



GOODHUE COUNTY MINNESOTA

TO EFFECTIVELY PROMOTE THE SAFETY, HEALTH, AND WELL-BEING OF OUR RESIDENTS

GOODHUE COUNTY HEALTH & HUMAN SERVICES (GCHHS) AGENDA TUESDAY JULY 21, 2020 10:30 A.M.

WEB ACCESS: [HTTPS://GLOBAL.GOTOMEETING.COM/JOIN/623424869](https://global.gotomeeting.com/join/623424869)

CALL IN NUMBER: [TEL:+18775684106,,623424869#](tel:+18775684106,623424869)
ACCESS CODE: 623-424-869

VIRTUAL MEETING NOTICE

"Due to concerns surrounding the spread of COVID-19, it has been determined that in-person meetings or meetings conducted under Minn. Stat. 13D.02 a are not practical or prudent. Therefore, meetings that are governed by the Open Meeting Law will temporarily be conducted by telephone or other electronic means pursuant to Minn. Stat. 13D.021."

Goodhue County Health and Human Services Board will be conduct a board meeting pursuant to this section on July 21, 2020 at 10:30 a.m. via GoToMeeting platform. The board and staff will attend the meeting via GoToMeeting by video or phone. The public is welcome to monitor the meeting by logging into <https://global.gotomeeting.com/join/623424869> or calling [tel:+18775684106,,623424869#](tel:+18775684106,623424869) beginning at 10:20 a.m. or any time during the meeting. Access Code: 623-424-869

New to GoToMeeting: Get the app now and be ready when your meeting starts <https://global.gotomeeting.com/install/623424869>
[Tips for the Virtual Meeting](#)

1. Call Annual HHS Board Meeting To Order
2. Review And Approve HHS Board Annual Meeting Agenda
3. Review And Approve Previous Board Minutes

Documents:

[JUNE 16, 2020 HHS BOARD MINUTES.PDF](#)

4. ACTION ITEMS:

- a. Re-Appointment Of HHS Lay Board Member- Susan Johnson

Documents:

[RE-APPOINTMENTOF HHS LAY BOARD MEMBER.PDF](#)

- b. Accounts Payable
Mike Zorn

Documents:

[ACCOUNTS PAYABLE.PDF](#)

c. Personnel Requests
Nina Arneson

Documents:

[PERSONNEL REQUESTS.PDF](#)

5. Annual Election Of Officers- Chair, Vice Chair, And Secretary

- a. The HHS Director Calls For Nominations Of Chair
- b. The NEW HHS Board Chair Calls For Nominations Of Vice Chair
- c. The NEW HHS Board Chair Calls For Nominations Of Secretary
 1. The NEW HHS Board Chair Takes Over The Meeting After Being Elected And Finishes The Agenda Including Election Of Vice Chair And Secretary

6. INFORMATIONAL ITEMS:

a. COVID-19 Update
Nina Arneson

Documents:

[COVID-19 UPDATE-OUTLINE.PDF](#)

b. 2nd Quarter 2020 Fiscal Report
Mike Zorn

Documents:

[HHS 2ND QUARTER 2020 FISCAL REPORT.PDF](#)

7. FYI-MONTHLY REPORTS:

a. Placement Report

Documents:

[PLACEMENT REPORTS.PDF](#)

b. Child Protection Report

Documents:

[CHILD PROTECTION REPORT.PDF](#)

c. SHIP Grant Letter

Documents:

[STATEWIDE HEALTH IMPROVEMENT PARTNERSHIP \(SHIP\) GRANT AWARD LETTER.PDF](#)

8. ANNOUNCEMENTS/COMMENTS:

9. ADJOURN ANNUAL HHS BOARD MEETING

Next meeting will be Tuesday August 18, 2020 at 10:30 a.m.

PROMOTE, STRENGTHEN, AND PROTECT THE HEALTH OF INDIVIDUALS, FAMILIES, AND COMMUNITIES

**GOODHUE COUNTY
HEALTH & HUMAN SERVICES BOARD MEETING
MINUTES OF JUNE 16, 2020**

The Goodhue County Health and Human Services Board convened their regularly scheduled meeting at 10:32 A.M., Tuesday, June 16, 2020, virtually via GoToMeeting platform.

BOARD MEMBERS PRESENT:

Brad Anderson, Paul Drotos, Linda Flanders, Susan Johnson, Barney Nesseth, Jason Majerus, and Nina Pagel.

STAFF AND OTHERS PRESENT:

Nina Arneson, Mary Heckman, Mike Zorn, Lisa Woodford, Heather Arndt, Vicki Iocco, Jessica Seide, Brooke Hawkenson, Steve Gudgell, Dr. Brian Whited, Dr. Deepi Goyal, Heidi Poole, RN IPAC

AGENDA:

On a motion by B. Nesseth and seconded by S. Johnson, the Board unanimously approved the June 16, 2020 Agenda.

MEETING MINUTES:

On a motion by J. Majerus and seconded by L. Flanders, the Board unanimously approved the Minutes of the H&HS Board Meeting on May 19, 2020.

ACTION ITEMS:

On a motion by B. Anderson and seconded by B. Nesseth, the Board unanimously approved payment of all accounts as presented.

INFORMATIONAL ITEMS:

Mayo Clinic Health System COVID-19 Update provided by Steve Gudgell, Vice Chair of Administration, Dr. Brian Whited, CEO MCHS River Corridor, Dr. Deepi Goyal, Regional Incident Command Director, and Heidi Poole, RN IPAC.

HHS COVID-19 Update provided by Nina Arneson, Heather Arndt, Brooke Hawkenson, Mary Heckman, Jessica Seide, and Vicki Iocco.

FYI:

AMC Blue Ribbon Committee- June 2020
AMC Letter to Governor and Legislative Leaders
Pop-Up Food Distribution- SE MN Regional Food Bank and Live Well Goodhue County

Goodhue County Health & Human Services Board
Meeting Minutes of June 16, 2020

ANNOUNCEMENTS/COMMENTS:

ADJOURN:

On a motion by B. Nesseth and seconded by N. Pagel, the Board approved adjournment of this session of the Health & Human Services Board Meeting at or around 11:50 a.m.

DRAFT

**GOODHUE COUNTY
HEALTH & HUMAN SERVICES (GCHHS)**



REQUEST FOR BOARD ACTION

Requested Board Date:	July 21, 2020	Staff Lead:	Nina Arneson
Consent Agenda:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Attachments:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Action Requested:	Approval to Re-Appoint Susan Johnson, Red Wing, MN to the GCHHS Board, two year term, expiring July 1, 2022		

BACKGROUND:

Minnesota Statute Chapter 393, known as the Local Social Service Agency, states a governing board shall consist of seven members, five of whom will be the Board of County Commissioners with two Lay Board members, one of whom shall be a woman and shall be nominated by the County Board of Commissioners. This requirement also meets and exceeds the Minnesota Statute Chapter 145A, known as the Local Public Health Act governing board requirements.

Commissioner Paul Drotos is bringing forward Susan Johnson, Red Wing, MN for re-appointment.

RECOMMENDATION: HHS Department recommends approval as requested.



Goodhue County
Health and Human Services

426 West Avenue
Red Wing, MN 55066
(651) 385-3200 • Fax (651) 267-4882

Oath of Office

I, **Susan Johnson**, having been officially appointed a Member of the Goodhue County Health and Human Services Board, effective July 21, 2020, do solemnly affirm that I will support the Constitution of the United States and the Constitution of the State of Minnesota and that I will faithfully and impartially perform the duties of the Office to which I have been appointed, to the best of my knowledge and ability, and this I do under the penalties of perjury.

