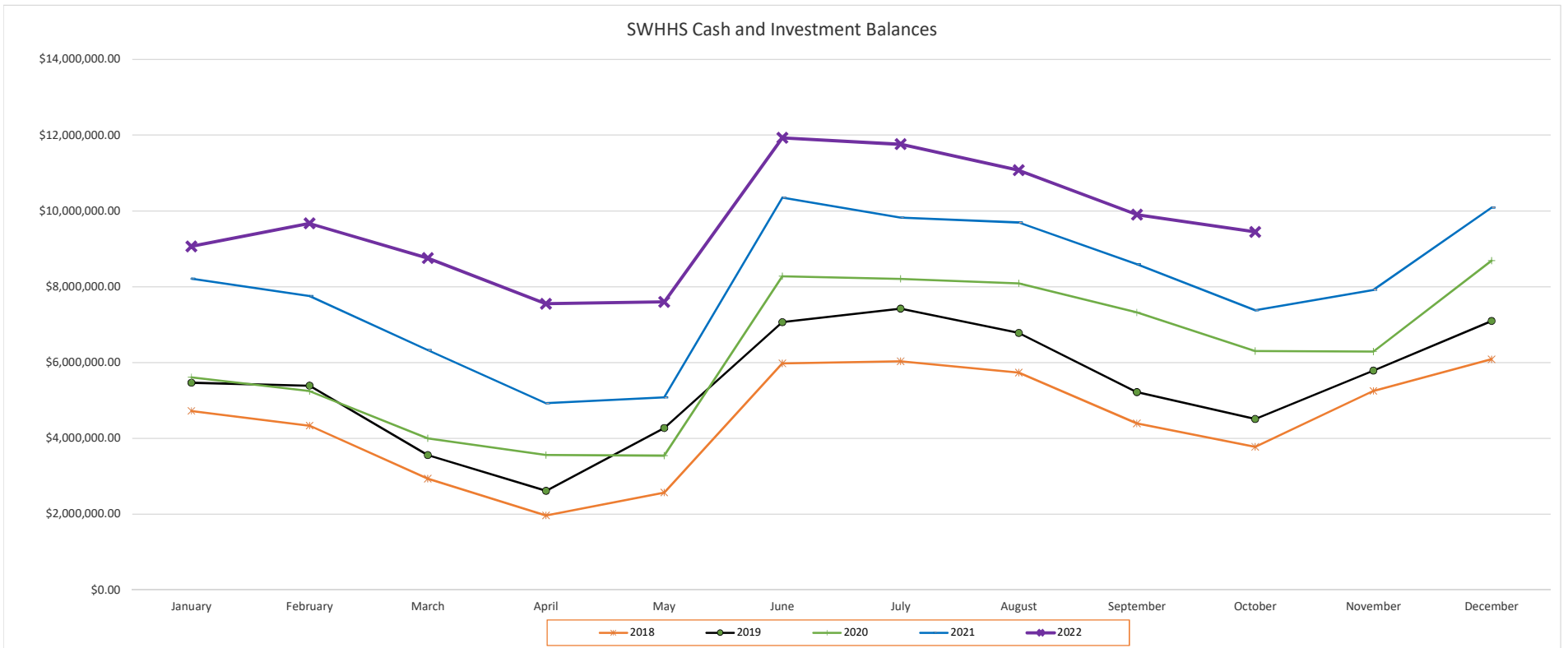
3,000.00
893,595.92
75,543.22
5,579,503.27

**TOTAL CASH BALANCE**

**9,446,009.83**

**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	\$9,901,872.00	\$9,446,009.83			\$9,674,824.07

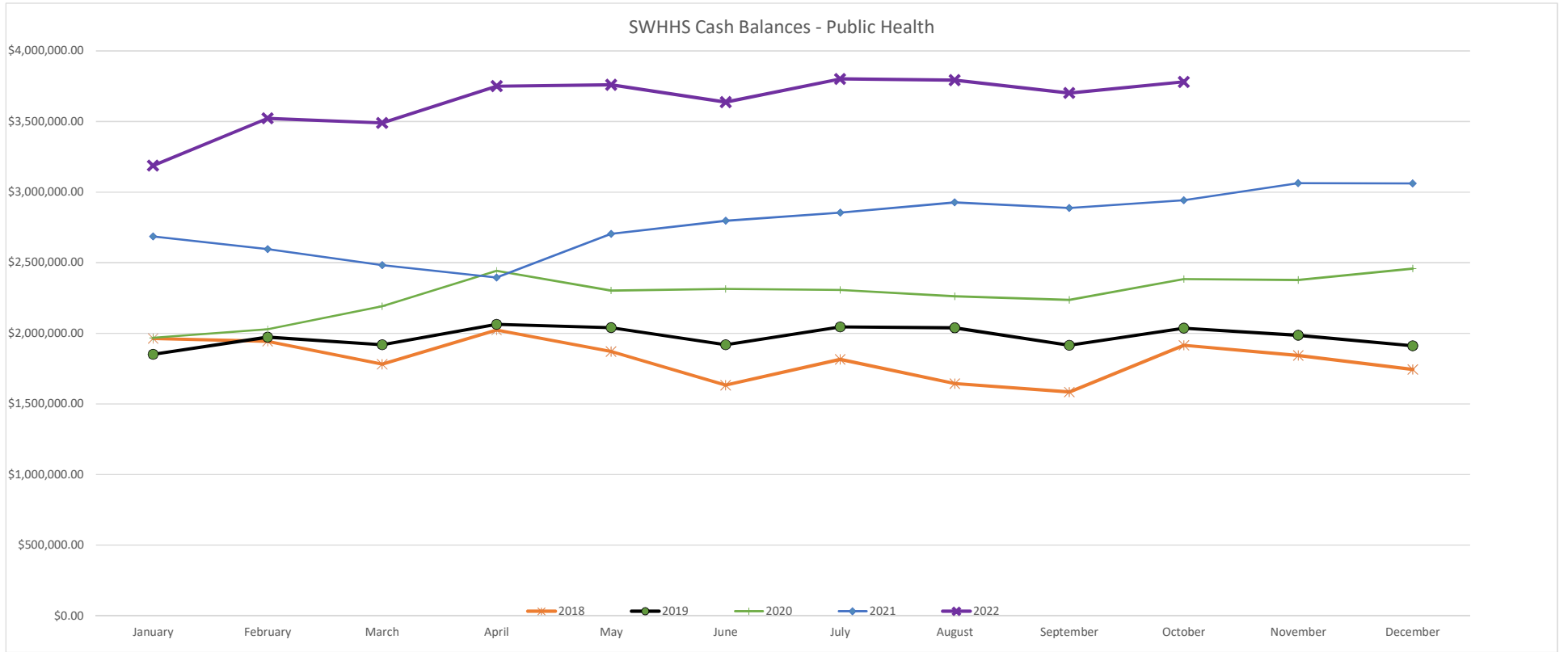




**SWHHS**  
**Total Cash and Investment Balance by Month - Public Health Services**

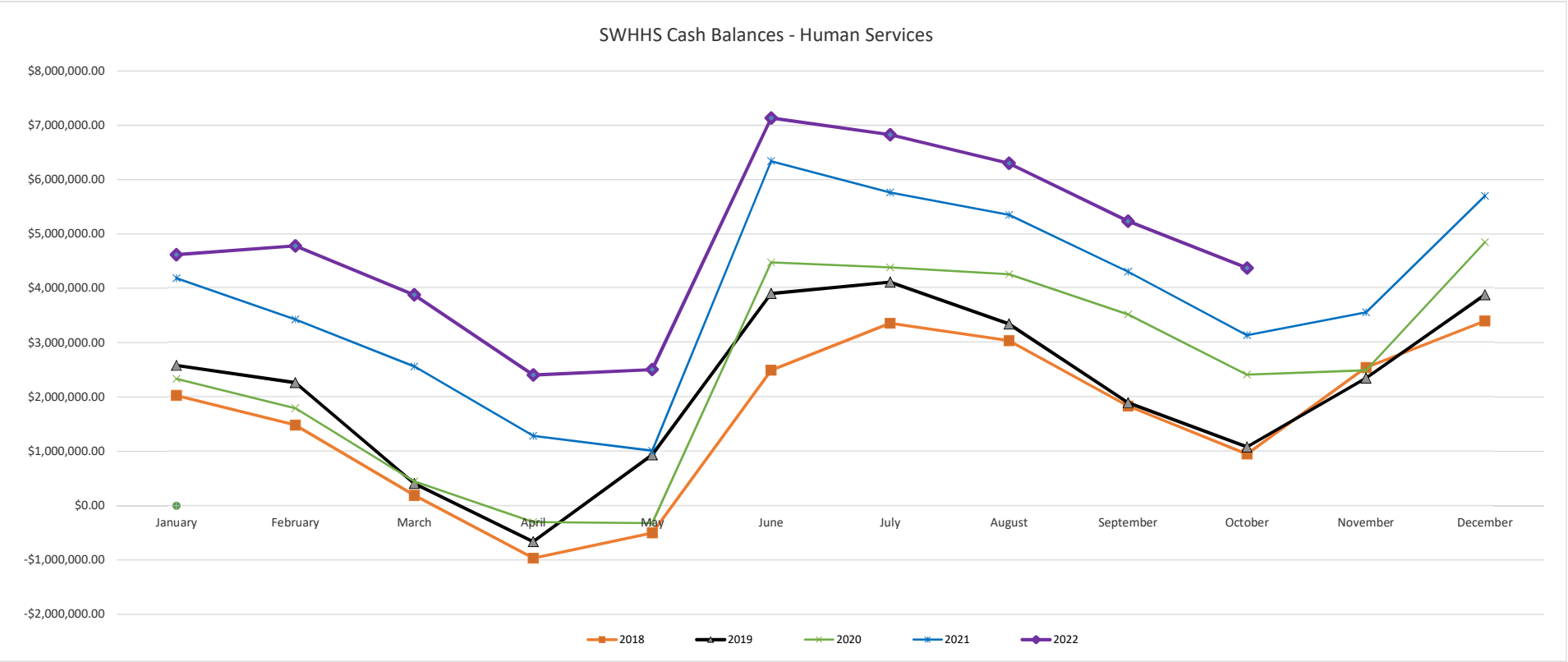
	January	February	March	April	May	June	July	August	September	October	November	December
2018	\$1,962,214.72	\$1,943,637.75	\$1,780,622.98	\$2,023,315.56	\$1,870,382.57	\$1,633,344.06	\$1,816,127.45	\$1,643,850.72	\$1,584,218.99	\$1,914,793.23	\$1,842,417.33	\$1,743,836.48
2019	\$1,851,277.80	\$1,972,764.31	\$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	\$3,701,291.30	\$3,780,582.03		

Average for Year
\$1,813,230.15
\$1,974,715.22
\$2,272,723.97
\$2,783,206.62
\$3,642,521.56



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

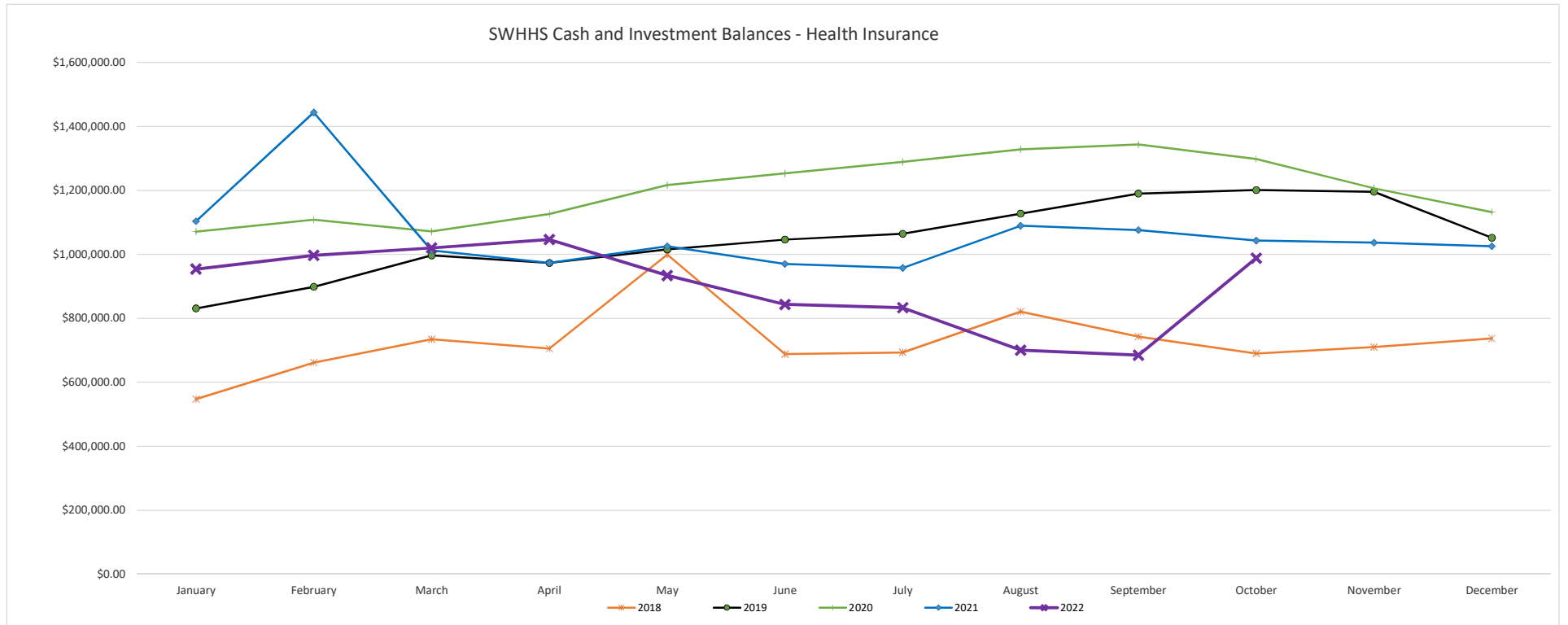
	January	February	March	April	May	June	July	August	September	October	November	December	Average for Year
2018	\$2,027,812.89	\$1,484,259.33	\$191,366.90	-\$965,731.97	-\$501,975.29	\$2,490,788.49	\$3,357,738.65	\$3,035,839.30	\$1,833,134.33	\$948,482.40	\$2,542,047.76	\$3,397,063.22	\$1,653,402.17
2019	\$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	\$5,236,120.79	\$4,373,885.31			\$4,806,115.88



**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	684,754.43	988,223.72		

Average for Year
\$727,502.48
\$1,049,203.01
\$1,203,691.07
\$1,062,945.54
\$900,122.19



