



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

**Board Agenda  
Wednesday March 15, 2023  
Marshall Government Center  
Commissioners Room – 2<sup>nd</sup> Floor  
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 2/27/2023 Board Minutes
- D. Introduce New Staff
  - Savannah DuFrane, Social Worker - Children’s Mental Health, Marshall
  - Paige Welsh, Social Worker - Long Term Care, Marshall
  - Barbara Hall, Case Aide, Ivanhoe
  - Heather Arneson, Social Worker - Child Protection, Redwood Falls
- E. Employee Recognition
  - Kaitlyn Roberts – Social Worker, Luverne 1 year
  - Kate Legler – Eligibility Worker, Luverne 1 year
  - Dallis Henrichs – Eligibility Worker, Luverne 1 year
  - Brittany Erickson – Child Protection, Slayton 1 year
  - Shaniya Rogge – Child Protection, Pipestone 1 year
  - Monica Christianson – Human Resources Specialist, Marshall 10 years
  - Christine Tauer – Public Health Nurse, Redwood Falls 10 years
  - Kami Parker – Child Support Officer, Marshall 10 years
  - Kara Miller – Public Health Nurse, Marshall 15 years

**HUMAN SERVICES (cont.)**

F. Financial

G. Caseload

	<u>2/23</u>	<u>2/22</u>	<u>1/23</u>	<u>12/22</u>
Social Services	3,750	3,666	3,719	3,744
Licensing	392	399	400	396
Out-of-Home Placements	162	152	172	173
Income Maintenance	14,681	13,604	14,624	14,582
Child Support Cases	2,785	2,915	2,795	2,789
Child Support Collections	662,479	684,635	686,967	727,805
Non IV-D Collections	121,468	165,729	108,489	295,029

H. Discussion/Information

1. Licensing Services – Gail Bielen and Scott Winter

I. Decision Items

- 1.

**COMMUNITY HEALTH**

J. Call to Order

K. Consent Agenda

1. Amend/Approval of Agenda
2. Identification of Conflict of Interest
3. Approval of 2/27/2023 Board Minutes

L. Financial

M. Caseload

	<u>2/23</u>	<u>1/23</u>	<u>12/22</u>
WIC	<b>N/A</b>	N/A	2,032
Family Home Visiting	18	35	38
PCA Assessments	12	10	9
Managed Care	129	196	190
Dental Varnishing	0	0	0
Refugee Health	6	0	1
Latent TB Medication Distribution	2	5	2
Water Tests	94	93	108
FPL Inspections	19	26	41
Immunizations	49	51	102
Car Seats	8	16	4

**COMMUNITY HEALTH (cont.)**

N. Discussion/ Information

- 1.

O. Decision Items

- 1. Appoint Community Health Board Members for Lyon County Alternate
2. Environmental Health Policy 1- Environmental Health Licensed Establishment Complaint Procedure

GOVERNING BOARD

P. Call to Order

Q. Consent Agenda

- 1. Amend/Approval of Agenda
2. Identification of Conflict of Interest
3. Approval of 2/27/2023 Board Minutes

R. Financial

S. Human Resources Statistics

Table with 5 columns: Category, 2/23, 2/22, 1/23, 12/22. Rows include Number of Employees, Separations, New Hires, Current Open Positions, and various job titles like Public Health Nurses, Social Worker LADC, etc.

T. Discussion/Information

- 1.

GOVERNING BOARD (cont.)

U. Decision Items

- 1. Emily Filzen, Social Worker- CP Team Lead, probationary appointment (6 months), \$30.00 hourly,

effective 2/13/2023

2. Stephanie Gundermann, County Agency Social Worker- Child Protection, probationary appointment (12 months), \$26.35 hourly, effective 3/20/2023
3. Donations
  - Diapers & Cash Donation for WIC – 1<sup>st</sup> Lutheran Church – Pipestone, MN
  - Newborn Diapers – Anonymous- Marshall, MN
  - Different sizes of diapers and \$50 cash donation – Lake Sarah Baptist Church – Slayton, MN- to be used wherever needed
  - Baby Wipes – Christ Lutheran Church – Marshall, MN
  - \$50 diaper donation – T.E. & L.J. Pryor – Slayton, MN

Contracts

V. Adjournment

**Next Meeting Dates:**

***Wednesday, April 19, 2023 New Commissioner Orientation - Marshall***

***Wednesday, April 19, 2023 – Marshall***

***Wednesday, May 17, 2023 – Marshall***

# SOUTHWEST HEALTH & HUMAN SERVICES

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

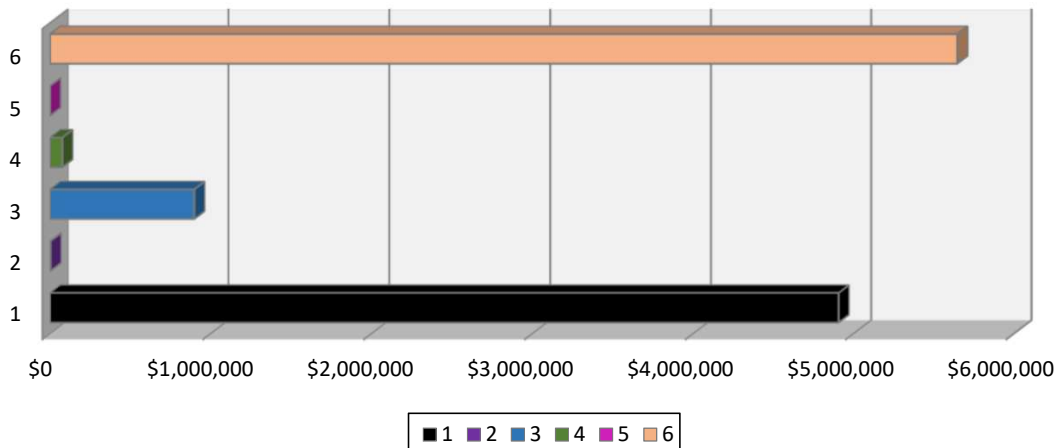
**SUMMARY OF FINANCIAL ACCOUNTS REPORT** For the Month Ending: **February 28, 2023**

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

Description	Month	Running Balance
<b>BEGINNING BALANCE</b>		<b>\$4,439,752</b>
RECEIPTS		
Monthly Receipts	3,031,313	
County Contribution	83,801	
Interest on Savings	22,308	
<b>TOTAL MONTHLY RECEIPTS</b>		3,137,422
DISBURSEMENTS		
Monthly Disbursements	2,671,172	
<b>TOTAL MONTHLY DISBURSEMENTS</b>		2,671,172
<b>ENDING BALANCE</b>		<b>\$4,906,002</b>

REVENUE		
Checking/Money Market	\$4,906,002	
SS Benefits Checking	\$3,000	
Bremer Savings	\$896,317	
First Interstate Bank Savings	\$75,670	
CD or Term Investment - Magic Fund	\$0	
Investments - MAGIC Fund	\$5,667,903	
<b>ENDING BALANCE</b>	<b>\$11,548,891</b>	February 2022 Ending Balance <b>\$9,669,189</b>
<b>DESIGNATED/RESTRICTED FUNDS</b>		
Agency Health Insurance	\$678,479	February 2022 Ending Balance <b>\$996,915</b>
LCTS Lyon Murray Collaborative	\$182,969	
LCTS Rock Pipestone Collaborative	\$45,689	
LCTS Redwood Collaborative	\$73,735	
Local Advisory Council	\$678	February 2022 Ending Balance
<b>AVAILABLE CASH BALANCE</b>	<b>\$10,567,341</b>	<b>\$8,371,704</b>

