SOUTHWEST
HEALTH & HUMAN
SERVICES

Southwest Health and Human Services
Board Agenda
Wednesday, November 20, 2013
Government Center, 2nd Floor
Marshall
9:00 a.m.

HUMAN SERVICES

A. Call to order

B. Pledge of Allegiance

C. Consent Agenda
   1. Amend/Approval of Agenda
   2. Identification of Conflict of Interest
   3. Approval of 10/16/13 board minutes

D. Financial

E. Caseload

	10/13	09/13	08/13
Social Service	3347	3344	3285
Out-of-Home Placements	124	118	111
Income Maintenance	11,165	11,157	11,303
Child Support Cases	3724	3726	3751
Child Support Collections	$880,833	$852,343	$848,914

F. Decision Items
   1. Income Maintenance Policy Number 3 – Burial and Cremation Policy
   2.
   3.

G. Discussion/Information
   1.
   2.

COMMUNITY HEALTH

H. Call to order

I. Consent Agenda
   1. Amend/Approval of Agenda
   2. Identification of Conflict of Interest
   3. Approval of 10/16/13 board minutes

J. Financial

K. Caseload

	10/13	09/13	08/13
WIC		2335	2314
Family Home Visiting	36	45	34
PCA Assessments	18	17	23
Managed Care	261	209	237
Dental Varnishing	67	48	116

L. Decision Items
   1.
   2.

M. Discussion/Information
   1. Dr. Deinard – conference call
   2. FP&L update
   3.

GOVERNING BOARD

N. Call to order

O. Consent Agenda
   1. Amend/Approval of Agenda
   2. Identification of Conflict of Interest
   3. Approval of 10/16/13 board minutes

P. Financial

Q. Introduce new staff members; Sara Brandt, Accounting Technician; Jessica Thurstin, Support Enforcement Aide; Lori Stai, Social Worker; Heather Bruse, Social Worker; Hilary Kesteloot, Social Worker; Lori Wentzel, Public Health Nurse; and Connie Einck, Health Services Program Aide

GOVERNING BOARD (cont.)

R. Decision Items

1. Jill Rademacher, Social Worker, resignation, effective 11/05/13
2. Jennifer Lundberg, Social Worker, completion of 12 month probationary period, no salary increase, effective 11/19/13
3. Jessica Hively, Social Worker, completion of 12 month probationary period, no salary increase, effective 11/26/13
4. Theresa Klingbile, Eligibility Worker, probationary appointment (12 months), $16.08 per hour, effective 11/04/13
5. Idriss Ibrahim, Eligibility Worker, probationary appointment (12 months), $16.08 per hour, effective 11/18/13
6. Amy Otterson, Eligibility Worker, probationary appointment (12 months), $16.08 per hour, effective 11/25/13
7. Alicia Snyder, Public Health Educator, probationary appointment (12 months), $18.00 per hour, effective 12/23/13
8. Jennifer Beek, promotional appointment – Eligibility Worker to Financial Assistance Supervisor I, 12 month probationary period, $42,000 annual, effective 11/04/13
9. Karri Harvey, promotional appointment – Information Technology Specialist, Senior to Management Information Supervisor, 12 month probationary period, $51,405 annual, effective 11/12/13
10. Request for Eligibility Worker
11. Non-union salaries
12. Personnel Policy Number 10 – Volunteer for Emergency/Community Services
13. Contracts
14. Donations
15. IT equipment request
16.
17.