# Southwest Health and Human Services



LMD  
11/4/22 2:26PM

## TREASURER'S CASH TRIAL BALANCE

As of 10/2022

Page 2

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
1 Health Services Fund	2,581,698.33			
Receipts		376,917.07	3,559,690.04	
Disbursements		79,534.32-	597,987.16-	
Payroll		218,095.18-	2,242,819.18-	
Journal Entries		480,000.00	480,000.00	
<b>Fund Total . . . . .</b>		<b>559,287.57</b>	<b>1,198,883.70</b>	<b>3,780,582.03</b>
5 Human Services Fund		<b>410</b>	General Administration	
	452,414.25-			
Receipts		57,666.93	578,027.03	
Disbursements		57,509.45-	577,779.23-	
Payroll		8,538.22-	92,177.52-	
Journal Entries		0.00	1,146.73	
<b>Dept Total . . . . .</b>		<b>8,380.74-</b>	<b>90,782.99-</b>	<b>543,197.24-</b>
5 Human Services Fund		<b>420</b>	Income Maintenance	
	1,513,160.78			
Receipts		238,590.75	7,167,054.79	
Disbursements		296,762.03-	3,601,634.07-	
Payroll		356,020.32-	3,607,579.52-	
Journal Entries		870,000.00	868,853.27	
<b>Dept Total . . . . .</b>		<b>455,808.40</b>	<b>826,694.47</b>	<b>2,339,855.25</b>
5 Human Services Fund		<b>431</b>	Social Services	
	5,836,273.96			
Receipts		878,253.66	14,049,717.85	
Disbursements		95,261.49-	1,246,960.24-	
SSIS		478,466.32-	6,105,249.07-	
Payroll		721,363.83-	7,662,004.13-	
Journal Entries		1,650,000.00	1,650,000.00	
<b>Dept Total . . . . .</b>		<b>1,233,162.02</b>	<b>685,504.41</b>	<b>6,521,778.37</b>
5 Human Services Fund		<b>461</b>	Information Systems	
	3,717,061.88-			
Receipts		2,171.77	32,069.02	

# Southwest Health and Human Services



LMD  
11/4/22 2:26PM

## TREASURER'S CASH TRIAL BALANCE

As of 10/2022

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Disbursements		91.90-	2,086.91-	
Payroll		24,921.40-	257,471.30-	
<b>Dept Total . . . . .</b>		<b>22,841.53-</b>	<b>227,489.19-</b>	<b>3,944,551.07-</b>
<b>5</b> Human Services Fund	<b>471</b>	LCTS Collaborative Agency		
	0.00			
Receipts		0.00	201,553.00	
Disbursements		0.00	201,553.00-	
<b>Dept Total . . . . .</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Fund Total . . . . .</b>	<b>3,179,958.61</b>	<b>1,657,748.15</b>	<b>1,193,926.70</b>	<b>4,373,885.31</b>
<b>61</b> Agency Health Insurance				
	1,025,248.14			
Receipts		708,591.06	3,061,571.28	
Disbursements		405,121.77-	3,098,595.70-	
<b>Fund Total . . . . .</b>		<b>303,469.29</b>	<b>37,024.42-</b>	<b>988,223.72</b>
<b>71</b> LCTSLyon Murray Collaborative Fund	<b>471</b>	LCTS Collaborative Agency		
	192,056.54			
Receipts		38,199.00	97,486.00	
Disbursements		11,700.00-	74,408.43-	
<b>Dept Total . . . . .</b>		<b>26,499.00</b>	<b>23,077.57</b>	<b>215,134.11</b>
<b>Fund Total . . . . .</b>	<b>192,056.54</b>	<b>26,499.00</b>	<b>23,077.57</b>	<b>215,134.11</b>
<b>73</b> LCTSRock Pipestone Collaborative Fund	<b>471</b>	LCTS Collaborative Agency		
	47,452.81			
Receipts		10,392.00	33,913.00	
Disbursements		40,000.00-	42,988.00-	
<b>Dept Total . . . . .</b>		<b>29,608.00-</b>	<b>9,075.00-</b>	<b>38,377.81</b>
<b>Fund Total . . . . .</b>	<b>47,452.81</b>	<b>29,608.00-</b>	<b>9,075.00-</b>	<b>38,377.81</b>
<b>75</b> Redwood LCTS Collaborative	<b>471</b>	LCTS Collaborative Agency		

# Southwest Health and Human Services



LMD  
11/4/22 2:26PM

## TREASURER'S CASH TRIAL BALANCE

As of 10/2022

Page 4

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
	63,370.51			
Receipts		26,722.00	73,258.00	
Disbursements		0.00	87,500.00-	
<b>Dept Total . . . . .</b>		<b>26,722.00</b>	<b>14,242.00-</b>	<b>49,128.51</b>
<b>Fund Total . . . . .</b>	<b>63,370.51</b>	<b>26,722.00</b>	<b>14,242.00-</b>	<b>49,128.51</b>
<b>77</b> Local Advisory Council	<b>477</b> Local Advisory Council			
	678.34			
<b>Dept Total . . . . .</b>		<b>0.00</b>	<b>0.00</b>	<b>678.34</b>
<b>Fund Total . . . . .</b>	<b>678.34</b>	<b>0.00</b>	<b>0.00</b>	<b>678.34</b>
All Funds .....	7,090,463.28			
Receipts		2,337,504.24	28,854,340.01	
Disbursements		985,980.96-	9,531,492.74-	
SSIS		478,466.32-	6,105,249.07-	
Payroll		1,328,938.95-	13,862,051.65-	
Journal Entries		3,000,000.00	3,000,000.00	
<b>Total .....</b>		<b>2,544,118.01</b>	<b>2,355,546.55</b>	<b>9,446,009.83</b>

# Southwest Health and Human Services



## RM- Stmt of Revenues & Expenditures

As Of 10/2022

Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO- DATE	2022 BUDGET	% OF BUDG	% OF YEAR	
<b>FUND 1 HEALTH SERVICES FUND</b>						
REVENUES						
CONTRIBUTIONS FROM COUNTIES	86,273.00-	896,599.25-	1,080,435.00-	83	83	
INTERGOVERNMENTAL REVENUES	1,414.00-	154,811.00-	166,000.00-	93	83	
STATE REVENUES	191,209.16-	850,232.55-	939,267.00-	91	83	
FEDERAL REVENUES	59,622.04-	1,211,927.15-	1,119,614.00-	108	83	
FEES	37,271.99-	436,636.70-	481,630.00-	91	83	
EARNINGS ON INVESTMENTS	882.13-	3,172.50-	550.00-	577	83	
MISCELLANEOUS REVENUES	149.75-	4,969.74-	6,750.00-	74	83	
<b>TOTAL REVENUES</b>	<b>376,822.07-</b>	<b>3,558,348.89-</b>	<b>3,794,246.00-</b>	<b>94</b>	<b>83</b>	11% over
EXPENDITURES						
PROGRAM EXPENDITURES	0.00	0.00	0.00	0	83	
PAYROLL AND BENEFITS	218,095.18	2,242,702.84	3,088,224.00	73	83	
OTHER EXPENDITURES	79,439.32	596,762.35	706,022.00	85	83	
<b>TOTAL EXPENDITURES</b>	<b>297,534.50</b>	<b>2,839,465.19</b>	<b>3,794,246.00</b>	<b>75</b>	<b>83</b>	8% under

# Southwest Health and Human Services



## RM- Stmt of Revenues & Expenditures

As Of 10/2022

Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO- DATE	2022 BUDGET	% OF BUDG	% OF YEAR	
<b>FUND 5 HUMAN SERVICES FUND</b>						
REVENUES						
CONTRIBUTIONS FROM COUNTIES	168,977.02-	7,241,108.25-	11,954,362.00-	61	83	
INTERGOVERNMENTAL REVENUES	0.00	65,320.50-	95,971.00-	68	83	
STATE REVENUES	114,736.75-	4,742,678.99-	5,536,980.00-	86	83	
FEDERAL REVENUES	180,849.85-	6,036,259.00-	7,789,285.00-	77	83	
FEES	185,769.55-	1,958,882.83-	2,485,160.00-	79	83	
EARNINGS ON INVESTMENTS	4,631.19-	16,655.69-	2,200.00-	757	83	
MISCELLANEOUS REVENUES	463,161.82-	1,313,722.36-	1,510,451.00-	87	83	
<b>TOTAL REVENUES</b>	<b>1,118,126.18-</b>	<b>21,374,627.62-</b>	<b>29,374,409.00-</b>	<b>73</b>	<b>83</b>	10% under
EXPENDITURES						
PROGRAM EXPENDITURES	703,200.52	9,142,171.65	12,167,552.00	75	83	
PAYROLL AND BENEFITS	1,110,686.73	11,621,640.78	14,490,742.00	80	83	
OTHER EXPENDITURES	166,491.22	1,934,947.12	2,716,115.00	71	83	
<b>TOTAL EXPENDITURES</b>	<b>1,980,378.47</b>	<b>22,698,759.55</b>	<b>29,374,409.00</b>	<b>77</b>	<b>83</b>	6% under



# Southwest Health and Human Services



## Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>	<u>Current Month</u>	<u>Year- To- Date</u>	<u>Budget</u>	<u>%of Bdgt</u>	<u>%of Year</u>
1 FUND	Health Services Fund						
410 DEPT	General Administration						
<b>0 PROGRAM</b>	...		<b>Revenue</b>				<b>83</b>
			<b>Expend.</b>	5,286.37	50,578.99	0.00	0 83
			<b>Net</b>	5,286.37	50,578.99	0.00	0 83
<b>910 PROGRAM</b>	CHA/ CHIP		<b>Revenue</b>				<b>83</b>
			<b>Expend.</b>	2,463.92	4,170.36	0.00	0 83
			<b>Net</b>	2,463.92	4,170.36	0.00	0 83
<b>930 PROGRAM</b>	Administration		<b>Revenue</b>	135,667.25 -	1,016,617.90 -	1,147,735.00 -	89 83
			<b>Expend.</b>	55,328.78	522,370.86	757,820.00	69 83
			<b>Net</b>	80,338.47 -	494,247.04 -	389,915.00 -	127 83
<b>410 DEPT</b>	General Administration	<b>Totals:</b>	<b>Revenue</b>	135,667.25 -	1,016,617.90 -	1,147,735.00 -	89 83
			<b>Expend.</b>	63,079.07	577,120.21	757,820.00	76 83
			<b>Net</b>	72,588.18 -	439,497.69 -	389,915.00 -	113 83
481 DEPT	Nursing						
<b>100 PROGRAM</b>	Family Health		<b>Revenue</b>	1,304.48 -	12,659.93 -	22,780.00 -	56 83
			<b>Expend.</b>	692.61	10,520.47	13,539.00	78 83
			<b>Net</b>	611.87 -	2,139.46 -	9,241.00 -	23 83
<b>103 PROGRAM</b>	Follow Along Program		<b>Revenue</b>	3,246.83 -	14,897.52 -	32,900.00 -	45 83
			<b>Expend.</b>	1,927.18	23,346.36	18,276.00	128 83
			<b>Net</b>	1,319.65 -	8,448.84	14,624.00 -	58 - 83
<b>110 PROGRAM</b>	TANF		<b>Revenue</b>	787.27 -	130,770.05 -	127,876.00 -	102 83
			<b>Expend.</b>	26,901.96	109,037.83	94,553.00	115 83
			<b>Net</b>	26,114.69	21,732.22 -	33,323.00 -	65 83
<b>130 PROGRAM</b>	WIC		<b>Revenue</b>	147.00 -	484,090.00 -	450,000.00 -	108 83
			<b>Expend.</b>	41,086.96	430,749.01	620,585.00	69 83
			<b>Net</b>	40,939.96	53,340.99 -	170,585.00	31 - 83
<b>210 PROGRAM</b>	CTC Outreach		<b>Revenue</b>	27,647.23 -	167,609.04 -	262,270.00 -	64 83
			<b>Expend.</b>	12,317.88	150,917.86	299,144.00	50 83
			<b>Net</b>	15,329.35 -	16,691.18 -	36,874.00	45 - 83
<b>265 PROGRAM</b>	Strong Foundations FHV		<b>Revenue</b>	29,519.90 -	63,609.28 -	0.00	0 83
			<b>Expend.</b>	5,775.80	56,236.49	0.00	0 83
			<b>Net</b>	23,744.10 -	7,372.79 -	0.00	0 83

# Southwest Health and Human Services



## Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>		<u>Current Month</u>	<u>Year-To-Date</u>	<u>Budget</u>	<u>% of Bdgt</u>	<u>% of Year</u>
<b>270 PROGRAM</b>	Maternal Child Health - Title V		<b>Revenue</b>	16,793.78 -	141,074.21 -	237,036.00 -	60	83
			<b>Expend.</b>	9,985.27	138,612.87	257,985.00	54	83
			<b>Net</b>	6,808.51 -	2,461.34 -	20,949.00	12 -	83
<b>280 PROGRAM</b>	MCH Dental Health		<b>Revenue</b>	0.00	0.00	1,200.00 -	0	83
			<b>Expend.</b>	26.00	975.77	13,375.00	7	83
			<b>Net</b>	26.00	975.77	12,175.00	8	83
<b>285 PROGRAM</b>	MCH Blood Lead		<b>Revenue</b>					83
			<b>Expend.</b>	79.51	2,391.55	0.00	0	83
			<b>Net</b>	79.51	2,391.55	0.00	0	83
<b>295 PROGRAM</b>	MCH Car Seat Program		<b>Revenue</b>	162.88 -	7,478.61 -	35,500.00 -	21	83
			<b>Expend.</b>	4,211.34	33,144.96	45,158.00	73	83
			<b>Net</b>	4,048.46	25,666.35	9,658.00	266	83
<b>300 PROGRAM</b>	Case Management		<b>Revenue</b>	31,734.64 -	346,471.00 -	451,000.00 -	77	83
			<b>Expend.</b>	22,533.60	237,270.50	432,037.00	55	83
			<b>Net</b>	9,201.04 -	109,200.50 -	18,963.00 -	576	83
<b>330 PROGRAM</b>	MNChoices		<b>Revenue</b>	17,944.30 -	142,705.17 -	154,000.00 -	93	83
			<b>Expend.</b>	14,015.73	150,818.92	219,957.00	69	83
			<b>Net</b>	3,928.57 -	8,113.75	65,957.00	12	83
<b>603 PROGRAM</b>	Disease Prevention and Control		<b>Revenue</b>	17,480.82 -	170,760.40 -	162,301.00 -	105	83
			<b>Expend.</b>	12,604.83	166,812.41	219,137.00	76	83
			<b>Net</b>	4,875.99 -	3,947.99 -	56,836.00	7 -	83
<b>660 PROGRAM</b>	MIIC		<b>Revenue</b>					83
			<b>Expend.</b>	0.24	358.65	0.00	0	83
			<b>Net</b>	0.24	358.65	0.00	0	83
<b>481 DEPT</b>	Nursing	<b>Totals:</b>	<b>Revenue</b>	146,769.13 -	1,682,125.21 -	1,936,863.00 -	87	83
			<b>Expend.</b>	152,158.91	1,511,193.65	2,233,746.00	68	83
			<b>Net</b>	5,389.78	170,931.56 -	296,883.00	58 -	83
483 DEPT	Health Education							
<b>500 PROGRAM</b>	Direct Client Services		<b>Revenue</b>	55.67 -	4,005.98 -	950.00 -	422	83
			<b>Expend.</b>	310.23	3,703.05	18,895.00	20	83
			<b>Net</b>	254.56	302.93 -	17,945.00	2 -	83
<b>510 PROGRAM</b>	SHIP		<b>Revenue</b>	42,704.77 -	245,551.47 -	224,631.00 -	109	83
			<b>Expend.</b>	37,789.61	225,054.87	224,541.00	100	83
			<b>Net</b>	4,915.16 -	20,496.60 -	90.00 -	22,774	83

