



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

**Board Agenda
Wednesday October 18, 2023
Marshall Government Center
Commissioners Room – 2nd 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 9/20/2023 Board Minutes

D. Introduce New Staff

- Daniela Cano Solis, Eligibility Worker, Marshall
- Trish Grieme, Office Support Specialist, Sr., Slayton
- Scott Radloff, Social Worker (LADC), Marshall
- Nick Brownrigg, Network Administrator, Marshall
- Amanda Hall, Social Worker (CPS), Redwood Falls

E. Employee Recognition

- | | |
|--|----------|
| • Kristine Goodrich, Accounting Technician- Marshall | 1 Year |
| • Jordan Hacker, Eligibility Worker – Redwood Falls | 1 Year |
| • Hilary Kesteloot, Social Worker (LTC)- Marshall | 10 Years |
| • Tanya O’Leary, Social Worker (CD)- Pipestone | 25 Years |
| • Wendy Davis, Social Worker (LTC)- Slayton | 25 Years |

F. Financial

HUMAN SERVICES (Cont.)

G. Caseload

	<u>9/23</u>	<u>9/22</u>	<u>8/23</u>	<u>7/23</u>
Social Services	3,742	3,681	3,805	3,821
Licensing	389	399	390	392
Out-of-Home Placements	147	178	141	142
Income Maintenance	14,397	14,435	14,685	14,586
Child Support Cases	2,702	2,848	2,719	2,745
Child Support Collections	\$723,178	\$707,869	\$737,993	\$706,259
Non IV-D Collections	\$206,812	\$94,751	\$127,685	\$68,883

H. Discussion/Information

1. Southwest Adult Mental Health Consortium Financial Concerns- Stacy Jorgensen

I. Decision Items

1. 2024-2025 County and Tribal National MFIP Biennial Service Agreement – Mary Mulder, SWPIC and Kathy Herding

COMMUNITY HEALTH

J. Call to Order

K. Consent Agenda

1. Amend/Approval of Agenda
2. Identification of Conflict of Interest
3. Approval of 9/20/2023 Board Minutes

L. Financial

M. Caseload

	<u>9/23</u>	<u>8/23</u>	<u>7/23</u>
WIC	N/A	2136	2,112
Family Home Visiting	38	32	27
PCA Assessments	8	18	9
Managed Care	170	160	125
Dental Varnishing	0	0	0
Refugee Health	9	6	1
Latent TB Medication Distribution	3	2	0
Water Tests	169	221	163
FPL Inspections	39	62	36
Immunizations	50	41	30
Car Seats	11	25	13

COMMUNITY HEALTH (Cont.)

N. Discussion/ Information

1. Public Use Cannabis Ordinance – Ann Orren
2. SCHSAC Notes September 2023 – Carol Biren

O. Decision Items

1. Recommendations from the Opioid Settlement Funds Committee, Round 1 – Ann Orren
2. Opioid Settlement Funds, Round 2 release amount – Ann Orren

GOVERNING BOARD

P. Call to Order

Q. Consent Agenda

1. Amend/Approval of Agenda
2. Identification of Conflict of Interest
3. Approval of 9/20/2023 Board Minutes

R. Financial

S. Human Resources Statistics

	<u>9/23</u>	<u>9/22</u>	<u>8/23</u>	<u>7/23</u>
Number of Employees	232	234	235	233
Separations	5	1	5	1
New Hires	5	3	3	4
Current Open Positions		8		
Public Health Nurses		5		
Office Support Specialist, Sr.		2		
Social Worker CPS		1		

T. Discussion/Information

1. 3rd Quarter Human Resources Report – Monica Christianson and Nancy Walker

GOVERNING BOARD (Cont.)

U. Decision Items

1. Lauren Oberle, County Agency Social Worker- Long Term Care, probationary appointment (12 months), \$24.60 hourly, effective 10/9/2023 – Redwood Falls Office
2. Jessica Thunder Hawk, Office Support Specialist, Sr., probationary appointment (12 months), \$16.32 hourly, effective 10/9/2023- Slayton Office/Float position
3. Carol DeNoble, County Agency Social Worker- Adult Mental Health, probationary appointment (12 months), \$25.50 hourly, effective 10/16/2023- Luverne Office
4. Jenna Stephenson, Public Health Educator- Drug Free Coordinator, probationary appointment (12 months), \$25.09 hourly, effective 10/2/2023 – Pipestone
5. Chantelle Fogelson, Office Support Supervisor, probationary appointment (12 months), \$51,774 annual, effective 10/9/2023 – Marshall Office
6. Melissa Van Hyfte, Public Health Educator, probationary appointment (12 months), \$25.09 hourly, effective 10/23/2023- Ivanhoe Office
7. Morgan Mahanke, County Agency Social Worker, Child Protection, probationary appointment (12 months), \$26.35 hourly, effective 10/16/2023- Pipestone Office
8. Tarah Cunha, Information Technology Specialist, Sr., probationary appointment (12 months), \$32.00 hourly, effective 10/16/2023- Marshall Office
9. Candya Griffin, Eligibility Worker, probationary appointment (6 months), \$19.07 hourly, effective 10/9/2023- Pipestone Office
10. Alissa Rofshus, Eligibility Worker, probationary appointment (12 months), \$19.07 hourly, effective 10/23/2023- Luverne Office
11. Administrative Policy 05 – Credit Card Policy
12. Unclaimed Property Listing
13. UCAP Local Homeless Prevention Aid Monies Contract
14. Request for HIPAA Monitoring Software
15. Request for Moving Open Cases to CaseWorks
16. Request for Zoom Subscription Renewal
17. Request for IT Software
18. 2024 Insurance Renewals
19. 2024-2025 Collective Bargaining Agreement
20. 2024 Nonunion Wages and Compensation
21. Donations
 - Lisa Sell donated dufflebags, backpack and a suitcase for anyone in need
 - \$25.00 anonymous donation to buy kitchen items for the PSOP program.
 - Don & Cathy Schwarz donated 16 Jonti Craft building blocks (8 large sets and 8 small sets) for Foster Care- Adoptions- and Daycare providers.
22. Contracts

V. Adjournment

Next Meeting Dates:

Wednesday, November 15, 2023 – Marshall

Wednesday, December 20, 2023 – Marshall

Wednesday, January 17, 2024 – Marshall

SOUTHWEST HEALTH & HUMAN SERVICES

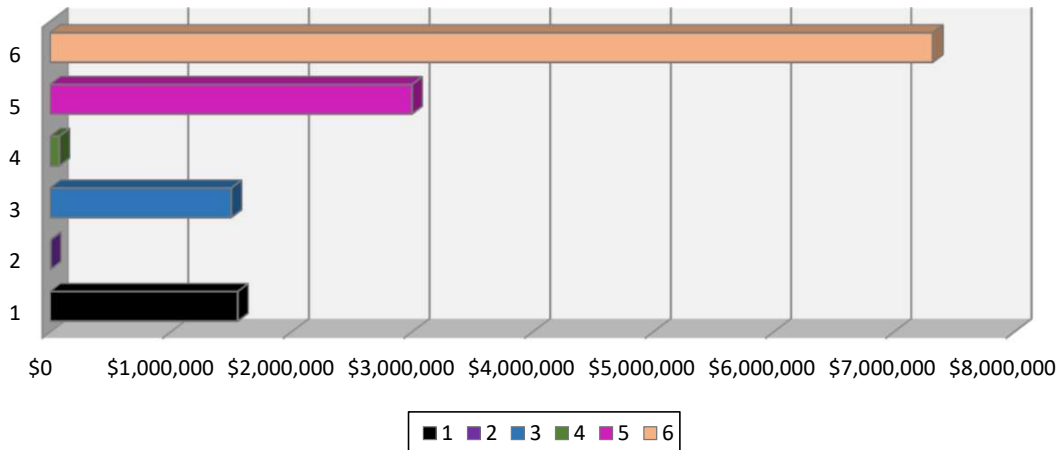
Ivanhoe, Marshall, Slayton, Pipestone, Redwood and Luverne Offices

SUMMARY OF FINANCIAL ACCOUNTS REPORT For the Month Ending: **September 30, 2023**

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

Description	Month	Running Balance	
BEGINNING BALANCE		\$4,431,872	
RECEIPTS			
Monthly Receipts	2,092,123		
County Contribution	89,881		
Interest on Savings	29,953		
TOTAL MONTHLY RECEIPTS		2,211,956	
DISBURSEMENTS			
Monthly Disbursements	5,088,386		
TOTAL MONTHLY DISBURSEMENTS		5,088,386	
ENDING BALANCE		\$1,555,443	
REVENUE			
<i>Checking/Money Market</i>	<i>\$1,555,443</i>		
<i>SS Benefits Checking</i>	<i>\$3,914</i>		
<i>Bremer Savings</i>	<i>\$1,502,037</i>		
<i>First Interstate Bank Savings</i>	<i>\$75,846</i>		
<i>CD or Term Investment - Magic Fund</i>	<i>\$3,000,000</i>		
<i>Investments - MAGIC Fund</i>	<i>\$7,324,142</i>		
ENDING BALANCE		\$13,461,382	Sept 2022 Ending Balance \$9,901,872
DESIGNATED/RESTRICTED FUNDS			
Opioid Settlement		\$512,294	Sept 2022 Ending Balance
Agency Health Insurance		\$909,716	\$684,754
LCTS Lyon Murray Collaborative		\$196,126	
LCTS Rock Pipestone Collaborative		\$67,560	
LCTS Redwood Collaborative		\$40,566	
Local Advisory Council		\$598	Sept 2022 Ending Balance
AVAILABLE CASH BALANCE		\$11,734,522	\$8,937,412

REVENUE DESIGNATION



SWHHS TREND ANALYSIS

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	\$10,477,101.38	\$11,454,718.79	\$9,890,005.07
2023	\$11,060,333.16	\$11,548,890.82	\$10,317,240.69	\$9,301,999.20	\$10,138,948.20	\$13,789,129.14	\$14,781,337.63	\$14,708,502.17	\$13,461,381.69				\$12,123,084.74

PUBLIC HEALTH

	January	February	March	April	May	June	July	August	September	October	November	December	Average for Year
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	\$1,813,230.15
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	\$1,974,715.22
2020	\$1,967,807.21	\$2,029,158.92	\$2,191,628.66	\$2,443,036.94	\$2,039,616.86	\$1,918,780.30	\$2,044,401.82	\$2,039,261.99	\$2,236,196.53	\$2,383,533.05	\$2,377,097.32	\$2,458,002.48	\$2,177,376.84
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	\$2,783,206.62
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	\$4,015,468.97	\$3,958,921.27	\$3,699,967.15
2023	\$4,092,369.86	\$4,485,621.04	\$4,522,574.88	\$4,317,365.64	\$4,392,590.53	\$4,413,234.48	\$4,329,419.65	\$4,465,577.48	\$4,276,687.45				\$4,366,160.11

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	\$934,705.49	\$3,904,218.27	\$4,115,284.54	\$3,342,408.83	\$4,305,643.19	\$3,134,667.60	\$3,557,047.37	\$5,699,958.61	\$3,371,501.75
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	\$4,666,308.71	\$3,354,346.73	\$4,090,366.08	\$7,797,583.18	\$8,821,277.15	\$8,602,178.45	\$7,457,835.03				\$6,324,893.33

HEALTH INSURANCE

	January	February	March	April	May	June	July	August	September	October	November	December	Average for Year
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	\$727,502.48
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	\$1,049,203.01
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	\$1,203,691.07
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	\$1,062,945.54
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	\$662,283.75	\$623,422.50	\$857,244.01
2023	\$612,668.68	\$678,479.43	\$767,125.93	\$804,622.27	\$763,093.34	\$779,663.23	\$844,301.69	\$833,854.87	\$909,715.53				\$777,058.33

Southwest Health and Human Services



LMD
10/4/23 2:12PM

Treasurer's Cash Trial Balance

As of 09/2023

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<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
1 Health Services Fund	3,958,324.87			
Receipts		160,825.21	3,223,087.13	
Disbursements		110,073.48-	704,086.33-	
Payroll		239,641.76-	2,209,581.83-	
Journal Entries		0.00	471,056.39-	
Fund Total		188,890.03-	161,637.42-	3,796,687.45
2 Opioid Settlement	0.00			
Receipts		25,568.07	533,871.22	
Disbursements		11.96-	10,651.12-	
Payroll		303.80-	1,982.92-	
Journal Entries		0.00	8,943.61-	
Fund Total		25,252.31	512,293.57	512,293.57
5 Human Services Fund		410	General Administration	
	561,625.96-			
Receipts		61,587.05	560,224.45	
Disbursements		61,136.08-	555,176.33-	
Payroll		8,186.08-	87,909.50-	
Dept Total		7,735.11-	82,861.38-	644,487.34-
5 Human Services Fund		420	Income Maintenance	
	3,483,235.92			
Receipts		882,733.13	8,638,663.86	
Disbursements		469,571.69-	3,753,696.52-	
Payroll		356,132.54-	3,404,126.77-	
Journal Entries		0.00	870,000.00-	
Dept Total		57,028.90	610,840.57	4,094,076.49
5 Human Services Fund		431	Social Services	
	7,637,971.96			
Receipts		344,838.70	13,722,996.92	
Disbursements		101,288.73-	1,003,861.28-	

Southwest Health and Human Services



LMD
10/4/23 2:12PM

Treasurer's Cash Trial Balance

As of 09/2023

Page 3

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
SSIS		645,410.19-	5,932,898.07-	
Payroll		785,936.34-	7,185,210.48-	
Jurnal Entries		0.00	1,650,000.00-	
Dept Total		1,187,796.56-	2,048,972.91-	5,588,999.05
5		461		
Human Services Fund		Information Systems		
	4,003,627.67-			
Receipts		6,944.84	38,549.84	
Disbursements		759.99-	4,316.14-	
Payroll		11,425.50-	202,725.20-	
Dept Total		5,240.65-	168,491.50-	4,172,119.17-
5		471		
Human Services Fund		LCTS Collaborative Agency		
	0.00			
Receipts		0.00	217,629.00	
Disbursements		0.00	146,263.00-	
Dept Total		0.00	71,366.00	71,366.00
Fund Total	6,555,954.25	1,143,743.42-	1,618,119.22-	4,937,835.03
61				
Agency Health Insurance				
	623,422.50			
Receipts		259,368.03	2,686,744.39	
Disbursements		183,507.37-	2,400,451.36-	
Fund Total		75,860.66	286,293.03	909,715.53
71		471		
LCTS Lyon Murray Collaborative Fund		LCTS Collaborative Agency		
	194,668.51			
Receipts		0.00	65,061.00	
Disbursements		15,000.00-	63,603.06-	
Dept Total		15,000.00-	1,457.94	196,126.45
Fund Total	194,668.51	15,000.00-	1,457.94	196,126.45
73		471		
LCTS Rock Pipestone Collaborative Fund		LCTS Collaborative Agency		
	47,935.81			

Southwest Health and Human Services



LMD
10/4/23 2:12PM

Treasurer's Cash Trial Balance

As of 09/2023

<u>Fund</u>	<u>Beginning Balance</u>	<u>This Month</u>	<u>YTD</u>	<u>Current Balance</u>
Receipts		0.00	22,521.00	
Disbursements		0.00	2,897.00-	
Dept Total		0.00	19,624.00	67,559.81
Fund Total	47,935.81	0.00	19,624.00	67,559.81
75 Redwood LCTS Collaborative	471	LCTS Collaborative Agency		
	73,734.51			
Receipts		0.00	59,331.00	
Disbursements		0.00	92,500.00-	
Dept Total		0.00	33,169.00-	40,565.51
Fund Total	73,734.51	0.00	33,169.00-	40,565.51
77 Local Advisory Council	477	Local Advisory Council		
	678.34			
Disbursements		0.00	80.00-	
Dept Total		0.00	80.00-	598.34
Fund Total	678.34	0.00	80.00-	598.34
All Funds	11,454,718.79			
Receipts		1,741,865.03	29,768,679.81	
Disbursements		941,349.30-	8,737,582.14-	
SSIS		645,410.19-	5,932,898.07-	
Payroll		1,401,626.02-	13,091,536.70-	
Journal Entries		0.00	3,000,000.00-	
Total		1,246,520.48-	993,337.10-	10,461,381.69