S. Discussion/Information

1. CIRCLE grant
2. Local Government Innovation Award
3.

T. Adjournment

SOUTHWEST HEALTH & HUMAN SERVICES

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

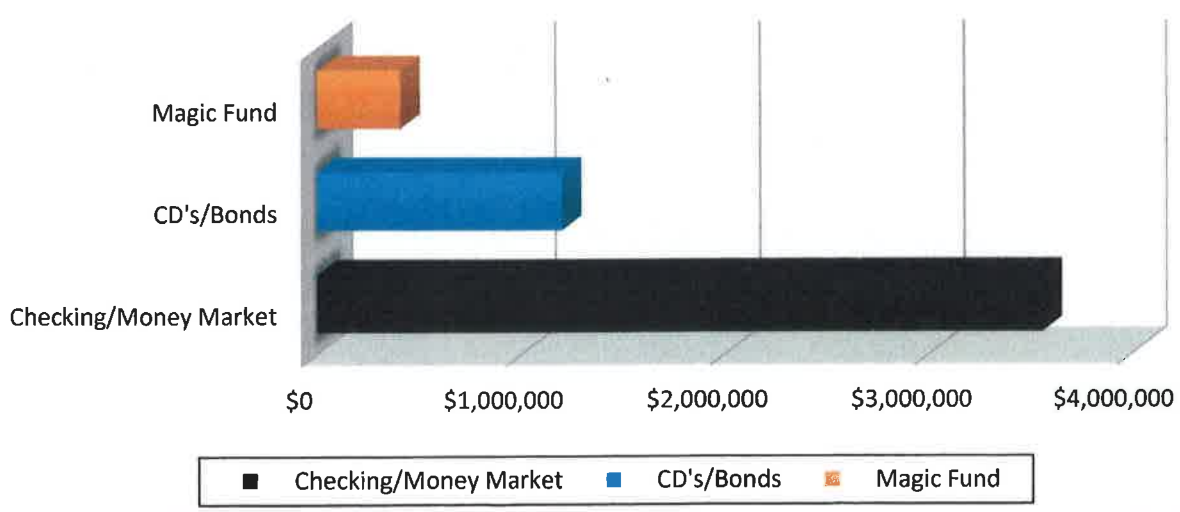
SUMMARY OF FINANCIAL ACCOUNTS REPORT For the Month Ending: **October 31, 2013**

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

Description	Month	Running Balance
BEGINNING BALANCE		**$5,209,211**
RECEIPTS		
Monthly Receipts	1,060,604	
County Contribution	269,332	
Interest on Investments	168	
TOTAL MONTHLY RECEIPTS		1,330,104
DISBURSEMENTS		
Monthly Disbursements	2,575,599	
TOTAL MONTHLY DISBURSEMENTS		2,575,599
ENDING BALANCE		**$3,963,716**

REVENUE			
Checking/Money Market	***$3,559,130***		**Average Balance last two years $4,724,411**
CD's/Bonds	***$1,200,000***		
Magic Fund	***$404,586***		
(October 2013 - yield .04%)			
ENDING BALANCE		**$5,163,716**	

REVENUE DESIGNATION



Fund		Beginning Balance	This Month	YTD	Current Balance
1	Health Services Fund				
		1,118,213.24			
	Receipts		216,074.56	3,404,135.64	
	Disbursements		84,454.39-	1,023,310.38-	
	Payroll		167,255.10-	1,708,603.51-	
	Journal Entries		0.00	101,243.30-	
	Fund Total		35,634.93-	570,978.45	1,689,191.69
5	Human Services Fund	410	General Administration		
		306,970.30			
	Receipts		217,458.37	2,245,329.17	
	Disbursements		214,234.24-	2,385,194.38-	
	Payroll		5,146.62-	27,708.20-	
	Dept Total		1,922.49-	167,573.41-	139,396.89
5	Human Services Fund	420	Income Maintenance		
		1,478,708.43-			
	Receipts		281,464.29	5,464,264.11	
	Disbursements		301,920.72-	2,677,566.12-	
	Payroll		331,785.23-	3,261,532.15-	
	Journal Entries		0.00	322,228.94-	
	Dept Total		352,241.66-	797,063.10-	2,275,771.53-
5	Human Services Fund	430	Social Services		
		24,236,915.12-			
	Receipts		1,679.90	98,517.89	
	Disbursements		123,967.98-	1,248,133.38-	
	Payroll		462,100.62-	4,698,237.09-	
	Journal Entries		0.00	480,000.00-	
	Dept Total		584,388.70-	6,327,852.58-	30,564,767.70-
5	Human Services Fund	431	Purchased Services,SSIS		
		31,296,082.32			
	Receipts		605,745.58	11,596,445.47	
	Disbursements		3,577.55-	326,569.41-	
	SSIS		828,545.22-	6,259,953.31-	