# Southwest Health and Human Services



## Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>		<u>Current Month</u>	<u>Year- To- Date</u>	<u>Budget</u>	<u>%of Bdgt</u>	<u>%of Year</u>
<b>540 PROGRAM</b>	Toward Zero Deaths (TZD) Safe Roads		Revenue	0.00	1,618.93 -	10,155.00 -	16	83
			Expend.	452.81	3,511.95	10,155.00	35	83
			Net	452.81	1,893.02	0.00	0	83
<b>541 PROGRAM</b>	Toward Zero Deaths (TZD) Safe Roads		Revenue	0.00	1,191.28 -	10,155.00 -	12	83
			Expend.	228.11	2,635.43	10,155.00	26	83
			Net	228.11	1,444.15	0.00	0	83
<b>551 PROGRAM</b>	Pipestone Drug Free Communities		Revenue	41,147.36 -	169,715.03 -	125,000.00 -	136	83
			Expend.	9,206.91	112,672.01	125,000.00	90	83
			Net	31,940.45 -	57,043.02 -	0.00	0	83
<b>900 PROGRAM</b>	Emergency Preparedness		Revenue	0.00	58,141.09 -	95,357.00 -	61	83
			Expend.	5,802.58	66,093.07	112,734.00	59	83
			Net	5,802.58	7,951.98	17,377.00	46	83
<b>905 PROGRAM</b>	COVID- 19 Pandemic		Revenue	0.00	31,740.07 -	0.00	0	83
			Expend.	2,539.37	64,999.01	0.00	0	83
			Net	2,539.37	33,258.94	0.00	0	83
<b>906 PROGRAM</b>	COVID- 19 Vaccination Planning Grant		Revenue	0.00	88,251.80 -	0.00	0	83
			Expend.	66.20	8,957.71	0.00	0	83
			Net	66.20	79,294.09 -	0.00	0	83
<b>907 PROGRAM</b>	Crisis Response Workforce Grant (CO)		Revenue	0.00	2,927.34 -	0.00	0	83
			Expend.	0.00	6,946.34	0.00	0	83
			Net	0.00	4,019.00	0.00	0	83
<b>483 DEPT</b>	Health Education	<b>Totals:</b>	Revenue	83,907.80 -	603,142.99 -	466,248.00 -	129	83
			Expend.	56,395.82	494,573.44	501,480.00	99	83
			Net	27,511.98 -	108,569.55 -	35,232.00	308 -	83
<b>800 PROGRAM</b>	Environmental		Revenue	1,528.00 -	183,782.52 -	216,400.00 -	85	83
			Expend.	16,664.72	184,680.75	247,237.00	75	83
			Net	15,136.72	898.23	30,837.00	3	83
<b>809 PROGRAM</b>	Environmental Water Lab		Revenue	8,949.89 -	72,680.27 -	27,000.00 -	269	83
			Expend.	9,235.98	71,897.14	53,963.00	133	83
			Net	286.09	783.13 -	26,963.00	3 -	83
<b>485 DEPT</b>	Environmental Health	<b>Totals:</b>	Revenue	10,477.89 -	256,462.79 -	243,400.00 -	105	83
			Expend.	25,900.70	256,577.89	301,200.00	85	83
			Net	15,422.81	115.10	57,800.00	0	83

# Southwest Health and Human Services



## Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>		<u>Current Month</u>	<u>Year- To- Date</u>	<u>Budget</u>	<u>%of Bdgt</u>	<u>%of Year</u>
<b>1 FUND</b>	<b>Health Services Fund</b>		<b>Totals:</b>					
			<b>Revenue</b>	<b>376,822.07 -</b>	<b>3,558,348.89 -</b>	<b>3,794,246.00 -</b>	<b>94</b>	<b>83</b>
			<b>Expend.</b>	<b>297,534.50</b>	<b>2,839,465.19</b>	<b>3,794,246.00</b>	<b>75</b>	<b>83</b>
			<b>Net</b>	<b>79,287.57 -</b>	<b>718,883.70 -</b>	<b>0.00</b>	<b>0</b>	<b>83</b>

# Southwest Health and Human Services



## Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>	<u>Current Month</u>	<u>Year- To- Date</u>	<u>Budget</u>	<u>%of Bdgt</u>	<u>%of Year</u>
5 FUND	Human Services Fund						
410 DEPT	General Administration						
0 PROGRAM	...						
			<b>Revenue</b>				<b>83</b>
			<b>Expend.</b>	8,381.18	88,841.62	105,344.00	84
			<b>Net</b>	8,381.18	88,841.62	105,344.00	84
410 DEPT	General Administration	<b>Totals:</b>	<b>Revenue</b>				<b>83</b>
			<b>Expend.</b>	8,381.18	88,841.62	105,344.00	84
			<b>Net</b>	8,381.18	88,841.62	105,344.00	84
420 DEPT	Income Maintenance						
0 PROGRAM	...		<b>Revenue</b>				<b>83</b>
			<b>Expend.</b>	0.00	636.36	0.00	0
			<b>Net</b>	0.00	636.36	0.00	0
600 PROGRAM	Income Maint Administrative/ Overhea		<b>Revenue</b>	54,075.85 -	2,327,356.91 -	3,758,977.00 -	62
			<b>Expend.</b>	100,489.36	1,128,379.37	1,551,896.00	73
			<b>Net</b>	46,413.51	1,198,977.54 -	2,207,081.00 -	54
601 PROGRAM	Income Maint/ Random Moment Payro		<b>Revenue</b>				<b>83</b>
			<b>Expend.</b>	212,396.77	2,175,748.85	2,645,029.00	82
			<b>Net</b>	212,396.77	2,175,748.85	2,645,029.00	82
602 PROGRAM	Income Maint FPI Investigator		<b>Revenue</b>	19,127.00 -	52,661.00 -	130,000.00 -	41
			<b>Expend.</b>	8,506.46	73,555.20	149,454.00	49
			<b>Net</b>	10,620.54 -	20,894.20	19,454.00	107
605 PROGRAM	MN Supplemental Aid (MSA)/ GRH		<b>Revenue</b>	4,898.36 -	41,321.55 -	65,400.00 -	63
			<b>Expend.</b>	0.00	39,702.16	65,000.00	61
			<b>Net</b>	4,898.36 -	1,619.39 -	400.00 -	405
610 PROGRAM	TANF(AFDC/ MFIP/ DWP)		<b>Revenue</b>	55.00 -	6,208.71 -	15,000.00 -	41
			<b>Expend.</b>	0.00	257.31	11,250.00	2
			<b>Net</b>	55.00 -	5,951.40 -	3,750.00 -	159
620 PROGRAM	General Asst (GA) / Burials		<b>Revenue</b>	2,081.00 -	22,053.90 -	51,500.00 -	43
			<b>Expend.</b>	12,048.71	289,420.52	401,125.00	72
			<b>Net</b>	9,967.71	267,366.62	349,625.00	76
630 PROGRAM	Food Support (FS)		<b>Revenue</b>	14,726.53 -	492,116.70 -	553,000.00 -	89
			<b>Expend.</b>	0.00	4,426.80	2,750.00	161
			<b>Net</b>	14,726.53 -	487,689.90 -	550,250.00 -	89

# 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	47,988.02 -	1,055,678.69 -	1,631,525.00 -	65	83
			Expend.	80,630.39	866,230.48	1,235,062.00	70	83
			Net	32,642.37	189,448.21 -	396,463.00 -	48	83
650 PROGRAM	Medical Assistance (MA)		Revenue	95,638.99 -	3,167,402.35 -	3,970,000.00 -	80	83
			Expend.	238,710.66	2,631,392.29	2,875,000.00	92	83
			Net	143,071.67	536,010.06 -	1,095,000.00 -	49	83
680 PROGRAM	Refugee Cash Assistance (RCA)		Revenue	0.00	1,644.00 -	0.00	0	83
			Expend.					83
			Net	0.00	1,644.00 -	0.00	0	83
420 DEPT	Income Maintenance	Totals:	Revenue	238,590.75 -	7,166,443.81 -	10,175,402.00 -	70	83
			Expend.	652,782.35	7,209,749.34	8,936,566.00	81	83
			Net	414,191.60	43,305.53	1,238,836.00 -	3 -	83
431 DEPT	Social Services							
0 PROGRAM	...		Revenue	391,484.55 -	391,484.55 -	0.00	0	83
			Expend.					83
			Net	391,484.55 -	391,484.55 -	0.00	0	83
700 PROGRAM	Social Service Administrative/ Overhea		Revenue	158,687.80 -	7,371,231.06 -	11,059,756.00 -	67	83
			Expend.	198,883.62	2,161,092.80	3,032,994.00	71	83
			Net	40,195.82	5,210,138.26 -	8,026,762.00 -	65	83
701 PROGRAM	Social Services/ SSTS		Revenue					83
			Expend.	611,180.53	6,522,735.26	7,908,093.00	82	83
			Net	611,180.53	6,522,735.26	7,908,093.00	82	83
710 PROGRAM	Children's Social Services Programs		Revenue	128,978.77 -	1,672,160.71 -	1,936,045.00 -	86	83
			Expend.	332,597.02	3,643,251.36	3,886,574.00	94	83
			Net	203,618.25	1,971,090.65	1,950,529.00	101	83
711 PROGRAM	YIP Grant (Circle)- Dept of Public Safet		Revenue	0.00	23,968.63 -	0.00	0	83
			Expend.	2,166.13	25,509.22	0.00	0	83
			Net	2,166.13	1,540.59	0.00	0	83
712 PROGRAM	CIRCLE Program		Revenue	0.00	5,000.00 -	0.00	0	83
			Expend.	484.59	5,924.34	16,000.00	37	83
			Net	484.59	924.34	16,000.00	6	83
713 PROGRAM	STAY Program Grant (formerly SELF)		Revenue	0.00	50,049.00 -	53,000.00 -	94	83
			Expend.	1,663.45	26,936.72	53,000.00	51	83
			Net	1,663.45	23,112.28 -	0.00	0	83

# Southwest Health and Human Services



## Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>		<u>Current Month</u>	<u>Year- To- Date</u>	<u>Budget</u>	<u>%of Bdgt</u>	<u>%of Year</u>
<b>715 PROGRAM</b>	Children Waivers		<b>Revenue</b>	0.00	193,131.00 -	220,000.00 -	88	83
			<b>Expend.</b>					83
			<b>Net</b>	0.00	193,131.00 -	220,000.00 -	88	83
<b>716 PROGRAM</b>	FGDM/ Family Group Decision Making		<b>Revenue</b>	0.00	7,262.99 -	41,780.00 -	17	83
			<b>Expend.</b>	5,582.04	10,467.72	41,780.00	25	83
			<b>Net</b>	5,582.04	3,204.73	0.00	0	83
<b>717 PROGRAM</b>	Family Assmt Response Grant/ Discr F		<b>Revenue</b>	0.00	38,111.79 -	47,909.00 -	80	83
			<b>Expend.</b>	6,506.37	29,983.17	47,909.00	63	83
			<b>Net</b>	6,506.37	8,128.62 -	0.00	0	83
<b>718 PROGRAM</b>	PSOP/ Parent Support Outreach Progra		<b>Revenue</b>	0.00	25,676.72 -	30,853.00 -	83	83
			<b>Expend.</b>	1,063.74	9,165.18	30,853.00	30	83
			<b>Net</b>	1,063.74	16,511.54 -	0.00	0	83
<b>720 PROGRAM</b>	Child Care/ Child Protection		<b>Revenue</b>	1,300.00 -	17,432.00 -	18,600.00 -	94	83
			<b>Expend.</b>	268.00	820.30	4,600.00	18	83
			<b>Net</b>	1,032.00 -	16,611.70 -	14,000.00 -	119	83
<b>721 PROGRAM</b>	CC Basic Slide Fee/ Cty Match to DHS		<b>Revenue</b>	1,877.00 -	18,482.89 -	42,594.00 -	43	83
			<b>Expend.</b>	3,614.00	37,282.92	43,365.00	86	83
			<b>Net</b>	1,737.00	18,800.03	771.00	2,438	83
<b>726 PROGRAM</b>	MFIP/ SW MN PIC		<b>Revenue</b>	864.00 -	8,531.00 -	12,000.00 -	71	83
			<b>Expend.</b>					83
			<b>Net</b>	864.00 -	8,531.00 -	12,000.00 -	71	83
<b>730 PROGRAM</b>	Chemical Dependency		<b>Revenue</b>	19,587.59 -	250,283.19 -	323,000.00 -	77	83
			<b>Expend.</b>	16,424.12	199,511.83	398,100.00	50	83
			<b>Net</b>	3,163.47 -	50,771.36 -	75,100.00	68 -	83
<b>741 PROGRAM</b>	Mental Health/ Adults Only		<b>Revenue</b>	27,905.58 -	958,109.29 -	1,317,814.00 -	73	83
			<b>Expend.</b>	48,448.32	1,166,194.54	2,023,955.00	58	83
			<b>Net</b>	20,542.74	208,085.25	706,141.00	29	83
<b>742 PROGRAM</b>	Mental Health/ Children Only		<b>Revenue</b>	4,094.30 -	752,082.45 -	881,694.00 -	85	83
			<b>Expend.</b>	20,299.68	583,908.42	1,937,363.00	30	83
			<b>Net</b>	16,205.38	168,174.03 -	1,055,669.00	16 -	83
<b>750 PROGRAM</b>	Developmental Disabilities		<b>Revenue</b>	0.00	563,798.04 -	853,928.00 -	66	83
			<b>Expend.</b>	23,317.37	220,537.83	330,428.00	67	83
			<b>Net</b>	23,317.37	343,260.21 -	523,500.00 -	66	83

# Southwest Health and Human Services



## Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>		<u>Current Month</u>	<u>Year-To-Date</u>	<u>Budget</u>	<u>%of Bdgt</u>	<u>%of Year</u>
<b>760 PROGRAM</b>	Adult Services		Revenue	142,584.07 -	1,049,304.76 -	1,425,284.00 -	74	83
			Expend.	11,577.55	63,751.97	89,500.00	71	83
			Net	131,006.52 -	985,552.79 -	1,335,784.00 -	74	83
<b>765 PROGRAM</b>	Adult Waivers		Revenue	0.00	578,461.72 -	904,000.00 -	64	83
			Expend.	10,125.11	231,983.80	165,000.00	141	83
			Net	10,125.11	346,477.92 -	739,000.00 -	47	83
<b>431 DEPT</b>	Social Services	<b>Totals:</b>	Revenue	877,363.66 -	13,974,561.79 -	19,168,257.00 -	73	83
			Expend.	1,294,201.64	14,939,057.38	20,009,514.00	75	83
			Net	416,837.98	964,495.59	841,257.00	115	83
461 DEPT	Information Systems		Revenue	2,171.77 -	32,069.02 -	30,750.00 -	104	83
<b>0 PROGRAM</b>	...		Expend.	25,013.30	259,558.21	322,985.00	80	83
			Net	22,841.53	227,489.19	292,235.00	78	83
<b>461 DEPT</b>	Information Systems	<b>Totals:</b>	Revenue	2,171.77 -	32,069.02 -	30,750.00 -	104	83
			Expend.	25,013.30	259,558.21	322,985.00	80	83
			Net	22,841.53	227,489.19	292,235.00	78	83
471 DEPT	LCTS Collaborative Agency		Revenue	0.00	201,553.00 -	0.00	0	83
<b>702 PROGRAM</b>	LCTS		Expend.	0.00	201,553.00	0.00	0	83
			Net	0.00	0.00	0.00	0	83
<b>471 DEPT</b>	LCTS Collaborative Agency	<b>Totals:</b>	Revenue	0.00	201,553.00 -	0.00	0	83
			Expend.	0.00	201,553.00	0.00	0	83
			Net	0.00	0.00	0.00	0	83
<b>5 FUND</b>	Human Services Fund	<b>Totals:</b>	Revenue	1,118,126.18 -	21,374,627.62 -	29,374,409.00 -	73	83
			Expend.	1,980,378.47	22,698,759.55	29,374,409.00	77	83
			Net	862,252.29	1,324,131.93	0.00	0	83
<b>FINAL TOTALS</b>	1,072 Accounts		Revenue	1,494,948.25 -	24,932,976.51 -	33,168,655.00 -	75	83
			Expend.	2,277,912.97	25,538,224.74	33,168,655.00	77	83
			Net	782,964.72	605,248.23	0.00	0	83