Susan Johnson

Date

Subscribed and sworn to before me this 21st day of July, 2020 in Minnesota.

Goodhue County HHS Board Chair

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**GOODHUE COUNTY
HEALTH & HUMAN SERVICES (GCHHS)**



REQUEST FOR BOARD ACTION

Requested Board Date:	July 21, 2020	Staff Lead:	Mike Zorn
Consent Agenda:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Attachments:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Action Requested:	Approve April 2020 HHS Warrant Registers		

BACKGROUND:

This is a summary of Goodhue County Health and Human Services Warrant Registers for: June 2020

	Date of Warrant		Check No.		Total Batch
			Series		
IFS	June 5, 2020	ACH	30930	30939	\$13,914.54
IFS	June 5, 2020		451128	451150	\$50,861.72
IFS	June 12, 2020	ACH	30959	30972	\$23,226.56
IFS	June 12, 2020		451234	451273	\$55,159.31
IFS	June 19, 2020	ACH	30985	30988	\$2,628.76
IFS	June 19, 2020		451322	451352	\$16,568.06
SSIS	June 26, 2020	ACH	31029	31050	\$58,369.57
SSIS	June 26, 2020		451404	451446	\$166,604.32
IFS	June 26, 2020	ACH	30997	31028	\$1,217.79
IFS	June 26, 2020		451395	451403	\$53,686.41
IFS	June 26, 2020	ACH	31051	31073	\$8,205.40
IFS	June 26, 2020		451447	451516	\$33,589.37
				Total	\$484,031.81

RECOMMENDATION: Goodhue County HHS Recommends Approval as Presented.

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**GOODHUE COUNTY
HEALTH & HUMAN SERVICES (GCHHS)**



REQUEST FOR BOARD ACTION

Requested Board Date:	July 21, 2020	Staff Lead:	Nina Arneson
Consent Agenda:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Attachments:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Action Requested:	<ul style="list-style-type: none"> • Approve an internal posting for a new Social Services HHS Team Lead position and then post externally and internally for the vacated position by this internal promotion. • Approve reallocation of a HHS Office Lead classification to an Office Services Supervisor classification. 		

BACKGROUND:

The following requests were brought forward for the Goodhue County Personnel Committee's review on July 7, 2020 at 8:00am. Please see the attached request memo and background documents - <https://www.co.goodhue.mn.us/AgendaCenter/ViewFile/Item/10313?fileID=16885>

The Personnel Committee (Commissioner Drotos and Commissioner Nesseth) recommended approval as requested.

The Goodhue County Personnel Committee's meeting minutes were not available at the time of this document preparation.

RECOMMENDATION: GCHHS Department recommends approval as requested.



Goodhue County *Health and Human Services*

426 West Avenue
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DATE: July 1, 2020
TO: Goodhue County Personnel Committee
FROM: Nina Arneson, GCHHS Director
RE: NEW – Staffing Solutions: Needs and Retirements to be County Levy Neutral

BACKGROUND:

As with any position(s) including retiring and resigning positions, GCHHS reviews our agency's needs and looks to see if our needs are the same and/or if they have changed over time when deciding whether to replace/change/re-classify or not to replace that position(s).

Our plan was to bring forward at the April 7, 2020 Personnel Committee our HHS succession planning and organizational changes that were related to anticipated retirements, but due to the COVID-19 emergency that was not the time to bring forward our other recommendations. Now three months later we are still in a COVID-19 peacetime emergency and now, we need to act on it, and we are bringing forward our other organizational change recommendations.

Thus far with the these organizational change recommendations, we have replaced a retiring Deputy Director with an internal promotion and replaced a retiring Information Technology Specialist Sr. with a lower classification of HHS Systems Application Specialist (Information Systems Specialist Sr.). These two positions were reviewed and approved by the Goodhue County Personnel Committee and Goodhue County Health and Human Services Board.

SUMMARY OF ADDITIONAL HHS ORGANIZATIONAL CHANGES:

New Position – 1 FTE (HHS Team Lead, Social Services Division – Adult Services)

Our proposal is to promote within HHS Department to fill a new HHS Team Lead position for our Social Services Division - Adult Services Team and then backfill this position.

This classification under general supervision, provides social work services to customers involving social services and treatment plans; provides work direction, technical guidance, and performs limited supervisory duties for other social workers and support staff; performs responsible and difficult casework; directs service programs; provides technical expertise for program areas; ensures quality control for social work practices within a program areas, and performs related work as assigned like social services intake.

Social Services HHS Team Lead would go to the next step on the HHS Team Lead scale as long as it's at least a 2% increase per county practice.

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The maximum increase for this position would be \$3,545.00 if the promoted employee was at the top of the County Agency Social Worker scale and \$63,702 for replacement of County Agency Social Worker.

The HHS Team Lead would be replaced with a County Agency Social Worker.

	2020	2020
	Single Health	Family Health
County Agency Social Worker	step 1	step 1
Rate	\$26.57	\$26.57
Gross	\$55,266.00	\$55,266.00
PERA/FICA/Medicare/Life	\$8,436.00	\$8,436.00
Wages + Benefits	\$63,702.00	\$63,702.00
Health Coverage/H.S.A.	\$11,054.00	\$24,169.00

CLASSIFICATION REALLOCATION – 1 FTE (Office Services Supervisor)

Our proposal is to reallocate an Information Systems Specialist Sr. (ISSS) position to an Office Services Supervisor (OSS).

As we became an integrated Health & Human Services agency we integrated our 5 separate front desks into one HHS Front Desk. This has helped us recognize the benefits of having support staff unified under one supervisor. Coordinating efforts under one Office Services Supervisor would result in valuable efficiencies throughout the agency.

- Eliminating duplication of duties resulting in efficiencies crossing all departments.
- Creates a better sense of belonging & rapport with staff who are under the same/similar classifications.
- Training and cross training is better as staff know what other support staff are doing from attending the same unit meetings and having one go to person.
- Transferring supervisory duties from the various divisions to the Office Services Supervisor would alleviate the extra learning curve/duties needed to supervise them.

This classification directs the support functions and support work of a county health and human services agency; establishes support policies and procedures; coordinates work of clerical support unit with other units in the agency; and performs related work as assigned. This position would be a part of the HHS Leadership Team. This position is responsible for supervising all HHS support staff.

The cost to reallocate this classification from ISSS (step 10 top) to OSS step 8 (out of a 9 step classification) is \$3,329.00.

	2020	2020	
	Information	Office	
	Systems	Services	
	Specialist Sr.	Supervisor	
	step 10 Top	step 8	Additional Cost
Rate	\$29.83	\$31.22	
Gross	\$62,047.00	\$64,938.00	
PERA/FICA/Medicare/Life	\$9,463.00	\$9,901.00	
Wages + Benefits	\$71,510.00	\$74,839.00	\$3,329.00

HHS TRENDS:

- Our supervisors and staff need help to keep up with the changes and increased demands.
- In some areas of our business, we are not keeping up with the work, missing deadlines, missing revenue opportunities and not meeting outcomes.
- We have seen great increases with customer numbers, demand for services, complexity, response, and reporting expectations.
- The unfortunate reality is that our budget drivers are the legislative changes from State to County cost shifts – not our business or operational practices.
- These are mandated services and we want to do them even better and cost effectively.
- The need is here, and the HHS needs these classification reorganization to do the work to meet the growth, demand and outcome expectations.