Southwest Health And Human Services

TREASURER'S CASH TRIAL BALANCE

Fund		Beginning Balance		This Month	YTD	Current Balance
	Journal Entries			0.00	0.02	
	Dept Total			226,377.19-	5,009,922.77	36,306,005.09
5	Human Services Fund		461	Information Systems		
		1,408,795.11-				
	Receipts			7,681.70	71,632.17	
	Disbursements			213.33-	25,042.46-	
	Payroll			20,093.78-	192,048.77-	
	Dept Total			12,625.41-	145,459.06-	1,554,254.17-
5	Human Services Fund		471	LCTS Collaborative Agency		
		0.00				
	Receipts			0.00	80,044.00	
	Journal Entries			0.00	80,044.00-	
	Dept Total			0.00	0.00	0.00
	Fund Total	4,478,633.96		1,177,555.45-	2,428,025.38-	2,050,608.58
71	LCTS Lyon Murray Collaborative Fund		471	LCTS Collaborative Agency		
		73,752.45				
	Receipts			0.00	51,068.85	
	Disbursements			20,493.00-	53,314.03-	
	Journal Entries			0.00	25,538.33	
	Dept Total			20,493.00-	23,293.15	97,045.60
	Fund Total	73,752.45		20,493.00-	23,293.15	97,045.60
73	LCTS Rock Pipestone Collaborative Fund		471	LCTS Collaborative Agency		
		64,830.53				
	Receipts			0.00	28,333.90	
	Disbursements			4,461.96-	71,756.73-	
	Journal Entries			0.00	12,624.67	
	Dept Total			4,461.96-	30,798.16-	34,032.37
	Fund Total	64,830.53		4,461.96-	30,798.16-	34,032.37

Southwest Health And Human Services

INTEGRATED FINANCIAL SYSTEMS

TREASURER'S CASH TRIAL BALANCE

As of 10/2013

Fund		Beginning Balance		This Month	YTD	Current Balance
75	Redwood LCTS Collaborative		471	LCTS Collaborative Agency		
		0.00				
	Receipts			0.00	225,433.51	
	Disbursements			7,350.00-	174,476.23-	
	Journal Entries			0.00	41,881.00	
	Dept Total			7,350.00-	92,838.28	92,838.28
	Fund Total	0.00		7,350.00-	92,838.28	92,838.28
All Funds		5,735,430.18				
	Receipts			1,330,104.40	23,265,204.71	
	Disbursements			760,673.17-	7,985,363.12-	
	SSIS			828,545.22-	6,259,953.31-	
	Payroll			986,381.35-	9,888,129.72-	
	Journal Entries			0.00	903,472.22-	
	Total			1,245,495.34-	1,771,713.66-	3,963,716.52

Southwest Health And Human Services

NJW
11/1/13 10:24AM

TRIAL BALANCE REPORT
As of 10/2013

Report Basis: Cash

1 Health Services Fund

Account			Beginning Balance	Actual This- Month	Actual Year- To- Date	Current Balance
		------------- Assets- -------------				
1001	Cash		1,118,213.24	35,634.93-	570,978.45	1,689,191.69
1090	Investments		300,000.00	0.00	100,000.00	400,000.00
		Total Assets	1,418,213.24	35,634.93-	670,978.45	2,089,191.69
		--- Liabilities and Balance- ----				
		Liabilities				
		Total Liabilities	0.00	0.00	0.00	0.00
		Fund Balance				
2881	Unassigned Fund Balance		1,418,213.24-	0.00	0.00	1,418,213.24-
2885	Revenue Control		0.00	213,134.01-	3,388,405.15-	3,388,405.15-
2887	Expenditure Control		0.00	248,768.94	2,717,426.70	2,717,426.70
		Total Fund Balance	1,418,213.24-	35,634.93	670,978.45-	2,089,191.69-
		Total Liabilities and Balance	1,418,213.24-	35,634.93	670,978.45-	2,089,191.69-
410	General Administration					
		------------- Assets- -------------				
		Total Assets	0.00	0.00	0.00	0.00
		--- Liabilities and Balance- ----				
		Liabilities				
		Total Liabilities	0.00	0.00	0.00	0.00
		Total Liabilities and Balance	0.00	0.00	0.00	0.00
1	Health Services Fund		0.00	0.00	0.00	0.00