# Social Services Caseload:

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

<b>2022</b>	<b>Adult Services</b>	<b>Children's Services</b>	<b>Total Programs</b>
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	2757	525	3282
October	2768	557	3325
November			0
December			0
<b>Average</b>	<b>2716</b>	<b>566</b>	<b>2735</b>

# Adult - Social Services Caseload

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

<b>2022</b>	Adult Brain Injury (BI)	Adult Community Access for Disability Inclusion (CADI)	Adult Community Alternative Care (CAC)	Adult Essential Community Supports	Adult Mental Health (AMH)	Adult Protective Services (APS)	Adult Services (AS)	Alternative Care (AC)	Chemical Dependency (CD)	Developmental Disabilities (DD)	Elderly Waiver (EW)	Total Programs
January	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	8	392	11	0	257	87	1029	19	193	450	311	2757
October	8	395	11	0	261	98	1019	19	193	452	312	2768
November												0
December												0
	<b>8</b>	<b>384</b>	<b>12</b>	<b>0</b>	<b>260</b>	<b>69</b>	<b>989</b>	<b>15</b>	<b>233</b>	<b>447</b>	<b>301</b>	<b>2671</b>

# Children's - Social Services Caseload

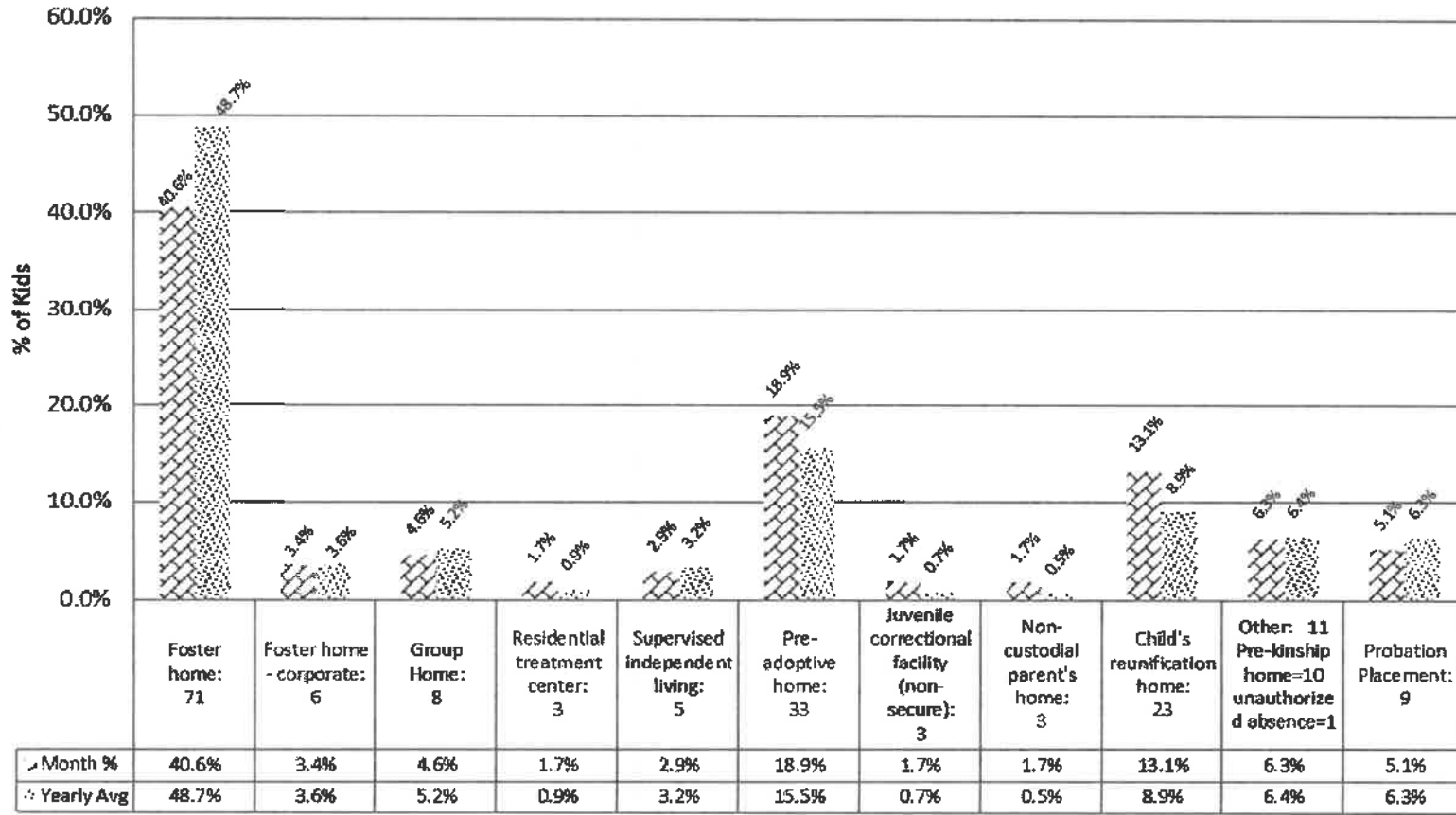
Average	Adolescent Independent Living (ALS)	Adoption	Child Brain Injury (BI)	Child Community Alternative Care (CAC)	Child Community Alternatives for Disabled Individuals (CADI)	Child Protection (CP)	Child Welfare (CW)	Children's Mental Health (CMH)	Early Intervention: Infants & Toddlers with Disabilities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

<b>2022</b>	Adolescent Independent Living (ALS)	Adoption	Child Brain Injury (BI)	Child Community Alternative Care (CAC)	Child Community Alternatives for Disabled Individuals (CADI)	Child Protection (CP)	Child Welfare (CW)	Children's Mental Health (CMH)	Early Intervention: Infants & Toddlers with Disabilities	Minor Parents (MP)	Parent Support Outreach Program (PSOP)	Total Programs
January	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	22	32	0	12	65	154	130	74	0	0	36	525
October	24	33	0	12	64	167	142	74	0	0	41	557
November												0
December												0
	<b>23</b>	<b>30</b>	<b>0</b>	<b>13</b>	<b>64</b>	<b>177</b>	<b>145</b>	<b>78</b>	<b>0</b>	<b>0</b>	<b>37</b>	<b>592</b>

## 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	4	3			6	6
Lyon	47	44	45	53	52	52	52	55	54	52			51	50
Murray	15	16	17	11	10	14	13	13	15	15			14	13
Pipestone	22	23	25	24	28	28	27	24	24	23			25	20
Redwood	57	58	70	72	74	76	74	75	72	72			70	64
Rock	5	5	7	8	8	10	10	11	9	10			8	13
<b>Monthly Totals</b>	<b>152</b>	<b>152</b>	<b>170</b>	<b>174</b>	<b>178</b>	<b>186</b>	<b>182</b>	<b>184</b>	<b>178</b>	<b>175</b>	<b>0</b>	<b>0</b>		

**October 2022 - Placement by Category**  
**175 Kids in Placement**



**October 2022:** Total kids in placement = 175

**Total of 3 Children entered placement**

1	Redwood	Residential Treatment Center
1	Redwood	Probation
1	Rock	Residential Treatment Center

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

1	Lincoln	Child's Reunification Home
1	Lyon	Group Home
1	Lyon	Probation
1	Pipestone	Child's Reunification Home
1	Redwood	Pre-Kinship Home
1	Redwood	Probation

**NON IVD COLLECTIONS**  
*October 2022*

PROGRAM	ACCOUNT	TOTAL
MSA/GRH	05-420-605.5803	4,898
TANF (MFIP/DWP/AFDC)	05-420-610.5803	55
GA	05-420-620.5803	2,081
FS	05-420-630.5803	927
CS (PI Fee, App Fee, etc)	05-420-640.5501	593
MA Recoveries & Estate Collections (25% retained by agency)	05-420-650.5803	41,351
REFUGEE	05-420-680.5803	0
CHILDRENS		
Court Visitor Fee	05-431-700.5514	0
Parental Fees, Holds	05-431-710.5501	2,877
OOH/FC Recovery	05-431-710.5803	9,989
CHILDCARE		
Licensing	05-431-720.5502	700
Corp FC Licensing	05-431-720.5505	600
Over Payments	05-431-721&722.5803	0
CHEMICAL DEPENDENCY		
SUD Assessment Fee	05-431-730.5504	1,631
CD Assessments	05-431-730.5519	864
Detox Fees	05-431-730.5520	50
SUD Treatment	05-431-730.5523	2,705
Over Payments	05-431-730.5803	0
MENTAL HEALTH		
Insurance Copay	05-431-740.5803	0
Over Payments	05-431-741 or 742.5803	1,524
DEVELOPMENTAL DISABILITIES		
Insurance Copay/Overpayments	05-431-750.5803	0
ADULT		
Court Visitor Fee	05-431-760.5515	0
Insurance Copay/Overpayments	05-431-760.5803	0
<b>TOTAL NON-IVD COLLECTIONS</b>		<b>70,844</b>

## 2023 Human Services Levy Funding

County	Net		Population		SEAGRs		% Used for Funding	
	Tax Capacity	%		%		%		
Lyon	\$ 41,779,606	24.64%	25,269	34.31%	\$ 7,797,733	32.49%	30.48%	
Murray	\$ 28,557,210	16.84%	8,179	11.11%	\$ 1,724,945	7.19%	11.71%	
Redwood	\$ 36,916,327	21.77%	15,425	20.95%	\$ 7,271,842	30.30%	24.34%	
Lincoln	\$ 15,045,654	8.87%	5,640	7.66%	\$ 1,336,408	5.57%	7.37%	
Rock	\$ 27,267,923	16.08%	9,704	13.18%	\$ 2,453,243	10.22%	13.16%	
Pipestone	\$ 19,999,505	11.79%	9,424	12.80%	\$ 3,414,068	14.23%	12.94%	
<b>Total</b>	<b>\$ 169,566,225</b>	<b>100.00%</b>	<b>73,641</b>	<b>100.00%</b>	<b>\$ 23,998,238</b>	<b>100.00%</b>	<b>100.00%</b>	

### LAST THREE YEARS OF SEAGR DATA

County	2019	2020	2021	Totals
Lyon	\$ 2,465,431	\$ 2,561,248	\$ 2,771,054	\$ 7,797,733
Murray	\$ 650,938	\$ 450,912	\$ 623,095	\$ 1,724,945
Redwood	\$ 2,423,671	\$ 2,507,339	\$ 2,340,833	\$ 7,271,842
Lincoln	\$ 512,041	\$ 359,777	\$ 464,590	\$ 1,336,408
Rock	\$ 935,340	\$ 788,893	\$ 729,010	\$ 2,453,243
Pipestone	\$ 1,270,590	\$ 1,161,481	\$ 981,997	\$ 3,414,068

County	2022 Levy	%	2023 Proposed Levy	Difference	over 10 years	2023 Levy Payable	5%	2023 Levy
							Levy Increase	with Increase
Lyon	\$ 3,567,977	29.85%	\$ 3,643,921	\$ 75,944	\$ 7,594	\$ 3,575,571	\$ 178,779	\$ 3,754,350
Murray	\$ 1,405,564	11.76%	\$ 1,400,083	\$ (5,481)	\$ (548)	\$ 1,405,016	\$ 70,251	\$ 1,475,267
Redwood	\$ 2,889,584	24.17%	\$ 2,909,644	\$ 20,060	\$ 2,006	\$ 2,891,590	\$ 144,580	\$ 3,036,170
Lincoln	\$ 1,028,174	8.60%	\$ 880,661	\$ (147,513)	\$ (14,751)	\$ 1,013,423	\$ 50,671	\$ 1,064,094
Rock	\$ 1,561,245	13.06%	\$ 1,573,235	\$ 11,990	\$ 1,199	\$ 1,562,444	\$ 78,122	\$ 1,640,566
Pipestone	\$ 1,501,817	12.56%	\$ 1,546,817	\$ 45,000	\$ 4,500	\$ 1,506,317	\$ 75,316	\$ 1,581,633
<b>Total</b>	<b>\$ 11,954,361</b>	<b>100.00%</b>	<b>\$ 11,954,361</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 11,954,361</b>	<b>\$ 597,718</b>	<b>\$ 12,552,080</b>

	IM - 600 - 30%	IV-D - 640 - 4%	SS - 700 - 66%	Total
Lyon	\$1,126,305	\$150,174	\$2,477,871	\$3,754,350
Murray	\$442,580	\$59,011	\$973,676	\$1,475,267
Redwood	\$910,851	\$121,447	\$2,003,872	\$3,036,170
Lincoln	\$319,228	\$42,664	\$702,302	\$1,064,094
Rock	\$492,170	\$65,622	\$1,082,774	\$1,640,566
Pipestone	\$474,490	\$63,265	\$1,043,878	\$1,581,633
	<b>\$3,765,624</b>	<b>\$502,083</b>	<b>\$8,284,373</b>	<b>\$12,552,080</b>



Southwest Health and Human Services Budget									
HUMAN SERVICES									
Category	2019 Final	2019 Actual	2020 Final	2020 Actual	2021 Final	2021 Actual	2022 FINAL	2023 Preliminary	
<b>REVENUE</b>									
<b>420 Income Maintenance / Child Support</b>									
5400 - Federal	\$3,817,500	\$3,550,463	\$3,760,500	\$3,564,209	\$3,555,200	\$3,706,202	\$3,732,000	\$3,656,243	
5200-5300 - State	\$966,846	\$1,082,470	\$984,286	\$1,153,159	\$968,117	\$1,262,442	\$1,198,509	\$1,375,924	
5500-5900 - Other	\$678,168	\$998,594	\$832,542	\$1,243,833	\$923,900	\$1,479,892	\$1,180,410	\$1,152,200	
Reserve spending	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
5000 - County Taxes	\$3,684,500	\$3,650,394	\$3,868,724	\$3,826,799	\$3,946,100	\$3,979,746	\$4,064,483	\$4,267,707	
<b>Subtotal</b>	<b>\$9,147,014</b>	<b>\$9,281,921</b>	<b>\$9,446,052</b>	<b>\$9,788,000</b>	<b>\$9,393,317</b>	<b>\$10,428,282</b>	<b>\$10,175,402</b>	<b>\$10,452,074</b>	
<b>431 Social Services</b>									
5400 - Federal	\$4,230,138	\$3,622,766	\$4,274,793	\$4,007,010	\$4,076,453	\$3,742,299	\$4,057,285	\$3,939,128	
5200-5300 - State	\$4,389,577	\$4,434,987	\$4,389,409	\$4,410,546	\$4,694,771	\$4,001,402	\$4,434,442	\$4,708,026	
5500-5900 - Other	\$2,727,213	\$2,468,668	\$2,549,804	\$2,714,118	\$2,799,800	\$2,521,756	\$2,786,651	\$2,675,500	
Reserve spending	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
5000 - County Taxes	\$7,152,267	\$7,086,066	\$7,509,879	\$7,428,492	\$7,660,076	\$7,725,388	\$7,889,879	\$8,284,373	
<b>Subtotal</b>	<b>\$18,499,195</b>	<b>\$17,612,477</b>	<b>\$18,723,885</b>	<b>\$18,560,166</b>	<b>\$19,231,100</b>	<b>\$17,990,845</b>	<b>\$19,168,257</b>	<b>\$19,607,027</b>	
<b>461 Information Systems</b>									
5500-5900 - Participating Entities	\$35,554	\$33,136	\$35,000	\$35,510	\$32,000	\$51,455	\$30,750	\$32,000	
<b>Subtotal</b>	<b>\$35,554</b>	<b>\$33,136</b>	<b>\$35,000</b>	<b>\$35,510</b>	<b>\$32,000</b>	<b>\$51,455</b>	<b>\$30,750</b>	<b>\$32,000</b>	
<b>Combined Revenues</b>									
5400 - Federal	\$8,047,638	\$7,173,229	\$8,035,293	\$7,571,219	\$7,631,653	\$7,448,501	\$7,789,285	\$7,595,371	25.2%
5300 - State	\$5,356,423	\$5,517,457	\$5,373,695	\$5,563,705	\$5,662,888	\$5,263,844	\$5,632,951	\$6,083,950	20.2%
5500-5800 - Other	\$3,440,935	\$3,500,398	\$3,417,346	\$3,993,461	\$3,755,700	\$4,053,103	\$3,997,811	\$3,859,700	12.8%
Reserve spending	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.0%
5000 - County Taxes	\$10,836,767	\$10,736,450	\$11,378,603	\$11,255,291	\$11,606,176	\$11,705,134	\$11,954,362	\$12,552,080	41.7%
<b>Total Revenues</b>	<b>\$27,681,763</b>	<b>\$26,927,534</b>	<b>\$28,204,937</b>	<b>\$28,383,676</b>	<b>\$28,656,417</b>	<b>\$28,470,582</b>	<b>\$29,374,409</b>	<b>\$30,091,101</b>	
<b>SUMMARY</b>									
Revenue	\$27,681,763	\$26,927,534	\$28,204,937	\$28,383,676	\$28,656,417	\$28,470,582	\$29,374,409	\$30,091,101	
Expenditures	\$27,681,763	\$26,411,077	\$28,204,937	\$27,419,398	\$28,656,417	\$27,615,295	\$29,374,409	\$30,091,101	
Difference	\$0	\$516,457	\$0	\$964,278	\$0	\$855,287	\$0	\$0	