## REVENUE DESIGNATION



**SOUTHWEST HEALTH AND HUMAN SERVICES CHECK REGISTER**

**FEBRUARY 2023**

DATE	RECEIPT or CHECK #	DESCRIPTION	+ DEPOSITS	-DISBURSEMENTS	BALANCE
	<b>BALANCE FORWARD</b>				4,439,752.26
02/03/23	<b>126093-126111</b>	Disb		1,570.90	4,438,181.36
02/03/23	<b>15957-15963 ACH</b>	Disb		586.08	4,437,595.28
02/03/23	<b>126112-126154</b>	Disb		101,198.81	4,336,396.47
02/03/23	<b>15964-16025 ACH</b>	Disb		81,309.64	4,255,086.83
02/02/23	VOID 111388	Disb		(689.85)	4,255,776.68
02/02/23	10335	Disb		97,168.42	4,158,608.26
02/03/23	52215-52278	Deposit	476,187.18		4,634,795.44
02/03/23	10336	Disb		43,659.71	4,591,135.73
02/07/23	VOID 15964	Disb		(105.89)	4,591,241.62
02/03/23	10337	Disb		2,624.97	4,588,616.65
02/07/23	52279-52298	Deposit	97,369.44		4,685,986.09
02/09/23	10338	Disb		53,997.65	4,631,988.44
02/10/23	<b>10578-10595</b>	Payroll		149,017.94	4,482,970.50
02/10/23	<b>80828-81068 ACH</b>	Payroll		541,641.34	3,941,329.16
02/10/23	<b>126155-126179</b>	Disb		3,050.81	3,938,278.35
02/10/23	<b>16026-16038 ACH</b>	Disb		1,066.67	3,937,211.68
02/10/23	<b>126180-126233</b>	Disb		106,046.40	3,831,165.28
02/10/23	<b>16039-16098 ACH</b>	Disb		123,344.71	3,707,820.57
02/10/23	10341	Disb		223.41	3,707,597.16
2.10.23	52299-52334	Deposit	298,307.81		4,005,904.97
02/13/23	VOID 16077	Disb		(3,000.00)	4,008,904.97
02/13/23	10339	Disb		14,766.36	3,994,138.61
02/13/23	10340	Disb		1,202.94	3,992,935.67
02/14/23	52335-52363	Deposit	273,063.17		4,265,998.84
02/16/23	10342	Disb		26,639.74	4,239,359.10
02/17/23	<b>126234-126272</b>	Disb		8,379.50	4,230,979.60
02/17/23	<b>16099-16156 ACH</b>	Disb		9,712.60	4,221,267.00
02/17/23	<b>126273-126356</b>	Disb		50,326.67	4,170,940.33
02/17/23	<b>16157-16257 ACH</b>	Disb		64,883.82	4,106,056.51
02/17/23	<b>126357- 126392</b>	Disb		9,212.20	4,096,844.31
02/17/23	<b>16258- 16276 ACH</b>	Disb		6,167.06	4,090,677.25
02/17/23	<b>126393 - 126436</b>	Disb		90,726.47	3,999,950.78
02/17/23	<b>16277-16302 ACH</b>	Disb		207,405.19	3,792,545.59
02/17/23	52364-52418	Deposit	1,393,163.70		5,185,709.29
02/21/23	52419-52447	Deposit	177,435.84		5,363,145.13
02/21/23	10343	Disb		23,778.36	5,339,366.77
02/21/23	10344	Disb		10,583.41	5,328,783.36
02/23/23	10345	Disb		11,981.66	5,316,801.70
02/24/23	<b>10596-10615</b>	Payroll		149,144.42	5,167,657.28
02/24/23	<b>81069-81312 ACH</b>	Payroll		544,112.37	4,623,544.91
02/24/23	52448-52486	Deposit	231,634.12		4,855,179.03
02/24/23	10347	Disb		14,765.79	4,840,413.24
02/24/23	10348	Disb		700.50	4,839,712.74
02/27/23	<b>126437-126445</b>	Disb		5,737.11	4,833,975.63
02/27/23	<b>16303-16317 ACH</b>	Disb		8,203.72	4,825,771.91
02/27/23	<b>126446-126473</b>	Disb		43,529.59	4,782,242.32
02/27/23	<b>16318-16329 ACH</b>	Disb		65,960.65	4,716,281.67
02/27/23	transfer from SS acct	Transfer	4,779.00		4,721,060.67
02/27/23	10346	Disb		708.20	4,720,352.47
02/28/23	VOID 126442	Disb		(22.65)	4,720,375.12
02/28/23	VOID 126087	Disb		(144.99)	4,720,520.11
02/28/23	52487-52531	Deposit	185,481.41		4,906,001.52
	<b>balanced 3/1/23 TCB</b>	<b>TOTALS</b>	<b>3,137,421.67</b>	<b>2,671,172.41</b>	

Checking - SS Beneficiaries  
 Savings - Bremer  
 Savings - First Interstate Bank  
 Investments - Magic Fund

3,000.00
896,316.50
75,669.97
5,667,902.83

**TOTAL CASH BALANCE**

**11,548,890.82**



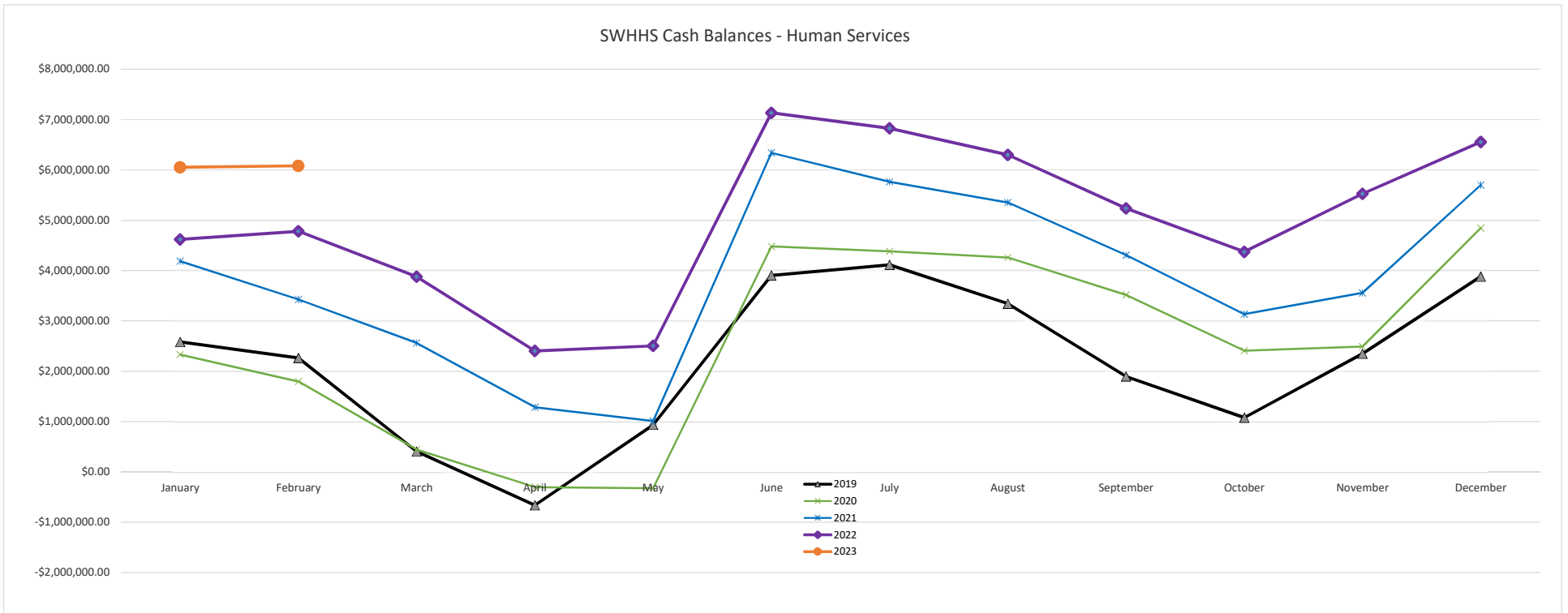




**SWHHS**  
**Total Cash and Investment Balance by Month**

**HUMAN SERVICES**

	January	February	March	April	May	June	July	August	September	October	November	December	Average for Year
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	\$5,527,904.49	\$6,555,357.85	\$5,012,035.09
2023	\$6,052,424.45	\$6,081,720.18											\$6,067,072.32