Southwest Health and Human Services



RM- Stmt of Revenues & Expenditures

As Of 09/2023

Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO- DATE	2023 BUDGET	% OF BUDG	% OF YEAR	
FUND 1 HEALTH SERVICES FUND						
REVENUES						
CONTRIBUTIONS FROM COUNTIES	78,368.00-	816,175.75-	1,049,384.00-	78	75	
INTERGOVERNMENTAL REVENUES	1,773.50-	18,158.54-	168,500.00-	11	75	
STATE REVENUES	28,678.05-	854,938.43-	1,076,231.00-	79	75	
FEDERAL REVENUES	20,159.92-	986,619.00-	1,279,428.00-	77	75	
FEES	26,428.78-	329,095.64-	527,650.00-	62	75	
EARNINGS ON INVESTMENTS	5,091.95-	33,356.98-	1,100.00-	3,032	75	
MISCELLANEOUS REVENUES	700.01-	184,207.84-	5,950.00-	3,096	75	
TOTAL REVENUES	161,200.21-	3,222,552.18-	4,108,243.00-	78	75	3% over
EXPENDITURES						
PROGRAM EXPENDITURES	0.00	0.00	0.00	0	75	
PAYROLL AND BENEFITS	239,591.76	2,200,583.12	3,281,440.00	67	75	
OTHER EXPENDITURES	107,449.98	703,606.48	826,803.00	85	75	
TOTAL EXPENDITURES	347,041.74	2,904,189.60	4,108,243.00	71	75	4% under

Southwest Health and Human Services



RM- Stmt of Revenues & Expenditures

As Of 09/2023

Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO- DATE	2023 BUDGET	% OF BUDG	% OF YEAR	
FUND 5 HUMAN SERVICES FUND						
REVENUES						
CONTRIBUTIONS FROM COUNTIES	11,513.05-	7,757,084.19-	12,552,080.00-	62	75	
INTERGOVERNMENTAL REVENUES	28,156.50-	112,939.50-	268,863.00-	42	75	
STATE REVENUES	447,041.39-	5,324,506.07-	5,815,087.00-	92	75	
FEDERAL REVENUES	711,382.09-	6,222,462.05-	7,595,371.00-	82	75	
FEES	117,534.61-	1,596,779.30-	2,414,700.00-	66	75	
EARNINGS ON INVESTMENTS	24,860.70-	172,027.55-	4,600.00-	3,740	75	
MISCELLANEOUS REVENUES	107,102.26	1,407,598.26-	1,440,400.00-	98	75	
TOTAL REVENUES	1,233,386.08-	22,593,396.92-	30,091,101.00-	75	75	0% even
EXPENDITURES						
PROGRAM EXPENDITURES	964,500.79	8,901,995.00	12,079,777.00	74	75	
PAYROLL AND BENEFITS	1,161,231.27	10,877,405.87	15,281,056.00	71	75	
OTHER EXPENDITURES	199,320.24	1,914,015.19	2,730,268.00	70	75	
TOTAL EXPENDITURES	2,325,052.30	21,693,416.06	30,091,101.00	72	75	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	...						
			Revenue				75
			Expend.	1,638.79	35,827.36	0.00	0
			Net	1,638.79	35,827.36	0.00	0
910 PROGRAM	CHA/ CHIP		Revenue	0.00	192,069.70 -	60,000.00 -	320
			Expend.	53,298.13	209,535.70	84,834.00	247
			Net	53,298.13	17,466.00	24,834.00	70
915 PROGRAM	CDC Infrastructure Grant		Revenue	0.00			75
			Expend.	3,338.50	9,304.97	0.00	0
			Net	3,338.50	9,304.97	0.00	0
930 PROGRAM	Administration		Revenue	84,202.46 -	1,057,811.59 -	1,056,434.00 -	100
			Expend.	62,613.87	529,098.78	704,150.00	75
			Net	21,588.59 -	528,712.81 -	352,284.00 -	150
410 DEPT	General Administration	Totals:	Revenue	84,202.46 -	1,249,881.29 -	1,116,434.00 -	112
			Expend.	120,889.29	783,766.81	788,984.00	99
			Net	36,686.83	466,114.48 -	327,450.00 -	142
481 DEPT	Nursing						
100 PROGRAM	Family Health		Revenue	320.00 -	17,277.29 -	22,500.00 -	77
			Expend.	1,763.07	15,580.63	17,862.00	87
			Net	1,443.07	1,696.66 -	4,638.00 -	37
103 PROGRAM	Follow Along Program		Revenue	0.00	16,109.77 -	32,900.00 -	49
			Expend.	2,488.12	24,584.18	64,179.00	38
			Net	2,488.12	8,474.41	31,279.00	27
110 PROGRAM	TANF		Revenue	0.00	77,129.31 -	127,876.00 -	60
			Expend.	6.49	67,743.88	127,673.00	53
			Net	6.49	9,385.43 -	203.00 -	4,623
130 PROGRAM	WIC		Revenue	0.00	443,613.00 -	525,000.00 -	84
			Expend.	55,032.11	461,312.74	562,507.00	82
			Net	55,032.11	17,699.74	37,507.00	47
140 PROGRAM	Peer Breastfeeding Support Program		Revenue				75
			Expend.	0.00	0.66 -	0.00	0
			Net	0.00	0.66 -	0.00	0

Southwest Health and Human Services



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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>
210 PROGRAM	CTC Outreach		Revenue	23,768.64 -	126,044.31 -	179,961.00 -	70	75
			Expend.	15,841.02	112,109.43	184,017.00	61	75
			Net	7,927.62 -	13,934.88 -	4,056.00	344 -	75
265 PROGRAM	Strong Foundations FHV		Revenue	3,034.40 -	90,698.10 -	195,000.00 -	47	75
			Expend.	10,046.80	75,261.66	156,792.00	48	75
			Net	7,012.40	15,436.44 -	38,208.00 -	40	75
270 PROGRAM	Maternal Child Health - Title V		Revenue	11,765.01 -	102,222.05 -	232,037.00 -	44	75
			Expend.	9,639.07	105,002.96	285,070.00	37	75
			Net	2,125.94 -	2,780.91	53,033.00	5	75
280 PROGRAM	MCH Dental Health		Revenue	0.00	0.00	1,000.00 -	0	75
			Expend.	0.16	1,344.47	2,496.00	54	75
			Net	0.16	1,344.47	1,496.00	90	75
285 PROGRAM	MCH Blood Lead		Revenue					75
			Expend.	415.16	5,414.68	11,723.00	46	75
			Net	415.16	5,414.68	11,723.00	46	75
295 PROGRAM	MCH Car Seat Program		Revenue	1,862.10 -	9,550.80 -	35,000.00 -	27	75
			Expend.	4,150.59	37,260.42	63,861.00	58	75
			Net	2,288.49	27,709.62	28,861.00	96	75
300 PROGRAM	Case Management		Revenue	12,549.45 -	367,009.65 -	466,000.00 -	79	75
			Expend.	24,856.61	247,869.69	424,559.00	58	75
			Net	12,307.16	119,139.96 -	41,441.00 -	287	75
330 PROGRAM	MNChoices		Revenue	0.00	146,594.65 -	182,000.00 -	81	75
			Expend.	15,477.06	164,972.99	222,008.00	74	75
			Net	15,477.06	18,378.34	40,008.00	46	75
603 PROGRAM	Disease Prevention and Control		Revenue	106.51 -	90,649.21 -	164,920.00 -	55	75
			Expend.	13,342.07	147,671.28	269,599.00	55	75
			Net	13,235.56	57,022.07	104,679.00	54	75
660 PROGRAM	MIIC		Revenue					75
			Expend.	8.53	1,009.82	2,237.00	45	75
			Net	8.53	1,009.82	2,237.00	45	75
481 DEPT	Nursing	Totals:	Revenue	53,406.11 -	1,486,898.14 -	2,164,194.00 -	69	75
			Expend.	153,066.86	1,467,138.17	2,394,583.00	61	75
			Net	99,660.75	19,759.97 -	230,389.00	9 -	75
483 DEPT	Health Education							

Southwest Health and Human Services



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<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>
500 PROGRAM	Direct Client Services		Revenue	0.00	3,789.41 -	950.00 -	399	75
			Expend.	1,494.93	7,195.35	19,002.00	38	75
			Net	1,494.93	3,405.94	18,052.00	19	75
510 PROGRAM	SHIP		Revenue	16,565.14 -	187,038.08 -	224,631.00 -	83	75
			Expend.	16,020.63	170,358.13	223,619.00	76	75
			Net	544.51 -	16,679.95 -	1,012.00 -	1,648	75
540 PROGRAM	Toward Zero Deaths (TZD) Safe Roads		Revenue	0.00	3,463.56 -	16,768.00 -	21	75
			Expend.	92.74	5,856.64	16,829.00	35	75
			Net	92.74	2,393.08	61.00	3,923	75
541 PROGRAM	Toward Zero Deaths (TZD) Safe Roads		Revenue	0.00	1,717.70 -	16,768.00 -	10	75
			Expend.	92.93	3,862.89	16,829.00	23	75
			Net	92.93	2,145.19	61.00	3,517	75
551 PROGRAM	Pipestone Drug Free Communities		Revenue	0.00	97,161.99 -	223,950.00 -	43	75
			Expend.	15,220.43	107,329.94	223,950.00	48	75
			Net	15,220.43	10,167.95	0.00	0	75
560 PROGRAM	Opioid Settlement		Revenue	0.00	142,101.96	0.00	0	75
			Expend.	0.00	780.87 -	0.00	0	75
			Net	0.00	141,321.09	0.00	0	75
570 PROGRAM	Regional Health Equity Network Grant		Revenue	0.00	5,864.53 -	0.00	0	75
			Expend.	1,815.82	9,116.51	0.00	0	75
			Net	1,815.82	3,251.98	0.00	0	75
900 PROGRAM	Emergency Preparedness		Revenue	0.00	64,223.80 -	94,148.00 -	68	75
			Expend.	6,968.10	61,445.74	97,493.00	63	75
			Net	6,968.10	2,778.06 -	3,345.00	83 -	75
901 PROGRAM	Med Reserve Corps		Revenue					75
			Expend.	5,740.31	6,707.31	0.00	0	75
			Net	5,740.31	6,707.31	0.00	0	75
905 PROGRAM	COVID- 19 Pandemic		Revenue	0.00	33,760.12 -	0.00	0	75
			Expend.	976.74	37,632.87	0.00	0	75
			Net	976.74	3,872.75	0.00	0	75
906 PROGRAM	COVID- 19 Vaccination Planning Grant		Revenue	0.00	1,059.24 -	0.00	0	75
			Expend.	0.00	480.60	0.00	0	75
			Net	0.00	578.64 -	0.00	0	75

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>
907 PROGRAM	Crisis Response Workforce Grant (CO)		Revenue	0.00	10,622.50 -	0.00	0	75
			Expend.					75
			Net	0.00	10,622.50 -	0.00	0	75
483 DEPT	Health Education	Totals:	Revenue	16,565.14 -	266,598.97 -	577,215.00 -	46	75
			Expend.	48,422.63	409,205.11	597,722.00	68	75
			Net	31,857.49	142,606.14	20,507.00	695	75
485 DEPT	Environmental Health							
800 PROGRAM	Environmental		Revenue	1,815.50 -	160,668.50 -	217,900.00 -	74	75
			Expend.	18,328.92	179,902.80	240,944.00	75	75
			Net	16,513.42	19,234.30	23,044.00	83	75
809 PROGRAM	Environmental Water Lab		Revenue	5,211.00 -	58,505.28 -	32,500.00 -	180	75
			Expend.	6,334.04	64,176.71	86,010.00	75	75
			Net	1,123.04	5,671.43	53,510.00	11	75
485 DEPT	Environmental Health	Totals:	Revenue	7,026.50 -	219,173.78 -	250,400.00 -	88	75
			Expend.	24,662.96	244,079.51	326,954.00	75	75
			Net	17,636.46	24,905.73	76,554.00	33	75
1 FUND	Health Services Fund	Totals:	Revenue	161,200.21 -	3,222,552.18 -	4,108,243.00 -	78	75
			Expend.	347,041.74	2,904,189.60	4,108,243.00	71	75
			Net	185,841.53	318,362.58 -	0.00	0	75

Southwest Health and Human Services



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5 FUND	Human Services Fund						
410 DEPT	General Administration						
0 PROGRAM	...						
			Revenue				75
			Expend.	7,736.89	84,761.30	89,449.00	95
			Net	7,736.89	84,761.30	89,449.00	95
410 DEPT	General Administration	Totals:	Revenue				75
			Expend.	7,736.89	84,761.30	89,449.00	95
			Net	7,736.89	84,761.30	89,449.00	95
420 DEPT	Income Maintenance						
0 PROGRAM	...						
			Revenue				75
			Expend.	5.10	20.40	0.00	0
			Net	5.10	20.40	0.00	0
600 PROGRAM	Income Maint Administrative/ Overhea		Revenue	12,399.61 -	3,113,407.51 -	3,950,641.00 -	79
			Expend.	110,278.75	1,082,497.80	1,611,243.00	67
			Net	97,879.14	2,030,909.71 -	2,339,398.00 -	87
601 PROGRAM	Income Maint/ Random Moment Payro		Revenue				75
			Expend.	215,794.31	2,019,528.78	2,841,938.00	71
			Net	215,794.31	2,019,528.78	2,841,938.00	71
602 PROGRAM	Income Maint FPI Investigator		Revenue	0.00	51,019.00 -	130,000.00 -	39
			Expend.	9,286.27	85,585.01	117,717.00	73
			Net	9,286.27	34,566.01	12,283.00 -	281 -
605 PROGRAM	MN Supplemental Aid (MSA)/ GRH		Revenue	7,454.78 -	35,102.24 -	50,300.00 -	70
			Expend.	0.00	37,524.02	50,000.00	75
			Net	7,454.78 -	2,421.78	300.00 -	807 -
610 PROGRAM	TANF(AFDC/ MFIP/ DWP)		Revenue	3,268.75 -	5,137.75 -	8,400.00 -	61
			Expend.	0.00	603.50	5,040.00	12
			Net	3,268.75 -	4,534.25 -	3,360.00 -	135
620 PROGRAM	General Asst (GA) / Burials		Revenue	5,356.67 -	28,664.58 -	36,500.00 -	79
			Expend.	33,465.00	231,686.64	351,000.00	66
			Net	28,108.33	203,022.06	314,500.00	65
630 PROGRAM	Food Support (FS)		Revenue	16,794.05 -	558,675.89 -	553,000.00 -	101
			Expend.	0.00	1,835.03	2,500.00	73
			Net	16,794.05 -	556,840.86 -	550,500.00 -	101

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640 PROGRAM	Child Support (IVD)		Revenue	44,825.40 -	1,140,249.65 -	1,555,233.00 -	73	75
			Expend.	81,474.26	801,497.32	1,271,035.00	63	75
			Net	36,648.86	338,752.33 -	284,198.00 -	119	75
650 PROGRAM	Medical Assistance (MA)		Revenue	793,308.87 -	3,697,397.75 -	4,168,000.00 -	89	75
			Expend.	352,028.60	2,889,412.30	3,105,000.00	93	75
			Net	441,280.27 -	807,985.45 -	1,063,000.00 -	76	75
680 PROGRAM	Refugee Cash Assistance (RCA)		Revenue	0.00	1,377.00 -	0.00	0	75
			Expend.					75
			Net	0.00	1,377.00 -	0.00	0	75
420 DEPT	Income Maintenance	Totals:	Revenue	883,408.13 -	8,631,031.37 -	10,452,074.00 -	83	75
			Expend.	802,332.29	7,150,190.80	9,355,473.00	76	75
			Net	81,075.84 -	1,480,840.57 -	1,096,601.00 -	135	75
431 DEPT	Social Services							
0 PROGRAM	...		Revenue	315,511.21	0.00	0.00	0	75
			Expend.	14.00	70.00	0.00	0	75
			Net	315,525.21	70.00	0.00	0	75
700 PROGRAM	Social Service Administrative/ Overhea		Revenue	70,465.10 -	7,982,696.98 -	11,396,200.00 -	70	75
			Expend.	200,965.43	1,983,389.62	3,159,729.00	63	75
			Net	130,500.33	5,999,307.36 -	8,236,471.00 -	73	75
701 PROGRAM	Social Services/ SSTS		Revenue					75
			Expend.	667,953.88	6,131,901.21	8,322,128.00	74	75
			Net	667,953.88	6,131,901.21	8,322,128.00	74	75
710 PROGRAM	Children's Social Services Programs		Revenue	141,771.93 -	1,857,795.43 -	2,189,242.00 -	85	75
			Expend.	310,337.70	3,044,854.21	4,313,127.00	71	75
			Net	168,565.77	1,187,058.78	2,123,885.00	56	75
711 PROGRAM	YIP Grant (Circle)- Dept of Public Safet		Revenue	0.00	24,914.29 -	0.00	0	75
			Expend.	2,133.74	22,754.67	0.00	0	75
			Net	2,133.74	2,159.62 -	0.00	0	75
712 PROGRAM	CIRCLE Program		Revenue	0.00	5,200.00 -	5,000.00 -	104	75
			Expend.	2,933.56	14,122.04	23,379.00	60	75
			Net	2,933.56	8,922.04	18,379.00	49	75
713 PROGRAM	STAY Program Grant (formerly SELF)		Revenue	0.00	37,397.00 -	51,500.00 -	73	75
			Expend.	1,763.52	15,027.62	51,500.00	29	75
			Net	1,763.52	22,369.38 -	0.00	0	75