Southwest Health and Human Services									
BUDGET									
HUMAN SERVICES									
Category	2019 Final	2019 Actual	2020 Final	2020 Actual	2021 Final	2021 Actual	2022 FINAL	2023 FINAL	
<b>EXPENDITURES</b>									
<b>420 Income Maintenance / Child Support</b>									
6100 - Personnel	\$4,435,784	\$4,284,011	\$4,595,026	\$4,409,490	\$4,484,125	\$4,263,064	\$4,620,373	\$4,923,623	
6200 - Services & Charges	\$355,610	\$389,451	\$390,220	\$402,698	\$506,700	\$474,799	\$434,715	\$380,350	
6300-6800 - Administrative Overhead	\$819,796	\$736,483	\$794,488	\$747,193	\$771,853	\$697,898	\$776,853	\$788,460	
6000 - Payment for/benefit clients	\$2,417,000	\$2,422,452	\$2,321,750	\$3,109,480	\$2,481,250	\$3,353,852	\$3,104,625	\$3,263,040	
Reserves	\$35,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Subtotal</b>	<b>\$8,063,190</b>	<b>\$7,832,397</b>	<b>\$8,101,484</b>	<b>\$8,668,861</b>	<b>\$8,243,928</b>	<b>\$8,789,613</b>	<b>\$8,936,566</b>	<b>\$9,355,473</b>	
<b>431 Social Services</b>									
710-718 - Children's Services	\$4,148,639	\$3,627,374	\$3,965,611	\$3,253,977	\$4,118,976	\$3,740,533	\$4,075,616	\$4,580,700	
720-727 - Child Care/MFIP Admin./PIC.	\$331,755	\$50,505	\$270,965	\$45,794	\$85,965	\$49,405	\$47,965	\$46,065	
730 - Chemical Dependency	\$516,500	\$573,632	\$541,500	\$443,880	\$545,000	\$309,357	\$397,100	\$243,000	
740-742 - Mental Health	\$3,579,782	\$3,393,739	\$3,535,454	\$3,670,162	\$3,944,746	\$3,391,752	\$3,957,318	\$3,323,360	
750 - Developmental Dis.	\$389,361	\$345,758	\$369,671	\$252,445	\$368,851	\$238,907	\$330,428	\$342,412	
760-765 - Adult Services	\$133,150	\$273,734	\$152,350	\$179,770	\$233,700	\$231,193	\$254,500	\$281,200	
<b>Subtotal</b>	<b>\$9,099,187</b>	<b>\$8,264,742</b>	<b>\$8,835,551</b>	<b>\$7,846,028</b>	<b>\$9,297,238</b>	<b>\$7,961,147</b>	<b>\$9,062,927</b>	<b>\$8,816,737</b>	
6100 - Personnel	\$8,739,674	\$8,498,617	\$9,345,733	\$9,102,376	\$9,265,617	\$9,054,976	\$9,450,640	\$9,933,999	
6200 - Services and Charges	\$407,990	\$490,645	\$515,730	\$491,821	\$522,900	\$502,712	\$515,047	\$531,400	
6300-6800 - Administrative Overhead	\$940,303	\$912,017	\$1,053,949	\$895,818	\$946,316	\$872,505	\$980,900	\$1,023,458	
Reserves	\$65,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Subtotal</b>	<b>\$10,152,967</b>	<b>\$9,901,279</b>	<b>\$10,915,412</b>	<b>\$10,490,015</b>	<b>\$10,734,833</b>	<b>\$10,430,193</b>	<b>\$10,946,587</b>	<b>\$11,488,857</b>	
<b>410 General Administration</b>									
6100 - Personnel	\$81,189	\$169,404	\$54,307	\$140,661	\$67,663	\$141,787	\$105,344	\$89,449	
6604-6890 - Administrative Overhead	\$840	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Subtotal</b>	<b>\$82,029</b>	<b>\$169,404</b>	<b>\$54,307</b>	<b>\$140,661</b>	<b>\$67,663</b>	<b>\$141,787</b>	<b>\$105,344</b>	<b>\$89,449</b>	
<b>461 Information Systems</b>									
6100 - Personnel	\$280,640	\$239,074	\$295,783	\$269,393	\$303,955	\$288,112	\$314,385	\$333,985	
6200 - Services and Charges	\$750	\$0	\$250	\$0	\$1,200	\$0	\$1,200	\$1,200	
6300-6400 - Administrative Overhead	\$3,000	\$4,181	\$2,150	\$4,440	\$7,600	\$4,443	\$7,400	\$5,400	
<b>Subtotal</b>	<b>\$284,390</b>	<b>\$243,255</b>	<b>\$298,183</b>	<b>\$273,833</b>	<b>\$312,755</b>	<b>\$292,555</b>	<b>\$322,985</b>	<b>\$340,585</b>	
<b>Combined Expenditures</b>									
6100 - Personnel	\$13,537,287	\$13,191,106	\$14,290,849	\$13,921,920	\$14,121,360	\$13,747,939	\$14,490,742	\$15,281,056	50.8%
6200 - Services & Charges	\$764,350	\$880,096	\$906,200	\$894,519	\$1,030,800	\$977,511	\$950,962	\$912,950	3.0%
6300-6800 - Administrative Overhead	\$1,763,939	\$1,652,681	\$1,850,587	\$1,647,451	\$1,725,769	\$1,574,846	\$1,765,153	\$1,817,318	6.0%
6000 - Payments for/benefit clients	\$11,516,187	\$10,687,194	\$11,157,301	\$10,955,508	\$11,778,488	\$11,314,999	\$12,167,552	\$12,079,777	40.1%
Reserves	\$100,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.0%
<b>Total Expenditures</b>	<b>\$27,681,763</b>	<b>\$26,411,077</b>	<b>\$28,204,937</b>	<b>\$27,419,398</b>	<b>\$28,656,417</b>	<b>\$27,615,295</b>	<b>\$29,374,409</b>	<b>\$30,091,101</b>	



## 2022 Public Health Statistics

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

	WIC	Family Home Visiting*	MnChoices Assessments*	Managed Care*	Dental Varnish	Refugee Health	LTBI/DOT Medication Distribution	Water Tests	FPL Inspections	Imm	Car Seats	COVID Vaccine Admin
11/21	1915	31	1	175	0	1	8	118	40	46	9	17
12/21	1901	31	10	239	0	1	19	76	32	12	8	33
1/22	1892	32	9	152	0	1	26	109	33	22	9	36
2/22	1898	33	9	157	0	0	27	75	36	59	12	4
3/22	1955	31	9	208	0	0	27	77	38	49	12	5
4/22	1981	24	7	191	0	0	33	166	30	12	18	3
5/22	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	2001	44	13	191	0	0	5	221	49	39	6	0
9/22	2016	39	5	238	0	0	4	208	45	30	14	0
10/22		23	7	220	0	10	3	157	40	40	10	0
11/22												
12/22												

\*Includes telehealth visits

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

OCTOBER 7, 2022 12:30-1:30 PM

### Upcoming Meetings

#### Full SCHSAC Membership

- December 16, 2022 (10:00 AM-2:30 PM)
  - Hybrid: Virtual and in-person at the Wilder Center in St. Paul
- The 2023 meeting schedule is being finalized. Meetings are scheduled for February 10, June 22, and December 6, 2023; a meeting invite has been sent from [health.schsac@state.mn.us](mailto:health.schsac@state.mn.us). The October 2023 SCHSAC meeting date has not yet been scheduled.

#### Executive Committee

- November 10, 2022 (9:30-11:30 AM)

For the most current meeting dates for full membership and the Executive Committee, visit:

[Meetings and materials for SCHSAC members](#)

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

### Action Items

- **Attend your Association of Minnesota Counties District Meeting:** Share about public health, educate members on the need for public health system funding, and bring them along for the transformation process.
  - Find your district meeting at [AMC District Meetings \(mncounties.org\)](https://www.mncounties.org)  
[https://www.mncounties.org/meetings\\_and\\_education/district\\_meetings/index.php](https://www.mncounties.org/meetings_and_education/district_meetings/index.php)
  - Talking points to use when speaking to your legislative delegation and at district meetings are available upon request.
- **Make a nomination for SCHSAC Vice Chair:** Election of the next SCHSAC Chair and Vice Chair will be held at the December meeting. Nominations may be made in advance by emailing Deanna White ([deanna.white@state.mn.us](mailto:deanna.white@state.mn.us)) **before November 16, 2022** or at the December 16, 2022 meeting. Self-nominations are allowed.

- **Fill out your Retreat Evaluation:** If you were able to attend virtually or in-person, please take a few minutes to fill out the evaluation. It can be found at: <https://survey.vovici.com/se/56206EE345C64338>
- **Save the Date:** Full membership SCHSAC meeting December 16, 2022 10:00 AM-2:30 PM. Virtual and in-person at the Wilder Center in St. Paul. Mark your calendar for the 2023 SCHSAC meeting dates.

## **Chair’s Remarks (Sheila Kiscaden)**

- Introduction of Ruby Roettger, Public Health Corps member and Deanna White, new Planner and Partnership Specialist supporting SCHSAC
- New SCHSAC email address is [health.schsac@state.mn.us](mailto:health.schsac@state.mn.us). Please watch for emails from this address as they will contain official SCHSAC information.
- The Chair recognized public health system transformation in Minnesota will be a long process that may be overwhelming to some and emphasized the need for support and collaboration throughout the process.

## **Commissioner’s Remarks (Jan Malcolm)**

- Transformation is a huge opportunity and task that will take time and continued commitment from leaders. We are experiencing high turnover and retirement rates which cause us to lose institutional knowledge. It is important to recruit and celebrate new leaders with new perspectives and energy.
- We are anticipating legislative changes with the upcoming election and acknowledge the difficulty of this time. Public health must be a non-partisan voice. Transition materials for a new governor and commissioner are being drafted. If there is continuity of administrations, it will be a time to reassess challenges and priorities.
- The budget proposal is in draft. It includes funds for system strengthening and direct responses to the strain of COVID-19. The proposal could change if a new governor is elected.

## **SCHSAC Business (Sheila Kiscaden)**

### **Sharing at District Meetings**

- SCHSAC requests that its members commit to attending regional Association of Minnesota Counties (AMC) District Meetings to share about public health, educate members on the need for public health system funding, and bring them along for the transformation process. SCHSAC leadership would like a strong showing at all the upcoming meetings.
- Comment—SCHSAC encourages Commissioners to invite local public health leaders to attend AMC District Meetings. There is variation across the state regarding who is allowed to attend and vote at AMC District Meetings. In some regions, County Commissioners and Administrators are the only ones at District Meetings.

## Items for December 16, 2022 Meeting

- *Proposed change to Operating Procedures to make Executive Committee terms two years.*  
The Executive Committee consists of one delegate and one alternate from each of the eight SCHSAC regions. They meet every month to plan and determine what members need to be effective. The proposed two-year term would allow members to serve longer, preventing issues that can occur with frequent turnover of one-year terms. This proposal will be up for consideration at the December meeting.
- *Elections:* Elections for Chair and Vice Chair will happen at the December 16, 2022 meeting. Terms begin January 1, 2023 and are for two years. Nominations may be made in advance or at the meeting. Self-nominations are allowed.
  - Vice Chair responsibilities: Involved in Executive Committee and full membership meetings. Assists with planning of annual Community Health Conference. Participates in Joint Leadership Team for Public Health System Transformation which meets twice per month. Vice Chair has generally been a county commissioner but does not have to be.

## Update on the Joint Leadership Team for Public Health System Transformation (Sheila Kiscaden and Kim Milbrath)

- Introduction of two new members, Commissioner Steve Gardner (Kandiyohi-Renville) and Commissioner Jim McDonough (Ramsey).
- Individuals from SCHSAC, Local Public Health Association (LPHA), and Minnesota Department of Health (MDH) comprise the leadership team. Outside facilitators have been brought in and the group has resumed meeting regularly.
- There is a request for proposals available for message research in the state of Minnesota. The goal is to build on the PHRASES ([www.phrases.org/](http://www.phrases.org/)) message research and solidify and tailor frames for different audiences specific to MN.
- Questions about the public health system work can be addressed by your organization's Joint Leadership Team member. Let them know what is on your mind about the effort!