# Southwest Health and Human Services



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## Treasurer's Cash Trial Balance

As of 02/2023

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Fund	Beginning Balance	This Month	YTD	Current Balance
<b>1</b> Health Services Fund	3,958,324.87			
Receipts		657,189.89	1,118,605.66	
Disbursements		30,440.50-	131,170.96-	
Payroll		233,498.21-	460,138.53-	
<b>Fund Total . . . . .</b>		<b>393,251.18</b>	<b>527,296.17</b>	<b>4,485,621.04</b>
<b>5</b> Human Services Fund	<b>410</b>	General Administration		
	561,625.96-			
Receipts		62,221.47	124,618.36	
Disbursements		71,696.53-	124,471.85-	
Payroll		9,148.35-	18,446.12-	
<b>Dept Total . . . . .</b>		<b>18,623.41-</b>	<b>18,299.61-</b>	<b>579,925.57-</b>
<b>5</b> Human Services Fund	<b>420</b>	Income Maintenance		
	3,477,985.92			
Receipts		1,063,252.31	1,511,163.22	
Disbursements		277,548.01-	719,639.94-	
Payroll		366,052.77-	719,990.14-	
<b>Dept Total . . . . .</b>		<b>419,651.53</b>	<b>71,533.14</b>	<b>3,549,519.06</b>
<b>5</b> Human Services Fund	<b>431</b>	Social Services		
	7,643,221.96			
Receipts		962,740.51	2,217,276.63	
Disbursements		69,675.33-	220,721.41-	
SSIS		571,798.40-	1,069,293.77-	
Payroll		748,825.53-	1,484,217.85-	
<b>Dept Total . . . . .</b>		<b>427,558.75-</b>	<b>556,956.40-</b>	<b>7,086,265.56</b>
<b>5</b> Human Services Fund	<b>461</b>	Information Systems		
	4,003,627.67-			
Receipts		4,298.19	5,597.90	
Disbursements		191.62-	1,878.02-	
Payroll		26,391.21-	52,342.08-	
<b>Dept Total . . . . .</b>		<b>22,284.64-</b>	<b>48,622.20-</b>	<b>4,052,249.87-</b>

# Southwest Health and Human Services



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## Treasurer's Cash Trial Balance

As of 02/2023

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Fund	Beginning Balance	This Month	YTD	Current Balance
<b>5</b> Human Services Fund	<b>471</b>	LCTS Collaborative Agency		
	0.00			
Receipts		78,111.00	78,111.00	
<b>Dept Total</b> . . . . .		<b>78,111.00</b>	<b>78,111.00</b>	<b>78,111.00</b>
<b>Fund Total</b> . . . . .	<b>6,555,954.25</b>	<b>29,295.73</b>	<b>474,234.07-</b>	<b>6,081,720.18</b>
<b>61</b> Agency Health Insurance				
	623,422.50			
Receipts		331,716.70	592,547.91	
Disbursements		265,905.95-	537,490.98-	
<b>Fund Total</b> . . . . .		<b>65,810.75</b>	<b>55,056.93</b>	<b>678,479.43</b>
<b>71</b> LCTS Lyon Murray Collaborative Fund	<b>471</b>	LCTS Collaborative Agency		
	194,668.51			
Disbursements		0.00	11,700.00-	
<b>Dept Total</b> . . . . .		<b>0.00</b>	<b>11,700.00-</b>	<b>182,968.51</b>
<b>Fund Total</b> . . . . .	<b>194,668.51</b>	<b>0.00</b>	<b>11,700.00-</b>	<b>182,968.51</b>
<b>73</b> LCTS Rock Pipestone Collaborative Fund	<b>471</b>	LCTS Collaborative Agency		
	47,935.81			
Receipts		200.00	650.00	
Disbursements		0.00	2,897.00-	
<b>Dept Total</b> . . . . .		<b>200.00</b>	<b>2,247.00-</b>	<b>45,688.81</b>
<b>Fund Total</b> . . . . .	<b>47,935.81</b>	<b>200.00</b>	<b>2,247.00-</b>	<b>45,688.81</b>
<b>75</b> Redwood LCTS Collaborative	<b>471</b>	LCTS Collaborative Agency		
	73,734.51			
<b>Dept Total</b> . . . . .		<b>0.00</b>	<b>0.00</b>	<b>73,734.51</b>
<b>Fund Total</b> . . . . .	<b>73,734.51</b>	<b>0.00</b>	<b>0.00</b>	<b>73,734.51</b>

# Southwest Health and Human Services



LMD  
3/2/23 5:12PM

## Treasurer's Cash Trial Balance

As of 02/2023

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<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
<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>
<b>All Funds . . . . .</b>	11,454,718.79			
Receipts		3,159,730.07	5,648,570.68	
Disbursements		715,457.94-	1,749,970.16-	
SSIS		571,798.40-	1,069,293.77-	
Payroll		1,383,916.07-	2,735,134.72-	
<b>Total . . . . .</b>		<b>488,557.66</b>	<b>94,172.03</b>	<b>11,548,890.82</b>

# Southwest Health and Human Services



## RM- Stmt of Revenues & Expenditures

As Of 02/2023

Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO- DATE	2023 BUDGET	% OF BUDG	% OF YEAR	
<b>FUND 1 HEALTH SERVICES FUND</b>						
REVENUES						
CONTRIBUTIONS FROM COUNTIES	83,800.75-	262,346.00-	1,049,384.00-	25	17	
INTERGOVERNMENTAL REVENUES	272,364.07-	407,511.07-	168,500.00-	242	17	
STATE REVENUES	58,384.66-	93,904.75-	1,076,231.00-	9	17	
FEDERAL REVENUES	206,587.27-	262,596.18-	1,279,428.00-	21	17	
FEES	32,471.42-	84,375.85-	527,650.00-	16	17	
EARNINGS ON INVESTMENTS	3,569.35-	6,961.94-	1,100.00-	633	17	
MISCELLANEOUS REVENUES	12.37-	909.87-	5,950.00-	15	17	
<b>TOTAL REVENUES</b>	<b>657,189.89-</b>	<b>1,118,605.66-</b>	<b>4,108,243.00-</b>	<b>27</b>	<b>17</b>	10% over
EXPENDITURES						
PROGRAM EXPENDITURES	0.00	0.00	0.00	0	17	
PAYROLL AND BENEFITS	233,498.21	460,138.53	3,281,440.00	14	17	
OTHER EXPENDITURES	30,440.50	131,170.96	826,803.00	16	17	
<b>TOTAL EXPENDITURES</b>	<b>263,938.71</b>	<b>591,309.49</b>	<b>4,108,243.00</b>	<b>14</b>	<b>17</b>	3% under