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715 PROGRAM	Children Waivers		Revenue	11,892.68-	66,261.63-	220,000.00-	30	75
			Expend.					75
			Net	11,892.68-	66,261.63-	220,000.00-	30	75
716 PROGRAM	FGDM/ Family Group Decision Making		Revenue	44,848.00-	98,178.43-	123,032.00-	80	75
			Expend.	6,514.93	89,221.78	123,032.00	73	75
			Net	38,333.07-	8,956.65-	0.00	0	75
717 PROGRAM	Family Assmt Response Grant/ Discr F		Revenue	0.00	31,230.50-	38,506.00-	81	75
			Expend.	4,772.58	38,325.79	38,506.00	100	75
			Net	4,772.58	7,095.29	0.00	0	75
718 PROGRAM	PSOP/ Parent Support Outreach Progra		Revenue	0.00	26,696.31-	33,156.00-	81	75
			Expend.	1,393.22	13,531.93	33,156.00	41	75
			Net	1,393.22	13,164.38-	0.00	0	75
720 PROGRAM	Child Care/ Child Protection		Revenue	1,750.00-	16,100.00-	18,500.00-	87	75
			Expend.	229.80	3,391.25	2,700.00	126	75
			Net	1,520.20-	12,708.75-	15,800.00-	80	75
721 PROGRAM	CC Basic Slide Fee/ Cty Match to DHS		Revenue	1,833.00-	18,695.04-	40,020.00-	47	75
			Expend.	6,767.03	36,006.03	43,365.00	83	75
			Net	4,934.03	17,310.99	3,345.00	518	75
722 PROGRAM	Child Care/ MFIP		Revenue	9,191.80-	9,407.80-	0.00	0	75
			Expend.					75
			Net	9,191.80-	9,407.80-	0.00	0	75
726 PROGRAM	MFIP/ SW MN PIC		Revenue	616.00-	6,016.00-	10,000.00-	60	75
			Expend.					75
			Net	616.00-	6,016.00-	10,000.00-	60	75
730 PROGRAM	Chemical Dependency		Revenue	23,680.30-	153,082.09-	345,000.00-	44	75
			Expend.	11,706.54	150,874.85	244,000.00	62	75
			Net	11,973.76-	2,207.24-	101,000.00-	2	75
740 PROGRAM	Mental Health (Both Adults & Children		Revenue	0.00	56.80-	0.00	0	75
			Expend.					75
			Net	0.00	56.80-	0.00	0	75
741 PROGRAM	Mental Health - Adults Only		Revenue	56,644.68-	811,813.81-	1,320,836.00-	61	75
			Expend.	151,935.83	1,449,320.48	1,938,385.00	75	75
			Net	95,291.15	637,506.67	617,549.00	103	75

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742 PROGRAM	Mental Health - Children Only		Revenue	80,567.13-	538,449.49-	899,838.00-	60	75
			Expend.	94,935.16	689,056.26	1,388,975.00	50	75
			Net	14,368.03	150,606.77	489,137.00	31	75
750 PROGRAM	Developmental Disabilities		Revenue	64,779.76-	503,824.70-	804,000.00-	63	75
			Expend.	20,181.28	199,748.38	342,412.00	58	75
			Net	44,598.48-	304,076.32-	461,588.00-	66	75
760 PROGRAM	Adult Services		Revenue	58,106.89-	949,767.29-	1,268,197.00-	75	75
			Expend.	7,596.45	61,993.68	81,700.00	76	75
			Net	50,510.44-	887,773.61-	1,186,497.00-	75	75
765 PROGRAM	Adult Waivers		Revenue	92,397.05-	568,603.12-	844,000.00-	67	75
			Expend.	10,662.98	161,569.82	199,500.00	81	75
			Net	81,734.07-	407,033.30-	644,500.00-	63	75
431 DEPT	Social Services	Totals:	Revenue	343,033.11-	13,706,186.71-	19,607,027.00-	70	75
			Expend.	1,502,797.63	14,105,159.62	20,305,594.00	69	75
			Net	1,159,764.52	398,972.91	698,567.00	57	75
461 DEPT	Information Systems							
0 PROGRAM	...		Revenue	6,944.84-	38,549.84-	32,000.00-	120	75
			Expend.	12,185.49	207,041.34	340,585.00	61	75
			Net	5,240.65	168,491.50	308,585.00	55	75
461 DEPT	Information Systems	Totals:	Revenue	6,944.84-	38,549.84-	32,000.00-	120	75
			Expend.	12,185.49	207,041.34	340,585.00	61	75
			Net	5,240.65	168,491.50	308,585.00	55	75
471 DEPT	LCTS Collaborative Agency							
702 PROGRAM	LCTS		Revenue	0.00	217,629.00-	0.00	0	75
			Expend.	0.00	146,263.00	0.00	0	75
			Net	0.00	71,366.00-	0.00	0	75
471 DEPT	LCTS Collaborative Agency	Totals:	Revenue	0.00	217,629.00-	0.00	0	75
			Expend.	0.00	146,263.00	0.00	0	75
			Net	0.00	71,366.00-	0.00	0	75
5 FUND	Human Services Fund	Totals:	Revenue	1,233,386.08-	22,593,396.92-	30,091,101.00-	75	75
			Expend.	2,325,052.30	21,693,416.06	30,091,101.00	72	75
			Net	1,091,666.22	899,980.86-	0.00	0	75

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>
FINAL TOTALS	1,155 Accounts		Revenue	1,420,154.36 -	26,341,989.21 -	34,199,344.00 -	77	75
			Expend.	2,672,397.84	24,611,352.20	34,199,344.00	72	75
			Net	1,252,243.48	1,730,637.01 -	0.00	0	75

Social Services Caseload:

Yearly Averages	Adult Services	Children's Services	Total Programs
2018	2683	617	3299
2019	2651	589	3241
2020	2623	572	3195
2021	2694	560	3254
2022	2729	567	3295
2023			

2023	Adult Services	Children's Services	Total Programs
January	2744	571	3315
February	2764	594	3358
March	2764	588	3352
April	2817	610	3427
May	2841	578	3419
June	2883	522	3405
July	2904	525	3429
August	2893	522	3415
September	2794	559	3353
October			0
November			0
December			0
Average	2823	563	3386

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)

2023	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	8	406	10	0	243	73	1049	16	202	446	311	2764
April	8	412	10	0	245	81	1065	15	220	450	311	2817
May	8	411	10	0	250	91	1074	16	233	448	300	2841
June	8	409	10	0	239	101	1080	16	263	451	306	2883
July	8	407	10	0	241	103	1080	18	281	451	305	2904
August	8	403	10	0	252	101	1073	19	275	448	304	2893
September	8	409	10	0	245	97	1078	17	182	445	303	2794
October												0
November												0
December												0
	8	407	10	0	245	84	1064	17	233	448	307	2757

Children's - Social Services Caseload

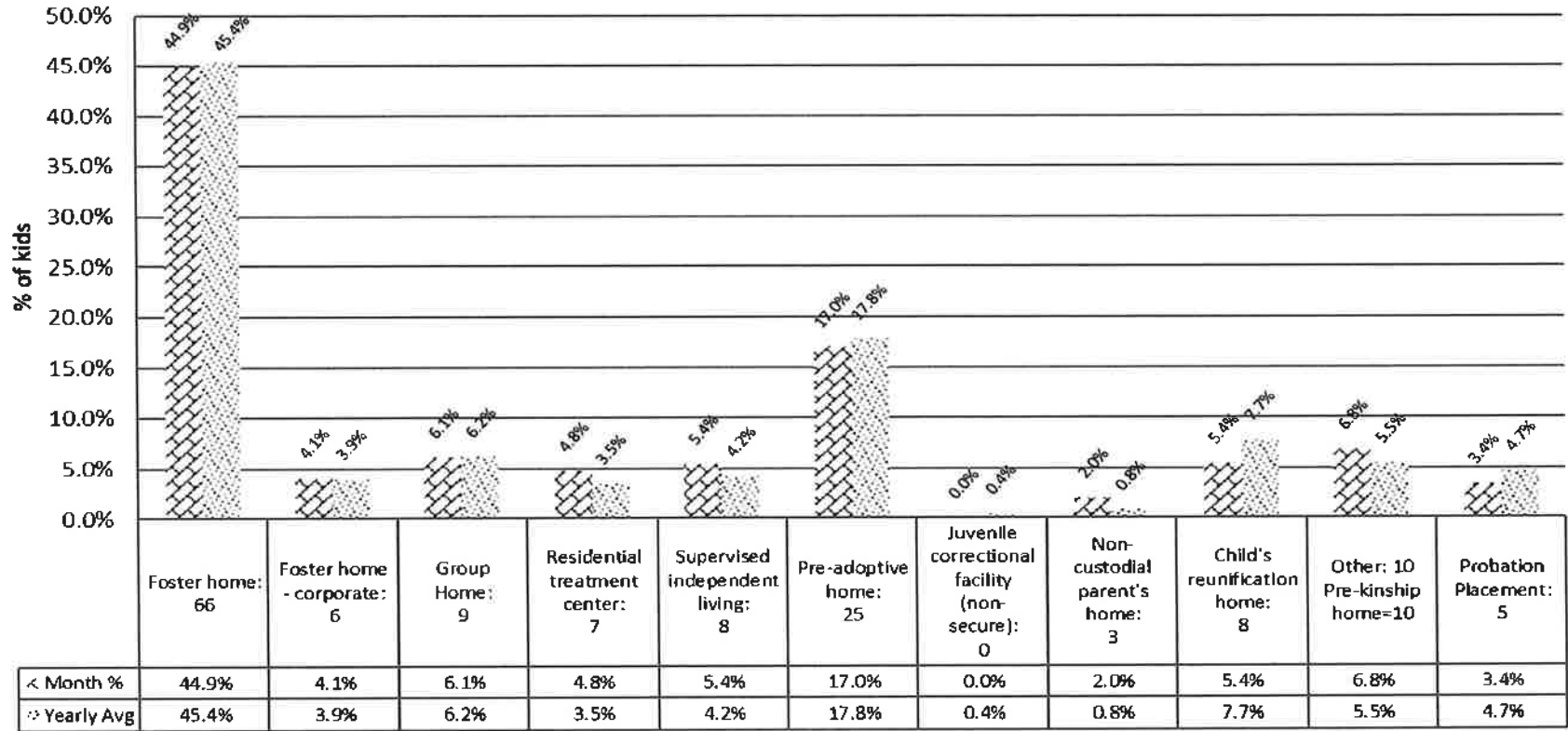
Average	Adolescent Independent Living (ALS)	Adoption	Child Brain Injury (BI)	Child Community Alternative Care (CAC)	Child Community Alternatives for Disabled Individuals (CADI)	Child Protection (CP)	Child Welfare (CW)	Children's Mental Health (CMH)	Early Intervention: Infants & Toddlers with Disabilities	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												

2023	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	20	34	0	11	63	179	170	76	0	0	35	588
April	20	34	0	12	66	188	170	78	0	0	42	610
May	20	33	0	12	66	167	155	86	0	0	39	578
June	22	30	0	12	64	140	132	84	0	0	38	522
July	23	28	0	12	64	143	136	87	0	0	32	525
August	24	31	0	12	64	133	140	85	0	0	33	522
September	24	29	0	12	64	151	154	91	0	0	34	559
October												0
November												0
December												0
	21	32	0	12	64	164	152	82	0	0	36	584

2023 KIDS IN OUT OF HOME PLACEMENT - BY COUNTY

	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	YTD Average	2022 Average
Lincoln	3	4	5	5	5	5	5	5	5				5	5
Lyon	51	47	45	48	49	48	44	43	49				47	51
Murray	15	11	10	10	11	15	17	17	18				14	14
Pipestone	22	21	21	18	18	19	22	22	22				21	25
Redwood	70	67	65	59	59	51	46	46	44				56	70
Rock	11	12	13	12	9	9	8	8	9				10	9
Monthly Totals	172	162	159	152	151	147	142	141	147	0	0	0		

September 2023 - Placement by Category
147 Kids in Placement



September 2023: Total kids in placement = 147

Total of 13 Children entered placement

6	Lyon	Foster Home
1	Lyon	Group Home
1	Lyon	Non-Custodial Parent's Home
2	Murray	Foster Home
1	Pipestone	Foster Home
1	Redwood	Non-Custodial Parent's Home
1	Rock	Foster Home

Total of 7 Children were discharged from placement (discharges from previous month)

2	Lyon	Child's Reunification Home
1	Murray	Residential Treatment Center
1	Pipestone	Child's Reunification Home
1	Redwood	Child's Reunification Home
2	Redwood	Probation

NON IVD COLLECTIONS
September 2023

PROGRAM	ACCOUNT	TOTAL
MSA/GRH	05-420-605.5803	7,455
TANF (MFIP/DWP/AFDC)	05-420-610.5803	3,269
GA	05-420-620.5803	0
GA County Burial Recovery	05-420-620.5804	4,951
FS	05-420-630.5803	411
CS (PI Fee, App Fee, etc)	05-420-640.5501	248
MA Recoveries & Estate Collections (25% retained by agency)	05-420-650.5803	163,474
REFUGEE	05-420-680.5803	0
CHILDRENS		
Court Visitor Fee	05-431-700.5514	0
Parental Fees, Holds	05-431-710.5501	2,919
OOH/FC Recovery	05-431-710.5803	5,736
CHILDCARE		
Licensing	05-431-720.5502	1,150
Corp FC Licensing	05-431-720.5505	600
Over Payments	05-431-721&722.5803	9,192
CHEMICAL DEPENDENCY		
SUD Assessment Fee	05-431-730.5504	1,767
CD Assessments	05-431-730.5519	349
Detox Fees	05-431-730.5520	2,333
SUD Treatment	05-431-730.5523	2,650
Over Payments	05-431-730.5803	0
MENTAL HEALTH		
Insurance Copay	05-431-740.5803	0
Over Payments	05-431-741 or 742.5803	0
DEVELOPMENTAL DISABILITIES		
Insurance Copay/Overpayments	05-431-750.5803	0
ADULT		
Court Visitor Fee	05-431-760.5515	0
Insurance Copay/Overpayments	05-431-760.5803	308
TOTAL NON-IVD COLLECTIONS		206,812



SW-18 Consortium

**How the Consortium Helps to Fund
Our Services and Supports
For Individuals in Our Counties**

SW-18 Adult Mental Health Initiative

Core Services & Supports

Each County is required to provide core mental health services and supports to individuals in need.

The Consortium was created to support collaboration around mental health services a maximize the State's funding to serve across our counties (economy of scale).

Core Services Include:

- Adult Crisis Stabilization
- Adult Mental Health Rehabilitative Services (ARMHS)
- Assertive Community Treatment (ACT)
- Client Flex Funds
- Education/Prevention Programs
- Housing Subsidy
- Intensive Residential Treatment Services (IRTS)
- Supportive Employment
- Transportation

Cash Flow Conundrum

How did we get here?

Historically , we had reserves to assist with cash flow and times when the Consortium was waiting for the State Department to reimburse the costs submitted.

Over time, we have tapped our reserves to pay for services and programs and now rely on the State's Block Grant. (We are funded only by State Grants)

The AMHI grant has been the same since 2014.

Cash Flow Conundrum

Reimbursement by the State

The Consortium applies for a block grant every 2 years.

- In the first year, we receive an advance of one fourth (1/4) of the contract.
- In the second year, we must spend all the funds that carry over from the first year and the current year's allocation by December 31st.
- The Consortium receives reimbursement for services provided to individuals who are underinsured and not covered by Medial Assistance.

Cash Flow Conundrum

Reimbursement by the State

Mental Health Providers of the Consortium provide services and send bills to the Fiscal Host who pays the Providers, and then Fiscal Host submits quarterly all the expenses to DHS for reimbursement.

Bills from providers can vary depending on the underinsured and non-Medical Assistance clients served each month.

Therefore, some quarters the spending is low and in others it is high. This creates the inconsistency in cash flow/reimbursement by DHS.