Southwest Health And Human Services

NJW
11/1/13 10:24AM

TRIAL BALANCE REPORT
As of 10/2013

Report Basis: Cash

5 Human Services Fund

Account		Beginning Balance	Actual This-Month	Actual Year-To-Date	Current Balance
410	General Administration				
	------------- Assets -------------				
1001	Cash In Bank - Checking	306,970.30	1,922.49-	167,573.41-	139,396.89
1090	Investments	0.00	0.00	800,000.00	800,000.00
	Total Assets	306,970.30	1,922.49-	632,426.59	939,396.89
	--- Liabilities and Balance -----				
	Liabilities				
2080	Medical Insurance Payable	169,148.56-	3,258.50-	122,202.75	46,945.81-
2090	Due To Flexible Plan Employees	0.00	90.96	879.02	879.02
	Total Liabilities	169,148.56-	3,167.54-	123,081.77	46,066.79-
	Fund Balance				
2881	Unassigned Fund Balance	137,821.74-	0.00	800,000.00-	937,821.74-
2885	Revenue Control	0.00	0.00	59,711.55-	59,711.55-
2887	Expenditure Control	0.00	5,090.03	104,203.19	104,203.19
	Total Fund Balance	137,821.74-	5,090.03	755,508.36-	893,330.10-
	Total Liabilities and Balance	306,970.30-	1,922.49	632,426.59-	939,396.89-
420	Income Maintenance				
	------------- Assets -------------				
1001	Cash In Bank - Checking	1,478,708.43-	352,241.66-	797,063.10-	2,275,771.53-
	Total Assets	1,478,708.43-	352,241.66-	797,063.10-	2,275,771.53-
	--- Liabilities and Balance -----				
	Liabilities				
	Total Liabilities	0.00	0.00	0.00	0.00
	Fund Balance				
2881	Unassigned Fund Balance	1,478,708.43	0.00	320,000.00	1,798,708.43
2885	Revenue Control	0.00	278,118.93-	5,384,680.97-	5,384,680.97-
2887	Expenditure Control	0.00	630,360.59	5,861,744.07	5,861,744.07
	Total Fund Balance	1,478,708.43	352,241.66	797,063.10	2,275,771.53
	Total Liabilities and Balance	1,478,708.43	352,241.66	797,063.10	2,275,771.53
430	Social Services				

Southwest Health And Human Services

STATEMENT OF REVENUES AND EXPENDITURES

As Of 10/2013 Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO-DATE	2013 BUDGET	% OF BUDG	% OF YEAR
FUND 1 HEALTH SERVICES FUND					
REVENUES					
CONTRIBUTIONS FROM COUNTIES	119,124.00-	778,597.00-	776,722.00-	100	83
INTERGOVERNMENTAL REVENUES	2,050.50-	152,939.32-	369,500.00-	41	83
STATE REVENUES	1,693.92-	752,924.56-	540,634.00-	139	83
FEDERAL REVENUES	47,574.33-	901,405.49-	890,960.00-	101	83
FEES	40,872.13-	375,960.70-	443,780.00-	85	83
EARNINGS ON INVESTMENTS	33.57-	1,047.57-	0.00	0	83
MISCELLANEOUS REVENUES	1,785.56-	425,530.51-	28,000.00-	1,520	83
TOTAL REVENUES	213,134.01-	3,388,405.15-	3,049,596.00-	111	83
EXPENDITURES					
PROGRAM EXPENDITURES	471.78	554.10	0.00	0	83
PAYROLL AND BENEFITS	173,875.10	1,718,430.51	2,245,694.00	77	83
OTHER EXPENDITURES	74,422.06	998,442.09	803,902.00	124	83
TOTAL EXPENDITURES	248,768.94	2,717,426.70	3,049,596.00	89	83

Southwest Health And Human Services

STATEMENT OF REVENUES AND EXPENDITURES

As Of 10/2013 Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO-DATE	2013 BUDGET	% OF BUDG	% OF YEAR
FUND 5 HUMAN SERVICES FUND					
REVENUES					
CONTRIBUTIONS FROM COUNTIES	150,207.72-	5,050,681.53-	9,088,387.00-	56	83
INTERGOVERNMENTAL REVENUES	488.15-	8,075.15-	25,058.00-	32	83
STATE REVENUES	119,640.51-	3,095,552.53-	3,492,352.00-	89	83
FEDERAL REVENUES	361,307.89-	4,966,940.89-	6,181,865.00-	80	83
FEES	137,228.58-	1,174,061.34-	1,265,250.00-	93	83
EARNINGS ON INVESTMENTS	134.25-	2,225.40-	1,300.00-	171	83
MISCELLANEOUS REVENUES	85,803.10-	2,803,617.49-	1,606,067.00-	175	83
TOTAL REVENUES	854,810.20-	17,101,154.33-	21,660,279.00-	79	83
EXPENDITURES					
PROGRAM EXPENDITURES	968,788.97	7,918,024.96	9,322,653.00	85	83
PAYROLL AND BENEFITS	817,206.00	8,164,924.64	10,202,186.00	80	83
OTHER EXPENDITURES	249,538.22	2,442,398.87	2,135,440.00	114	83
TOTAL EXPENDITURES	2,035,533.19	18,525,348.47	21,660,279.00	86	83