# Southwest Health and Human Services



## RM- Stmt of Revenues & Expenditures

As Of 02/2023

Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO- DATE	2023 BUDGET	% OF BUDG	% OF YEAR	
<b>FUND 5 HUMAN SERVICES FUND</b>						
REVENUES						
CONTRIBUTIONS FROM COUNTIES	0.00	733,616.72-	12,552,080.00-	6	17	
INTERGOVERNMENTAL REVENUES	0.00	51,985.50-	268,863.00-	19	17	
STATE REVENUES	647,833.75-	734,586.65-	5,815,087.00-	13	17	
FEDERAL REVENUES	1,369,813.96-	1,517,284.62-	7,595,371.00-	20	17	
FEES	126,267.77-	287,213.28-	2,414,700.00-	12	17	
EARNINGS ON INVESTMENTS	18,739.05-	36,418.93-	4,600.00-	792	17	
MISCELLANEOUS REVENUES	54,776.52	450,410.05-	1,440,400.00-	31	17	
<b>TOTAL REVENUES</b>	<b>2,107,878.01 -</b>	<b>3,811,515.75 -</b>	<b>30,091,101.00 -</b>	<b>13</b>	<b>17</b>	4% under
EXPENDITURES						
PROGRAM EXPENDITURES	777,082.73	1,570,938.67	12,079,777.00	13	17	
PAYROLL AND BENEFITS	1,147,860.74	2,275,419.69	15,281,056.00	15	17	
OTHER EXPENDITURES	144,599.85	439,379.35	2,730,268.00	16	17	
<b>TOTAL EXPENDITURES</b>	<b>2,069,543.32</b>	<b>4,285,737.71</b>	<b>30,091,101.00</b>	<b>14</b>	<b>17</b>	3% under

# Southwest Health and Human Services



## Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>	<u>Current Month</u>	<u>Year-To-Date</u>	<u>Budget</u>	<u>% of Bdgt</u>	<u>% of Year</u>
1 FUND	Health Services Fund						
410 DEPT	General Administration						
0 PROGRAM	...						
			<b>Revenue</b>				17
			<b>Expend.</b>	4,554.69	6,287.32	0.00	0
			<b>Net</b>	4,554.69	6,287.32	0.00	0
910 PROGRAM	CHA/ CHIP		<b>Revenue</b>	0.00	0.00	60,000.00 -	0
			<b>Expend.</b>	1,623.46	2,323.32	84,834.00	3
			<b>Net</b>	1,623.46	2,323.32	24,834.00	9
930 PROGRAM	Administration		<b>Revenue</b>	87,395.83 -	270,215.38 -	1,056,434.00 -	26
			<b>Expend.</b>	50,817.92	112,403.94	704,150.00	16
			<b>Net</b>	36,577.91 -	157,811.44 -	352,284.00 -	45
410 DEPT	General Administration	<b>Totals:</b>	<b>Revenue</b>	87,395.83 -	270,215.38 -	1,116,434.00 -	24
			<b>Expend.</b>	56,996.07	121,014.58	788,984.00	15
			<b>Net</b>	30,399.76 -	149,200.80 -	327,450.00 -	46
481 DEPT	Nursing						
100 PROGRAM	Family Health		<b>Revenue</b>	240.00 -	1,400.00 -	22,500.00 -	6
			<b>Expend.</b>	921.75	2,783.29	17,862.00	16
			<b>Net</b>	681.75	1,383.29	4,638.00 -	30 -
103 PROGRAM	Follow Along Program		<b>Revenue</b>	2,499.18 -	2,499.18 -	32,900.00 -	8
			<b>Expend.</b>	2,899.24	6,498.22	64,179.00	10
			<b>Net</b>	400.06	3,999.04	31,279.00	13
110 PROGRAM	TANF		<b>Revenue</b>	28,756.22 -	28,756.22 -	127,876.00 -	22
			<b>Expend.</b>	218.72	19,726.52	127,673.00	15
			<b>Net</b>	28,537.50 -	9,029.70 -	203.00 -	4,448
130 PROGRAM	WIC		<b>Revenue</b>	110,200.00 -	110,200.00 -	525,000.00 -	21
			<b>Expend.</b>	44,700.23	87,719.07	562,507.00	16
			<b>Net</b>	65,499.77 -	22,480.93 -	37,507.00	60 -
140 PROGRAM	Peer Breastfeeding Support Program		<b>Revenue</b>				
			<b>Expend.</b>	0.66 -	0.66 -	0.00	0
			<b>Net</b>	0.66 -	0.66 -	0.00	0
210 PROGRAM	CTC Outreach		<b>Revenue</b>	0.00	29,723.10 -	179,961.00 -	17
			<b>Expend.</b>	12,873.22	26,329.78	184,017.00	14
			<b>Net</b>	12,873.22	3,393.32 -	4,056.00	84 -



# 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>
265 PROGRAM	Strong Foundations FHV		Revenue	20,801.95 -	24,172.31 -	195,000.00 -	12	17
			Expend.	5,594.63	13,804.36	156,792.00	9	17
			Net	15,207.32 -	10,367.95 -	38,208.00 -	27	17
270 PROGRAM	Maternal Child Health - Title V		Revenue	15,603.97 -	19,105.32 -	232,037.00 -	8	17
			Expend.	9,316.90	29,969.88	285,070.00	11	17
			Net	6,287.07 -	10,864.56	53,033.00	20	17
280 PROGRAM	MCH Dental Health		Revenue	0.00	0.00	1,000.00 -	0	17
			Expend.	287.51	851.13	2,496.00	34	17
			Net	287.51	851.13	1,496.00	57	17
285 PROGRAM	MCH Blood Lead		Revenue					17
			Expend.	811.83	948.21	11,723.00	8	17
			Net	811.83	948.21	11,723.00	8	17
295 PROGRAM	MCH Car Seat Program		Revenue	256.84 -	1,915.04 -	35,000.00 -	5	17
			Expend.	3,374.65	5,590.68	63,861.00	9	17
			Net	3,117.81	3,675.64	28,861.00	13	17
300 PROGRAM	Case Management		Revenue	20,410.30 -	52,982.40 -	466,000.00 -	11	17
			Expend.	25,374.01	65,422.22	424,559.00	15	17
			Net	4,963.71	12,439.82	41,441.00 -	30 -	17
330 PROGRAM	MNChoices		Revenue	30,968.00 -	30,968.00 -	182,000.00 -	17	17
			Expend.	20,295.85	42,027.07	222,008.00	19	17
			Net	10,672.15 -	11,059.07	40,008.00	28	17
603 PROGRAM	Disease Prevention and Control		Revenue	3,602.20 -	10,867.41 -	164,920.00 -	7	17
			Expend.	11,475.65	29,515.75	269,599.00	11	17
			Net	7,873.45	18,648.34	104,679.00	18	17
660 PROGRAM	MIIC		Revenue					17
			Expend.	33.53	33.53	2,237.00	1	17
			Net	33.53	33.53	2,237.00	1	17
481 DEPT	Nursing	<b>Totals:</b>	Revenue	233,338.66 -	312,588.98 -	2,164,194.00 -	14	17
			Expend.	138,177.06	331,219.05	2,394,583.00	14	17
			Net	95,161.60 -	18,630.07	230,389.00	8	17
483 DEPT	Health Education							
500 PROGRAM	Direct Client Services		Revenue	0.00	0.00	950.00 -	0	17
			Expend.	415.23	2,283.37	19,002.00	12	17
			Net	415.23	2,283.37	18,052.00	13	17