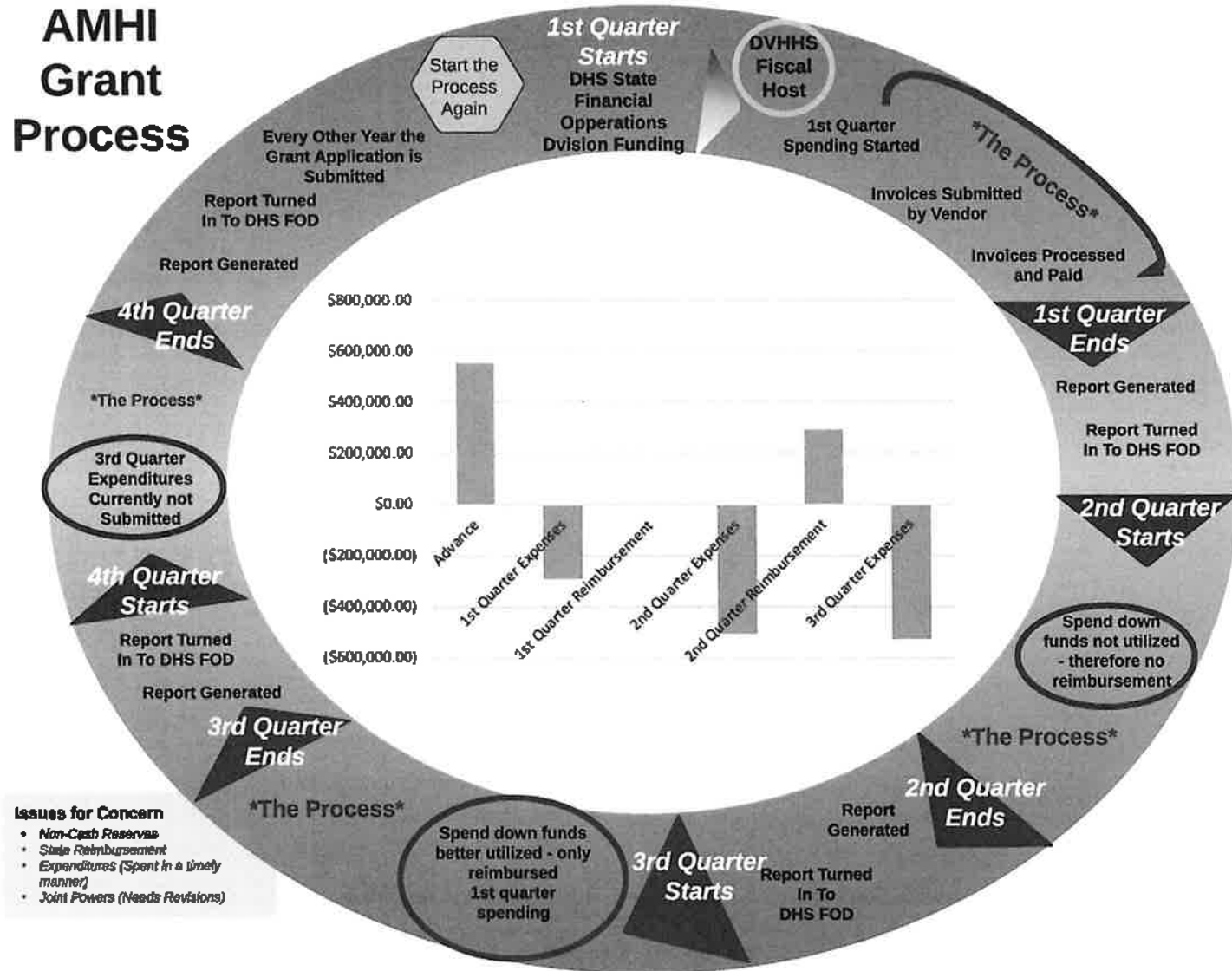
Cash Flow Conundrum

Reimbursement by the State

How the State administers and manages these grants is part of the problem. We likely will not impact this process in the near future and here is why:

- DHS reimburses after submission of quarterly reports which can take from 30-45 days when working well and longer upwards to 60 days.
- DHS is unable to reimburse AMHI every month or to give all grant money up front as the grant begins.
- DHS does not give AMHI reserve dollars for cash flow only grant dollars.

AMHI Grant Process



Cash Flow Conundrum

How can Counties impact cash flow?

- We as members of the Consortium need to help solve the cash flow problem.
- Each County Partner can help by adding county dollars to a 'special reserve fund' for times when the Consortium is not reimbursed in a timely manner or a cash advance by the State is not available/allowed.
- It is believed that this will be a one time ask of member counties and not a routine ask.

Cash Flow Conundrum

How Much County Contribution?

- Each County is asked to contribute \$20,000.
- Each County will own the dollars contributed. (similar to a membership fee)
- Should the Consortium disband, each county would be reimbursed \$20,000.

Cash Flow Conundrum

Consequences of no reserve fund?

- Unable to maximize the State funding that supports core services to people who live in our counties.
- Costs for services and supports would fall to the individual counties.
- Currently the Consortium supplements our services and supports with this State funding, to assure a continuum of care for people who live in our counties.
- Invoices will not be paid within State Auditor requirements of 35 days, which will impact vendors, staff, counties, and clients.

Cash Flow Conundrum

Next steps to remove barriers?

- Key Consortium Stakeholders are in communications with the State Department and advocating for change.
- Consortium Members can advocate to and through their respective State Organizations.
- Encourage education for County Boards about this issue.

Thank you for helping to support and advocate for changes.

Kimberly Holm, Executive Director at Kimberly.Holm@smamhc.com

Southwest 18 Consortium

How the Consortium Helps to Fund Our Services and Supports For Individuals in Our Counties And a Cash Flow Conundrum

SW-18 Adult Mental Health Initiative - Core Services & Supports

- *Each County is required to provide core mental health services and support to individuals in need.
- *The Consortium was created to support collaboration around mental health services and maximize the State's funding to serve across our counties (economy of scale).
- *Core Services Include: Adult Crisis Stabilization; Adult Rehabilitative Mental Health Services (ARMHS); Assertive Community Treatment (ACT); Client Flex Funds; Education/Prevention Programs; Housing Subsidy; Intensive Residential Treatment Services (IRTS); Supportive Employment; Transportation

Cash Flow Conundrum -How did we get here?

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- *Over time, we have tapped our reserves to pay for services and programs and now rely on the State's Block Grant. (We are funded only by State Grants.) The AMHI grant has been the same since 2014.

Cash Flow Conundrum - Reimbursement by the State

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- *In the first year, we receive an advance of one fourth ($\frac{1}{4}$) of the contract.
- *In the second year, we must spend all the funds that carry over from the first year and the current year's Allocation by December 31st.
- *The Consortium receives reimbursement for services provided to individuals who are underinsured and not covered by Medical Assistance.
- *Mental Health Providers of the Consortium provide services and send bills to the Fiscal Host who pays the Providers, and then Fiscal Host submits quarterly all the expenses to DHS for reimbursement.
- *Bills from providers can vary depending on the underinsured and non-Medical Assistance clients served each month.
- *Therefore, in some quarters the costs are low, and in others it is high. This creates the inconsistency in cash flow/reimbursement by DHS.
- *How the State administers and manages these grants is part of the problem. We likely will not impact this process in the near future (see examples on page 2).

Cash Flow Conundrum - How can Counties impact cash flow?

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Cash Flow Conundrum - How Much County Contribution?

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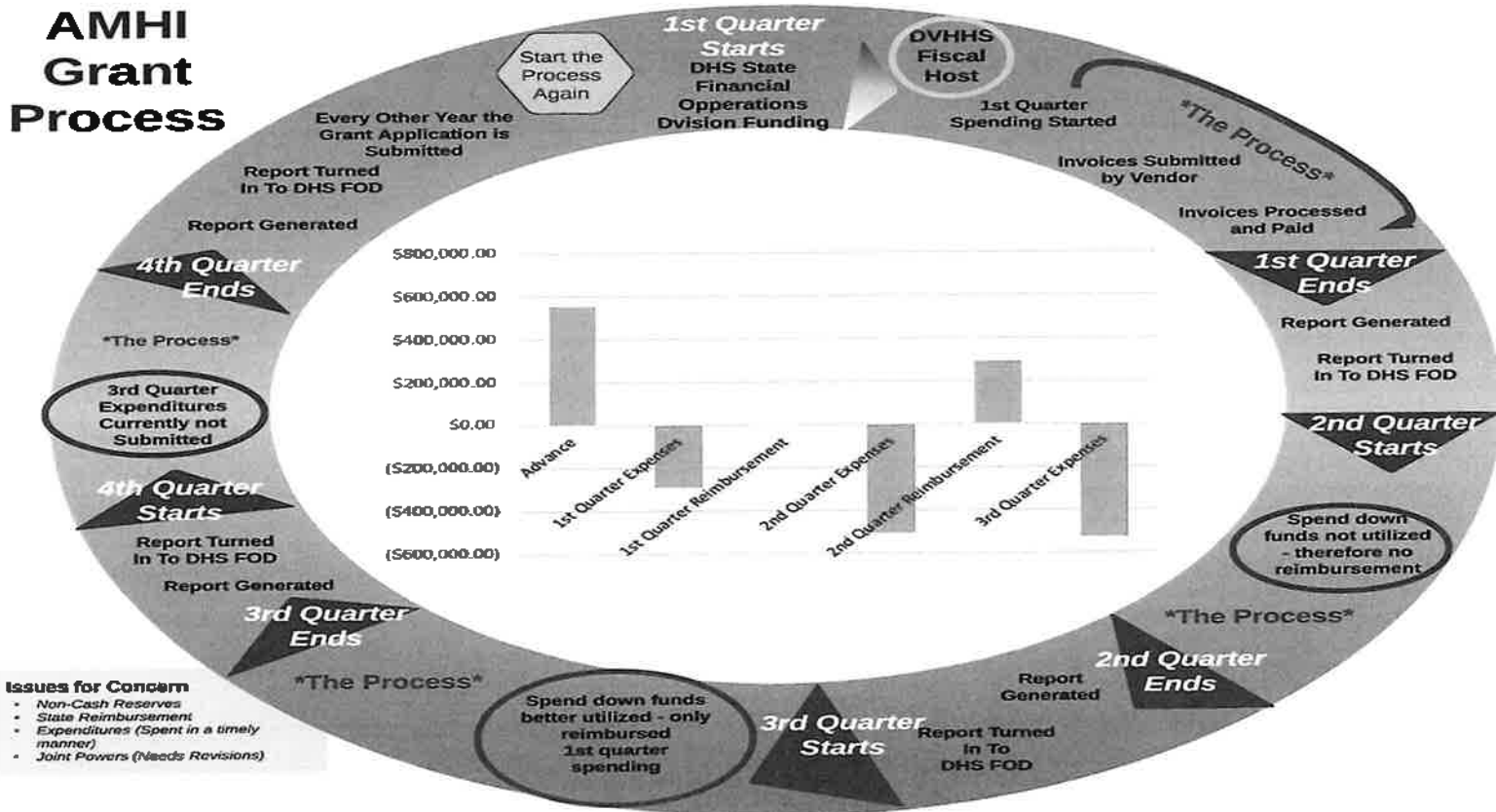
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- *Encourage education for County Boards about this issue.

Thank you for helping to support and advocate for changes.

Kimberly Holm, Executive Director at Kimberly.Holm@smamhc.com

AMHI Grant Process





2024-2025 County and Tribal Nation MFIP Biennial Service Agreement

January 1, 2024 - December 31, 2025

Enter the county or tribal nation's unique ID number

41SWH351

*Required field

Contact Information

COUNTY/CONSORTIUM NAME

Southwest Health and Human Services (SWHHS): Lincoln, Lyon, Murray, Pipestone, Redwood and Rock

PLAN YEAR

2024-2025

* CONTACT PERSON

Kathryn Herding

^ TITLE

Eligibility Supervisor

* ADDRESS

607 West Main St., Suite 100

^ CITY

Marshall

* STATE

MN

* ZIP CODE

56258

* PHONE NUMBER

507-537-6747

* EMAIL ADDRESS (where correspondence related to this form will be sent)

kathryn.herding@swmhhs.com

* CONFIRM EMAIL ADDRESS

kathryn.herding@swmhhs.com



Note: Please review Bulletin #23-11-02: 2024-2025 Minnesota Family Investment Program (MFIP) Biennial Service Agreement (BSA) Guidelines for more details before you complete this document.

A. Needs Statement

1. Identify challenges in financial assistance that are prohibiting you from properly serving MFIP/DWP families in your community.

Keeping current on ever changing policies and procedures.
Dealing with multiple systems.
Staff changes/shortages.
No local or in person training.

9851 characters remaining

2. * Identify challenges in employment services that are prohibiting you from properly serving MFIP/DWP families in your community.

1. Customers with limited English speaking skills and the number of ESL hours available by ABE locally. Classes for ESL have recently returned to the classroom, prior to that they were virtual and that was not a good option for ESL customer.
2. The barriers that customers are bringing to the table. A large number of customers are very hard to serve and require lots of special services. (Child protection, mental health, chemical health and assistance in applying for social security benefits).
3. Lack of childcare. In general daytime childcare is hard to find for infants, but odd hour childcare, sick childcare and second/third shift childcare are impossible. Childcare in smaller towns is also impossible to find.
4. Public transportation to get customers to and from second and third shifts does not exist in SWMN, making it hard for customers working in food production, healthcare and the casino. Public transportation is not a good option in rural MN to get anyone to work on a regular basis. Plus, it is very expensive.
5. Small town issues related to customers having a reputation and businesses being unwilling to hire them.
6. Limited culturally specific resources available for specialized services such as culturally specific mental health, IQ tests and then wait times.

8697 characters remaining

3. * Identify the strengths in your community that you are most proud of that benefit MFIP/DWP families.

1. Friendliness and willingness of community members to assist. (Community leaders of color have provided valuable assistance to our customers, plus other stakeholders as well)
2. We have worked very hard to strengthen our relationships with employers to enhance opportunities for our customers regarding hiring, work experience and volunteer opportunities.
3. We continue to develop and grow our local community partners who are working together to achieve the same mutual goals.
4. We have worked to develop short-term entry-level training programs that are available to MFIP/DWP participants in high domain occupations that are also Career Pathways if they so choose. (CNA, TMA and on to LPN and RN, welding and CDL)
5. Easy access to local community services. (Food shelf, free community meals, clothes, housing programs and energy assistance)

9146 characters remaining

A. Needs Statement (continued)

4. What strengths and resources do you have available to address the needs of your participants?

Please **check all** the resources available to participants in your service area and check whether the resource is available within MFIP financial or employment services "in-house" or from a partner organization (County/Tribal Nation resources with developed connections to MFIP), and/or an external community resource or both. If you lack the resources in your service area, check the Resource Gaps column. Add any "other" resources that you consider necessary.

MFIP Resources	Partner Resources	Community Resources	Resource Gaps	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	ABE/GED
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Adult/elder services
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Career planning
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Childcare funds
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Chemical health services
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Computer lab access
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Credit counseling/financial literacy
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	English Language Learner (ELL)
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Food shelf
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Housing assistance
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Job club
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Job development
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Job placement
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Job retention
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Job search workshops
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Mental health services
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	On-the-job training program
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Post-secondary education planning
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Re-entry support
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Short-term training
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Supported work / paid work experience
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Transportation assistance (gas cards, bus cards)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Vehicle repair funds
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Veteran Services Support
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Volunteer opportunities



Youth program



Other

5. County/Tribal Nation Program Contact Information

Please name contacts for the following programs if different from the contact on the cover page.
 You only need to give a person's phone and email once.

* **MFIP EMPLOYMENT SERVICES** STAFF CONTACT NAME

Carrie Bendix

* PHONE NUMBER

507-476-2188

^ EMAIL ADDRESS

dbendix@swmnpic.org

* **DWP** STAFF CONTACT NAME

Carrie Bendix

PHONE NUMBER

507-476-2188

EMAIL ADDRESS

dbendix@swmmpic.org

* **FINANCIAL ASSISTANCE SERVICES** STAFF CONTACT NAME

Kathryn Herding

PHONE NUMBER

507-537-6747

EMAIL ADDRESS

kathryn.herding@swmhhs.com

A. Needs Statement (continued)

6. Employment Services Provider(s) Information

MN Statute 256J.50, Subdivision 8: Each county, or group of counties working cooperatively, must make available to participants the choice of at least two employment and training service providers as defined under MN Statute 256J.49, Subdivision 4, except in counties contracting with workforce centers that use multiple employment and training services or that offer multiple services options under a collaborative effort and can document that participants have choice among employment and training services designed to meet specialized needs.

List your current employment services provider(s) and check the respective box to indicate which population served. If a Workforce Center is the only employment services provider, list the multiple employment and training services among which participants can choose. Section I of this form addresses provider choice.

NAME	ADDRESS	
Southwest MN Private Industry Council,	607 West Main St., Marshall, MN 56258	

CONTACT PERSON	PHONE NUMBER	EMAIL
Mary Mulder	507-476-4055	mmulder@swmnpic.org

Population Served MFIP ES DWP ES FSS Teen Parents 200% FPG Other

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Population Served MFIP ES DWP ES FSS Teen Parents 200% FPG Other

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Other

B. Service Models

Minnesota Family Investment Program (MFIP) and the Diversionary Work Program (DWP)

1. *What strategies do you use for hard-to-engage participants? *Check all that apply.*

- Home visits
- Sanction outreach services
- Off-site meeting opportunities
- Incentives – specify:
- Virtual appointments
- Workforce One Connect app
- Other – specify:

2. *What types of job development do you do? *Check all that apply.*

- Sector job development
- Individual job development
- Other – specify:

3. * Do you have an ongoing job development partnership or sector based job development with community employers to help participants with employment?

- No
- Yes – check all activities employer provides:
- Interview opportunities
- Job skills training
- Job placement
- Job shadowing
- On-site job training
- Work experience
- Helps plan training programs
- Other – specify:

4. * Do you provide the following services to prepare participants for work?