FINANCIAL SUMMARY:

Promotion SS HHS Team Lead	\$ 3,545.00
Replacement County Agency Social Worker (HHS Team Lead)	\$63,702.00
Reallocation Classification Office Services Supervisor	\$ 3,329.00
Retiring Information Technology Specialist Sr. (savings)	(\$49,028.00)
Retiring Deputy Director (savings)	(\$19,041.00)
Net effect of changes	\$2,507.00

Additional revenue sources and/or cost reductions for these position are

- Federal Social Services Time Study (SSTS)
- State/Federal Long Term Services and Supports (LTSS)
- Some reduction in over-time associated with SS HHS Team Lead.
- Additional State/Federal Revenue that staff have already been generating since 2018.
- Replacing a higher classification with a lower classification and still meeting the need.

Staffing Revenues generated since HHS Board approved adding additional staff

<u>Year</u>	<u>Actual Revenue</u>	<u>Budget</u>	<u>Surplus/Deficit</u>
2018	\$4,757,522	\$4,027,109	\$730,413
2019	\$5,005,687	\$4,037,399	\$968,288

HHS Revenue & Expenditure Budget Report

<u>Year</u>	<u>Actual Revenue</u>	<u>Actual Expenditures</u>	<u>Net</u>
2018	\$17,892,636	\$16,452,257	\$1,440,379
2019	\$18,605,873	\$16,968,272	\$1,637,601

With a combination of the above revenues, these recommendations would continue to be County Levy Neutral.

RECOMMENDATION:

The HHS Department recommends approving the following:

- 1) Moving forward immediately to post for a **Social Services HHS Team Lead** utilizing the Minnesota Merit System. This would be for internal candidates, then move forward immediately to post for a **County Agency Social Worker** to fill the position vacated by the internal promotion.
- 2) Moving forward immediately to **reallocate** a HHS Office Lead classification (Information Systems Specialist Sr.) to an **Office Services Supervisor** Classification.
- 3) Hire after GCHHS Board's review and approval.

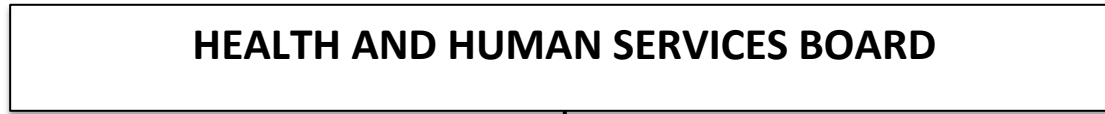
Attached – Updated HHS Organizational Chart, additional background information on Social Services Team Lead, backfill, and Office Services Supervisor positions.



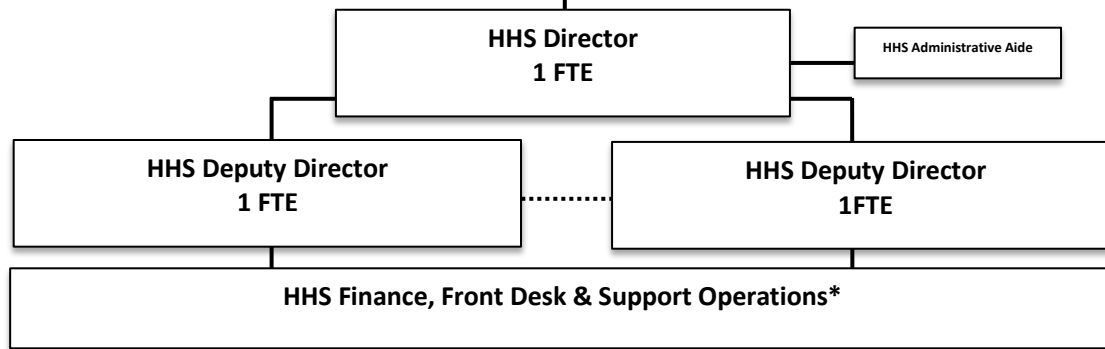
Goodhue County Health and Human Services (GCHHS)



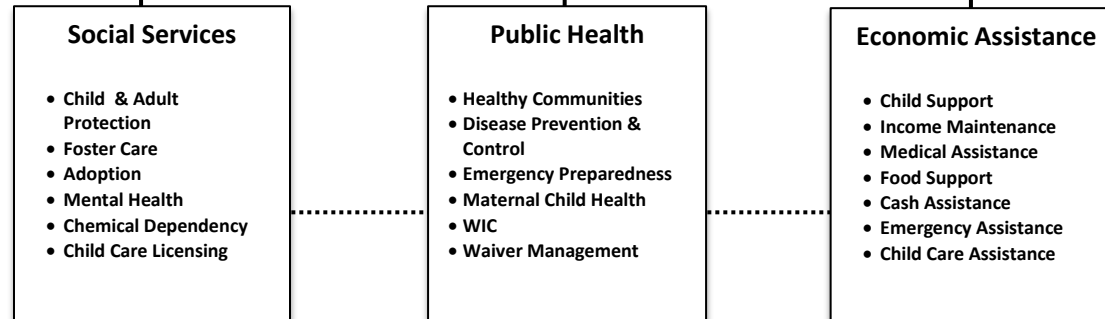
GOVERNANCE



ADMINISTRATION



SERVICE DIVISIONS



SUPERVISION

2-Social Services Supervisors
2-HHS Lead Workers

3-Public Health Supervisors
1-HHS Lead Worker

2-Financial Assistance Supervisors
2-Lead Eligibility Workers
1-Child Support Lead Worker
28

*1-Office Services Supervisor
1-Fiscal Officer
1-Office Support Specialist Sr.
18.9

FTE

31

28.50

28

18.9

Staff

31

31

28

19

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ADDITIONAL BACKGROUND

New Lead County Agency Social Worker – Social Services – Adult Services

In January 2018 Social Services was able to add a lead worker position. This person was promoted internally from a child protection social worker position, and a new child protection social worker was hired. The lead worker supports 32 Social Services staff, and responsibilities include:

- **Primary intake** every day, including taking intake calls and ensuring thorough review of reported concerns
- Coordinating daily child protection and adult protection screening teams
- Completing dispositions and assignments for assessments
- Attending and co-facilitating child protection and adult staff meetings
- Setting up intake and on-call calendars
- Child Protection after hours on-call designee 12 weeks/year
- Responding to staff questions
- Some lead worker responsibilities for entire agency, including special projects, ongoing leadership, etc.

Social Services intake responsibilities continue to grow as state and federal mandates increase. Social Services receives approximately **2300** intakes/year, or on average 10-11 new reports/day. Response times are mandated, including weekends. Reports must be screened within mandatory response times—some immediately, some within 24 hours. Each report should include:

- Review of prior Social Services history
- Review of criminal/court history
- Collateral phone calls

The demands of the lead position have been difficult to meet during regular work hours, resulting in \$40,557 in 2019 and \$12,612 through June 2020 of overtime among Social Services staff. The lead worker and some intake staff have worked the large majority of these hours.

We have been working on a Quality Improvement (QI) project about Intake in the Social Services area with the goal to decrease overtime for the Lead Worker and to provide even better service to Goodhue County residents. What we have found through data gathering is the Lead Worker spends the majority of her time with Intake and has little time for Lead responsibilities. The backup intake staff, which is a group of 7 Social Workers, have difficult time fitting intake into their already full caseloads. The results of the QI assessment was to add another Lead Worker so the Leads could do the entire intake and be able to do their Lead responsibilities also.

In addition, the Social Services supervisors also spend a large amount of time monitoring the daily reports and responding to individual worker needs. This leaves less time to pursue and monitor projects that could prevent maltreatment or mental health crisis.