Southwest Health And Human Services

REVENUES & EXPENDITURES BY PROG, DEPT, AND FUND AS OF 10/2013

Report Basis: Cash

Element	Description	Account Number		Current Month	Year-To-Date	Budget	% of Bdgt	% of Year
483 DEPT	Health Education	Totals:	Revenue	7,622.29-	524,018.44-	485,961.00-	108	83
			Expend.	37,460.86	534,400.03	613,050.00	87	83
			Net	29,838.57	10,381.59	127,089.00	8	83
485 DEPT	Environmental Health							
800 PROGRAM	Environmental		Revenue	204.49-	95,138.62-	143,292.00-	66	83
			Expend.	14,178.69	129,770.56	147,744.00	88	83
			Net	13,974.20	34,631.94	4,452.00	778	83
820 PROGRAM	Healthy Homes Grant		Revenue					83
			Expend.	0.00	4.86	0.00	0	83
			Net	0.00	4.86	0.00	0	83
485 DEPT	Environmental Health	Totals:	Revenue	204.49-	95,138.62-	143,292.00-	66	83
			Expend.	14,178.69	129,775.42	147,744.00	88	83
			Net	13,974.20	34,636.80	4,452.00	778	83
1 FUND	Health Services Fund	Totals:	Revenue	213,134.01-	3,388,405.15-	3,049,596.00-	111	83
			Expend.	248,768.94	2,717,426.70	3,049,596.00	89	83
			Net	35,634.93	670,978.45-	0.00	0	83

Southwest Health And Human Services

REVENUES & EXPENDITURES BY PROG, DEPT, AND FUND AS OF 10/2013

Report Basis: Cash

Element	Description	Account Number		Current Month	Year-To-Date	Budget	% of Bdgt	% of Year
702 PROGRAM	LCTS		Revenue	0.00	80,044.00-	0.00	0	83
			Expend.	0.00	80,044.00	0.00	0	83
			Net	0.00	0.00	0.00	0	83
471 DEPT	LCTS Collaborative Agency	Totals:	Revenue	0.00	80,044.00-	0.00	0	83
			Expend.	0.00	80,044.00	0.00	0	83
			Net	0.00	0.00	0.00	0	83
5 FUND	Human Services Fund	Totals:	Revenue	854,810.20-	17,101,154.33-	21,660,279.00-	79	83
			Expend.	2,035,533.19	18,525,348.47	21,660,279.00	86	83
			Net	1,180,722.99	1,424,194.14	0.00	0	83
FINAL TOTALS	959 Accounts		Revenue	1,067,944.21-	20,489,559.48-	24,709,875.00-	83	83
			Expend.	2,284,302.13	21,242,775.17	24,709,875.00	86	83
			Net	1,216,357.92	753,215.69	0.00	0	83