- No
- Yes – check all that apply:
- Transportation
- Soft skills training
- Financial planning
- Mentoring
- Other – specify:

5. * Do you provide job retention services to employed participants while they are receiving MFIP?

- No
- Yes – check all that apply and answer the follow up question below:
- Available to assist with issues that develop on the job
- Financial planning
- Soft skills training
- Mentoring
- Transportation
- Personal contact with the employee
- HOW OFTEN?
- Other – specify:

If yes, how long do you provide job retention services?

- Less than 3 months 3-6 months 7-12 months More than one year

6. * Do you provide job advancement services to employed participants?

- No Yes – check all that apply:

Career laddering Networking Coaching/mentoring Ongoing job search Education/training

Other – specify:

7. * Do you utilize any career pathways programs or skill assessment and credentialing programs for your participants?

- No Yes – check all that apply:

Pathways to Prosperity (P2P) Work Keys National Career Readiness Certificate (NCRC)

Other – specify:

Career Scope, CASAS Assessment

B. Service Models (continued)

Family Stabilization Services (FSS)

1. * Do you have qualified professionals available to assist with FSS cases in your service area who meet the licensure and accreditation requirements below?

No Yes – check all that apply:

- Licensed physician Physician assistant Advanced practice registered nurse
- Physical therapist Occupational therapist Licensed social worker
- Licensed psychologist Certified school psychologist Mental health professional
- Certified psychometrist Other – specify:

2. * Do you make referrals for children of FSS participants?

No Yes – check all that apply:

- Children’s Mental Health Services Public Health Nurse home visiting services Child Wellness Check-ups
- Women, Infants and Children Program (WIC) Follow Along Program
- Other – specify:

3. * Are any of these services for children offered to non-FSS families?

No Yes

Services for families under 200% of Federal Poverty Guideline (FPG)

1. * Do you serve families not receiving MFIP/DWP that are under 200% of the Federal Poverty Guideline (FPG)?

No Yes

DESCRIBE

2. * Do you provide services to families who have exited MFIP/DWP or families at risk of receiving MFIP or the Diversionary Work Program (DWP), but are under 200% of the Federal Poverty Guideline (FPG)?

No Yes – check all the services that apply:

- Child care Job retention services GED ABE/ELL classes
- Job postings Computer lab access Support services Transportation/vehicle repair
- Other – specify:

If yes, how long do you provide these services?

Up to 3 months 6 months 12 months Other – specify: _____

3. * Do you provide services to Non-Custodial Parents (NCPs) that are under 200% of the Federal Poverty Guideline (FPG)?

No Yes

Describe below, including how many NCPs you are currently serving:

Services depend on the customer's needs. The PIC is a leader in the MN CareerForce System.

4. * Describe the process you have in place to verify Income below 200% FPG for participants that are not on MFIP or DWP.

MAXIS, paystubs, tax returns, self-attestation-depending on program/service.

B. Service Models (continued)

Minnesota Family Investment Program (MFIP) Services for Teen Parents

1. * Are there specialized workers who work primarily with teens?

No Yes – check all that apply for each age group:

Minors (under age 18)	Age 18/19	
<input type="checkbox"/>	<input type="checkbox"/>	Financial worker
<input type="checkbox"/>	<input type="checkbox"/>	Employment service worker
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Social worker
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Public health nurse
<input type="checkbox"/>	<input type="checkbox"/>	Child care worker
<input type="checkbox"/>	<input type="checkbox"/>	Child protection worker
<input type="checkbox"/>	<input type="checkbox"/>	Other job role – specify: <input style="width: 400px;" type="text"/>

2. * Is there a single point of contact for teens, that is, one staff with primary responsibility for keeping in contact with the teen, working with the teen, and making connections to other services? Respond for each age group separately. If yes for an age group, check the one position that serves this function within that age group.

No Yes

Minors (under age 18)

- Financial worker
- Employment service worker
- Social worker (Social Services)
- Public health nurse
- Child care worker
- Child protection worker
- Other job role

Age 18/19

- Financial worker
- Employment service worker
- Social worker (Social Services)
- Public health nurse
- Child care worker
- Child protection worker
- Other job role

3. *Does your County/Tribal Nation have an active partnership with the local public health agency to get teen parents enrolled and engaged in public health nurse home visiting services? Check one for each age group.

Minors (under age 18)

- Yes, mandatory
- Yes, voluntary
- No

Age 18/19

- Yes, mandatory
- Yes, voluntary
- No

C. Addressing Equity

1. * Describe how you are ensuring your services are inclusive and accessible for all.

Our service provider, delivers services in an inclusive and culturally responsive way through a commitment from leadership and board, reflected in our mission, values, structure, strategic goals, policies and practices, by ensuring all program participants feel valued, programming that builds on their strengths, are accessible and translation or interpretation services are available, diverse boards and staff and mandatory DEI training for board and staff.

2. * How are you working to advance equity in service delivery in your county/Tribal Nation?

The Southwest Minnesota Private Industry Council, our service provider, provides inclusive and culturally responsive programming, provides DEI training opportunities to employers, and grows the number of interpreters in the region through a community Interpreter training program. More interpreters opens up more job opportunities for limited English speakers and results in more inclusive and welcoming employers.

3. * Do you provide equity and diversity training for workers?

- No
- Yes, voluntary
- Yes, mandatory

4. * Do you have culturally specific employment services for different racial/ethnic groups?

No Yes - check all that apply:

- African American
- African Immigrant
- American Indian
- Asian American
- Asian Immigrant
- Hispanic/Latino
- Newly arrived immigrant

Other - specify:

D. Collaboration and Communication with Others

Workforce One

1. * How many Financial Workers have access to Workforce One?

3

2. * How many Child Care assistance workers have access to Workforce One?

5

3. * How many support staff have access to Workforce One?

0

Workforce One Connect App

1. * Does your county/Tribal Nation have the Workforce One Connect app available to participants?

No - explain:

Yes - indicate which of the following groups are utilizing the app features in Workforce One:

Employment services Financial workers Child care workers

Other - specify:

MAXIS

1. * How many employment services staff have MAXIS access?

3

2. * How many managers/supervisors have MAXIS access?

1

3. * Describe the process your service area uses to identify and resolve discrepancies between MAXIS and WF1 data in areas such as Family Stabilization Services coding, employment/hours, sanction status, etc.

The ES provider and County Staff conduct regular coordination meetings (minimum-monthly) to review current cases and determine if the data reflected in both MAXIS and WF1 match. ES staff are provided monthly reports from DEED and the reports are utilized during the coordination meets with the counties to assume that all cases are counted for and that the data is accurate.

When discrepancies are identified, personnel from both the counties and EW make the identified corrections on the appropriate data base (MAXIS or WF1).

In addition, status update forms are exchanged on an as needed basis (daily if necessary) to coordinate communication between both the counties and the ES providers to assure that the information, changed the status, and other relevant information is shared as quickly as possible. This allows for real-time updating of the data bases and client files.

EDS is used for client forms.

7086 characters remaining

D. Collaboration and Communication with Others (continued)

Child Care Assistance Program

1. *What strategies does your agency use that involve MFIP and/or Employment Services staff to support timely and consistent receipt of child care assistance through the Child Care Assistance Program? Check all that apply.

- Shared electronic document management system
- Regular case consultation meetings
- Workers with dual MFIP and CCAP role
- Workers with dual Employment Services and CCAP role
- Specific CCAP workers process MFIP child care cases
- MFIP and/or Employment Services workers receive training related to CCAP
- Communication with CCAP worker via phone, email or fax
- Use of agency-developed forms or documents
- MFIP and/or Employment Services workers assist families with completing CCAP paperwork (for example, the CCAP application)
- MFIP and/or Employment Services workers have MEC2 Inquiry access
- Other - specify:

2. * What barriers prevent timeliness?

Currently, we do not have any issues with timeliness within SWMHHS. Having specific Job Counselors assigned to counties and the ability to communicate daily, if need be, works to our advantage in almost every aspect of MFIP/DWP programing.

7758 characters remaining

E. Emergency Services

1. * Does your County/Tribal Nation provide emergency or crisis services from your Consolidated Fund?

No Yes

2. *Submit a copy of your Emergency Assistance policy as an attachment.

Describe any major changes you've made to this policy below.

8000 characters remaining

F. Measures

Performance Measures

Performance-based funding is determined by a service area's annualized Self-Support Index value. Review the information and report links in this section to see the effect of performance on funding and reporting, based on [MN Statute 256J.626, Subdivision 7](#).

Each year a bonus to a service area's Consolidated Fund allocation will be based on its performance on the Self-Support Index in the previous April to March year.

The three-year Self-Support Index (S-SI): This measure starts with all adults receiving MFIP or DWP cash assistance in a quarter and tracks what percentage of them, three years later, are no longer receiving family cash assistance or are working an average of 30 hours a week if still receiving cash assistance. Those who left MFIP after reaching 60 counted months and those who left due to 100 percent sanction are only counted as a success if they worked an average of 30 hours per week in their last month of eligibility or if they began receiving Supplemental Security Income (SSI) after family cash assistance ended. To provide fair comparisons across service areas, DHS calculates a "Range of Expected Performance" for the S-SI that is based on local caseload characteristics and economic conditions. The service area's Self-Support Index value is whether the service area was above, within, or below its expected Range.

The S-SI and Range are annualized for the four quarters in the April through March year ending in the reporting year before the funding year. See the annualized report on the MFIP Reports page on the DHS website for 2023: [Minnesota Family Investment Program 2023 Annualized Self-Support Index \(state.mn.us\)](#). A service area with an annualized S-SI above the customized Range of Expected Performance for 2023 will receive a 2.5 percent bonus added to its Consolidated Fund allocation for calendar year 2024.

If your service area is receiving a bonus, congratulations! Please share a success strategy here:

9999 characters remaining

If your service area performed "above" or "within," you can go to Section G.

If your service area performed "below" for two consecutive years, you will have to **negotiate a multi-year improvement plan** with DHS. If no improvement is shown by the end of the multi-year plan, the next year's allocation must be decreased by 2.5 percent, to remain in effect until the service area performs within or above its Range of Expected Performance.

F. Measures (continued)

Racial/Ethnic Disparities

A racial/ethnic disparity is defined as a one-year Self Support Index that is five or more percentage points lower for a non-white racial/ethnic group than for the white group of MFIP/DWP-eligible adults in the County/Tribal Nation or consortium. The report "Annualized MFIP Performance Measures by Racial/Ethnic or Immigrant Group and by County, County Consortium, and Tribal Provider" is now available at <https://public.tableau.com/app/profile/tyler.borgmann/viz/AnnualizedS-SISuccessRatebyRacialEthnicorImmigrantGroup/SSISuccessRateDashboard-intro>

To view your agency's measurement, click on the "S-SI Success Rate by Agency" button. This will bring you to the statewide data for 2022. From the first drop down you can select your county, county consortium or Tribal Nation. If you note any groups that are below the line (indicated by a green bar) your county, county consortium or Tribal Nation will answer the next question below:

What strategies and action steps for each of the groups below the disparities reference line do you plan to implement for the coming biennium to reduce these disparities?

Staff with the SW MN Private Industry Council and Southwest Minnesota Health and Human Services will ensure that customers feel safe and are welcomed in an environment that provides community, inclusion and embraces diversity.

Both agencies will work to hire, train and retain employees from the disparity groups indicated in the plan. We will work with our local colleges and their disparity offices for job openings.

We will continue to seek out leaders in the communities and listen to what they have to say, about how we can do our job better.

We will use interpreters when necessary.

We will continue to support staff with DEI and provide meaningful training in that subject area.

9289 characters remaining

G. Program Monitoring and Compliance

1. *What procedures do you have in place to ensure that program funds are being used appropriately as directed in law? *Check all that apply.*

- Budget control procedures for approving expenditures
- Cash management procedures for ensuring program income is used for permitted activities
- Internal policies around use of funds (i.e. participant support services)

Other - specify:

2. *What procedures do you have in place to ensure program policies are followed and applied accurately? *Check all that apply.*

- Case consultation
- Sample case review by supervisors
- Sample case review by lead worker/mentor

Sample case reviews by peers

Other - specify:

3. Effective August 1st, 2023, counties and Tribal Nations are no longer required to administer random drug tests to MFIP participants who are convicted drug felons but may do so at the county or Tribal Nation's option. If applicable, what procedures/policies do you have in place for administering random drug tests to MFIP participants who are convicted drug felons as allowed by MN Statute 256J.26, Subdivision 1? **Select one.**

- Written policy within the MFIP unit
- Coordination with Corrections
- Currently establishing new policy/procedure(s)

Other - specify:

Submit a copy of your written policy as an attachment.

H. Administrative Cap Waiver

Minnesota Family Investment Program (MFIP) allows counties to request a waiver of the MFIP administrative cap (currently at 7.5%) for providing supported employment, uncompensated work, or a community work experience program for a major segment of the county's MFIP population. Counties that are operating such a program may request up to 15% administrative costs per MN Statute 256J.626, Subdivision 2.

If your County/Tribal Nation is interested in applying for the waiver for the coming biennium, please complete the following four questions.

1. Describe the activity(s) you will provide.

4000 characters remaining

2. Explain the reasons for the increased administrative cost.

4000 characters remaining

3. Describe the target population and number of people expected to be served.

4000 characters remaining

4. Describe how the unpaid work experience is designed to impart skills and what steps are taken to help participants move from unpaid work to paid work.

4000 characters remaining

If your County/Tribal Nation is providing unpaid work experience activities for MFIP participants and you don't already have an Injury Protection Plan (IPP) in place, please click on [eDocs](#) to fill out the IPP form. Email the completed form to: Jonathan.Hausman@state.mn.us.

I. Provider Choice

MFIP provisions require counties to provide a choice of at least two employment service providers available to participants unless a workforce center is being utilized (MN Statute 256J.50, Subdivision 8). Counties may request an exception if meeting this requirement results in a financial hardship (MN Statute 256J.50, Subdivision 9).

Does your County/Tribal Nation:

- Have at least two employment and training services providers. Go to Section J.
- Have a CareerForce center that provides multiple employment and training services, offers multiple services options under a collaborative effort and can document that participants have choice among employment and training services designed to meet specialized needs. Go to Section J.
- Intend to submit a financial hardship request.

I. Provider Choice (continued)

Financial Hardship Request

A financial hardship is defined as a county's inability to provide the minimum level of service for all programs if a disproportionate amount of the MFIP consolidated fund must be used to cover the costs of purchasing employment services from two providers or the cost of contracting with a workforce center.

To request approval of a financial hardship exception from the choice of provider requirement, please provide the following information.

1. If the County/Tribal Nation had a choice of providers in calendar year 2023, describe:
 - factors that have changed which indicate a financial hardship,
 - why the hardship is expected to continue, and
 - the magnitude of the hardship, which makes limiting delivery of employment services the best financial option for the County/Tribal Nation.

2000 characters remaining

2. Summarize options explored by the county, including use of other partners in a workforce center or other community agencies, such as a Community Action Program or a technical college. The summary should also include:
 - major factors which prevent the County/Tribal Nation from utilizing these options and include a cost analysis of each option considered; and
 - the process used to determine the cost of other options (RFP or other County/Tribal Nation process).

2000 characters remaining

3. If the County/Tribal Nation proposes to directly deliver MFIP employment services, provide a budget and staffing plan that clearly

indicates consolidated funds will not be used to supplant County/Tribal Nation funds. The description should include information about what steps will be taken to ensure that staff have the experience and skills to deliver employment services.

2000 characters remaining

Financial Hardship requests will be reviewed by the Department of Human Services (DHS) and the Department of Employment and Economic (DEED) leadership. DHS and DEED will also look at the amount budgeted by the County/Tribal Nation for employment and training during calendar year 2023 and use this amount as a guide to determine whether the amount budgeted by the County/Tribal Nation for calendar year 2024 is reasonable.

If a financial hardship is approved, DHS and DEED will closely monitor County/Tribal Nation programs to ensure outcomes are achieved and services are being delivered consistent with state law. For additional information or if you have questions, please email Pamela McCauley at Pamela.McCauley@state.mn.us.

J. Budget

Click on the link below to review your service area's 2024 MFIP allocation and Federal Funding Sources:

[MFIP Consolidated Fund \(PDF\)](#)

In the budget table below, indicate the amount and percentage for each item listed for the budget line items for calendar years 2024-2025. Also note:

- Refer to the 2024-25 Minnesota Family Investment Program (MFIP) Biennial Service Agreement (BSA) Guidelines Bulletin section, "Allowable Services under MFIP Consolidated Fund."
- Total percent must equal 100.
- Income maintenance administration is reasonable in comparison to the whole budget.
- Ensure the Emergency Assistance/Crisis Services plan is included if funds are allocated.
- All services must be an allowable expenditure under the MFIP Consolidated Fund.
- Allocation amounts must be spent by the end of calendar year, remaining amounts does not roll over into the following year.

• Medical expenditures are NOT allowable.

2024 Budget

Budgeted Amount Percent Line Items [Email Arina Preston at Arina.Preston@state.mn.us](mailto:Arina.Preston@state.mn.us), if you need assistance or have questions with the budget section.