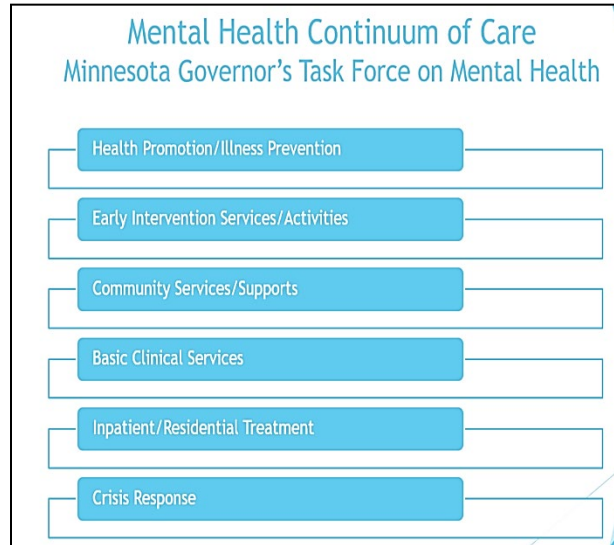
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The Minnesota Governor's Task Force on Mental Health emphasized Continuum of Care, which defines the spectrum of prevention and intervention activities that exist to support mental health. https://mn.gov/dhs/assets/mental-health-task-force-report-2016_tcm1053-263148.pdf.

For children's services, health promotion/early, intervention efforts include local programs such as:

- Parent Support Outreach Program
- ACEs training and support of trauma informed systems
- Comprehensive Intensive Bridging Services/Systems of Care grant
- Expanded Youth Outreach services/mentoring



For adult services, health promotion/early, intervention efforts include local programs such as:

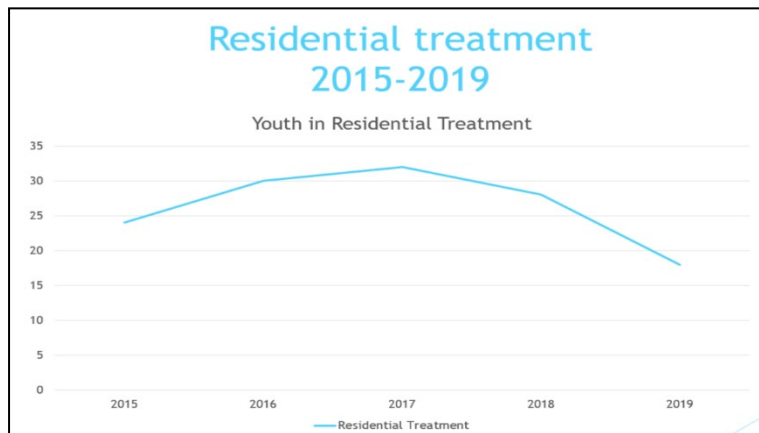
- Treatment Court
- Health Pathways
- Bridging
- Mental Health Service Array Committee
- CREST regional initiative

The cost of failing to prevent child maltreatment or a mental health crisis is large:

- Average child crisis hospitalization \$15,540/stay (NAMI: Minnesota&AspireMN, 2017)
- Cost for emergency room visit is \$2264 (NAMI: Minnesota&AspireMN, 2017)
- The CDC estimates that each case non-fatal case of child maltreatment will cost the U.S. economy \$830,928 over the life of the child

One example of a cost savings approach is CIBS (Comprehensive Intensive Bridging Services). Goodhue County was one of 33 counties to participate in SAMHSA's Systems of Care grant to expand children's mental health services. The CIBS program would have been difficult, if not impossible, to pursue and implement in Goodhue County without adequate supervisor time to devote to the program.

Another program that has been very beneficial for Goodhue County citizens is the Goodhue County Treatment Court. Treatment Court is a nationally proven system that is successful in rehabbing chemically dependent individuals. It saves counties dollars supporting its participants to stay sober, find employment, and become healthy productive citizens. Goodhue County Treatment Court just celebrated its first graduate.



Revenue sources for this position is Federal Social Services Time Study (SSTS); State/Federal Long Term Services and Supports (LTSS); Children's Mental Health Case Management; Increase Client IV-E revenue and increased additional billable revenue coming from Adult Services unit.



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ADDITIONAL BACKGROUND

HHS Support Lead reallocation position to an Office Services Supervisor (OSS)

Since the Health and Human Services integration in 2010, GCHHS has experienced significant changes, some gradual and some immediate with our operations, systems, job duties, responsibilities etc. These changes have also required some staff to perform different work duties based on the department's changing needs. A supervisor and an employee review an employee's position description each year as a part of the performance evaluation in order to come to one of the following conclusions:

- An accurate reflection of the current responsibilities and performance standards
- Revised to reflect changes in position
- Rewritten because it is three years old

If there is a change that has taken place then the HHS department may request a review, which may result to a Minnesota Merit System's recommendation of reclassification/reallocation or a confirmation that the job description and classification are still in the scope of the duties the employee is performing. With our Department's continued integration work, this is something we have done numerous times, and is something that we are expecting to continue and may result in additional Minnesota Merit System reclassification/reallocation recommendations.

Since Goodhue County Social Services and Goodhue County Public Health Services integrated, the HHS Administration has continued to review how to operate and provide Health and Human Services even more efficiently. Our Support Staff is the backbone of our organization and have worked hard to integrate these dedicated individuals to support all of HHS, not just the division or a program, they were initially hired to support.

In 2010, we began with the 5 Fronts Desks with 2 different agencies and in a number of ways of doing business. In 2016, with our new building, we were able to integrate, streamline, and provide consistent guidance and leadership for all, with the centralized Front Desk that serves all HHS customers who walk in, call in, and provide clerical assistance to all of our HHS Staff. The next area that was changed with a Quality Improvement (QI) project, was the HHS mail process. Our agency mail was going to many different areas in our buildings, many staff "touching" it and the process needed to be improved. Today, we have centralized mail that has decreased the number of staff touches, work errors and staff time to complete the mail tasks.

As we integrated, multiple supervisors were supervising the front desk and mail staff, total of 11 support staff. It was clear to us that our support staff needed one person to oversee and supervise all areas of support staff. Mary Heckman, Deputy Director, took on that role along with supervising the supervisors from Public Health, Social Services and HHS Administration Case Aide.

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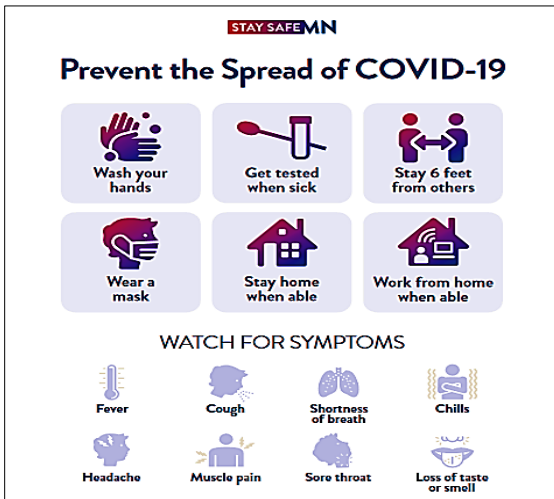
The Information Systems Specialist Sr. who performed various other support duties for the agency needed to take on additional lead responsibilities of the newly formed support staff team to assist the deputy director to manage this critical team for the agency.