# 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
510 PROGRAM	SHIP		Revenue	24,501.87-	45,160.41-	224,631.00-	20	17
			Expend.	16,731.77	40,116.50	223,619.00	18	17
			Net	7,770.10-	5,043.91-	1,012.00-	498	17
540 PROGRAM	Toward Zero Deaths (TZD) Safe Roads		Revenue	1,032.00-	1,032.00-	16,768.00-	6	17
			Expend.	689.98	1,013.81	16,829.00	6	17
			Net	342.02-	18.19-	61.00	30-	17
541 PROGRAM	Toward Zero Deaths (TZD) Safe Roads		Revenue	503.49-	503.49-	16,768.00-	3	17
			Expend.	359.31	569.09	16,829.00	3	17
			Net	144.18-	65.60	61.00	108	17
551 PROGRAM	Pipestone Drug Free Communities		Revenue	0.00	41,147.36-	223,950.00-	18	17
			Expend.	12,754.47	20,888.11	223,950.00	9	17
			Net	12,754.47	20,259.25-	0.00	0	17
560 PROGRAM	Opioid Settlement		Revenue	264,065.07-	264,065.07-	0.00	0	17
			Expend.	3,886.23	5,180.79	0.00	0	17
			Net	260,178.84-	258,884.28-	0.00	0	17
900 PROGRAM	Emergency Preparedness		Revenue	21,402.12-	21,402.12-	94,148.00-	23	17
			Expend.	6,701.30	14,118.38	97,493.00	14	17
			Net	14,700.82-	7,283.74-	3,345.00	218-	17
905 PROGRAM	COVID- 19 Pandemic		Revenue	12,875.21-	12,875.21-	0.00	0	17
			Expend.	3,045.24	4,416.38	0.00	0	17
			Net	9,829.97-	8,458.83-	0.00	0	17
906 PROGRAM	COVID- 19 Vaccination Planning Grant		Revenue	551.64-	551.64-	0.00	0	17
			Expend.	311.38	311.38	0.00	0	17
			Net	240.26-	240.26-	0.00	0	17
483 DEPT	Health Education	Totals:	Revenue	324,931.40-	386,737.30-	577,215.00-	67	17
			Expend.	44,894.91	88,897.81	597,722.00	15	17
			Net	280,036.49-	297,839.49-	20,507.00	1,452-	17
485 DEPT	Environmental Health		Revenue	8,329.00-	143,488.00-	217,900.00-	66	17
			Expend.	18,636.40	39,014.60	240,944.00	16	17
			Net	10,307.40	104,473.40-	23,044.00	453-	17
800 PROGRAM	Environmental		Revenue	8,329.00-	143,488.00-	217,900.00-	66	17
			Expend.	18,636.40	39,014.60	240,944.00	16	17
			Net	10,307.40	104,473.40-	23,044.00	453-	17
809 PROGRAM	Environmental Water Lab		Revenue	3,195.00-	5,576.00-	32,500.00-	17	17
			Expend.	5,234.27	11,163.45	86,010.00	13	17
			Net	2,039.27	5,587.45	53,510.00	10	17

# Southwest Health and Human Services



## Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>		<u>Current Month</u>	<u>Year- To- Date</u>	<u>Budget</u>	<u>%of</u>	<u>%of</u>
							<u>Bdgt</u>	<u>Year</u>
<b>485 DEPT</b>	Environmental Health	<b>Totals:</b>	<b>Revenue</b>	11,524.00 -	149,064.00 -	250,400.00 -	60	17
			<b>Expend.</b>	23,870.67	50,178.05	326,954.00	15	17
			<b>Net</b>	12,346.67	98,885.95 -	76,554.00	129 -	17
<b>1 FUND</b>	Health Services Fund	<b>Totals:</b>	<b>Revenue</b>	657,189.89 -	1,118,605.66 -	4,108,243.00 -	27	17
			<b>Expend.</b>	263,938.71	591,309.49	4,108,243.00	14	17
			<b>Net</b>	393,251.18 -	527,296.17 -	0.00	0	17

# 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						
<b>0 PROGRAM</b>	...						
			<b>Revenue</b>				17
			<b>Expend.</b>	6,591.23	18,287.50	89,449.00	20
			<b>Net</b>	6,591.23	18,287.50	89,449.00	20
<b>410 DEPT</b>	General Administration	<b>Totals:</b>	<b>Revenue</b>				17
			<b>Expend.</b>	6,591.23	18,287.50	89,449.00	20
			<b>Net</b>	6,591.23	18,287.50	89,449.00	20
420 DEPT	Income Maintenance						
<b>600 PROGRAM</b>	Income Maint Administrative/ Overhea		<b>Revenue</b>	33,371.24 -	261,425.23 -	3,950,641.00 -	7
			<b>Expend.</b>	101,392.75	237,886.74	1,611,243.00	15
			<b>Net</b>	68,021.51	23,538.49 -	2,339,398.00 -	1
<b>601 PROGRAM</b>	Income Maint/ Random Moment Payro		<b>Revenue</b>				17
			<b>Expend.</b>	216,591.03	425,643.37	2,841,938.00	15
			<b>Net</b>	216,591.03	425,643.37	2,841,938.00	15
<b>602 PROGRAM</b>	Income Maint FPI Investigator		<b>Revenue</b>	26,474.00 -	26,474.00 -	130,000.00 -	20
			<b>Expend.</b>	9,230.18	17,885.27	117,717.00	15
			<b>Net</b>	17,243.82 -	8,588.73 -	12,283.00 -	70
<b>605 PROGRAM</b>	MN Supplemental Aid (MSA)/ GRH		<b>Revenue</b>	3,089.44 -	4,541.06 -	50,300.00 -	9
			<b>Expend.</b>	12,677.18	12,677.18	50,000.00	25
			<b>Net</b>	9,587.74	8,136.12	300.00 -	2,712 -
<b>610 PROGRAM</b>	TANF(AFDC/ MFIP/ DWP)		<b>Revenue</b>	670.00 -	725.00 -	8,400.00 -	9
			<b>Expend.</b>	0.00	0.00	5,040.00	0
			<b>Net</b>	670.00 -	725.00 -	3,360.00 -	22
<b>620 PROGRAM</b>	General Asst (GA) / Burials		<b>Revenue</b>	0.00	0.00	36,500.00 -	0
			<b>Expend.</b>	12,640.50	52,694.01	351,000.00	15
			<b>Net</b>	12,640.50	52,694.01	314,500.00	17
<b>630 PROGRAM</b>	Food Support (FS)		<b>Revenue</b>	167,179.39 -	181,719.39 -	553,000.00 -	33
			<b>Expend.</b>	1,009.56	1,046.60	2,500.00	42
			<b>Net</b>	166,169.83 -	180,672.79 -	550,500.00 -	33
<b>640 PROGRAM</b>	Child Support (IVD)		<b>Revenue</b>	205,160.86 -	276,945.45 -	1,555,233.00 -	18
			<b>Expend.</b>	81,486.20	170,875.75	1,271,035.00	13
			<b>Net</b>	123,674.66 -	106,069.70 -	284,198.00 -	37