139,907.00	18.39%	Employment Services (DWP)
326,451.00	42.92%	Employment Services (MFIP)
80,000.00	10.52%	Emergency Services/Crisis Fund
54,018.00	7.10%	Administration (cap at 7.5% or up to 15% with an approved administrative cap waiver)
160,235.00	21.07%	Income Maintenance Administration
0.00	0.00%	Incentives (Include the total amount of funds budgeted for participant incentives but don't include support services here)
	0.00%	Under 200% Services
	0.00%	Capital Expenditures
	0.00%	Other: <input type="text"/>
\$760,611.00	100.00%	Total

2025 Budget

Budgeted Amount	Percent	Line Items
139,907.00	18.39%	Employment Services (DWP)
326,451.00	42.92%	Employment Services (MFIP)

Amount	Percentage	Description
80,000.00	10.52%	Emergency Services/Crisis Fund
54,018.00	7.10%	Administration (cap at 7.5% or up to 15% with an approved administrative cap waiver)
160,235.00	21.07%	Income Maintenance Administration
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	0.00%	Under 200% Services
	0.00%	Capital Expenditures
	0.00%	Other: <input type="text"/>
\$760,611.00	100.00%	Total

K. Certifications and Assurances

Public Input

* Prior to submission, did the County/Tribal Nation solicit public input for at least 30 days on the contents of the agreement?

No Yes

Was public input received?

No Yes

If received but not used, please explain.

4000 characters remaining

K. Certifications and Assurances

Assurances

It is understood and agreed by the County/Tribal Nation board that funds granted pursuant to this service agreement will be expended for the purposes outlined in Minnesota Statutes, section 256J; that the commissioner of the Minnesota Department of Human Services (hereafter department) has the authority to review and monitor compliance with the service agreement, that documentation of compliance will be available for audit; that the County/Tribal Nation make reasonable efforts to comply with all MFIP requirements, including efforts to identify and apply for available state and federal funding for services within the limits of available funding; and that the County/Tribal Nation agrees to operate MFIP in accordance with state law and federal law and guidance from the department.

Counties and Tribal Nations may use the funds for any allowable expenditures under subdivision 2, including case management outlined in Minnesota Statutes, section 256J.

This allocation is funded with 8% state funds and 92% federal TANF funds and paid quarterly.

Federal funds. Payments are to be made from federal funds. If at any time such funds become unavailable, this CONTRACT shall be terminated immediately upon written notice of such fact by STATE to County/Tribal Nation. In the event of such termination, County/Tribal Nation shall be entitled to payment, determined on a pro rata basis, for services satisfactorily performed. An amendment must be executed any time any of the data elements listed in 2 CFR 200.332 and this clause, including the Assistance Listing number, are changed, such as additional funds from the same federal award or additional funds from a different federal award. STATE has determined that County/Tribal Nation is a "contractor" and not a "subrecipient" pursuant to 2 C.F.R section 200.331.

Pass-through requirements. County/Tribal Nation acknowledges that, if it is a subrecipient of federal funds under this CONTRACT, County/Tribal Nation may be subject to certain compliance obligations. County/Tribal Nation can view a table of these obligations in the Health and Human Services Grants Policy Statement,^[1] Exhibit 3 on page II-3, in addition to specific public policy requirements related to the federal funds here. To the degree federal funds are used in this contract, STATE and County/Tribal Nation match the name associated with the Unique Entity Identifier (UEI) § 200.501-521 (Subpart F – Audit Requirements).^[2]

2. County/Tribal Nation Unique Entity Identifier (UEI):

41SWH351

Effective April 4, 2022, the Unique Entity Identifier is the 12 character alphanumeric identifier established and assigned at SAM.gov to uniquely identify business entities and must match County/Tribal Nation name.

3. Federal Award Identification Number (FAIN): 2201MNTANF and 2301MNTANF

4. Federal Award Date: October 1, 2022 (projected) (The date of the award to the MN Dept. of Human Services.)

5. Period of Performance: January 1, 2024 – December 31, 2025

6. Budget period start and end date: January 1, 2024 – December 31, 2025

7. *Amount of federal funds:

A. Total Amount Awarded to DHS for this project: \$103,290,000 (projected)

B. Total Amount Awarded by DHS for this project to County/Tribal Nation named above: \$ 702,522.00

8. **Federal Award Project description:** Temporary Assistance for Needy Families (TANF)

9. **Name:**

A. Federal Awarding Agency: Administration for Children and Families

B. MN Dept. of Human Services (DHS)

C. Contact information of DHS's awarding official: Jovon Perry, Jovon.perry@state.mn.us

10. ***Assistance Listings Number & Name** (formerly known as CFDA No.):

Payments are to be made from federal funds obtained by STATE through Catalog of Federal Domestic Assistance (CFDA) No.:

NUMBER:

93

NAME:

Temporary Assistance for Needy Families (TANF)

Total amount made available at time of disbursement: \$ 61,089.00

11. *** Is this federal award related to research and development?** No Yes

12. **Indirect Cost Rate for this federal award is:** up to 15% (including if the de minimis rate is charged)

Service Agreement Certification

Checking this box certifies that this 2024 - 2025 MFIP Biennial Service Agreement has been prepared as required and approved by the County/Tribal Nation board(s) under the provisions of Minnesota Statutes, section 256J. In the box below, state the name of the chair of the County/Tribal Nation board of commissioners or authorized designee, their mailing address and the name of the county.

* DATE OF CERTIFICATION	* NAME (CHAIR OR DESIGNEE)	* COUNTY/TRIBE	
<input type="text"/>	<input type="text"/>	<input type="text"/>	
* MAILING ADDRESS	* CITY	* STATE	* ZIP CODE
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

If your county/tribal agency is unable to complete your BSA by October 15th, 2023, you will need to request an extension by emailing Jonathan.Hausman@state.mn.us. Please provide additional information about why you were not able to complete this form.

Save or Submit

To save your work, click the 'Save Form for Later' button. Your information will be saved, and you may finish the form later.
To submit your information to DHS, click the 'Submit Final Form' button.

State Community Health Services Advisory Committee (SCHSAC) Meeting

Take Home Notes

Friday, September 29, 2023 * 1:00-2:00 p.m.

Location: SCHSAC Retreat, Willmar Conference Center, 240 23rd Street SE in Willmar, MN

Action Items

- Plan to attend upcoming Meetings:
 - Optional: Coffee, Conversation and Consideration on the topic of Cannabis legalization and public health is Thursday, November 9, 2023 at 8:00 a.m. on Webex. Link has been shared via email.
 - Next SCHSAC Meeting is Wednesday, December 6 from 11:00 a.m. - 3:30 p.m. – hybrid with in-person location at the Wilder Center in St. Paul (subject to change). Very full agenda is expected.
- Update your local Community Health Board on:
 - Key learnings from the SCHSAC Retreat: Will be sent separately.
 - SCHSAC approved a funding formula for the recently appropriated \$8.4 million in state funds for CHBs and Tribes for Emergency Preparedness and Response (EPR). The approved recommendation will go to the Commissioner of Health for adoption. The recommended formula includes a base of \$75,000 to each Community Health Board to ensure that each CHB has a minimum of 0.5 FTE dedicated to Emergency Preparedness and Response. The EPR team is moving forward with finalizing the duties and the grants processes.
 - Approved formula: *\$75,000 base + population + multi-county + Social Vulnerability Index (SVI)*
 - Foundational Public Health Responsibility (FPHR) Funding Workgroup Update
 - In 2023, the Minnesota Legislature allocated \$9,844,000 for Community Health Boards to fulfill Foundational Public Health Responsibilities. This Workgroup was tasked with making a recommendation for a funding formula to determine allocations to CHBs.
 - The workgroup is adopted three principles prior to discussing formula elements.
 - Every community health board should get enough funding to be able to make meaningful progress on Foundational Public Health Responsibilities (FPHRs).

- The formula must take into account that not everyone has the same opportunity to be healthy across our state.
- The funding formula should help alleviate variations in capacity across our governmental public health system.
- This is new funding that is meant to build *new* capacity. The recent capacity assessment found that no CHB is fully implementing Foundational Public Health Responsibilities. **The funds are *not* to be used to supplant current funding. Community Health Boards should continue with your budget planning for the coming year.**
- The workgroup is working thoughtfully and as swiftly as they can to get a recommendation to SCHSAC.

Community Health Boards Present

Aitkin-Itasca-Koochiching, Anoka, Benton, Blue Earth, Carver, Countryside, Des Moines Valley Health and Human Services, Dodge-Steele, Human Services of Faribault and Martin Counties, Fillmore-Houston, Freeborn, Goodhue, Horizon, Isanti, Kanabec, Kandiyohi-Renville, Le Sueur-Waseca, Meeker-McLeod-Sibley, Mille Lacs, City of Minneapolis, Nobles, Olmsted, Partnership4Health; Pine, Polk-Norman-Mahnomen, Quin, City of Richfield, St. Paul-Ramsey, Scott, Stearns, Wabasha, Washington, Watonwan, Winona, Wright.

Approval of Consent Agenda

Nathan Schmalz, Meeker-McLeod-Sibley moved Approval of September 29, 2023 Meeting Agenda. Motion was seconded. Motion carried.

Chair's Remarks- Tarryl Clark, SCSHAC Chair, Stearns County

We hope you enjoyed the Retreat and have a better understanding that the work to transform our governmental public health system in Minnesota is about fulfilling our Foundation Public Health Responsibilities (FPHRs) and aligning our systems and structures to support that work. This is not easy work and there is no single solution. Everyone has a role to play.

Chair Clark shared that there is a new grant opportunity available to implement strategies to support children of incarcerated parents – this was the focus of a SCSHAC workgroup several years ago. There are two tracks: Model Jail Practices to support Children of Incarcerated Parents and Programs and Supports for Children of Incarcerated Parents. Deadline – October 20 by 5:00 p.m. You can find details here: [Supporting Children of Incarcerated Parents - MN Dept. of Health \(state.mn.us\)](https://state.mn.us/supporting-children-of-incarcerated-parents)

SCHSAC Business Agenda

Approval of State Allocated Public Health Preparedness Funding proposal

David Brummel, Co-Chair, PHEP Oversight Workgroup, Washington County

Overview: In the 2023 legislative session, MDH in partnership with LPHA, sought and received \$8.4 million in funding for CHBs and Tribes for Emergency Preparedness and Response (EPR). SCHSAC's existing Public Health Emergency Preparedness (PHEP) Oversight Workgroup was charged with making a recommendation to SCHSAC and the Commissioner on how the funding should be allocated.

- PHEP Oversight Workgroup adopted principles specific to Emergency Preparedness and Response (EPR)
 - Strengthen capacity across the state, each CHB should have a minimum of 0.5 FTE dedicated to EPR
 - Grant duties must align with national standards and EPR capabilities
 - Multi-county CHBs should ensure that all counties have access to staff dedicated to EPR
- Ensure alignment
 - Both groups (PHEP Oversight Workgroup and the Foundational Public Health Responsibility Funding Workgroup) have adopted Social Vulnerability Index (SVI) as a metric. EPR and Public Health Practice (PHP) staff are ensuring consistency in the way SVI is calculated and applied particularly as it relates to city and multi-county CHBs
 - EPR's base is \$75,000 for each Community Health Board
 - The EPR team is moving forward with finalizing the duties and the grants processes.

State Appropriation Public Health Emergency Preparedness Funding Proposal

The workgroup adopted the following formula and is requesting SCHSAC approval:

- \$75,000 base + population + multi -county + Social Vulnerability Index (SVI)

Funding Component	Amount	Total
Base for 51 CHBs	\$75,000	\$3,825,000

+

Funding Component	Amount (after base)	Total
Population	77%	\$2,887,500
Multi-County Addition	13%	\$487,500
SVI (highest per CHB)	10%	\$375,000

- Step in the right direction but is not going to ensure full capacity for every CHB.

Motion to approve the recommendation of the workgroup made by Terry Lovgren, Pine County.
Second by Mandy Meisner, Anoka County. Vote: 31 in favor, 0 opposed. Motion carried.

Foundational Public Health Responsibility (FPHR) Funding Workgroup Update

De Malterer, SCHSAC Vice Chair and Workgroup Co-Chair, Waseca County, Ann Stehn, Horizon, Phyllis Brashler, MDH

- Workgroup Charge is to develop recommendations for SCHSAC about:
 - A formula for distributing funds designated to help Minnesota fulfill foundational public health responsibilities
 - Must include a method for addressing equity
 - Reporting and accountability for these funds
 - Once approved by SCHSAC, recommendations will go to Commissioner Cunningham
- What do we know
 - This is an ongoing, annual appropriation
 - Purpose is to add capacity: funding is *not* meant to be used to supplant current funding
 - Counties must also invest through a required local match
 - This is a downpayment: Not nearly enough to get where we want to be, won't fill every pothole. Right now, we're grading the land to build the foundation.
- Principles
 - Every community health board should get enough to be able to make meaningful progress on FPHRs
 - The funding formula should take into account that not everyone has the same opportunity to be healthy across our state
 - The funding formula should help alleviate variation in capacity across our system
- Funding formula elements
 - Base funding for every CHBs
 - Equity metric: Social vulnerability index
 - Capacity-related metric (seem to correlate with size of health jurisdiction; how can we add a capacity metric into the formula?)
- Next steps
 - Proceed with your budget planning: This funding will be additive
 - Workgroup will continue to work towards a package of recommendations
 - Formula
 - Reporting requirements
 - Other expectations
 - Desserts and appetizers recipe book 😊

SCHSAC MEETING TAKEHOME NOTES 9/29/23

Three Simple Rules of the State-Local Public Health Partnership

- I. Seek First to Understand*
- II. Make Expectations Explicit*
- III. Think About the Part and the Whole*

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

Updated October 5, 2023

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



Offices Located in:

Redwood Falls, MN • 507-637-4041

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

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

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

Recommended Awards for Opioid Settlement Funding Round 1

CentraCare

CentraCare-Redwood is seeking funding to implement RN Care Navigation in the OB department to improve continuity of care for pregnant and post-partum women with substance use disorder. They will also implement MOUD in our Emergency department to improve continuity of care for patients with substance use disorder. They will also place additional emphasis on disseminating anti-stigma and harm reduction awareness, education and increase efforts within the community.

Total Proposed budget: \$76,896.00

Total recommended award: \$76,896.00

Lyon County Sheriff's Office

The Lyon County Sheriff's Office will utilize funding to maintain ongoing well-being health care needs, food and other K9 care supplies for existing K9.

Total Proposed budget: \$1,500/year for 10 years or the life of the K9

Total recommended award: \$1,500/year for 10 years or the life of the K9

Minnesota West Community and Technical College

Minnesota West Community and Technical College is seeking funding to develop an Alcohol and Drug Counselor certificate program that integrates on-the-job-training with just-in-time online course delivery to meet credit hours and practicum hours required by the State of Minnesota.

Total Proposed budget: \$49,900.00

Total recommended award: \$49,900.00

Proposed \$45,268.44 from SW Opioid Settlement Funds, with \$4,631.56 requested from Lincoln County

Murray County Central Schools

Murray County Central Schools requests funding for the purchase of two lock boxes to store Narcan and signs to indicate the presence of an overdose emergency kit.

Total Proposed budget: \$179.60

Total recommended award: \$179.60

Redwood County Sheriff's Office

The Redwood County Sheriff's Office is requesting funding to implement a K9 program within the department; including the purchase of a dog, squad updates and training.

Total Proposed budget: \$30,000.00

Total recommended award: \$30,000.00

New Life Treatment Center

New Life Treatment Center is requesting funding to increase their counseling staff and peer support specialist, mileage for travel costs between programs, supplies, and training for staff.

Total Proposed budget: \$57,386.20

Total recommended award: \$23,119.59

Proposed \$21,155.96 from SW Opioid Settlement Funds, with \$1,963.63 requested from Lincoln County

The applications that were not recommended to be funded were considered duplicative or lacked necessary information to approve.

HR Stats

Open Positions (point in time)

1st quarter 2023	9
2nd quarter 2023	11
3rd quarter 2023	11
4th quarter 2023	

Days to Fill

1st quarter 2023	32
2nd quarter 2023	24
3rd quarter 2023	39
4th quarter 2023	

Hires

1st quarter 2023	13	3 internal hires
2nd quarter 2023	11	4 internal hires
3rd quarter 2023	17	6 internal hires
4th quarter 2023		

Turnover (accumulative)

1st quarter 2023	4	1.70%
2nd quarter 2023	15	6.50%
3rd quarter 2023	27	11.60%
4th quarter 2023		

**SOUTHWEST HEALTH AND HUMAN SERVICES
ADMINISTRATIVE POLICY NUMBER 5**

EFFECTIVE DATE: 01/01/11

REVISION DATE: 05/15/13; 02/15/17; 09/20/17; 10/17/18; 01/16/19; 09/18/19; 07/21/21;
10/20/21; 05/18/22; 10/18/23

AUTHORITY: Southwest Health and Human Services Joint Governing Board
Minnesota Statute 375.171

--CREDIT CARD POLICY--

Section 1 – Purpose

- a. The purpose of this policy is to provide user information to those employees who have been approved by the Southwest Health and Human Services Governing Board to do business for Southwest Health and Human Services (SWHHS) using a credit card issued in the agency's name. It is the intent that through the use of the agency credit card, the agency will benefit from the credit card's cash back program and it will reduce costs associated with processing manual warrants.