## Member Development (De Malterer, Le Suer-Waseca County Commissioner)

- Presentation of SCHSAC Member Development Program. The full handout can be accessed here, [SCHSAC Member Development Program \(https://www.health.state.mn.us/communities/practice/schsac/docs/20221007meeting-memberdevelopment.pdf\)](https://www.health.state.mn.us/communities/practice/schsac/docs/20221007meeting-memberdevelopment.pdf). The goal is to educate and develop SCHSAC members to ensure SCHSAC continues to be as effective as possible. Areas of focus include:
  - New Member Orientation
  - Ongoing Member Education
    - SCHSAC Meetings
    - Coffee, Conversation, and Consideration

- Mentorship Program
- Executive Committee Orientation
- Executive Committee Ongoing Education
- An online portal for SCHSAC members is under development. The portal will serve as a central repository and access point for items of use to SCHSAC members but not meant for the general public. Agendas, notes, orientation, and other public information will continue to be available at: SCHSAC: State Community Health Services Advisory Committee (<https://www.health.state.mn.us/schsac>)

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

10/18/22

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



**Southwest Health and Human Services  
Public Health Fees  
Effective January 1, 2023**

Dental Varnish	\$25/Visit
Refugee Health/Green Card	\$20
Immunizations	\$20/immunization administration
COVID-19 1 <sup>st</sup> Dose Administration	\$40/immunization administration
COVID-19 2 <sup>nd</sup> Dose Administration	\$40/immunization administration
COVID-19 3 <sup>rd</sup> Dose Administration	\$40/immunization administration
Mantoux Testing	\$25/test
Sharps Containers	2 gal \$12, 1 gal \$9, 1 qt \$7 - includes disposal fee
Public Health Nursing Clinic and Family Home Visits	
Home	\$200.00
Office Visit	\$120/visit
New Day Care Inspections	\$150.00
Education/Wellness/Car Seat Presentations	\$75/hour/staff with minimum of one-hour charge
Radon Kits-Short Term	\$6.00/kit (fee includes tax)
Blood Lead Education (per 15 min)	\$31
Blood Lead Education (per 30 min)	\$50.00
Blood Lead Screening	\$15
Depression Screening	\$25
ASQ or ASQ-SE (staff administered)	\$25
Car Seat Install and Educations	\$100
Urine Analysis (Drug Screening)	\$40
Fit Testing	\$30/test plus mileage at federal rate
	<u>\$20/test plus mileage at federal rate if 10 or more</u>

***Service will not be denied to anyone who is unable to pay.  
Client unable to pay the set rate will be asked for a donation.***



## 2023 Public Health Levy Funding

County	Population	2022 Per Capita	2022 Tax Levy	2023 Per Capita	Amount Change	Difference	% Change	2023 Tax Levy
Lyon	25,269	\$14.25	\$368,462	\$14.25	\$0.00	-\$8,379	-2.3%	\$360,083
Murray	8,179	\$14.25	\$124,331	\$14.25	\$0.00	-\$7,780	-6.7%	\$116,551
Redwood	15,425	\$14.25	\$228,841	\$14.25	\$0.00	-\$9,035	-4.1%	\$219,806
Lincoln	5,640	\$14.25	\$84,018	\$14.25	\$0.00	-\$3,648	-4.5%	\$80,370
Rock	9,704	\$14.25	\$138,040	\$14.25	\$0.00	\$242	0.2%	\$138,282
Pipestone	9,424	\$14.25	\$136,743	\$14.25	\$0.00	-\$2,451	-1.8%	\$134,292
<b>Total</b>	<b>73,641</b>		<b>\$1,080,435</b>			<b>-\$31,051</b>	<b>-3.0%</b>	<b>\$1,049,384</b>

Southwest Health and Human Services Budget									
HEALTH SERVICES									
Category	2019 Approved	2019 Actual	2020 Approved	2020 Actual	2021 Approved	2021 Actual	2022 Approved	2023 Preliminary	
<b>REVENUE</b>									
<b>481 Nursing</b>									
5400 - Federal	\$962,203	\$920,078	\$928,100	\$933,227	\$917,773	\$928,241	\$878,947	\$927,794	
5300 - State	\$558,527	\$513,096	\$507,642	\$467,565	\$509,027	\$432,508	\$604,636	\$741,600	
5200 & 5500-5800 - Other	\$390,405	\$415,700	\$465,480	\$469,361	\$462,780	\$450,562	\$453,280	\$494,800	
Reserve spending	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Subtotal</b>	<b>\$1,911,135</b>	<b>\$1,848,874</b>	<b>\$1,901,222</b>	<b>\$1,870,153</b>	<b>\$1,889,580</b>	<b>\$1,811,311</b>	<b>\$1,936,863</b>	<b>\$2,164,194</b>	
<b>483 Health Education</b>									
5400 - Federal	\$303,545	\$275,552	\$316,941	\$829,715	\$302,216	\$452,490	\$240,667	\$351,634	
5200-5300 - State	\$226,690	\$234,886	\$226,960	\$440,837	\$224,631	\$388,307	\$224,631	\$224,631	
5500-5800 - Other	\$2,270	\$1,605	\$500	\$2,392	\$500	\$143,497	\$950	\$950	
Reserve spending	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Subtotal</b>	<b>\$532,505</b>	<b>\$512,043</b>	<b>\$544,401</b>	<b>\$1,272,944</b>	<b>\$527,347</b>	<b>\$984,294</b>	<b>\$466,248</b>	<b>\$577,215</b>	
<b>485 Environmental Health</b>									
5400 - Federal	\$0	\$0	\$0	\$2,500	\$0	\$3,000	\$0	\$0	
5300 - State	\$35,500	\$28,671	\$35,500	\$38,932	\$35,500	\$92,184	\$50,000	\$50,000	
5100 & 5500-5800 - Other	\$194,900	\$200,544	\$198,400	\$196,106	\$193,400	\$154,193	\$193,400	\$200,400	
Reserve spending	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Subtotal</b>	<b>\$230,400</b>	<b>\$229,215</b>	<b>\$233,900</b>	<b>\$237,538</b>	<b>\$228,900</b>	<b>\$249,377</b>	<b>\$243,400</b>	<b>\$250,400</b>	
<b>410 Administration</b>									
5400 - Federal	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
5300 - State	\$0	\$8,774	\$40,000	\$32,476	\$40,000	\$48,921	\$60,000	\$60,000	
5500-5800 - Other	\$15,039	\$23,391	\$26,130	\$21,957	\$17,400	\$8,816	\$7,300	\$7,050	
Reserve spending	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
5000 - County Taxes	\$966,705	\$966,705	\$1,042,525	\$1,042,525	\$1,080,435	\$1,080,435	\$1,080,435	\$1,049,384	
<b>Subtotal</b>	<b>\$981,744</b>	<b>\$998,870</b>	<b>\$1,108,655</b>	<b>\$1,096,958</b>	<b>\$1,137,835</b>	<b>\$1,138,172</b>	<b>\$1,147,735</b>	<b>\$1,116,434</b>	
<b>Combined Revenues</b>									
5400 - Federal	\$1,265,748	\$1,195,630	\$1,245,041	\$1,765,442	\$1,219,989	\$1,383,731	\$1,119,614	\$1,279,428	31.1%
5200-5300 - State	\$820,717	\$785,427	\$810,102	\$979,810	\$809,158	\$961,920	\$939,267	\$1,076,231	26.2%
5500-5800 - Other	\$602,614	\$641,240	\$690,510	\$689,816	\$674,080	\$757,068	\$654,930	\$703,200	17.1%
Reserve spending	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0.0%
5000 - County Taxes	\$966,705	\$966,705	\$1,042,525	\$1,042,525	\$1,080,435	\$1,080,435	\$1,080,435	\$1,049,384	25.5%
<b>Total Revenues</b>	<b>\$3,655,784</b>	<b>\$3,589,002</b>	<b>\$3,788,178</b>	<b>\$4,477,593</b>	<b>\$3,783,662</b>	<b>\$4,183,154</b>	<b>\$3,794,246</b>	<b>\$4,108,243</b>	
<b>SUMMARY</b>									
Revenue	\$3,655,784	\$3,589,002	\$3,788,178	\$4,477,593	\$3,783,662	\$4,183,154	\$3,794,246	\$4,108,243	
Expenditures	\$3,655,784	\$3,419,720	\$3,788,178	\$3,930,621	\$3,783,662	\$3,579,448	\$3,794,246	\$4,108,243	
Difference	\$0	\$169,282	\$0	\$546,972	\$0	\$603,706	\$0	\$0	

Southwest Health & Human Services									
BUDGET									
HEALTH SERVICES									
Category	2019	2019	2020	2020	2021	2021	2022	2023	
	Approved	Actual	Approved	Actual	Approved	Actual	Approved	Preliminary	
<b>EXPENDITURES</b>									
<b>481 Nursing</b>									
6100 - Personnel	\$1,732,240	\$1,600,096	\$1,847,972	\$1,494,768	\$1,795,690	\$1,361,838	\$1,945,043	\$2,017,161	
6200 - Services & Charges	\$195,145	\$169,714	\$176,359	\$169,687	\$169,061	\$166,773	\$130,403	\$184,756	
6300-6400 - Administrative Overhead Costs	\$195,133	\$189,737	\$188,027	\$173,572	\$192,346	\$146,375	\$158,300	\$192,686	
<b>Subtotal</b>	<b>\$2,122,518</b>	<b>\$1,959,547</b>	<b>\$2,212,358</b>	<b>\$1,838,027</b>	<b>\$2,157,097</b>	<b>\$1,674,986</b>	<b>\$2,233,746</b>	<b>\$2,394,583</b>	
<b>483 Health Education</b>									
6100 - Personnel	\$365,789	\$333,557	\$384,321	\$831,828	\$378,353	\$882,195	\$383,331	\$389,237	
6200 - Services & Charges	\$41,172	\$21,079	\$38,398	\$50,019	\$19,618	\$33,867	\$42,085	\$42,415	
6300-6400 - Administrative Overhead Costs	\$160,647	\$147,327	\$153,887	\$421,211	\$173,040	\$174,478	\$76,064	\$166,070	
<b>Subtotal</b>	<b>\$567,608</b>	<b>\$501,963</b>	<b>\$576,606</b>	<b>\$1,303,058</b>	<b>\$571,011</b>	<b>\$1,090,540</b>	<b>\$501,480</b>	<b>\$597,722</b>	
<b>485 Environmental Health</b>									
6100 - Personnel	\$235,576	\$239,961	\$243,308	\$211,623	\$248,155	\$225,458	\$257,250	\$273,354	
6200 - Services & Charges	\$4,100	\$5,887	\$4,105	\$6,469	\$6,805	\$5,190	\$4,500	\$9,000	
6300-6400 - Administrative Overhead Costs	\$49,159	\$48,459	\$53,820	\$53,752	\$51,100	\$41,074	\$39,450	\$44,600	
<b>Subtotal</b>	<b>\$288,835</b>	<b>\$294,307</b>	<b>\$301,233</b>	<b>\$271,844</b>	<b>\$306,060</b>	<b>\$271,722</b>	<b>\$301,200</b>	<b>\$326,954</b>	
<b>410 Administration</b>									
6100 - Personnel	\$507,381	\$503,531	\$540,451	\$391,259	\$485,725	\$410,559	\$502,600	\$601,688	
6200 - Services & Charges	\$52,710	\$48,241	\$50,038	\$49,867	\$53,500	\$49,697	\$147,348	\$55,880	
6300-6800 - Administrative Overhead Costs	\$106,732	\$112,131	\$107,492	\$76,566	\$210,269	\$81,944	\$107,872	\$131,416	
Reserves	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
<b>Subtotal</b>	<b>\$676,823</b>	<b>\$663,903</b>	<b>\$697,981</b>	<b>\$517,692</b>	<b>\$749,494</b>	<b>\$542,200</b>	<b>\$757,820</b>	<b>\$788,984</b>	
<b>Combined Expenditures</b>									
6100 - Personnel	\$2,840,986	\$2,677,145	\$3,016,052	\$2,929,478	\$2,907,923	\$2,880,050	\$3,088,224	\$3,281,440	79.9%
6200 - Services & Charges	\$293,127	\$244,921	\$268,900	\$276,042	\$248,984	\$255,527	\$324,336	\$292,051	7.1%
6300-6800 - Administrative Overhead	\$521,671	\$497,654	\$503,226	\$725,101	\$626,755	\$443,871	\$381,686	\$534,752	13.0%
<b>Total Expenditures</b>	<b>\$3,655,784</b>	<b>\$3,419,720</b>	<b>\$3,788,178</b>	<b>\$3,930,621</b>	<b>\$3,783,662</b>	<b>\$3,579,448</b>	<b>\$3,794,246</b>	<b>\$4,108,243</b>	



Redwood Falls, MN• 507-637-4041.

Ivanhoe, MN• 507-694-1452 Slayton, MN• 507-836-6144

Pipestone, MN• 507-825-6720 Luverne, MN• 507-283-5070

Marshall, MN• Human Services 507-537-6747 • Health Services 507-537-6713

# Bylaws of Southwest Health and Human Services

Adopted: 12/20/2017

Revised:

01/15/2020;12/21/22

## Contents

ARTICLE 1: PURPOSE .....	2
ARTICLE 2: TERM OF BYLAWS .....	2
ARTICLE 3: COMPOSITION & ORGANIZATION .....	2
ARTICLE 4: OFFICERS .....	3
ARTICLE 5: MEETINGS .....	4
ARTICLE 6: POWERS AND DUTIES OF JOINT POWERS BOARD .....	8
ARTICLE 7: BOARD MEMBER RESPONSIBILITIES .....	8
ARTICLE 8: BOARD MEMBER ETHICS .....	10
ARTICLE 9: EXECUTIVE AND FINANCE, AND PERSONNEL COMMITTEE .....	12
ARTICLE 10: OTHER COMMITTEES .....	13
ARTICLE 11: PARLIMENTARY AUTHORITY .....	13
ARTICLE 12: DATA .....	13
ARTICLE 13: ADHERENCE TO JOINT POWERS AGREEMENT .....	13
ARTICLE 14: AMENDMENT OF BYLAWS .....	14

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 Z: 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)~~(a) **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, lay board members and county administrators 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 (commissioners and lay 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) Voting members for each Board will be the following:

Joint Board

- One Commissioner (or alternate) from each County serving on the Community Health Board; and
- One Commissioner (or alternate) from each County serving on the Human Services Board.

Community Health Board

- One Commissioner and one alternate from each Member County, which shall be selected by the individual County Board, unless such County shall have a population in excess of twice that of any other Member County, in which case it shall have two Commissioners and two alternates.

Human Services Board:

- Two Commissioners of each Member County, which shall be selected by the individual County Boards on an annual basis; and
- One layperson from each County, to be appointed consistent with the requirements of the Commissioner of Human Services.

(b) 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.

Formatted: Normal, No bullets or numbering

Formatted: Character scale: 105%

Formatted: Font: 11 pt

Formatted: Font color: Custom Color(59,59,59)

Formatted: Bulleted + Level: 1 + Aligned at: 1" + Indent at: 1.25"

Formatted: Font color: Custom Color(59,59,59)

Formatted: Font: 11 pt

Formatted: Font color: Custom Color(59,59,59)

Formatted: Bulleted + Level: 1 + Aligned at: 1" + Indent at: 1.25"

Formatted: Font color: Custom Color(59,59,59)

Formatted: Font color: Custom Color(59,59,59)

Formatted: Indent: Left: 0.36", Hanging: 0.26", Right: 0", No bullets or numbering, Allow hanging punctuation, Tab stops: Not at 1.97"

Formatted: Font color: Custom Color(59,59,59)

Formatted: Font color: Custom Color(59,59,59)

Formatted: Font color: Custom Color(52,52,52)

Formatted: Font color: Custom Color(52,52,52)

Formatted: Font color: Custom Color(52,52,52)

Formatted: Font color: Custom Color(59,59,59)

Formatted: Font color: Custom Color(59,59,59)

Formatted: Font color: Custom Color(59,59,59)

Formatted: Font color: Custom Color(52,52,52), Character scale: 105%

Formatted: Numbered + Level: 1 + Numbering Style: a, b, c, ... + Start at: 1 + Alignment: Left + Aligned at: 0.38" + Indent at: 0.63"

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 AND PERSONNEL 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 appointed by the Southwest Health and Human Services ~~policy~~ Joint Board chair.

**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~~ Review 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 and as allowed by the Office of the State Auditor.
- (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*, 11<sup>th</sup> 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 the Board

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**SOUTHWEST HEALTH AND HUMAN SERVICES  
INCOME MAINTENANCE POLICY NUMBER 5**

EFFECTIVE DATE: 02/28/19

REVISION DATE: 11/16/22-

AUTHORITY: Southwest Health and Human Services Board – Human Services Board  
MN Statute 256.01.  
CM 11.27.03

**--- DRUG FELON/RANDOM TESTING ---**

**Section 1 - Purpose and Legal Basis**

- a. Any client convicted of a drug felony in the past 10 years will be subject to random drug testing as a condition of continued eligibility per CM 11.27.03 and in accordance with MN Statute 256.01. Drug testing will be coordinated with probation or providers offering those services.