# 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
650 PROGRAM	Medical Assistance (MA)		Revenue	627,008.38 -	759,034.09 -	4,168,000.00 -	18	17
			Expend.	211,566.60	520,921.16	3,105,000.00	17	17
			Net	415,441.78 -	238,112.93 -	1,063,000.00 -	22	17
680 PROGRAM	Refugee Cash Assistance (RCA)		Revenue	299.00 -	299.00 -	0.00	0	17
			Expend.					17
			Net	299.00 -	299.00 -	0.00	0	17
420 DEPT	Income Maintenance	Totals:	Revenue	1,063,252.31 -	1,511,163.22 -	10,452,074.00 -	14	17
			Expend.	646,594.00	1,439,630.08	9,355,473.00	15	17
			Net	416,658.31 -	71,533.14 -	1,096,601.00 -	7	17
431 DEPT	Social Services							
0 PROGRAM	...		Revenue	188,789.37	194,797.09 -	0.00	0	17
			Expend.					17
			Net	188,789.37	194,797.09 -	0.00	0	17
700 PROGRAM	Social Service Administrative/ Overhea		Revenue	477,215.05 -	1,020,166.46 -	11,396,200.00 -	9	17
			Expend.	166,790.47	428,995.89	3,159,729.00	14	17
			Net	310,424.58 -	591,170.57 -	8,236,471.00 -	7	17
701 PROGRAM	Social Services/ SSTS		Revenue					17
			Expend.	640,408.17	1,269,092.15	8,322,128.00	15	17
			Net	640,408.17	1,269,092.15	8,322,128.00	15	17
710 PROGRAM	Children's Social Services Programs		Revenue	210,303.51 -	268,850.59 -	2,189,242.00 -	12	17
			Expend.	299,211.66	653,829.67	4,313,127.00	15	17
			Net	88,908.15	384,979.08	2,123,885.00	18	17
711 PROGRAM	YIP Grant (Circle)- Dept of Public Safet		Revenue	8,024.07 -	8,024.07 -	0.00	0	17
			Expend.	2,399.22	6,320.26	0.00	0	17
			Net	5,624.85 -	1,703.81 -	0.00	0	17
712 PROGRAM	CIRCLE Program		Revenue	0.00	5,000.00 -	5,000.00 -	100	17
			Expend.	791.54	904.46	23,379.00	4	17
			Net	791.54	4,095.54 -	18,379.00	22	17
713 PROGRAM	STAY Program Grant (formerly SELF)		Revenue	0.00	0.00	51,500.00 -	0	17
			Expend.	1,822.29	3,314.38	51,500.00	6	17
			Net	1,822.29	3,314.38	0.00	0	17
715 PROGRAM	Children Waivers		Revenue	5,216.30 -	5,216.30 -	220,000.00 -	2	17
			Expend.					17
			Net	5,216.30 -	5,216.30 -	220,000.00 -	2	17

# Southwest Health and Human Services



## Revenues & Expend by Prog,Dept,Fund

Report Basis: Cash

<u>Element</u>	<u>Description</u>	<u>Account Number</u>		<u>Current Month</u>	<u>Year- To- Date</u>	<u>Budget</u>	<u>%of</u> <u>Bdgt</u>	<u>%of</u> <u>Year</u>
716 PROGRAM	FGDM/ Family Group Decision Making		Revenue	22,820.52 -	22,820.52 -	123,032.00 -	19	17
			Expend.	7,414.46	13,480.81	123,032.00	11	17
			Net	15,406.06 -	9,339.71 -	0.00	0	17
717 PROGRAM	Family Assmt Response Grant/ Discr F		Revenue	0.00	0.00	38,506.00 -	0	17
			Expend.	2,994.87	4,328.02	38,506.00	11	17
			Net	2,994.87	4,328.02	0.00	0	17
718 PROGRAM	PSOP/ Parent Support Outreach Progra		Revenue	0.00	0.00	33,156.00 -	0	17
			Expend.	1,054.60	3,125.60	33,156.00	9	17
			Net	1,054.60	3,125.60	0.00	0	17
720 PROGRAM	Child Care/ Child Protection		Revenue	1,650.00 -	3,100.00 -	18,500.00 -	17	17
			Expend.	150.00	300.00	2,700.00	11	17
			Net	1,500.00 -	2,800.00 -	15,800.00 -	18	17
721 PROGRAM	CC Basic Side Fee/ Cty Match to DHS		Revenue	1,861.00 -	3,290.00 -	40,020.00 -	8	17
			Expend.	0.00	3,611.00	43,365.00	8	17
			Net	1,861.00 -	321.00	3,345.00	10	17
722 PROGRAM	Child Care/ MFIP		Revenue	216.00 -	216.00 -	0.00	0	17
			Expend.					17
			Net	216.00 -	216.00 -	0.00	0	17
726 PROGRAM	MFIP/ SW MN PIC		Revenue	788.00 -	1,484.00 -	10,000.00 -	15	17
			Expend.					17
			Net	788.00 -	1,484.00 -	10,000.00 -	15	17
730 PROGRAM	Chemical Dependency		Revenue	20,032.59 -	29,603.44 -	345,000.00 -	9	17
			Expend.	4,742.00	9,938.54	244,000.00	4	17
			Net	15,290.59 -	19,664.90 -	101,000.00 -	19	17
740 PROGRAM	Mental Health (Both Adults & Children		Revenue	53.25 -	53.25 -	0.00	0	17
			Expend.					17
			Net	53.25 -	53.25 -	0.00	0	17
741 PROGRAM	Mental Health/ Adults Only		Revenue	79,053.81 -	205,634.81 -	1,320,836.00 -	16	17
			Expend.	109,057.36	161,841.08	1,938,385.00	8	17
			Net	30,003.55	43,793.73 -	617,549.00	7 -	17
742 PROGRAM	Mental Health/ Children Only		Revenue	93,266.69 -	130,177.85 -	899,838.00 -	14	17
			Expend.	77,892.34	98,705.11	1,388,975.00	7	17
			Net	15,374.35 -	31,472.74 -	489,137.00	6 -	17

# 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
<b>750 PROGRAM</b>	Developmental Disabilities		Revenue	69,578.15-	69,578.15-	804,000.00-	9	17
			Expend.	23,778.89	43,848.21	342,412.00	13	17
			Net	45,799.26-	25,729.94-	461,588.00-	6	17
<b>760 PROGRAM</b>	Adult Services		Revenue	111,290.80-	198,994.96-	1,268,197.00-	16	17
			Expend.	5,286.68	14,970.51	81,700.00	18	17
			Net	106,004.12-	184,024.45-	1,186,497.00-	16	17
<b>765 PROGRAM</b>	Adult Waivers		Revenue	49,636.14-	49,636.14-	844,000.00-	6	17
			Expend.	45,980.71	56,994.34	199,500.00	29	17
			Net	3,655.43-	7,358.20	644,500.00-	1	17
<b>431 DEPT</b>	Social Services	<b>Totals:</b>	Revenue	962,216.51-	2,216,643.63-	19,607,027.00-	11	17
			Expend.	1,389,775.26	2,773,600.03	20,305,594.00	14	17
			Net	427,558.75	556,956.40	698,567.00	80	17
461 DEPT	Information Systems		Revenue	4,298.19-	5,597.90-	32,000.00-	17	17
<b>0 PROGRAM</b>	...		Expend.	26,582.83	54,220.10	340,585.00	16	17
			Net	22,284.64	48,622.20	308,585.00	16	17
<b>461 DEPT</b>	Information Systems	<b>Totals:</b>	Revenue	4,298.19-	5,597.90-	32,000.00-	17	17
			Expend.	26,582.83	54,220.10	340,585.00	16	17
			Net	22,284.64	48,622.20	308,585.00	16	17
471 DEPT	LCTS Collaborative Agency		Revenue	78,111.00-	78,111.00-	0.00	0	17
<b>702 PROGRAM</b>	LCTS		Expend.					17
			Net	78,111.00-	78,111.00-	0.00	0	17
<b>471 DEPT</b>	LCTS Collaborative Agency	<b>Totals:</b>	Revenue	78,111.00-	78,111.00-	0.00	0	17
			Expend.					17
			Net	78,111.00-	78,111.00-	0.00	0	17
<b>5 FUND</b>	Human Services Fund	<b>Totals:</b>	Revenue	2,107,878.01-	3,811,515.75-	30,091,101.00-	13	17
			Expend.	2,069,543.32	4,285,737.71	30,091,101.00	14	17
			Net	38,334.69-	474,221.96	0.00	0	17
<b>FINAL TOTALS</b>	1,048 Accounts		Revenue	2,765,067.90-	4,930,121.41-	34,199,344.00-	14	17
			Expend.	2,333,482.03	4,877,047.20	34,199,344.00	14	17
			Net	431,585.87-	53,074.21-	0.00	0	17