Section 2 - Authority to Establish

- a. The Governing Board may authorize the use of an agency credit card make purchases on behalf of the agency. Only those individuals identified and approved by the Governing Board and this policy will hold an agency credit card. A purchase by credit card must otherwise comply with all statutes, rules or agency policy applicable to agency purchases.

Section 3 – Authorization

- a. Southwest Health and Human Services Governing Board approval is necessary for an employee to obtain a credit card.
- b. Schedule A indicates all approved cardholders by the Southwest Health and Human Services Governing Board. Approved cardholders will be determined based on location, program and position.
- c. The Director of Business Management may suspend an approved cardholder's credit card after consultation with the Executive Director. Examples of reasons to suspend include but are not limited to suspicion of fraudulent use, leave of absence, cardholder request, change of duties or etc.

**SOUTHWEST HEALTH AND HUMAN SERVICES
ADMINISTRATIVE POLICY NUMBER 5**

- d. The Southwest Health and Human Services Governing Board may review credit card use randomly. If it is determined that credit card use is not in the best interest of Southwest Health and Human Services, they may at anytime, and without notice cancel credit card use privileges.

Section 4 – Controls

- a. The Southwest Health and Human Services Governing Board will approve or deny any request for a credit card.
- b. All existing purchasing policies apply to purchases made on a credit card.
- c. All itemized receipts must be obtained by the person using the card and presented to accounting for reconciliation of the billing, no later than 1 (one) week after the transaction takes place with the appropriate supervisor sign off along with additional required documentation (i.e. staff development form, SS 009 Social Service Request for Payment or etc.).
- d. It will be the responsibility of the Director of Business Management or designated Accounting Technician to cancel a lost card immediately and to notify the Director and the Southwest Health and Human Services Governing Board of the same.
- e. Supervisors are authorized to charge items that are eligible up to \$ 3,000. Any items exceeding \$ 3,000 will require Southwest Health and Human Governing Board approval. Line staff who are cardholders must have prior approval from their supervisor for any charge.
- e. The Board authorizes a credit card limit of \$75,000, with varying individual cardholder limits based on department or program needs.
- f. All cardholders are required to sign a Credit Card Use Acknowledgement form and route to the Director of Business Management.
- g. When a cardholder separates from SWHHS, it is the cardholder's responsibility to turn in their agency credit card to the Director of Business Management.

Section 5 - Eligible Uses of the Credit Card

- a. The credit card may be used to:
 - Guarantee and pay for hotel rooms for conferences, meeting attendance, or client related travel.

**SOUTHWEST HEALTH AND HUMAN SERVICES
ADMINISTRATIVE POLICY NUMBER 5**

- Purchase supplies and/or materials when purchase of the items by credit card is more time and cost efficient than if purchased by a county warrant (i.e. on line purchases/to reduce sales tax paid).
- Any expenses that meet public purpose and where credit card payments are accepted without fees.
- Out of state travel related to a client and/or approved by the Southwest Health and Human Services Governing Board.
- Food items when purchased as part of employee recognition, trainings, etc. where a meal is provided by the agency or as part of the service delivery (i.e. Circle Program) or for clients we serve when necessary.
- To ensure proper safeguarding of the agency credit card, no credit card information shall be saved to any website (i.e. Walmart, Amazon, or etc.).

Section 6 - Ineligible Uses of the Credit Card

- a. The credit card may not be used for:
 - Personal purchases. Absolutely no personal use of the card is allowed.
 - Gratuities and individual staff meals eligible for reimbursement. Use Form AG#100 or AG#101.
 - Gasoline for any personal vehicle.
 - Cash advances.
 - Alcoholic beverages.
- b. Any unallowable expenses charged on a card will be the responsibility of the employee making the purchase to payback to SWHHS. Payment is expected to be made back to SWHHS, immediately following notification.
- c. If a staff person makes an ineligible purchase(s) or fails to provide the required documentation, the following will occur:
 1. First offense – Staff person’s immediate supervisor is notified.
 2. Second offense – Staff person’s card is suspended for 90 (ninety) days.
 3. Third offense – Staff person is removed as an authorized user of the agency’s credit card.

Section 7 - Monthly Reconciliation

- a. Each month the accounting technician will be sent the monthly billing statement. It is the personal responsibility of the cardholder to ensure that the proper itemized receipts are turned into accounting, along with any required documentation.

**SOUTHWEST HEALTH AND HUMAN SERVICES
ADMINISTRATIVE POLICY NUMBER 5**

- b. The Director of Business Management and/or Accounting Technician will reconcile the monthly statement with all original receipts and documentation.
- c. The Director of Business Management and Accounting Technician will have access to the credit card activity for monthly reconciliation.
- d. No fees or interest charged by the credit card company because of late payments due to untimely submission of records to accounting will be paid from county funds. The cardholders will be personally responsible for those fees if they appear on the billing for their department.

Schedule A

Authorized Cardholders

Name	Title	Location
Beth Wilms	Director	Marshall – 1 st Floor
Ann Orren	Health Educator Supervisor	Marshall – 2 nd Floor
Cindy Nelson	SS Division Director	Marshall – 1 st Floor
Christine Versaevel	SS Supervisor – Children	Marshall – 1 st Floor
Mariah Cleppe	SS Supervisor – Children	Marshall – 1 st Floor
Craig Wilson	Social Worker – SELF Program	Marshall – 1 st Floor
Chris Cauwels	IT Director	Marshall – 1 st Floor
Michelle Buysse	SS Supervisor – Children’s	Marshall – 1 st Floor
Chantelle Fogelson	Office Support Supervisor	Marshall – 1st floor
Debra Werpy	Office Support Specialist, Senior	Marshall – 2 nd Floor
Dawn Hagen	Case Aide	Redwood Falls
Stacy Strand	SS Supervisor – Adult	Redwood Falls
Emilie Potter	SS Supervisor – Children’s	Redwood Falls
Nicole Slegers	Office Support Supervisor	Pipestone
Stacy Jorgensen	SS Supervisor – Adults	Pipestone
Ashley Gustafson	Public Health Educator	Pipestone
Jenna Stephenson	Public Health Educator	Pipestone
Nancy Walker	Deputy Director	Luverne
Dawn Anderson	Case Aide – Children	Luverne
Gail Bielen	SS Supervisor – Licensing	Luverne
Taalyr Egeness	SS Supervisor – Children	Luverne
Jill Pieske	Social Work Team Lead	Slayton
Jennifer Nelson	Public Health Educator	Slayton

Formatted: Superscript

netwrix

Netwrix Corporation
 Accounts Receivable
 Dept LA 25338
 Pasadena CA 91185-5338
 Email: Accounting@netwrix.com
 Phone # 949-407-5125 x1150

Invoice #	Date
#INV81084	9/27/2022

Bill To:

Southwest Health and Human Services
 607 W Main St, Ste 100
 Marshall MN 56258

Ship To:

Southwest Health and Human Services
 607 W Main St, Ste 100
 Marshall MN 56258

Terms	Due Date	PO #	Currency	Memo
Net 30	10/27/2022	Q-26595	USD	

Quantity	Item	Description	Amount
400	NW-S-NA-AD	Netwrix Auditor for Active Directory - Subscription	\$2,976.34
400	NW-S-NA-FS	Netwrix Auditor for Windows File Servers - Subscription	\$2,280.52
400	AX-S-APR	Anixis Password Reset	\$1,974.84
1	NW-SRVC-ONBRD	Customer Success Onboarding	\$339.15
400	NW-SMS-NA-AD	Netwrix Auditor for Active Directory - Standard Subscription Support and Maintenance	
400	NW-SMS-NA-FS	Netwrix Auditor for Windows File Servers - Standard Subscription Support and Maintenance	
400	AX-SMS-APR	Anixis Password Reset	

Prices do not include import duties, taxes or other such related costs imposed by the importing country. If such costs are necessary, please contact accounting@netwrix.com to have the invoice adjusted

Subtotal	\$7,570.85
Discount	-23.44%
Tax Total (%)	\$0.00
Total	\$5,796.04



INV81084

Search All Words e.g. 1606N020Q02

Search Results Saved Searches

Actions

Select Domain
All Domains

Filter By

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

Simple Search Search Editor

Any Words
 All Words
 Exact Phrase

e.g. 1606N020Q02
network

Federal Organizations

Showing 1 - 1 of 1 results

NetWrix Corporation - Active Registration			Entity
Unique Entity ID JWRDQ400TC78	CAGE Code 58E18	Physical Address 6360 WA6 REM PKWY STE 100, PRISCO, TX 75024 USA	Expiration Date Jun 22, 2024
			Purpose of Registration All Awards

Results per page: 25



Date: September 27, 2023

To: Chris Cauwels, Southwest Health & Human Services Social Services
 From: Wayne Altenbernd
 Subject: ApplicationXtender Document Export Project

Southwest Health & Human Services Social Services has requested assistance exporting documents from the ApplicationXtender system.

Description of Document Export Service

• **Documents to be Exported.**

ApplicationXtender Applications	Number of Documents to be Exported	Number of Pages to be Exported
Table 1 on Page 2 – All Documents	1,240,348	7,267,174
Table 1 on Page 2 – Selected Documents	1,099,037	5,964,437

• **Exported File Format and Naming Convention to be Used.**

File Format	Description	Example for Two Page Document with a DOCID value of 1
Multiple Page PDF	<ul style="list-style-type: none"> File name being the ApplicationXtender DOCID value. Each file contains all pages of the document except for those document pages consisting of Foreign File types. 	1.PDF

Note 1: If Southwest Health & Human Services Social Services has page file formats in the ApplicationXtender application for the documents to be exported that do not support converting to a multiple page PDF format such as foreign files as defined by ApplicationXtender, the document page file will be exported in its native format.

Note 2: Examples of, but not limited to, ApplicationXtender Foreign File Types are Microsoft Word files, Microsoft Excel files, Outlook Email MSG files, Digitized Audio and Video files, XFA formatted PDF files, and PDF files with security enabled.

• **Description of Document Export Process**

ISC personnel will perform the ApplicationXtender document export process by doing the following.

- **ApplicationXtender system access by Southwest Health & Human Services Social Services users will be limited to Read Only so no changes can be made to existing document or no new documents created.**
- Remote access to servers MEEKER-IMAGE19 and AXCAPIVA19 using the provided RDP connection.
- Log in to the ApplicationXtender system using Document Manager installation on servers APPXTENDER and XTENDER.
- **Use the ISC AppXtender Document Export program to export documents to server APPXTENDER placing the exported files in a minimum 2 TB partition provided by Southwest Health & Human Services.**
 - Folders will be created with each folder named using the ApplicationXtender application name.
 - Additional subfolders will be created under application name folder with each folder containing.
 - Approximately 10,000 documents each.
 - Subfolders numerically named based upon the DOCID.
- Each ApplicationXtender application exported will have a comma separated value text file containing.
 - Document index metadata – see page 2 for example from HS-FINANCIAL_ASSISTANCE application.
 - Reference to associated multiple page PDF file.
- Documents containing pages that fail to export successfully will be logged and a report provided to Southwest Health & Human Services Social Services for review.

• **Estimated Time to Complete Project:** 120 to 180 days from date of start

Cost for providing the Document Export Service: See Table 1 for Pricing Information



Date: September 27, 2023

Table 1 – List of ApplicationXtender Applications to be Exported as of September 27, 2023

Exporting All Documents from the Applications Listed Below

Application Name	Documents to be Exported	Number of Documents	Number of Pages	Cost to Export
HS-CHILD_SUPPORT	All	147,206	1,257,673	\$18,865.00
HS-FINANCIAL_ASSISTANCE	All	1,084,244	5,946,426	\$89,196.00
HS-FISCAL-FRAUD	All	8,898	63,075	\$946.00
Total		1,240,348	7,267,174	\$109,007.00

Exporting Selected Documents from the Applications Listed Below

Application Name	Documents to be Exported	Number of Documents	Number of Pages	Cost to Export
HS-CHILD_SUPPORT	All documents where DESTRUCTION DATE index field value is GREATER THAN to October 1, 2023	125,156	1,018,979	\$15,284.00
HS-FINANCIAL_ASSISTANCE	All documents where STATUS index field value is NOT equal to CLOSED	964,983	4,882,383	\$73,235.00
HS-FISCAL-FRAUD	ALL	8,898	63,075	\$946.00
Total		1,099,037	5,964,437	\$89,465.00

Example of Comma Separated Value Text File from HS-FINANCIAL_ASSISTANCE Application

"CASE NUMBER","CASE COMMENTS","LAST NAME","FIRST NAME","MIDDLE INITIAL","PMI NUMBER","SSN","DOB","PRIMARY WORKER","SECOND WORKER","THIRD WORKER","STATUS","DOCUMENT TYPE","DOCUMENT DESCRIPTION","DOCUMENT COMMENTS","DOCUMENT DATE","WORKFLOW","SCAN DATE","Pages","Document ID","File Name"
 "123","ISC TEST DOC PLEASE IGNORE","ISCTESTCASE123","ISCTEST","A","123","123-45-6789","03-20-1966","X142SAM","X141504","X142588","OPEN","CORRESPONDENCE","OTHER","CHANGED THE DOC IN WORKFLOW EXAMPLE","06-30-2021","COMPLETED","08-17-2020","21","877732","D:\ISC Data\Export Project\877732.pdf"
 "123","ISC TEST DOC PLEASE IGNORE","ISCTESTCASE123","ISCTEST","A","123","123-45-6789","03-20-1966","X142SAM","X141504","X142588","OPEN","ACCESS SERVICES","ACCESS SERVICE DENIALS","","01-18-2023","NO","01-18-2023","1","1105487","D:\ISC Data\Export Project\1105487.pdf"

Search All Words e.g. 1606N020Q02

[Search Results](#) [Saved Searches](#)

Acti

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

"Information Systems Inc"
IsC



No matches found

Your search did not return any results for active records.

Would you like to include inactive records in your search results?



Order Form Number: Q2312822
Valid Until: 11/09/2023

Zoom Video Communications Inc. ("Zoom")
55 Almaden Blvd, 8th Floor
San Jose, CA

Billed To Customer: Southwest Health and Human Services Account Legal Name: SOUTHWEST HEALTH & HUMAN SER Contact Name: Charlie Sanow 607 West Main Street., Suite 100 Marshall, Minnesota 56258, United States Email Address: itadmin@swmhhs.com Phone: 5075376747	Sold To Customer: Southwest Health and Human Services Account Legal Name: SOUTHWEST HEALTH & HUMAN SER Contact Name: Charlie Sanow 607 West Main Street., Suite 100 Marshall, Minnesota 56258, United States Email Address: itadmin@swmhhs.com Phone: 5075376747
Auto Renew: Yes Initial Paid Subscription Term: 12 Month Renewal Subscription Term: 12 Month Paid Period Start Date: 11/15/2023	Billing Method: Email Currency: USD Payment Term: Net 30

This Zoom Order Form and any other Order Forms that reference this Order Form are governed by the Zoom Terms of Service found at <https://explore.zoom.us/en/terms/> (unless Customer and Zoom have entered a written governing Master Subscription Agreement, in which case such written agreement will govern).

SERVICE	BILLING PERIOD	QUANTITY	PRICE	TOTAL
Zoom One Business Annual	Annual	130	USD 179.90	USD 23,387.00
Zoom Rooms Annual	Annual	2	USD 499.00	USD 998.00

(Before Taxes)

Annual Payment:

USD 24,385.00

Payment Schedule Summary (Before Taxes)

First Payment: USD 24,385.00

Annual Recurring Payment: USD 24,385.00 (At the beginning of the Second Year)

Other Terms & Notes

Named Host - means any subscribed host who may host an unlimited number of meetings during the Term using the Service. Any meeting will have at least one Named Host. Unless Customer has purchased an extended capacity, the number of participants (participants do not require a subscription) will not exceed 300 per meeting. Named Host subscription may not be shared or used by anyone other than the individual to whom the Named Host subscription is assigned.

Fees - The fees for the Services, if any, are described in the Order Form. The actual fees may also include overage amounts or per use charges for audio and/or cloud recording in addition to the fees in the Order, if such use is higher than the amounts described in the Order, and you agree to pay these amounts or charges if you incur them. Invoicing for Services begins on the first day that the service is available for use by the Customer and monthly thereafter for the duration Term, except for annual pre-pay option which is invoiced once in the first month of the annual term. Amendment orders will co-term with the existing subscription term end date. Invoices are pro-rated from paid period start date to base subscription end date. Purchase order, if any, issued in connection with this order should reference the above order form number. Commitments not utilized by the Customer during the month for which they are committed may not be carried forward into any subsequent month or term.