**Section 2 – Procedure**

- a. Once the agency becomes aware that a convicted drug felon has applied or is receiving assistance, they are subject to random drug testing. Knowledge of conviction can be received via the Combined Application Form by self-attesting, list received from DHS on Drug Felony convictions, or other reliable documentation.
- b. Upon notification of a convicted drug felony, a general release of authorization (Elig 122 or DHS-2243A) will be sent or given to the client to sign in order to contact their probation officer or receive drug test results from the provider that is administering the test.
- c. The client will be given or sent DHS-6749A or 6749B; Elig 123, Elig 124, or Elig 126, appeal rights DHS-3353, and mandatory vendor form DHS-3365.
- d. If the client has a probation officer, a letter and copy of the signed release will be sent to their probation officer requesting that they supply SWHHS results of drug tests administered by them.
- e. If they do not have a probation officer, the Eligibility Worker will:
  - 1. Request a release. If the release is not signed and returned send a 2919 along with Elig 200. Indicate on the 2919 that they will need to schedule their own appointment and provide results within 10 days.

Formatted: Font: 12 pt

Formatted: Font: 12 pt

Formatted: Numbered + Level: 1 + Numbering Style: 1, 2, 3, ... + Start at: 1 + Alignment: Left + Aligned at: 0.75" + Indent at: 1"

**SOUTHWEST HEALTH AND HUMAN SERVICES  
INCOME MAINTENANCE POLICY NUMBER 5**

2. If the client does NOT schedule an appointment or show up for the test, close the case following 10 day notice: To reopen the client would have to take and pass a drug test.
3. If the release is signed call the local clinic and request a random drug screening for your client –allow a week ahead of time in order to send the client the appointment letter.
4. Fax a copy of the request using SharePoint form Elig 200 Request for Drug Screen.
5. Send SNAP Random Drug Testing Appointment Letter (Elig 127m) to client with date and time on scheduled test.
6. Test results are sent to whomever requested the test and/or we will be contacted by the local clinic. Once results are received, update DFLN following CM policy 0011.27.03.01-DRUG FELONS-SNAP.
7. Set-up tikl for 4-6 months for another random drug test.

Formatted: Font: 12 pt

- f. If the Eligibility Worker is informed of a failed test (failed test includes positive test result or NO show for random test); DFLN will be updated and policy will be applied as outlined in CM 11.27.03:

1. MFIP/DWP/SNAP unit containing an applicant or participant (caregiver) convicted of a drug felony:
  - a. Payments for shelter and utility costs are mandatory vendor payments out of their case portion of assistance.
  - b. **1ST OCCURRENCE** of a failed drug test (including NO shows):
    1. Reduce the amount of the unit's Transitional Standard by 30%. Issue the balance of the grant (cash and/or food portion) to the unit. Vendor pay from the cash portion of the grant for shelter and utilities.
  - c. **2ND OCCURRENCE of failed drug test (including No shows):**
    1. PERMANENTLY disqualify the applicant or participant caregiver from both the cash and food portions of MFIP, and from MFIP Employment Services (MFIP-ES).
    2. Remove the needs of the caregiver who failed the drug test from both the cash and food portions. Deem to the assistance unit any income of the disqualified caregiver who is living in the home. Caregivers do not lose eligibility for Uncle Harry Food Support, or stand-alone SNAP.
2. GA/MSA unit containing an applicant or participant convicted of a drug felony on or after 07-01-1997. If MORE than 5 years have passed from the date the convicted person completed terms of the court-ordered sentence, the applicant

Formatted: Indent: Left: 0", First line: 0"

**SOUTHWEST HEALTH AND HUMAN SERVICES  
INCOME MAINTENANCE POLICY NUMBER 5**

or participant is NOT subject to random drug testing and the unit may receive benefits.

- a. If LESS than 5 years have passed from the date the convicted person completed terms of the court-ordered sentence, the ENTIRE unit is ineligible UNLESS the convicted member:
  - 1. Participates in a drug treatment program. OR
  - 2. Has successfully completed a drug treatment program. OR
  - 3. Has been assessed by the county as NOT needing a drug treatment program.

If the convicted person meets 1 of the above conditions, the unit may receive benefits. He/she is subject to random drug testing as a condition of continued eligibility. DHS suggests that county agencies coordinate efforts with local probation or court services to establish procedures and share costs of random drug testing for these clients.

- b. If the client fails a drug test while receiving assistance, or the county is informed by a probation officer or other official entity that the client has failed a drug test or has been convicted of another drug felony, the client is ineligible for assistance for 5 years beginning:
  - 1. The 1<sup>st</sup> of the month following the month of the positive (or NO show) test result for an illegal controlled substance.
  - 2. The 1<sup>st</sup> of the month following the month of discharge of sentence after conviction for another drug felony.
  - 3. The remaining unit members may continue to receive benefits.

**Section 3 – No-Show Policy/Good Cause**

- a. SWHHS is a No-Show county for SNAP and Cash; if a client fails to complete a random drug test as was scheduled and does not have good cause for not complying, SNAP and/or Cash will be sanctioned per CM 11.27.03. Good case for not showing for scheduled drug test means there were circumstances beyond the client's control that resulted in them not being able to make the appointment and/or comply with the drug test. Good cause requests will be reviewed by the Eligibility Worker and their Supervisor to determine if it will be granted. Circumstances could be but are not limited to:
  - 1. Illness or injury of client

Formatted: Font: 12 pt

**SOUTHWEST HEALTH AND HUMAN SERVICES  
INCOME MAINTENANCE POLICY NUMBER 5**

2. Illness or injury of another unit member requiring client to be present
3. Emergency within household
4. Lack of transportation to test
5. Provider administering test was closed when client arrived
6. Client was out of town at the time of the referral

Clients will be allowed a maximum of 2 good cause approvals within 12 months from date of application; thereafter, sanction policy will automatically be imposed.

Formatted: Font: 12 pt

**SOUTHWEST HEALTH AND HUMAN SERVICES  
ADMINISTRATIVE POLICY NUMBER 22**

EFFECTIVE DATE: 10/21/15

REVISION DATE: 11/16/22

AUTHORITY: MS Chapter 471

MN Rules §2785

**--- COUNTY SELF INSURANCE FUNDING ---**

**Section 1 - Purpose**

- a. Southwest Health and Human Services (SWHHS) recognizes the need to provide health insurance benefits to its employees in order to retain and attract a high quality workforce. In order to maintain a health insurance benefit that is affordable and sustainable over the long term, SWHHS has moved to a self-insured model for its health insurance benefits. SWHHS is making this change to focus on its goals to minimize risk and provide adequate reserves, limit overall risk to the County and our employees. Reserves that are necessary to meet these goals include; 1) run out liability, 2) maximum liability reserve, and 3) rate stabilization. The conservative nature of this policy will work to meet the County's goal of limiting overall risk.

**Section 2 – Run Out Liability Reserve**

- a. Purpose: As a self-funded plan, we pay the actual claims up to our stop loss liability as they are processed. There is generally a two to three month delay between when the service is received and the claim is processed. A run out liability reserve is used to pay claims if the county would change to another type of plan in the future.
- b. Funding Requirement: On August 1 of each year, the plan shall hold 25% of the expected annual claims for the upcoming plan year in reserves. If the plan fails to hold the required reserve, the plan rates for the following year shall increase to a level sufficient to fund the run out liability.

**Section 3 - Maximum Liability Reserve**

- a. Purpose: The plan carries stop-loss reinsurance in the amount of 125% of our expected annual claims. In order to plan for catastrophic losses, the plan needs to charge a premium or carry sufficient reserves to cover the maximum liability that could occur.

**SOUTHWEST HEALTH AND HUMAN SERVICES  
ADMINISTRATIVE POLICY NUMBER 22**

- b. Funding Requirement: Based on reserve balances as of August 1, the plan shall either charge a premium equal to 125% of expected annual claims or shall carry sufficient maximum liability reserves were the premiums and reserves equal 125% of the expected annual claims for the upcoming year.

**Section 4 – Rate Stabilization Reserve**

- a. Purpose: The goal of making a change to the county health insurance structure in 2014 is to ultimately smooth out health insurance costs from year to year. It is important to increase the rate stabilization reserve in good years and to spend down the rate stabilization reserve in bad years. This will allow rates to fluctuate in a predictable manner. When funding allows it, it is the goal of the county to carry a rate stabilization reserve equal to 50% of the expected annual claims.
- b. Developing and using the rate stabilization reserve: Once the run out liability and the maximum liability reserves have been full funded, any excess funds shall be placed in the rate stabilization reserve.

**Section 5 – Setting Premiums**

- a. Annually, the County will receive the annual expected claims for the upcoming year from our Third-Party Administrator (TPA). The annual expected claims data from the TPA will also include rate information for the various plans provided by the County. The County will base the upcoming year's rates using the following steps:
  - 1) Rates shall be increased to fund any deficit created in the run out liability and maximum liability reserves.
  - 2) After any rate increases are applied based on step 1, then the tables in Appendix A shall be used as a guide in developing the upcoming year's rates. In all cases, the County Board may deviate from these guidelines, if justifiable.

This policy is to sunset 11/16/22.



**SOUTHWEST HEALTH AND HUMAN SERVICES  
ADMINISTRATIVE POLICY NUMBER 22**

## Appendix A

The following tables are to be used as guides in developing health insurance rates for future years. In all cases, the County Board could deviate from these guidelines when it is found justifiable.

**Expected annual claims increase less than 5%:**

<b>Rate stabilization reserve funded at:</b>	<b>Rates:</b>
Less than 25%	Shall increase to fully fund the rate stabilization reserve, but not exceeding 10% previous year's rates.
25.1 to 50%	Shall increase to fully fund the rate stabilization reserve, but not exceeding 5% previous year's rates.
50.1% or more	Shall be set at expected claims level.

**Expected annual claims increase by 5.1% to 10%:**

<b>Rate stabilization reserve funded at:</b>	<b>Rates:</b>
0 to 25%	Shall increase 12.5% over last year's rates.
25.1 to 35%	Shall increase 10% over last year's rate.
35.1% or more	Shall be set at expected claims level.

**Expected annual claims increase by 10.1% to 15%:**

<b>Rate stabilization reserve funded at:</b>	<b>Rates:</b>
0 to 10%	Shall increase the expected claim rate plus 1%.
10.1% to 25%	Shall be set at expected claims level.
25.1% or more	Shall increase 10% over last year's rate.

**SOUTHWEST HEALTH AND HUMAN SERVICES  
ADMINISTRATIVE POLICY NUMBER 27**

EFFECTIVE DATE: 06/19/2019

REVISION DATE: 11/16/2022

AUTHORITY: Southwest Health and Human Services Joint Governing Board

**--AGENCY HEALTH INSURANCE FUNDING/RESERVE--**

**Section 1 - Purpose**

- a. Southwest Health and Human Services (SWHHS) recognizes the need to provide health insurance benefits to its employees' in order to retain and attract a high quality workforce. In order to maintain a health insurance benefit that is affordable and sustainable over the long term, SWHHS has moved to a self-insured model for its health insurance benefits. SWHHS has made this change to focus on its goals to minimize risk and provide adequate reserves to limit overall risk to the Agency and our employees. Reserves that are necessary to meet these goals include: 1) run out liability; 2) maximum liability reserve; and 3) rate stabilization. The conservative nature of this policy will work to meet the Agency's goal of limiting overall risk.

**Section 2 - Run out liability reserve**

- a. Purpose: As a self-funded plan, we pay the actual claims up to our stop-loss liability as they are processed. There is generally a two to three month delay between when the service is received and the claim is processed. A run out liability reserve is used to pay claims if the agency would change to a fully insured plan in the future.
- b. Funding Requirement: On August 1 of each year, it is the goal of the plan to hold 50% of the expected annual total costs for the upcoming plan year in reserves. If the plan fails to hold the required reserves, the plan rates for the following year may be increased to a level sufficient to maintain the stated reserves.

**Section 3 - Maximum liability reserve**

- a. Purpose: The plan carries stop-loss reinsurance which provides coverage for individual claims that exceed \$60,000-70,000 per year and total claims for the group that are 25% above the expected claim rates. In order to plan for catastrophic losses, the plan needs to charge a premium and carry sufficient reserves to cover the maximum liability that could occur.
- b. Funding Requirement: Based on reserve balances as of August 1, it is the goal for SWHHS to carry sufficient maximum liability reserves were the premiums and reserves equal 50% of the expected annual claims for the upcoming year.

**SOUTHWEST HEALTH AND HUMAN SERVICES  
ADMINISTRATIVE POLICY NUMBER 27**

**Section 4 – Reserve**

- a. Purpose: The goal of making a change to the ~~county~~ agency health insurance structure in 2014 was to ultimately smooth out health insurance costs from year to year. It is important to increase the rate stabilization reserves in good years and to spend down the rate stabilization reserves in bad years. This will minimize rate fluctuation. When funding allows it, it is the goal of the ~~county~~ agency is to carry rate stabilization reserves equal to 50% of the expected annual claims.

**Section 5 - Setting Premiums**

a. Annually, SWHHS will receive the annual expected claims for the upcoming year from our third-party administrator (tpa). The annual expected claims data from the tpa will also include rate information for the various plans provided by SWHHS. SWHHS will set the upcoming year's rates considering the following items:

- 1) Recommendations from the insurance committee
- 2) The current reserves
- 3) Trend information of the plan
- 4) The agency budget

In all cases, the SWHHS Governing Board will have the final discretion in setting the rates for the plan.



[← Continue Shopping](#)

## Shopping Cart

[Save to Cart](#) [Email Cart](#)

ITEM	AVAILABILITY	PRICE	QUANTITY	ITEM TOTAL
 <p><b>HP ZBook Firefly 14 G8 Mobile Workstation - Wolf Pro Security - 14" - Core</b>                      MFG Part: 63Q04UT#ABA                      CDW Part: 6883104                      UNSPSC: 43211515</p>	<p><b>In Stock</b>                      Get it <b>Thursday, November 10</b> if ordered within 6 hrs 28 mins.</p>	<p><b>\$1,263.59</b> ▼                      Sourcewell 081419-CDW Tech Catalog</p>	<p><b>30</b> ▲▼</p>	<p><b>\$37,907.70</b> 🗑️</p>
 <p><b>HP USB-C G5 Essential Dock</b>                      MFG Part: 72C71AA#ABA                      CDW Part: 7163026                      UNSPSC: 43211602</p>	<p><b>In Stock</b>                      Get it <b>Thursday, November 10</b> if ordered within 6 hrs 28 mins.</p>	<p><b>\$199.72</b> ▼                      Minnesota Services Cooperative</p>	<p><b>48</b> ▲▼</p>	<p><b>\$9,586.56</b> 🗑️</p>

**ADD SAVED CART**

[Choose Saved Cart ▼](#) [Add](#)

[Save to Cart](#) [Email Cart](#)

[Update All](#) | [Remove All](#)

# The Computer Man, Inc.



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

10/24/2022

Quote # 621602

## Quote

business partner



**Microsoft** Partner

Silver Midmarket Solution Provider



Prepared For

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

PO Number	Terms	Rep
	Net 10 Days	MWT

Description	Qty	Price	Extended Price
HP ZBook Firefly 14 G8 14" Mobile Workstation - Full HD - 1920 x 1080 - Intel Core i5 11th Gen i5-1135G7 Quad-core (4 Core) 2.40 GHz - 16 GB Total RAM - 256 GB SSD - Intel Chip - Windows 11 Pro - Intel Iris Xe Graphics - In-plane Switching (IPS) Technology - English Keyboard - 14 Hours Battery Run Time - IEEE 802.11ax Wireless LAN Standard	30	1,056.00	31,680.00
HP USB-C Dock G5 Essential Dock for Desktop PC/Notebook/Monitor - 65 W - USB Type C - 3 Displays Supported - 4 x USB Type-A Ports - USB Type-A - 1 x USB Type-C Ports - USB Type-C - 1 x RJ-45 Ports - Network (RJ-45) - Black - Wired - Ethernet	48	175.00	8,400.00

Thank you for your business.