# 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	2729	567	3295
2023			

<b>2023</b>	<b>Adult Services</b>	<b>Children's Services</b>	<b>Total Programs</b>
January	2744	571	3315
February	2764	594	3358
March			0
April			0
May			0
June			0
July			0
August			0
September			0
October			0
November			0
December			0
<b>Average</b>	<b>2754</b>	<b>583</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	8	387	12	0	260	72	996	16	230	448	303	2671
2023												

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

<b>2023</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	8	401	10	0	244	48	1036	17	222	448	310	2744
February	8	404	10	0	245	61	1044	15	222	445	310	2764
March												0
April												0
May												0
June												0
July												0
August												0
September												0
October												0
November												0
December												0
	<b>8</b>	<b>403</b>	<b>10</b>	<b>0</b>	<b>245</b>	<b>55</b>	<b>1040</b>	<b>16</b>	<b>222</b>	<b>447</b>	<b>310</b>	<b>1836</b>

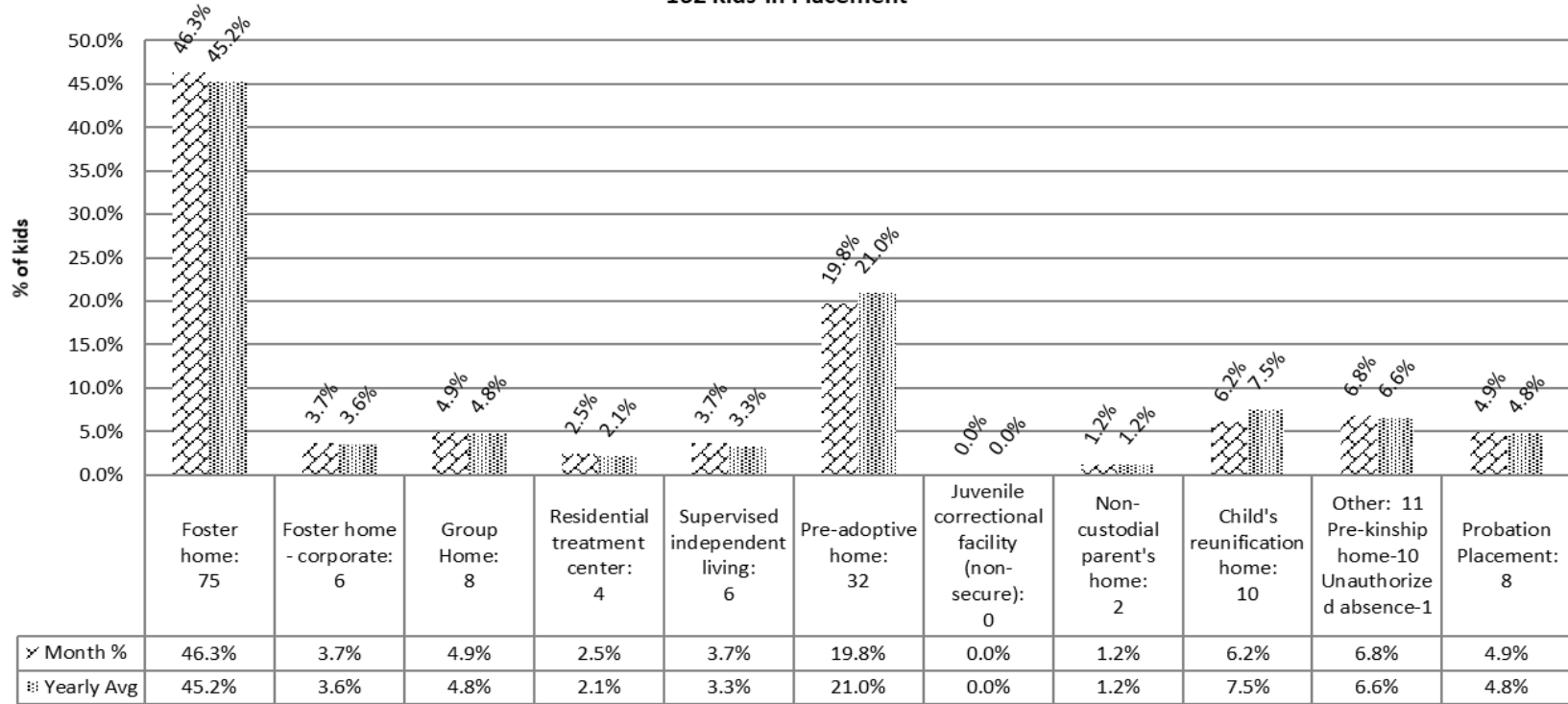
# Children's - Social Services Caseload

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	23	30	0	13	64	176	145	78	0	0	38	592
2023												

<b>2023</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	20	35	0	11	63	179	154	76	0	0	33	571
February	20	35	0	11	62	196	160	76	0	0	34	594
March												0
April												0
May												0
June												0
July												0
August												0
September												0
October												0
November												0
December												0
	<b>20</b>	<b>35</b>	<b>0</b>	<b>11</b>	<b>63</b>	<b>188</b>	<b>157</b>	<b>76</b>	<b>0</b>	<b>0</b>	<b>34</b>	<b>388</b>



**February 2023 - Placements by Category**  
**162 Kids in Placement**



**February 2023:** Total kids in placement = 162

**Total of 3 Children entered placement**

1	Lincoln	Foster Care
1	Redwood	Probation
1	Rock	Residential Treatment Center

**Total of 13 Children were discharged from placement** (discharges from previous month)

4	Lyon	ADOPTED
1	Lyon	Group Home
4	Murray	Child's Reunification Home
3	Redwood	Child's Reunification Home
1	Redwood	Probation