In May of 2016, Personnel Committee and GCHHS Board approved changing the Information Systems Specialist Senior job title to HHS Support Lead to more accurately reflect the work that was being conducted. As Mary Heckman nears retirement, a succession plan with the Merit System's approval, to reallocate the HHS Support Lead classification to an Office Services Supervisor. This way a consistent leadership and guidance can continue for the HHS Front Desk and Support staff and our new Deputy Director can focus on deputy director work with Public Health, Economic Assistance and Social Services which we know for any new professional would be a huge learning curve. This will also allow our agency to continue to focus building authentic community relationships, improving outcomes, managing, improving and supervising HHS internal operations.

Goodhue County Health and Human Services Board

7-21-2020 COVID-19 Update

- **COVID-19 Situation Awareness**
Nina Arneson HHS Director
- **Response Planning & Emergency Preparedness**
Heather Arndt, HHS Emergency Preparedness Coordinator
- **Response Operations**
Brooke Hawkenson, Family Health Supervisor
- **Response Communications**
Jessica Seide, Community Health Specialist / Public Information Officer
- **COOP - Agency Responsibilities**
Mary Heckman, Deputy Director



Partner Areas:	Please Contact:
Churches	Heather Arndt at heather.arndt@co.goodhue.mn.us
Schools	Vicki Iocco at vicki.iocco@co.goodhue.mn.us
Center-Based Childcare	Jodi Skeen at jodi.skeen@co.goodhue.mn.us
Family Child Care Providers	Chris Reich at Chris.Reich@co.goodhue.mn.us
Hospitals and Clinics	Vicki Iocco at vicki.iocco@co.goodhue.mn.us
Long Term Care/Senior Living	Rob LaPorte at robert.laporte@co.goodhue.mn.us
Law Enforcement	Heather Arndt at heather.arndt@co.goodhue.mn.us
Emergency Medical Services	Heather Arndt at heather.arndt@co.goodhue.mn.us
Foster Care	Dayle Christiansen at dayle.christiansen@co.goodhue.mn.us
Jail	Heather Arndt at heather.arndt@co.goodhue.mn.us
Home Care Agencies	Rob LaPorte at robert.laporte@co.goodhue.mn.us
Cities	David Anderson at david.anderson@co.goodhue.mn.us
Non-Profits/ Businesses	David Anderson at david.anderson@co.goodhue.mn.us
Homeless Service Providers	Megan O'Dell at Megan.odell@co.goodhue.mn.us or Gretchen Rauchwarter at gretchen@rauchwarter@co.goodhue.mn.us

For Information and Resources:

- <https://co.goodhue.mn.us/COVID-19>
- <https://www.facebook.com/gchhs>
- <https://www.health.state.mn.us/diseases/coronavirus>
- <https://mn.gov/covid19>



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Health and Human Services

426 West Avenue
Red Wing, MN 55066
(651) 385-3200 • Fax (651) 267-4882

DATE: July 21, 2020
TO: Goodhue County Health and Human Services (HHS) Board
FROM: Mike Zorn, Deputy Director
RE: Second Quarter 2020 Fiscal Report

In the second quarter of CY 2020, Goodhue County Health & Human Services Agency had the following budget financial summary.

- We expended 48% (\$8,647,136) of our budget (\$17,871,630) 50% of the way through the year. Last year at this time, we expended 51%.
- We have collected 54% (\$9,609,520) of our anticipated revenue (\$17,871,630), 50% of the way through the year. Last year at this time, we collected 52%.
- Given that in the last 4 months of operating in a new way, we are in really good financial shape heading into the second half of the year.

Children in Out of Home Placement:

We have expended 55.5% (\$995,094) of our budget (\$1,792,000), 50% of the way through the year, which resulted in being over budget 5.53% or \$99,094.

County Burials:

We have expended 186% (\$27,972) of our budget (\$15,000), 50% of the way through the year. We had 11 county burials in the first half of the year, whereas in 2019 we had a total of 13.

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State Hospital Costs:

We have expended 27% (\$107,003) of our budget (\$391,381). Last year at this time, we expended \$261,691. We continue to anticipate this given the state crisis with mental health, the situation with Anoka-Metro Regional Treatment Center where clients do not have any other place to go.

Salaries, Benefits, Overhead and Capital Equipment:

On agency salaries, benefits, overhead and capital equipment line items, we have expended 49% of our budget 50% of the way through the year.

Staffing Revenues Additional Staff:

For the second quarter report, total staffing revenue is 59.01% (\$2,397,122) 50% through the year of the total 2020 budget of \$4,061,896 for these revenue categories.

COVID-19 Pandemic:

Due to the pandemic HHS case management revenue is expected to be reduced some due to limited technology that some clients that are receiving these services have access to. Telehealth/Telemedicine has been approved for client case management, so revenue should main steady for those clients with access to video conferencing technology. Our revenue has been steady and in some areas higher during this time.

HHS will have some additional personnel expenses associated with the pandemic as two part time employees have increased their hours to help with COVID-19 response and additional costs are anticipated.

HHS will have some additional costs associated to establish policies and practices for social distance for employees, routine environmental cleaning and disinfection, and implementing safety practices for preparing the workplace to protect employees and clients.

So far at this point we haven't seen any major impact on our revenues.



Goodhue County



REVENUES & EXPENDITURES BUDGET REPORT

Report Basis: Cash

From: 01/2020 Thru: 06/2020

Percent of Year: 50%

11 Fund
Health & Human Service Fund
479 Dept
PHS Administration

<u>Account Number</u>	<u>Description</u>	<u>Status</u>	<u>06/2020</u> <u>Amount</u>	<u>Selected</u> <u>Months</u>	<u>2020</u> <u>Budget</u>	<u>% Of</u> <u>Budget</u>
11-479-479-0000-6173	Workmans Compensation		.00	13,759.55	13,535.00	102
11-479-479-0000-6174	Mandatory Medicare		180.65	1,192.33	909.00	131
11-479-479-0000-6201	Telephone		232.71	1,389.24	3,000.00	46
11-479-479-0000-6202	Cell Phone		141.26	720.07	1,050.00	69
11-479-479-0000-6203	Postage/Freight		.00	2,985.60	4,913.00	61
11-479-479-0000-6241	Advertising		.00	686.30	280.00	245
11-479-479-0000-6243	Association Dues/Memberships		.00	918.75	2,000.00	46
11-479-479-0000-6244	Subscriptions		.00	161.00	150.00	107
11-479-479-0000-6268	Software Maintenance Contracts		3,984.00	15,002.00	25,202.00	60
11-479-479-0000-6278	Consultant Fees		.00	455.00	910.00	50
11-479-479-0000-6283	Other Professional & Tech Fees		173.35	4,547.30	8,836.00	51
11-479-479-0000-6302	Copies/Copier Maintenance		382.33	3,134.36	4,500.00	70
11-479-479-0000-6331	Mileage		.00	13.80	70.00	20
11-479-479-0000-6332	Meals & Lodging		1.32	1.32	500.00	0
11-479-479-0000-6342	Land & Building Lease/Rent		18,767.75	37,535.50	75,071.00	50
11-479-479-0000-6351	Insurance		.00	9,621.49	9,078.00	106
11-479-479-0000-6357	Conferences/Schools/Training		.00	461.38	400.00	115
11-479-479-0000-6405	Office Supplies		11.75	74.83	1,300.00	6
11-479-479-0000-6414	Food & Beverages		.00	268.88	158.00	170
11-479-479-0000-6480	Equipment/Furniture<\$5,000		.00	0.00	1,400.00	0
479 Dept	TOTALS PHS Administration	Revenue	.00	.00	7,500.00-	0
		Expend.	50,597.76	248,101.35	305,663.00	81
		Net	50,597.76	248,101.35	298,163.00	83
11 Fund	TOTALS Health & Human Service Fund	Revenue	4,870,282.74-	9,609,519.73-	17,871,630.00-	54
		Expend.	1,396,950.10	8,647,136.41	17,871,630.00	48
		Net	3,473,332.64-	962,383.32-	.00	0
FINAL TOTALS:	606 Accounts	Revenue	4,870,282.74-	9,609,519.73-	17,871,630.00-	54
		Expend.	1,396,950.10	8,647,136.41	17,871,630.00	48
		Net	3,473,332.64-	962,383.32-	.00	0