<b>Subtotal</b>	\$40,080.00
<b>Sales Tax (6.875%)</b>	\$0.00
<b>Total</b>	\$40,080.00

# The Computer Man, Inc.



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

10/18/2022

Quote # 621588

## Quote

business partner



**Microsoft Partner**

Silver Midmarket Solution Provider



Prepared For

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

PO Number	Terms	Rep
	Net 10 Days	MWT

Description	Qty	Price	Extended Price
14" Options (no 10-key) HP ZBook Firefly 14 G8 14" Mobile Workstation - Full HD - 1920 x 1080 - Intel Core i5 11th Gen i5-1135G7 Quad-core (4 Core) 2.40 GHz - 16 GB Total RAM - 256 GB SSD - Intel Chip - Windows 11 Pro - Intel Iris Xe Graphics - In-plane Switching (IPS) Technology - English Keyboard - 14 Hours Battery Run Time - IEEE 802.11ax Wireless LAN Standard	30	1,056.00	31,680.00
HP EliteBook 840 G9 Notebook - Wolf Pro Security - Intel Core i5 1245U / 1.2 GHz - Evo vPro - Win 10 Pro 64-bit (includes Win 11 Pro License) - Iris Xe Graphics - 16 GB RAM - 256 GB SSD NVMe, TLC, HP Value - 14" IPS HP SureView Reflect 1920 x 1200 - Wi-Fi	30	1,391.50	41,745.00
HP ZBook Firefly 14 G9 Mobile Workstation - Wolf Pro Security - Intel Core i5 1250P / 1.7 GHz - vPro - Win 10 Pro 64-bit (includes Win 11 Pro License) - Iris Xe Graphics - 16 GB RAM - 256 GB SSD NVMe, TLC - 14" IPS 1920 x 1200 - Wi-Fi 6E - kbd: US	30	1,518.00	45,540.00
HP ZBook Firefly 14 G9 Mobile Workstation - Wolf Pro Security - Intel Core i5 1240P / 1.7 GHz - Win 10 Pro 64-bit (includes Win 11 Pro License) - Iris Xe Graphics - 16 GB RAM - 256 GB SSD NVMe, TLC - 14" IPS 1920 x 1200 - Wi-Fi 6E - kbd: US	30	1,357.00	40,710.00
		<b>Subtotal</b>	
		<b>Sales Tax (6.875%)</b>	
		<b>Total</b>	

# The Computer Man, Inc.



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

10/18/2022

Quote # 621588

## Quote

business partner



**Microsoft Partner**



Silver Midmarket Solution Provider

Prepared For

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

PO Number	Terms	Rep
	Net 10 Days	MWT

Description	Qty	Price	Extended Price
HP ZBook Firefly 14 G9 Mobile Workstation - Wolf Pro Security - Intel Core i5 1240P / 1.7 GHz - Evo - Win 10 Pro 64-bit (includes Win 11 Pro License) - Iris Xe Graphics - 16 GB RAM - 256 GB SSD NVMe, TLC - 14" IPS HP SureView Reflect 1920 x 1200 - Wi-Fi 6	30	1,472.00	44,160.00
16" Options (with 10-key)			
HP EliteBook 860 G9 Notebook - Wolf Pro Security - Intel Core i5 1245U / 1.2 GHz - vPro Enterprise - Win 10 Pro 64-bit (includes Win 11 Pro License) - Iris Xe Graphics - 16 GB RAM - 256 GB SSD NVMe, TLC, HP Value - 16" IPS 1920 x 1200 - Wi-Fi 6E - kbd: US	30	1,299.50	38,985.00
HP ZBook Firefly 16 G9 Mobile Workstation - Wolf Pro Security - Intel Core i7 1260P / 2.1 GHz - Evo - Win 10 Pro 64-bit (includes Win 11 Pro License) - Iris Xe Graphics - 16 GB RAM - 512 GB SSD NVMe, TLC - 16" IPS 1920 x 1200 - Wi-Fi 6E - kbd: US	30	1,598.50	47,955.00
HP Thunderbolt Dock 120W G4 for Notebook/Desktop PC - 120 W - Thunderbolt 4 - 4K - 3840 x 2160 - 5 x USB Ports - USB Type-C - 1 x RJ-45 Ports - Network (RJ-45) - 1 x HDMI Ports - HDMI - 2 x DisplayPorts - DisplayPort - Thunderbolt - Wired - Gigabit Ethernet	48	270.25	12,972.00

**Subtotal**

**Sales Tax (6.875%)**

**Total**

# The Computer Man, Inc.

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

10/18/2022

Quote # 621588



## Quote

business partner



**Microsoft Partner**

Silver Midmarket Solution Provider



Prepared For

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

Description	Qty	Price	Extended Price	PO Number	Terms	Rep
					Net 10 Days	MWT
HP USB-C Dock G5 Essential Dock for Desktop PC/Notebook/Monitor - 65 W - USB Type C - 3 Displays Supported - 4 x USB Type-A Ports - USB Type-A - 1 x USB Type-C Ports - USB Type-C - 1 x RJ-45 Ports - Network (RJ-45) - Black - Wired - Ethernet	48	175.00	8,400.00			
				<b>Subtotal</b>		\$312,147.00
				<b>Sales Tax (6.875%)</b>		\$0.00
				<b>Total</b>		\$312,147.00



Search All Words e.g. 1606N020Q02

Select Domain All Domains

Filter By

Keyword Search

For more information on how to use our keyword search, visit our help guide

Any Words  
All Words  
Exact Phrase

e.g. 1606N020Q02

"CDW-G"

cdw

Federal Organizations

Enter Code or Name

Status

Showing 1 - 6 of 6 results

Sort by Date Modified/Updated

**67--PROJECTORS, MOUNTS, & PA SYSTEM**

Notice ID: BENNING316THFB22-12

AMENDMENT NOTICE: This is a combined synopsis/solicitation for commercial items prepared in accordance with the format in FAR Subpart 12.6, as supplem...

Department/Ind. Agency DEPT OF DEFENSE	Subsidiary DEPT OF THE ARMY	Office WFOQM MICC-FT DRUM
---	--------------------------------	------------------------------

Contract Opportunities

Current Date Offers Due August 19, 2022 at 12:30 PM CDT

Notice Type Updated Combined Synopsis/Solicitation

Updated Date Aug 17, 2022 (4)

Published Date Aug 17, 2022

---

**Compliance Data Warehouse Data Management Support Services (CDW DMSS)**

Notice ID: 2022HS-22-Q-00114

The purpose of this Request for Quotation (RFQ) is to procure is to procure data management and support services for the Compliance Data Warehouse

Department/Ind. Agency TREASURY, DEPARTMENT OF THE	Subsidiary INTERNAL REVENUE SERVICE	Office IRS - NEW CARROLLTON
---	--	--------------------------------

Contract Opportunities

Current Date Offers Due August 24, 2022 at 09:30 AM CDT

Notice Type Updated Solicitation

Updated Date Aug 11, 2022 (1)

Published Date Aug 11, 2022

---

**7A--800 Commercial ZOOM Platform provide licenses**

Contract Opportunities

Search All Words e.g. 1606N020Q02

Select Domain All Domains

Filter By

Keyword Search

For more information on how to use our keyword search, visit our help guide

Any Words  
All Words  
Exact Phrase

e.g. 1606N020Q02

"Computer Man"

Federal Organizations

Enter Code or Name

Status

Active

Showing 1 - 25 of 6,912 results

Sort by Date Modified/Updated

**Request for Information (RFI)\_Integrated Mission Planning Airspace Control Tools (IMPACT)**

Notice ID:

Department/Ind. Agency  
DEPT OF DEFENSE

Contract Opportunities

Current Response Date December 08, 2022 at 04:30 PM CST

Notice Type Original Special Notice

Updated Date Nov 8, 2022

Published Date Nov 8, 2022

---

**Whats Up Gold Licenses**

Notice ID: FY22-0055

WhatsUp Gold Log Management License for 100 devices for one year to include the WhatsUp Gold Premium License, Application Performance Monitoring, T

Department/Ind. Agency HOMELAND SECURITY, DEPARTMENT OF	Subsidiary U.S. SECRET SERVICE	Office U. S. SECRET SERVICE
--	-----------------------------------	--------------------------------

Contract Opportunities

Notice Type Original Justification

Updated Date Nov 8, 2022

Published Date Nov 8, 2022

---

**Multiple Award Schedule**

Notice ID: 47Q5MD20R001

Contract Opportunities

Current Response Date November 08, 2022 at 10:11

# NOVEMBER 2022

## GRANTS ~ AGREEMENTS ~ CONTRACTS

### Board Review and Approval

- DHS Child & Teen Check Up** – 01/01/21 to 12/31/23; Third Amendment to the original grant agreement that provides C&TC administrative services to children birth through age 20 that are MA eligible, \$26.50/child reimbursement; Amendment 3 \$179,961 for CY2023 (renewal).  
*Fiscal Note: grant CY2021 \$262,270, CY2022 \$211,417*
  
- DHS Behavioral Health Division** – 10/01/22 to 03/14/23; mental health services for adults impacted by Covid-19 who lacked health insurance, \$25,000 (new).
  
- Lincoln County (IT Services)** - 01/01/23 to 12/31/23; Information technology services, \$65/hour plus travel and \$97.50/hour emergency purposes (no increase) (renewal).  
*Fiscal Note: IT Revenue 2022 \$21,198.52; 2021 \$20,981; 2020 \$22,556; 2019 \$20,091*
  
- Lyon County (IT Services)** - 01/01/23 to 12/31/23; Information technology services, postage machine usage, \$1.50 per mailbox/month from Lyon Cty; SWHHS pays % of users/volume for email archiving & postage machine, \$300/month for hosting costs (new).  
*Fiscal Note: IT Revenue 2022 \$8,070*
  
- Morris Electronics Inc. (Morris, MN)** – 01/01/23 – 12/31/23; Contract to provide computer and technical support on as needed basis, \$95/hour (18% increase) (renewal).  
*Fiscal Note: 2022 \$39,061.74; 2021 \$45,308.19; 2020 \$35,946.75 2019 \$33,335.25*
  
- Murray County (Slayton, MN)** – 01/01/23 to 12/31/23; office lease agreement, \$8,000/mo, utilities included (no increase) (renewal).
  
- Hutchinson Leader (Savage, MN)** – 01/01/23 – 12/31/23; A contract for digital advertising and marketing for the Child and Teen Check Up (CTC) program; Social Media and Native Advertising \$771.68/month (no increase) (renewal).  
*Fiscal Note: 2022 \$7,739.96; 2021 \$7,740; 2020 \$8,000*
  
- Rock County Opportunities, Inc. (Luverne, MN)** – 01/01/23 to 12/31/23; day training and habilitation services, \$131.76/full day rate, \$98.82/service unity rate, \$34.78/transportation rate (renewal).
  
- Service Enterprises Inc (Redwood Falls, MN)** - 01/01/23 – 12/31/23; Paper shredding services, \$.50/pound and pickup (.07 increase) (renewal).  
*Fiscal Note: 2022 \$2,882.42; 2021 \$3,711; 2020 \$4,376; 2019 \$5,371; 2018 \$7,469; 2017 \$9,741*

- **Service Enterprises Inc (Redwood & Marshall locations)** – 01/01/23 to 12/31/23; provide extended employment services for clients, Tier I clients \$126/mo (no increase) and Tier II clients \$29.00/day for actual days worked (no increase) (renewal).  
*Fiscal Note: 2022 \$51,251; 2021 \$41,364; 2020 \$20,644; 2019 \$24,362; 2018 \$21,580;*
  
- **SWMN Private Industry Council (Montevideo, MN)** – 01/01/23 to 12/31/25; MFIP/DWP Regional Plan, regionalization of employment and training services, host county is Chippewa, allocation unknown currently (renewal).  
*Fiscal Note: 20-22: 745,768*
  
- **Western Mental Health Center Inc (various locations)** – 01/01/23 to 12/31/23; Mental health services (block grant) to provide adult and children’s outpatient treatment, crisis treatment, medication management, diagnostic assessment, and consultation, \$611,908 (no increase) (renewal).  
*Fiscal Note: all program areas –2022 \$983,776; 2021 \$1,193,936; 2020 \$1,082,003; 2019 \$1,175,979; 2018 \$1,297,836*
  
- **Western Mental Health Center Inc (various locations)** – 01/01/23 to 12/31/23; In Home Family Therapy services, \$50,000 or \$12,500/qtr (no increase) (renewal).
  
- **Western Mental Health Center Inc (various locations)** – 01/01/23 to 12/31/23; provide adult mental health clinical supervision services, \$145/hr for masters level, \$175/hr for doctoral level (no increase) (renewal).
  
- **Western Mental Health Center Inc (various locations)** – 01/01/23 to 12/31/23; provide children’s mental health clinical supervision services, \$145/hr for masters level, \$175/hr for doctoral level, cap of \$25,000 (no increase) (renewal).
  
- **Western Mental Health (Marshall, MN)** – 01/01/23 to 12/31/23; Contract for parenting classes (\$3,000/qtr for Parenting 101 Group – no change) and individual parent education (\$98/hr with a \$60,000 cap – \$10 increase, no increase on cap) (renewal).
  
- **Western Mental Health Center Inc (various locations)** – 01/01/23 to 12/31/23; Family Community Support Program, CCBMHS grant \$33,300 and FCSP \$5,000 – contractor agrees to provide up to 2 hours/week for 52 weeks of clinical supervision (no increase) (renewal).
  
- **Western Mental Health Center Inc (various locations)** – 01/01/23 to 12/31/23; Adult Community Support Program, MH Practitioner \$98/hr, (10% increase), Community Support Aide \$50/hr (14%increase), ARMHS Individual Service \$98/hr (10% increase), ARMHS group service \$50/hr (12% increase), Certified Peer Specialist \$98/hr (10% increase), BHH Individual service \$98/hr (10% increase); \$180,000 cap – additional dollars require approval (no increase) (renewal).



**Western Mental Health Center Inc (Marshall, MN)** – 07/01/22 to 06/30/23; Adult and children targeted case management (TCM) for public assistance programs; DHS sets SFY rate of reimbursement: adult rate \$434 (\$18 increase) and children’s rate \$706 (no change) (renewal).

*Fiscal Note:*



**William Toulouse, Quarnstrom & Doering PA (Marshall, MN)** - 01/01/23 – 12/31/23; Legal services for agency, \$3,000/month or \$36,000 annually (2.8% increase) (renewal).

*Fiscal Note: 2022 \$29,184; 2021 \$34,397; 2020 \$37,837; 2019 \$36,684; 2018 \$28,800;*



**Signatures None**



**Signatures Partial**



**Signatures Completed**