SOUTHWEST HEALTH AND HUMAN SERVICES CHECK REGISTER

OCTOBER 2013

DATE	RECEIPT or CHECK #	DESCRIPTION	+ DEPOSITS	-DISBURSEMENTS	BALANCE
	BALANCE FORWARD				5,209,211.86
10/1/13	5175,5188,5191-5208	Dep	62,226.22		5,271,438.08
10/4/13	6089-6112	PAYROLL		113,199.84	5,158,238.24
10/4/13	21709-21930 ACH	PAYROLL		381,891.71	4,776,346.53
10/7/13	36137 - 36180	Disb		14,401.98	4,761,944.55
10/7/13	24 ACH	Disb		57.60	4,761,886.95
10/7/13	36181 - 36358	Disb		608,049.73	4,153,837.22
10/7/13	25 - 41 ACH	Disb		2,900.95	4,150,936.27
10/4/13	5187,5189-90,5209-50	Dep	324,669.42		4,475,605.69
10/8/13	5251-5311.5317-5324	Dep	128,022.94		4,603,628.63
10/14/13	36359-36428	Disb		9,430.78	4,594,197.85
10/11/13	5312-16,5325-68	Dep	265,674.89		4,859,872.74
10/15/13	36429-36611	Disb		249,879.08	4,609,993.66
10/15/13	42-48 ACH	Disb		757.06	4,609,236.60
10/14/13	MNCare EFT 9104	EFT Disb		248.66	4,608,987.94
10/15/13	9103 (Sales&Use Tax)	Disb		73.00	4,608,914.94
10/18/13	6113-6128	PAYROLL		115,746.41	4,493,168.53
10/18/13	21931-22145 ACH	PAYROLL		375,543.39	4,117,625.14
10/16/13	5376-83, 5396-5404, 5407-12, 5414-27,5429-35,5439-47	Dep	79,616.81		4,197,241.95
10/18/13	36612 - 36889	Disb		72,321.80	4,124,920.15
10/18/13	49 ACH	Disb		228.25	4,124,691.90
10/18/13	5369-75,5384-95,5405-6, 5413,5428,5436-38,5448-73	Dep	126,464.66		4,251,156.56
10/21/13	36890-36927	Disb		9,678.83	4,241,477.73
10/21/13	50 ACH	Disb		38.40	4,241,439.33
10/22/13	5474-5479, 5483-5503	Dep	59,918.54		4,301,357.87
10/22/13	10703	Interest	13.38		4,301,371.25
10/22/13	10704	Interest	21.16		4,301,392.41
10/22/13	10705	Interest	133.28		4,301,525.69

10/21/13	36928-37028	Disb		282,167.17	4,019,358.52
10/21/13	51-54 ACH	Disb		504.24	4,018,854.28
10/25/13	5480-5482, 5504-5568	Dep	225,377.20		4,244,231.48
10/28/13	37029-37083	Disb		10,091.67	4,234,139.81
10/28/13	37084-37160	Disb		82,137.14	4,152,002.67
10/28/13	55-59 ACH	Disb		734.60	4,151,268.07
10/28/13	37161-37169	Disb		19,913.68	4,131,354.39
10/28/13	37170	Disb		765.60	4,130,588.79
10/29/13	5569-77,5579,5581,5583,5586-94,5600-01	Dep	41,822.28		4,172,411.07
10/31/13	37171-37206	Disb		8,255.98	4,164,155.09
10/31/13	37207-37281	Disb		216,446.65	3,947,708.44
10/31/13	60-62 ACH	Disb		135.54	3,947,572.90
10/31/13	5578,5580,5582,5584-5, 5595-99,5610-5631	Dep	16,143.62		3,963,716.52
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11/1/13	balanced by Karla Drown	**TOTALS**	**1,330,104.40**	**2,575,599.74**	

SOUTHWEST HEALTH AND HUMAN SERVICES
INCOME MAINTENANCE POLICY NUMBER 3

EFFECTIVE DATE: 02/16/11
REVISION DATE: ~~06/15/11~~11/20/13
AUTHORITY: Southwest Health and Human Services – Human Services Board

---BURIAL AND CREMATION POLICY---

Section 1 - Eligibility Requirements for a County Paid Burial

a. Any funeral service which will require county funding must be requested within 72 hours from the time of death.

b. Application for Payment of Income Maintenance Burial must be completed by the family or individual with the legal right to control service.

c. Prior Authorization for payment must be obtained from Southwest Health and Human Services.

d. Any resources available for funeral costs such as Social Security Death Benefits, Veteran's Benefits, savings, checking, life insurance, or relative contributions are to be deducted from the county allowable burial expenses.

e. Other customary expense items such as printed material, service gratuities, newspaper/media expense, certified copies of death certificate, etc. are the responsibility of the family or individual with the legal right to control service.

Section ~~1~~2 - Basic Services

a.