ACCOUNT #	DESCRIPTION	ACTUAL	ACTUAL	BUDGET	% OF	% OF
		2019	THRU 6/20	2020	BUDGET	YEAR
11-430-710-3410-6020	ELECTRIC HOME MONITORING	\$7,418.00	\$3,720.00	\$7,000.00	53%	50%
11-430-710-3710-6020	CHILD SHELTER -SS	\$20,529.23	\$6,808.26	\$2,500.00	272%	50%
11-430-710-3711-6020	REGULAR CRISIS CARE - CS					50%
11-430-710-3750-6025	NORTHSTAR KINSHIP ASSISTANCE			\$7,500.00	0%	50%
11-430-710-3780-6025	NORTHSTAR ADOPTION ASSISTANCE			\$6,000.00	0%	50%
11-430-710-3800-6057	RULE 4 TRMT FOSTER CARE - SS	\$178,235.97	\$31,279.37	\$150,000.00	21%	50%
11-430-710-3810-6057	REGULAR FOSTER CARE - SS	\$478,949.08	\$226,429.71	\$575,000.00	39%	50%
11-430-710-3810-6058	REGULAR FOSTER CARE - SS-CS- EXPENSES	\$29,215.51	\$18,198.66	\$35,000.00	52%	50%
11-430-710-3814-6056	EMERGENCY FOSTER CARE PROVIDER	\$8,030.00	\$4,026.00	\$8,000.00	50%	50%
11-430-710-3814-6057	EMERGENCY FOSTER CARE	\$10,086.96	\$1,397.20	\$5,000.00	28%	50%
11-430-710-3820-6020	RELATIVE CUSTODY ASSISTANCE					50%
11-430-710-3830-6020	PAYMENTS FOR RECIPIENTS - RULE 8 SS	\$103,186.43	\$71,269.02	\$80,000.00	89%	50%
11-430-710-3831-6020	PAYMENTS FOR RECIPIENTS - RULE 8 CS	\$17,646.11	\$28,978.14	\$16,000.00	181%	50%
11-430-710-3850-6020	DEPT OF CORR GROUP FACILITY - SS	\$269,132.09	\$129,564.48	\$257,500.00	50%	50%
11-430-710-3852-6020	DEPT OF CORR GROUP FACILITY - CS	\$310,531.23	\$88,931.39	\$350,000.00	25%	50%
11-430-710-3880-6020	EXTENDED FOSTER CARE - IND LIVING 18-20	\$71,467.93	\$51,828.63	\$40,000.00	130%	50%
11-430-710-3890-6020	SHORT TERM FOSTER CARE/RESPITE CARE	\$218.73	\$207.20	\$2,500.00	8%	50%
11-430-740-3830-6020	PAYMENT FOR RECIPIENTS - RULE 5 SS	\$323,700.06	\$328,735.34	\$250,000.00	131%	50%
11-430-740-3831-6020	RULE 5 CS		\$3,720.91	\$0.00	#DIV/0!	50%
	TOTAL OUT OF HOME PLACEMENT	\$1,828,347.33	\$995,094.31	\$1,792,000.00	55.5%	50%
	Over/(Under) Budget for percent of year	\$1,795,000.00	\$99,094.31	\$896,000.00	50%	50%
	Percent Over/(Under) Budget	-\$33,347.33			5.53%	

December	
November	
October	
September	
August	
July	
June	5.53%
May	5.07%
April	5.48%
March	3.77%
February	2.85%
January	2.36%
Over/Under Budget 2019	1.86%

Goodhue County

STATEMENT OF REVENUES AND EXPENDITURES

As Of 06/2020 Report Basis: Cash

DESCRIPTION	CURRENT MONTH	YEAR TO-DATE	2020 Budget	% OF BUDG	% OF YEAR
PROGRAM 600 INCOME MAINTENANCE					
SALARIES					
SALARIES & BENEFITS	205,649.07	1,325,765.68	2,942,629.00	45	50
TOTAL SALARIES	205,649.07	1,325,765.68	2,942,629.00	45	50
OVERHEAD					
AGENCY OVERHEAD	62,093.99	168,421.38	338,852.00	50	50
TOTAL OVERHEAD	62,093.99	168,421.38	338,852.00	50	50
CAPITAL EQUIPMENT					
CAPITAL EQUIPMENT OVER \$5,000	66.29	10,250.48	12,750.00	80	50
TOTAL CAPITAL EQUIPMENT	66.29	10,250.48	12,750.00	80	50

DESCRIPTION	CURRENT MONTH	YEAR TO-DATE	2020 Budget	% OF BUDG	% OF YEAR
PROGRAM 640 CHILD SUPPORT AND COLLECTIONS					
SALARIES					
SALARIES & BENEFITS	54,504.07	347,753.37	700,520.00	50	50
TOTAL SALARIES	54,504.07	347,753.37	700,520.00	50	50
OVERHEAD					
AGENCY OVERHEAD	35,050.81	84,953.75	167,868.00	51	50
TOTAL OVERHEAD	35,050.81	84,953.75	167,868.00	51	50
CAPITAL EQUIPMENT					
CAPITAL EQUIPMENT OVER \$5,000	0.00	0.00	0.00	0	50
TOTAL CAPITAL EQUIPMENT	0.00	0.00	0.00	0	50

DESCRIPTION	CURRENT MONTH	YEAR TO-DATE	2020 Budget	% OF BUDG	% OF YEAR
PROGRAM 700 SOCIAL SERVICES PROGRAM					
SALARIES					
SALARIES & BENEFITS	273,114.19	1,745,622.02	3,547,140.00	49	50
TOTAL SALARIES	273,114.19	1,745,622.02	3,547,140.00	49	50
OVERHEAD					
AGENCY OVERHEAD	51,357.07	149,710.89	360,064.00	42	50
TOTAL OVERHEAD	51,357.07	149,710.89	360,064.00	42	50
CAPITAL EQUIPMENT					
CAPITAL EQUIPMENT OVER \$5,000	63.70	9,848.51	12,250.00	80	50
TOTAL CAPITAL EQUIPMENT	63.70	9,848.51	12,250.00	80	50

DESCRIPTION	CURRENT MONTH	YEAR TO-DATE	2020 Budget	% OF BUDG	% OF YEAR
FUND 11 PUBLIC HEALTH					
SALARIES					
SALARIES & BENEFITS	257,501.48	1,683,660.20	3,147,239.00	53	50
TOTAL SALARIES	257,501.48	1,683,660.20	3,147,239.00	53	50
OVERHEAD					
AGENCY OVERHEAD	34,059.28	136,420.24	291,772.00	47	50
TOTAL OVERHEAD	34,059.28	136,420.24	291,772.00	47	50
CAPITAL EQUIPMENT					
CAPITAL EQUIPMENT OVER \$5,000	0.00	0.00	0.00	0	50
TOTAL CAPITAL EQUIPMENT	0.00	0.00	0.00	0	50