All prices shown for Zoom and Zoom Phone services are exclusive of taxes. The term 'taxes' referred herein should encompass: US state and local taxes, VAT, GST, HST (or any other consumption taxes), Digital Service Taxes and Withholding Taxes that may apply upon making payments to Zoom.

Professional Services, if purchased, will be presented in a separate Order Form.

Accepted and agreed as of the date specified below by the authorized representative of Customer

Signature:
Print Name:
Date:
Zoom Service Effective Date: 11/15/2023
PO # (If Applicable):
VAT # (If Applicable):
TAN # (If Applicable):
CIN # (If Applicable):

The Services will be activated within 48 hours of order signature or Zoom Service Effective Date, whichever is later.

Zoom reserves the right at its sole discretion to accept Order Forms received after the Valid Until date.

If a PO# is required for processing the invoice related to this order, please provide a PO with this order. If issuance of PO is delayed, please provide a PO within 5 days of the service effective date via email to purchase-orders@zoomus.zendesk.com. Notwithstanding the foregoing, the period for payment shall commence as of the applicable invoice date. Such payment period shall not restart based on any delays in issuing a Purchase Order or any procurement process.

Search All Words e.g. :506N020Q02

Search Results Saved Searches

Actions

Select Domain All Domains

Filter By

Keyword Search

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

Simple Search

Search Editor

- Any Words
All Words
Exact Phrase

e.g. :506N020Q02

Federal Organizations

Enter Code or Name

Sort by

Date Modified/Updated

Showing 1 - 25 of 91 results

F--BLM EcoSurvey Android Application Training

Notice ID: 34014324Q0003

BLM is offering a training session for contractors on the new EcoSurvey Android stand exam data collection application. This BLM Android application i...

Department/Inl.Agency: INTERIOR, DEPARTMENT OF THE
Subber: BUREAU OF LAND MANAGEMENT
Office: OREGON STATE OFFICE

Contract Opportunities

Notice Type: Updated Special Notice
Updated Date: Oct 10, 2023 (2)
Published Date: Oct 10, 2023

Scientific Review Evaluation Activity (SREA)

Notice ID: 75N98023A-DSAPS-BPA-(CSR-SREA)

The National Institutes of Health (NIH) invites you to submit a quotation in support of the NIH Scientific Review Evaluation Activities (SREA) Prog...

Department/Inl.Agency: HEALTH AND HUMAN SERVICES, DEPARTMENT OF
Subber: NATIONAL INSTITUTES OF HEALTH
Office: NATIONAL INSTITUTES OF HEALTH OLAD

Contract Opportunities

Current Date Offers Due: November 15, 2023 at 03:30 PM CST
Notice Type: Updated Combined Synopsis/Solicitation
Updated Date: Oct 10, 2023 (2)
Published Date: Oct 10, 2023

Notice of Intent to Sole Source Felco Camera Equipment for the New Lock Chamber at Montgomery Locks & Dam, Monaca, PA

Contract Opportunities



QUO-43344-G8F4S7

Quote with Order Form
Valid until 11/9/2023
Prepared by Jarred Sabo

Customer Information

Southwest Health and Human Services

Chris Cauwels
chris.cauwels@swmhhs.com

Order Information

To execute your Order, **please complete and sign the Order Form on the next page** and return to orders@smartdeploy.com. Your SmartDeploy Order Effective Date will be the later of (a) the execution and processing of this Order, or (b) the Start Date listed below. For renewing SmartDeploy customers, your Order Effective Date will be the Start Date listed below.

Quote Details

Quantity	Product Description	Start Date	End Date	Amount
250	1 Year SmartDeploy Pro Subscription, Tier 6, SDCC06RY	10/10/2023	10/9/2024	\$5,310.00
Total *				\$5,310.00

Payment terms: Net 30

All payments are to be made in USD.

***Taxes excluded.** Any applicable sales tax will be calculated upon invoicing. If your company has a sales tax exemption certificate, please contact ar@smartdeploy.com.

Purchase with confidence

Review what makes SmartDeploy the tool of choice for reliable, cost-efficient PC provisioning and lifecycle management [here](#).

Order Form

Please complete the following information, sign below, and return to orders@smartdeploy.com.

NOTE: If you need to enter SmartDeploy into your company's procurement or accounting system, please find our W-9 [here](#). You can also refer to our standard [vendor information](#) and [additional details](#).

Reference or Purchase Order # (if required):

Would you like a secure link to pay your invoice online via credit card?

Accounts Payable Contact:

Accounts Payable Email:

Accounts Payable Phone:

Billing Address:

Shipping Address:

Provisioning Contact Name: Chris Cauwels

Provisioning Contact Email: chris.cauwels@swmhhs.com

This must be a business email address registered with a SmartDeploy account. Products and services quoted in this Order will be applied to the SmartDeploy account associated with this email address. If you need to create an account or register this email address with an existing SmartDeploy account, you can do so [here](#).


By accepting this quote, you acknowledge and agree to [SmartDeploy Software License and Services Agreement](#), and represent and warrant that you are authorized to accept the terms and conditions of that SmartDeploy Software License and Services Agreement on behalf of your organization.


Signature: _____ Name: _____


Date: _____ Title: _____




Search All Words e.g. 1606N020Q02 


[Search Results](#) [Saved Search](#)

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 



Federal Organizations



No matches found

Your search did not return any results for active records.

Would you like to include inactive records in your search results?



2024 SWHHS Health Insurance Information

Funding Increased by 11.2%

Everyone must take at least single coverage in one of the plans

2024 HSA contribution limits \$4,150 single \$8,300 family (combined)

	Low Plan	Mid Plan	High Plan VEBA	High Plan HSA	HSA Option
Deductible					
Employee Only	\$1,200	\$2,600	\$5,000	\$5,000	\$6,550
Family	\$2,400	\$5,200	\$10,000	\$10,000	\$13,100
Employer Contribution VEBA/HSA (annual)					
Employee	\$300	\$780	\$600	\$0	\$0
EE + Spouse	\$450	\$1,002	\$900	\$0	\$0
EE + Child(ren)	\$450	\$1,002	\$900	\$0	\$0
Family	\$450	\$1,002	\$900	\$0	\$0
Employer Contributions (monthly)					
Premium					
Employee	\$716.94	\$653.65	\$638.08	\$688.08	\$658.61
EE + Spouse	\$1,484.76	\$1,395.62	\$1,328.79	\$1,403.79	\$1,366.42
EE + Child(ren)	\$1,237.98	\$1,157.37	\$1,103.54	\$1,178.54	\$1,147.98
Family	\$1,863.30	\$1,758.49	\$1,664.25	\$1,739.25	\$1,688.30
VEBA					
Employee	\$25.00	\$65.00	\$50.00	\$0	\$0
EE + Spouse	\$37.50	\$83.50	\$75.00	\$0	\$0
EE + Child(ren)	\$37.50	\$83.50	\$75.00	\$0	\$0
Family	\$37.50	\$83.50	\$75.00	\$0	\$0
Total					
Employee	\$741.94	\$718.65	\$688.08	\$688.08	\$658.61
EE + Spouse	\$1,522.26	\$1,479.12	\$1,403.79	\$1,403.79	\$1,366.42
EE + Child(ren)	\$1,275.48	\$1,240.87	\$1,178.54	\$1,178.54	\$1,147.98
Family	\$1,900.80	\$1,841.99	\$1,739.25	\$1,739.25	\$1,688.30
Full Rates					
Employee	\$1,043.87	\$933.54	\$750.98	\$750.98	\$658.61
EE + Spouse	\$2,296.50	\$2,061.89	\$1,652.16	\$1,652.16	\$1,448.94
EE + Child(ren)	\$1,878.95	\$1,690.68	\$1,351.75	\$1,351.75	\$1,185.50
Family	\$3,131.58	\$2,811.67	\$2,252.94	\$2,252.94	\$1,975.83
Employee Costs (monthly)					
Employee	\$326.93	\$279.89	\$112.90	\$62.90	\$0.00
EE + Spouse	\$811.74	\$666.27	\$323.37	\$248.37	\$82.52
EE + Child(ren)	\$640.97	\$533.31	\$248.21	\$173.21	\$37.52
Family	\$1,268.28	\$1,053.18	\$588.69	\$513.69	\$287.53

Integrity

Employee Benefits, LLC



September 13, 2023

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

Re: 2024 Renewal of Life, Long and Short Term Disability, Dental, Vision, Critical Illness, Accident, Hospital and Legal/ID Theft Insurances and the BenefitsConnect Online Enrollment System

Dear Nancy,
Southwest Health & Human Services' insurance carriers have provided us with the following information:

Life Insurance

Sun Life Financial Policy No. 247385

Sun Life has determined that effective 1/1/2024 your Basic life rate will **remain unchanged** to **\$.084** per month per \$1000. The Basic AD&D rate will **remain unchanged** at **\$.018** per month per \$1000. The Dependent Package benefit will be replaced by a stand alone Child Life benefit with a rate of \$.20 per month per \$1000. The optional employee and spouse life and AD&D rates will **remain unchanged** for the coming policy year. However, anyone moving into a new age bracket will see an increase effective 1/1/2024. The following rate schedule will apply:

<u>Age</u>	<u>Monthly Cost per \$1000</u>
Under 25	\$.048
25-29	\$.048
30-34	\$.048
35-39	\$.077
40-44	\$.077
45-49	\$.127
50-54	\$.186
55-59	\$.325
60-64	\$.483
65-69	\$.899
70-74	\$1.443
75-79	\$3.552
80 +	\$5.483

Long Term Disability

Sun Life Financial Policy No. 247385

Sun Life has determined that your Long Term Disability rate will **remain unchanged** at **\$0.148/\$100** of payroll effective 1/1/2024.

Short Term Disability

The Hartford No. TBD

As a result of RFP, SWHHS has decided to change STD carriers to the Hartford for coming policy year. Effective 1/1/2024, the following rate schedule will apply:

<u>Age</u>	<u>Rate per Month/\$10 Weekly Benefit</u>
Under 35	\$1.28
35-49	\$.83
50-59	\$.99
60+	\$1.14

Dental Insurance

Principal Policy No. 1149294

Principal has determined that your Dental Insurance rates will **Increase** for the coming policy year. Below are the current rates.

	<u>Monthly Rates</u>
Employee	\$39.13
Employee + Spouse	\$73.81
Employee + Child(ren)	\$99.32
Family	\$133.99

Vision Insurance

Avesis Policy No. 50790-2096

Avesis has determined that your Vision Insurance rates will **remain unchanged** for the coming policy year. Effective on 1/1/2024 rates per month will be as follows:

	<u>Monthly Rates</u>
Employee	\$6.61
Employee + Spouse	\$13.01
Employee + Child(ren)	\$13.66
Family	\$17.90

Accident Insurance

Cigna Policy No. A1960633

Cigna has determined that your Accident Insurance rates will **remain unchanged** for the coming policy year. Effective 1/1/2024, the rates per month will be as follows:

	<u>Low Plan</u>	<u>High Plan</u>
	<u>Monthly Rates</u>	<u>Monthly Rates</u>
Employee	\$9.70	\$16.95
Employee + Spouse	\$16.40	\$28.75
Employee + Child(ren)	\$16.10	\$28.20
Family	\$22.80	\$39.75

Critical Illness Insurance
Cigna Policy No. CI960626

Cigna has determined that your Critical Illness Insurance rates will **remain unchanged** for the coming policy year. Effective 1/1/2024, the rates per month will be as follows:

Age	Employee	Employee & Spouse	Employee & Child(ren)	Family
18-24	\$5.82	\$10.39	\$6.19	\$10.76
25-29	\$6.59	\$11.55	\$6.97	\$11.92
30-34	\$8.52	\$14.30	\$8.90	\$14.68
35-39	\$11.73	\$19.18	\$12.10	\$19.55
40-44	\$15.00	\$24.18	\$15.37	\$24.55
45-49	\$21.57	\$34.27	\$21.94	\$34.64
50-54	\$29.49	\$47.60	\$29.87	\$47.97
55-59	\$39.41	\$64.34	\$39.79	\$64.72
60-64	\$50.53	\$82.90	\$50.90	\$83.27
65-69	\$62.42	\$100.39	\$62.79	\$100.76
70-74	\$87.29	\$138.29	\$87.66	\$138.67
75-79	\$121.61	\$182.09	\$121.99	\$182.46
80-84	\$153.67	\$223.14	\$154.04	\$223.51
85+	\$189.66	\$293.71	\$190.04	\$294.09

Hospital Insurance
Cigna Policy No. HC460405

Cigna has determined that your Hospital Insurance rates will **remain unchanged** for the coming policy year. Effective 1/1/2024, the rates per month will be as follows:

	<u>Monthly Rates</u>
Employee	\$19.78
Employee + Spouse	\$40.87
Employee + Child(ren)	\$35.30
Family	\$56.39

Legal/ID Theft

The rates associated with Legal/ID Theft Insurance with Legal Shield will **remain unchanged**.

BenefitsConnect Online Enrollment

Your BenefitsConnect rates will **remain unchanged** for the coming policy year. As of 1/1/2024 the following rate schedule will apply:

Online Enrollment Software	\$1.50 PEPM*
EDI	\$1.50 PEPM*

* PEPM = per employee per month

Please let me know if there is anything else that you need at this time. We appreciate the opportunity to continue to work with you and your employees in the communication and administration of your ancillary employee benefits insurance program.

Integrity Employee Benefits, LLC

Phone 651-437-7977 | Toll Free 866-437-7977 | Fax 651-319-0528
Integrity@integrityeb.com | www.integrityeb.com

2024 Nonunion Wages and Compensation

- **\$2.25 per hour increase for all nonunion staff**
 - **Regardless if at or above the maximum of their range**
- **Agency will pay increase for health insurance**
- **Nonunion classifications ranges will adjust as follows:**
 - **\$1.00 per hour to the minimums**
 - **\$2.25 per hour to the maximums**
- **At 20 years of service, staff will earn 8.25 hours of vacation biweekly**
 - **Discussions are occurring regarding the increase of the vacation bank to 350 hours providing it goes into a MSRS Health Care Savings Plan at the time of separation.**
- **Updated policy language to allow all medical leave to be used as per ESST (Emergency Sick and Safe Time) will be brought to November Board.**
- **\$3.00 per hour adjustment to base pay for Social Service Supervisors (working in CPS) and Public Health Nursing Supervisors.**
- **On Call for Child Protection (CP) Social Services Supervisors increase to \$20 per day or \$40 per day on designated holidays as listed in the CBA.**

OCTOBER 2023

GRANTS ~ AGREEMENTS ~ CONTRACTS

Board Review and Approval

- DHS Mobile Crisis Services Grant** – 07/01/22 to 03/14/24;
Amendment to extend the end date from 6/30/23 to 3/14/24; Grant to enhance, expand, and strengthen Mobile Crisis Services and 24-hour mobile crisis lines, awarded \$180,198 (amendment).
Fiscal Grant Award: N/A

- MDH Perinatal Hepatitis B (St Paul, MN)** – 10/01/23 to 09/30/28; Agreement for the Perinatal Hepatitis B program that provides for identification, care, and follow-up with client(s), reimbursement range of \$50-250 based on services provided as outlined in grant budget (renewal).
Fiscal Note:

- MDH MN Vaccines for Children (MnVFC) (St Paul, MN)** – 10/01/23 to 09/30/28; Agreement for the MnVFC program to perform site visits to all program enrollees and assist/evaluate immunization practices, screenings, and proper documentation is completed, reimbursement range of \$200-700 based on services provided as outlined in grant budget (renewal).
Fiscal Note:

- Piotter, Jana (Jeffers, MN)** – 01/01/24 to 12/31/24; Client guardianship services, \$30/hour plus expenses (15% increase) (renewal).
Fiscal Note: 2023 \$944.90; 2022 \$371; 2021 \$836; 2020 \$2,237; 2019 \$4,773; 2018 \$4,895

- Piotter, Jana (Jeffers, MN)** – 01/01/23 to 12/31/23; Client guardianship services, Amendment to increase hourly rate to \$26/hour plus expenses (4% increase) from \$25/hour. (amendment).
Fiscal Note: 2022 \$371; 2021 \$836; 2020 \$2,237; 2019 \$4,773; 2018 \$4,895

- Ray of Hope (Villard, MN)** – 10/01/23 to 08/31/26; reflective supervision/consultation/coaching with Southwest Health & Human staff, \$218.75/group sessions, \$125/individual sessions, \$250/hour for training. (NEW).
Fiscal Note: Supported by the Primewest Grant

- Woodland Centers (various locations)** – 01/01/24 to 12/31/24; Crisis stabilization services, adult per diem at \$485 (26.5% decrease), youth per diem at \$675 (2.3% increase), and \$3,000 annual administrative fee (no change) No longer offering detox services. (renewal).
Fiscal Note: 2023 \$46,037; 2022 \$45,575; 2021 \$33,767; 2020 \$78,590; 2019 \$53,574

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