	Maximum Allowed	When Allowed
• Professional Services/Facilities/Equipment including Clergy-Utility Vehicle & Overhead	$1725.00	Both
• Embalming		
~~o~~ Customary	$325.00	Both with Public Viewing
o Special Circumstances (extra cost associated with excess decomposition, embalming and autopsy restoration)	$750.00	Both
• Other Preparation and Care	$175	Both
• Use of facility/staff for visitation (*limited to one hour prior to service*)	$175	Both

SOUTHWEST HEALTH AND HUMAN SERVICES
INCOME MAINTENANCE POLICY NUMBER 3

	Maximum Allowed	When Allowed
• Use of facility/staff for service (*services to be conducted from 10:00 a.m.-2:00 p.m. weekdays*)	$275	Both
~~• Graveside Service~~	~~$125~~	~~Both~~
~~• Initial transportation from place of death~~	~~$175~~	~~Both~~
~~• Funeral Coach~~	~~$225~~	~~Casketed Remains~~
• ~~Utility/Clergy Vehicle~~	~~Included~~	~~Both~~
• Casket		
○ Gray cloth covered compressed fiberboard	$605.00	Both with Public Viewing ~~Cost Public Viewing~~ (~~not to exceed $605)~~
○ Oversized – prior approval required	$705.00	Both with Public Viewing
• Cemetery Liner	$650.00~~Cost (not to exceed $650)~~	Burial only
• Alternate Container ~~for Cremation~~	$45.00~~Cost (not to exceed $45)~~	Cremation Only
• Urn	$100.00	Cremation Only
• Crematorium Charges	Cost	Cremation Only
• Cemetery Lot	Cost	Both
• Grave Opening & Closing	Cost	Both
• Graveside Service	$125.00	Both
• General Transportation		
○ From place of death	$ 175.00	Both
○ Funeral Coach	$ 225.00	Casketed Only
○ Mileage limit	$2.00 per loaded mile beyond 25 miles	

○ Transportation for interment will be limited to a maximum of 200 miles. Transportation costs that exceed this will be the responsibility of the individual with the legal right to control the service.

~~b. Transportation at $2.00 per loaded mile beyond 25 miles.~~

~~c. Transportation for interment will be limited to a maximum of 200 miles. Transportation costs that exceed this will be the responsibility of the individual with the legal right to control the service.~~

~~**Section 2 - Additional Purchases and Cash Advance Items**~~

~~d.~~	~~Maximum Allowed~~	~~When Allowed~~
• ~~Cemetery Lot~~	~~Cost~~	~~Both~~
• ~~Grave Opening and Closing~~	~~Cost~~	~~Both~~
• ~~Crematorium Charges~~	~~Cost~~	~~Cremation~~

~~Other customary expense items such as printed material, service gratuities, newspaper/media expense, certified copies of death certificate, etc. are the responsibility of the family or individual with the legal right to control the service.~~

e. ~~Any funeral service which will require county funding must be requested within 72 hours from the time of death and receive prior authorization from Southwest Health and Human Services.~~

f. ~~Any resources available for funeral costs such as Social Security Death Benefits, Veteran's Benefits, savings, checking, life insurance, or relative contributions are to be deducted from the county allowable burial expenses.~~

ALL BILLS RECEIVED FROM THE FUNERAL HOME MUST BE ITEMIZED

Agency Forms Regarding This Policy:

IM#009 – Application for Payment of Income Maintenance Burial
IM#032 – Payment Authorization Form
IM#083 – Cover Letter
IM#084 – Declaration and Claim of Funeral Director for Payment of Income Maintenance Burial
IM#118 – Estate Claims Fact Sheet Referral to Collections

Personnel Policy Number 10
Volunteer for Emergency/Community Services

Board Approved Community Service Organizations

- United Way
- Heart to Heart
- Meals on Wheels
- Red Cross
- New Horizons Crisis Center
- Second Harvest
- Special Olympics
- Let's Go Fishing
- Murray County Hospice
- Prairie Home Hospice
- Share
- Southwest Crisis Center
- VFW Honor Guard
- Ruby's Pantry
- Relay for Life
- Western Community Action (Community Blooms, Kitchen Table Food Shelf, Big Buddies)
- Share the Spirit
- Salvation Army
- Redwood Area Kids' Weekend Food Program

Approval Date – 06/15/11
Revision Date – ~~10/16/13~~ 11/20/13

Free Weekend Food for Your Child Available through Redwood Area Kids' Weekend Food Program

Redwood Area Kids' Weekend Food Program (supported by the First Presbyterian Church and the First United Methodist Church of Redwood Falls) is teaming up with Reede Gray to offer a supply of nutritious meals and snacks for children. This is free of charge. Frequency of weekend bags will be determined by need and funding. **Any child enrolled in Reede Gray is able to receive these bags of food. This program is being offered to students in grades K-4.**

If you believe your child could benefit from this program, we encourage you to **sign them up by filling the form out below and returning it in the self-addressed stamped envelope that is included.** Only one form is needed for all the Reede Gray children in your family, but include information for each child in the form below. **This information will be kept completely confidential.**

Once your child is signed up, they will receive bags of food until the end of the school year or until you notify the school you no longer wish to participate.