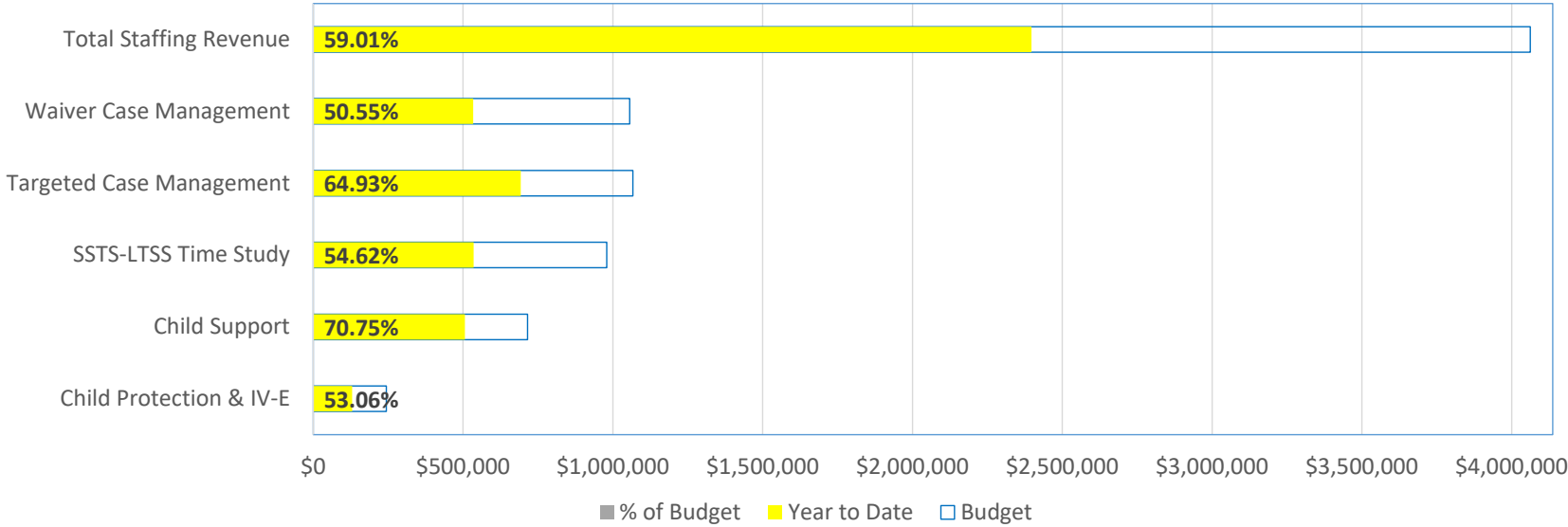
DESCRIPTION	CURRENT MONTH	YEAR TO-DATE	2020 Budget	% OF BUDG	% OF YEAR
FUND 11 HEALTH & HUMAN SERVICE FUND					
SALARIES					
SALARIES & BENEFITS	790,768.81	5,102,801.27	10,337,528.00	49	50
TOTAL SALARIES	790,768.81	5,102,801.27	10,337,528.00	49	50
OVERHEAD					
AGENCY OVERHEAD	182,561.15	539,506.26	1,158,556.00	47	50
TOTAL OVERHEAD	182,561.15	539,506.26	1,158,556.00	47	50
CAPITAL EQUIPMENT					
CAPITAL EQUIPMENT OVER \$5,000	129.99	20,098.99	25,000.00	80	50
TOTAL CAPITAL EQUIPMENT	129.99	20,098.99	25,000.00	80	50

DESCRIPTION	CURRENT MONTH	YEAR TO-DATE	2020 Budget	% OF BUDG	% OF YEAR
FINAL TOTALS	973,459.95	5,662,406.52	11,521,084.00	49	50

STATEMENT OF REVENUES AND EXPENDITURES

DESCRIPTION	CURRENT MONTH	YEAR TO-DATE	2020 Budget	% OF BUDG	% OF YEAR
HHS Staffing Revenues					
11-420-640-0000-5289 CS ST MA Incentive	0.00	14,371.01-	26,000.00-	55	50
11-420-640-0000-5290 CS ST Incentives	0.00	10,544.00-	12,000.00-	88	50
11-420-640-0000-5355 CS Fed Admin	43,600.00-	413,441.00-	575,000.00-	72	50
11-420-640-0000-5356 CS Fed Incentive	0.00	58,904.30-	90,000.00-	65	50
11-420-640-0000-5379 CS Fed MA Incentive	0.00	8,622.60-	12,000.00-	72	50
11-430-700-0000-5292 State LTSS	0.00	178,207.00-	319,800.00-	56	50
11-430-700-0000-5383 Fed LTSS	0.00	217,592.00-	390,000.00-	56	50
11-430-700-3810-5380 Fed MA SSTS	0.00	65,240.00-	140,000.00-	47	50
11-430-710-0000-5289 Child Protection	0.00	0.00	155,596.00-	0	50
11-430-710-3810-5366 FC IV-E	53,623.00-	129,527.42-	80,000.00-	162	50
11-430-710-3810-5367 IV-E SSTS	0.00	43,089.00-	70,000.00-	62	50
11-430-710-3930-5381 CW-TCM	26,644.38-	241,518.38-	350,000.00-	69	50
11-430-730-3050-5380 Rule 25 SSTS	0.00	31,020.00-	60,000.00-	52	50
11-430-740-3830-5366 IV-E Rule 5	0.00	0.00	8,500.00-	0	50
11-430-740-3900-5381 Child MA MH-TCM	0.00	0.00	6,000.00-	0	50
11-430-740-3900-5401 SCHA Child MH-TCM	0.00	0.00	3,000.00-	0	50
11-430-740-3910-5240 St Adult MH-TCM	1,152.32-	3,460.32-	3,000.00-	115	50
11-430-740-3910-5381 MA Adult MH-TCM	38,438.35-	95,493.91-	185,000.00-	52	50
11-430-740-3910-5401 SCHA Adult MH-TCM	36,351.00-	287,923.00-	400,000.00-	72	50
11-430-740-3930-5401 SCHA Pathways	5,815.20-	34,115.84-	70,000.00-	49	50
11-430-760-3930-5381 Adult VA/DD-TCM	7,419.52-	30,288.45-	50,000.00-	61	50
11-463-463-0000-5290 St AC Waiver	1,235.62-	6,611.35-	11,000.00-	60	50
11-463-463-0000-5292 St MA CM Waivers	11,221.90-	125,517.62-	250,000.00-	50	50
11-463-463-0000-5382 Fed MA CM Waivers	11,089.18-	125,257.64-	250,000.00-	50	50
11-463-463-0000-5402 SCHA Waivers	31,213.00-	197,266.16-	370,000.00-	53	50
11-463-463-0000-5429 SCHA Care Coord	14,877.67-	79,111.35-	175,000.00-	45	50
TOTAL HHS Staffing Revenues	282,681.14-	2,397,122.35-	4,061,896.00-	59	50

HHS Staffing Revenue Q2/2020
50% of Year



**GOODHUE COUNTY
HEALTH & HUMAN SERVICES (HHS)**



Monthly Report

CD Placements

CONSOLIDATED FUNDING LIST FOR MARCH 2020

In-Patient Approval:

#01607479R – 24 year old male – two previous treatments – Oakridge, Rochester
#04403198R – 26 year old male – numerous previous treatments – Oakridge, Rochester
#00495688R – 33 year old female – numerous previous treatments – The Gables, Rochester
#00045079R – 35 year old male – two previous treatments – Riverplace Counseling, Anoka
#00630918R – 34 year old male – numerous previous treatments – Oakridge, Rochester
#00850020R – 35 year old female – three previous treatments – Northstar Regional, Chaska
#02206500R – 33 year old male – numerous previous treatments – MNATC, Rochester
#00528021R – 35 year old male – four previous treatments – MNATC, Rochester
#05560093R – 41 year old male – three previous treatments – Burkwood, Hudson WI
#05714094R – 24 year old male – one previous treatment – Twin Town, St. Paul
#03684881R – 19 year old female – one previous treatment – CARE Anoka, Anoka