# NON IVD COLLECTIONS

*February 2023*

PROGRAM	ACCOUNT	TOTAL
MSA/GRH	05-420-605.5803	3,089
TANF (MFIP/DWP/AFDC)	05-420-610.5803	670
GA	05-420-620.5803	0
FS	05-420-630.5803	150
CS (PI Fee, App Fee, etc)	05-420-640.5501	318
MA Recoveries & Estate Collections (25% retained by agency)	05-420-650.5803	68,615
REFUGEE	05-420-680.5803	0
CHILDRENS		
Court Visitor Fee	05-431-700.5514	0
Parental Fees, Holds	05-431-710.5501	20,465
OOH/FC Recovery	05-431-710.5803	10,670
CHILDCARE		
Licensing	05-431-720.5502	350
Corp FC Licensing	05-431-720.5505	1,300
Over Payments	05-431-721&722.5803	440
CHEMICAL DEPENDENCY		
SUD Assessment Fee	05-431-730.5504	824
CD Assessments	05-431-730.5519	2,017
Detox Fees	05-431-730.5520	12,120
SUD Treatment	05-431-730.5523	83
Over Payments	05-431-730.5803	0
MENTAL HEALTH		
Insurance Copay	05-431-740.5803	53
Over Payments	05-431-741 or 742.5803	0
DEVELOPMENTAL DISABILITIES		
Insurance Copay/Overpayments	05-431-750.5803	0
ADULT		
Court Visitor Fee	05-431-760.5515	0
Insurance Copay/Overpayments	05-431-760.5803	302
<b>TOTAL NON-IVD COLLECTIONS</b>		<b>121,468</b>



## 2023 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
'22 Avg	1984	35	9	189	0	1	17	171	47	41	12	4

	WIC	Family Home Visiting	MnChoices Assessments	Managed Care	Dental Varnish	Refugee Health	LTBI/DOT Medication Distribution	Water Tests	FPL Inspections	Imm	Car Seats
11/22	2030	41	6	169	0	0	4	159	36	49	16
12/22	2042	38	9	190	0	1	2	108	41	102	4
1/23	2080	35	10	196	0	0	5	93	26	51	16
2/23		20	12	131	0	6	2	94	19	49	8
3/23											
4/23											
5/23											
6/23											
7/23											
8/23											
9/23											
10/23											
11/23											
12/23											

\*Includes telehealth visits

**SOUTHWEST HEALTH AND HUMAN SERVICES  
ENVIRONMENTAL HEALTH POLICY NUMBER 1**

EFFECTIVE DATE: 06/20/12

REVISION DATE: 09/16/15; 04/17/19; 03/15/23

AUTHORITY: Southwest Health and Human Services – Community Health Board

**--- ENVIRONMENTAL HEALTH LICENSED ESTABLISHMENT COMPLAINT PROCEDURE ---**

**Section 1 - Purpose**

- a. Southwest Health and Human Services is responsible for enforcing the following county public health ordinances in its service area: Administrative Ordinance, Food and Beverage Ordinance, Lodging Establishment Ordinance, MHP/RCA Ordinance, Swimming Pool Ordinance, and Youth Camp Ordinance. This policy and accompanying procedures is intended to ensure that the Board of Health responds to public complaints on licensed establishments in a consistent and timely manner.

**Section 2 - Policy**

- a. All complaints received regarding a licensed establishment shall be investigated. SWHHS will investigate and document illness and injury reports according to MN Statute 145A.04, Subdivision 6. SWHHS will record and transmit all foodborne and waterborne illness complaints to MDH within 1 business day via fax, phone, or an approved electronic method. The report must contain the contact information for the complainant and the establishment.
- b. The investigation of each complaint shall take place within one business day for imminent health concerns and 5 working days for other complaints.
- c. Complaints under the sole jurisdiction of another agency shall be referred to that agency.
- d. In the event of an imminent threat to public health, immediate action shall be taken.
- e. Discretion to allow an extension or to deviate from the standard procedures shall be provided.
- f. The Board of Health shall handle data in accordance with the Government Data Practices Act (Minnesota Statutes, Chapter 13).
- g. The Board's attorney shall be notified whenever legal questions arise.

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**Section 3 - Procedures**

- a. Upon receipt of a complaint, the sanitarian will document the complaint in the Environmental Health Manager Complaint Tracker.



**SOUTHWEST HEALTH AND HUMAN SERVICES  
ENVIRONMENTAL HEALTH POLICY NUMBER 1**

- b. Transmit foodborne, waterborne and other illness and injury reports to MDH by fax, phone or email within 1 business day. The report must contain the contact information of the complainant and the establishment. The complaint will be logged into the central complaint log database. This complaint log is located on the SWHHS server.
- c. Investigating the complaint.
- For foodborne and waterborne illness complaints, the sanitarian will follow the procedures in the MDH Outbreak Response Protocol (See EH Policy 4).
  - The sanitarian investigating the complaint will provide identifying information to the person in charge of the licensed establishment.
  - Reasonable effort shall be made to obtain permission to enter.
  - Document investigation with written descriptions, photographs, video recordings, and/or audio recordings.
  - Failure of licensee to permit inspection shall be grounds for revocation or suspension of license.
- d. Determine if complaint violates county public health ordinances.
- Does the condition violate county public health ordinances?
  - Is there a real or potential health risk?
    - Can the condition cause or be expected to cause transmission of disease?
    - Does the condition cause or is there a potential for the condition to cause trauma or injury to the public?
    - Is there a risk of exposure to hazardous elements or substances that could affect the health of the public?
    - Does the complaint pertain to an unsafe or potentially unsafe structural or environmental condition?
  - Does the condition require enforcement action?
  - Are there other statutes specific to this problem?
  - Potential Health Concerns: Education or consultation may be appropriate.
  - Document unsubstantiated complaints.
- e. Prepare an inspection report if violations are found during the inspection. Include the following:
- A description of the violation observed and the Statute or MN Rule violated.
  - The remedial action required to address violation. The licensed establishment must employ short or long-term control measures for health and safety hazards. (See EH Policy #8: Food Safety Short and Long Term Corrective Action and EH Policy #13: Long Term Corrective Action).
  - The compliance date for orders issued.
  - An emergency closure order will be issued if an imminent health threat exists. (See EH Policy #9: Environmental Health Emergency Closure).

**SOUTHWEST HEALTH AND HUMAN SERVICES  
ENVIRONMENTAL HEALTH POLICY NUMBER 1**

- f. The inspection report will be provided to the person in charge. The inspection report may also be served on the occupant, owner, or agent of the property by registered or certified mail.
- g. Follow-up inspections will take place at the discretion of the sanitarian.
- h. If the licensed establishment does not comply with issued orders, the sanitarian shall pursue:
  - Enforcement action on licensed establishment per agency policy.
  - At the discretion of the sanitarian and supervisor, compliance dates may be extended if an unusual situation exists, the violator has adequately communicated this situation and is making acceptable progress toward resolution.
- i. When appropriate, the sanitarian will coordinate investigation activities with representatives from the following disciplines: Community Health, Environmental Health, Law Enforcement, Building Officials, Electrical Inspectors, Fire Marshals, and Planning and Zoning.

# MARCH 2023

## GRANTS ~ AGREEMENTS ~ CONTRACTS

### for Board review and approval

■ **DHS Mobile Crisis Extension Grant (St Paul, MN)** – 07/01/22 – 03/31/24; new grant to enhance, expand, and strengthen the existing mobile crisis services, this extension grant is also to provide mobile crisis services to adults and children exacerbated by Covid-19; \$180,198 (NEW).

*Fiscal Note:*

■ **MDH CDC Federal Infrastructure Grant (St Paul, MN)** – 03/01/23 – 11/30/2027; new grant to enhance, expand, and strengthen the public health workforce, address longstanding public health infrastructure needs, and increase the size of the public health workforce; \$285,512 (NEW).

*Fiscal Note:*

□ **Pipestone Counseling Center** – 03/01/23 to 12/31/23; Contract that will provide children’s mental health clients with home based therapy to minimize family disruptions; \$200/hour (NEW).

*Fiscal Note:*

□ Signatures None  
■ Signatures Partial  
■ Signatures Completed