We encourage you to take advantage of this program for your children.

Questions or concerns? Please contact Mrs. Flickinger, Principal at Reede Gray (644-7627).

Redwood Area Kids' Weekend Food Program Consent Form
September 2012

Please sign my child(ren) up for the Redwood Area Kids' Weekend Food Program.

Please return this bottom portion in the envelope provided by September 14th.
You will receive a notice about the start date.

We wish to participate in the weekend food program:

____

Parent/Guardian signature

Child's Name ____

Grade: ________ Homeroom Teacher: ______________________________

Child's Name, ____

Grade: ________ Homeroom Teacher: ______________________________

Child's Name ____

Grade: ________ Homeroom Teacher: ______________________________

Please use the back or attach a sheet for additional children. Please note any special dietary needs (diabetic, allergies)

NOVEMBER 2013
BOARD APPROVAL ON THE FOLLOWING:

- ☐ **Western Community Action (Marshall, MN)** – 01/01/14 to 12/31/14; Client transportation services, IRS rate .56/mile (renewal).

- ☐ **Greater MN Family Services (Marshall, MN)** – 01/01/14 to 12/31/14; Contract for MH Family Based Services and Counseling, $3500/mo (renewal).

- ☐ **MDH SHIP** – 11/01/13 to 10/31/15; Public Health contract for the Statewide Health Improvement Program for strategies for reducing obesity and tobacco use, $479,973 (renewal).

- ☐ **MDH TRI-PROJECT** – 10/01/13 to 09/30/18; Public Health contract for Immunization and Vaccine for children, payment based on completed duties (renewal).

- ☐ **MDH Master Grant** – 01/01/14 to 12/31/14; Public Health contract for public health services, (renewal).

- ☐ **Dental Trade Alliance Foundation (Arlington, VA)** – 10/15/14 to 12/31/14; Public Health grant to impact access to care and/or productivity of the dental delivery model and improving oral health, $25,000 (NEW).

- ☐ **MDH Early Hearing Detection Intervention/Birth Defects (EHDI/BD)** – 01/01/14 to 12/31/16; Public Health grant for early hearing detection in children as well as use the Birth Defects Information System to target intervention, prevention, and services, three tier reimbursement ($75/$200/$400) based on service (renewal).

- ☐ **Rock County – Tobacco Compliance Checks (Rock Cty)** – 01/01/14 to 12/31/15; Public Health contract to provide services for tobacco compliance checks, $75/check (renewal).

- ☐ **Daycare Contracts (various)** – 01/01/14 to 12/31/15; Public Health contract for daycare centers to provide services for the development and maintenance of a health and safety plan and meet State requirements of Rule 3, $35/mo/visit (renewal). Daycare centers are listed as follows:

All Aboard Child Daycare	Marshall
Discovery Center Preschool	Marshall
Marshall Child Care East	Marshall
SMSU Daycare	Marshall
Kids N Care Center	Pipestone
Tracy Kid's World	Tracy
WonderWorld Preschool	Slayton

- [ ] **CHIC HIE-Bridge – DESA Agreement** – Public Health agreement for the Data Exchange and Support to follow applicable laws and HIPPA, (new).

- [ ] **CHIC HIE-Bridge – Sublicense Agreement** – 01/01/14 to 12/31/14; Public Health agreement in connect with the DESA for CHIC to provide services, support, and access, (new).

- [ ] **CHIC – Business Associate Agreement** – Public Health agreement to follow applicable laws and HIPPA regulations, (new).

BOARD MEETING – 11/20/13

DONATIONS

- Rolling Plains Sewing Circle (Jasper) donated 5 baby bundles
- Blessed Hands for Love (church group from Canby) donated 14 fleece blankets/quilts
- Family to donate food for a Thanksgiving dinner for one of our families
- Avera Marshall will be providing gifts and gift cards to approximately 30 families/individuals for Christmas
- Schwan's will be donating gifts and food to several families
- Monsanto in Redwood Falls will be donating Christmas gifts to families or children