Outpatient Approvals:

#03196691R – 35 year old male – numerous previous treatments – Park Ave Center, Mpls
#01460596 – 26 year old female – no previous treatment – Moment to Moment, Red Wing
#03139561R – 30 year old male – two previous treatments – Midwest Recovery, Red Wing
#01812826R – 40 year old male – numerous previous treatments – Common Ground, Red Wing
#06048467R – 47 year old female – one previous treatment – Midwest Recovery, Red Wing
#03503001R – 27 year old female – one previous treatment – Midwest Recovery, Red Wing

Halfway House Approval: None



**GOODHUE COUNTY
HEALTH & HUMAN SERVICES (HHS)**



Monthly Report

CD Placements

CONSOLIDATED FUNDING LIST FOR APRIL 2020

In-Patient Approval:

#03575530 – 28 year old male – no previous treatment – Cochran Recovery Services, Hastings
#00557005R – 41 year old female – two previous treatments – NorthStar Regional, Chaska

Outpatient Approvals:

#05823678 – 29 year old female – no previous treatment – Frazier Wellness Services, S. St. Paul
#05710600R – 34 year old female – two previous treatment – Common Ground, Red Wing
#01698870 – 39 year old male – no previous treatment – Common Ground, Red Wing
#03063064R – 31 year old male – one previous treatment – Midwest Recovery, Red Wing
#05732121R – 24 year old male – two previous treatments – 2118 NuWay, Minneapolis
#05946991R – 50 year old female – two previous treatments – MNATC, Rochester
#04304063R – 57 year old male – one previous treatment – Midwest Recovery, Red Wing

Halfway House Approval: None



**GOODHUE COUNTY
HEALTH & HUMAN SERVICES (HHS)**



Monthly Report

CD Placements

CONSOLIDATED FUNDING LIST FOR MAY 2020

In-Patient Approval:

#01444294R – 43 year old male – four previous treatments – Cochran Recovery Services, Hastings
#00375159R – 39 year old male – two previous treatments – CARE Fergus Falls, Fergus Falls
#01433369R – 38 year old male – four previous treatments – Riverplace Counseling, Anoka
#05709558R – 26 year old male – three previous treatments – Riverplace Counseling, Anoka
#03236805R – 48 year old female – two previous treatments – Meadow Creek, Pine City
#06019810R – 16 year old male – no previous treatment – Maple Lake Recovery Center, Maple Lake
#04322052R – 50 year old male – two previous treatment – MNATC, Rochester
#05560093R – 41 year old male – three previous treatments – Kinnic Falls, River Falls WI
#05709558R – 26 year old male – numerous previous treatments – Riverplace Counseling, Anoka

Outpatient Approvals:

#04200274R – 29 year old male – one previous treatment – Specialized Treatment Services, St. Paul
#00669065R – 30 year old male – three previous treatments – NuWay IOP, St. Paul
#01460873R – 27 year old male – one previous treatment – Midwest Recovery, Red Wing
#03147523R – 20 year old male – no previous treatment – Common Ground, Winona
#02206500R – 32 year old male – numerous previous treatments – Midwest Recovery, Red Wing

Halfway House Approval: None



**GOODHUE COUNTY
HEALTH & HUMAN SERVICES (HHS)**



Monthly Report

CD Placements

CONSOLIDATED FUNDING LIST FOR JUNE 2020

In-Patient Approval:

#03089775 – 15 year old female – no previous treatment – Prairie House Recovery, Monticello
#00298545R – 30 year old female – two previous treatments – Recovering Hope, Mora
#03519095R – 39 year old male – one previous treatment – Douglas Place, E. Grand Forks
#03295646R – 36 year old male – numerous previous treatments – Lake Shore, Mahtomedi
#00635066R – 28 year old male – numerous previous treatments – MNATC, Rochester
#00011135 – 37 year old female – no previous treatment – Northstar Regional, Chaska
#01765090R – 25 year old male – three previous treatments – Common Ground Recovery House, Winona
#04091589R – 23 year old female – one previous treatment – MNATC, Minneapolis

Outpatient Approvals:

#01671893R – 24 year old male – one previous treatment – Moment to Moment, Red Wing
#00143851R – 40 year old male – three previous treatments – CREATE, Minneapolis
#05048453 – 31 year old female – no previous treatment – Common Ground, Red Wing
#06067190 – 31 year old male – no previous treatment – Common Ground, Red Wing
#00225669R – 37 year old male – two previous treatments – Valhalla, Woodbury

Halfway House Approval: None



**GOODHUE COUNTY
HEALTH & HUMAN SERVICES (GCHHS)**



**Monthly Update
Child Protection Assessments/Investigations**

	2016	2017	2018	2019	2020
January	18	21	25	21	16
February	26	22	21	20	30
March	16	17	27	34	19
April	32	17	22	20	15
May	21	31	19	23	21
June	17	28	23	16	10
July	18	21	22	16	
August	19	33	11	19	
September	25	20	17	25	
October	18	28	28	29	
November	22	19	22	24	
December	15	16	19	21	
Total	247	273	256	268	111

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of Individuals, Families and Communities!
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July 1, 2020

Nina Arneson
CHS Administrator
Goodhue County Health and Human Services
426 West Avenue
Red Wing, MN 55066

Dear Ms. Arneson:

We are pleased to inform you that the Goodhue County Health and Human Services has been approved for funding by the Minnesota Department of Health (MDH) for the Statewide Health Improvement Partnership (SHIP) Grant. The annual budget and work plan must be approved by MDH by November 1, 2020, and is incorporated into the grant project agreement by reference.

While SHIP grants are on a five-year basis, only the first year of funding has been determined at this time. Funding is also contingent on legislative approval each biennium. MDH reserves the right to change funding amounts based on the total appropriated to SHIP each biennium. Please see the funding period and award below:

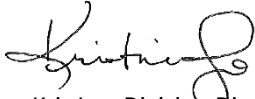
BUDGET PERIOD	AWARD
Year 1: November 1, 2020-October 31, 2021	\$177,598
Years 2-5: A revised funding formula will be developed in conjunction with the SHIP Planning Funding, Scope of Work and Requirements Workgroup, to be put into effect November 2021 and be in place for the final 4 years of the new SHIP grants.	

In addition to your new SHIP grant, we have received permission from Minnesota Management and Budget (MMB) to extend your current five-year grant (scheduled to end October 31, 2020) through June 30, 2021. Due to the COVID-19 Pandemic, many grantees have experienced a slowing of their grant work. This no-cost extension will allow your agency to continue using SHIP Year 5 funds for grant work through June 30, 2021.

If you do not wish to have your current grant extended, please contact your SHIP community specialist, otherwise you may expect both a new five-year grant agreement and a no-cost grant amendment extending your current grant through June 30, 2021.

We look forward to working with you on our mutual goals of supporting community-driven solutions to expand opportunities for active living, healthy eating and commercial tobacco-free living.

Sincerely,



Kris Igo, Division Director
Office of Statewide Health Improvement Initiatives (OSHI)
P.O. Box 64882
St. Paul, Minnesota 55164-0882
www.health.state.mn.us

cc: David Anderson
Megan Roschen