



## MEEKER-McLEOD-SIBLEY COMMUNITY HEALTH BOARD

Meeting Location: McLeod County Environmental Services at  
1065 5th Ave. SE, Hutchinson, MN 55350

September 8, 2022

9 AM to 11 AM

### Agenda

1. Meeting called to order
2. Approval of the Agenda (Action)
3. Approval of July 14, 2022 meeting minutes\* (Action)
4. Fiscal Management
  - a. Approval of Expense Report – Invoice payments\* (Action)
    - i. July
  - b. Approval of Financial Statements – Fiscal Report\* (Action)
    - i. July
  - c. Approval of Grant Summary Report\* (Action)
    - i. July
5. Administrative Items
  - i. SHIP Update\*
    1. Brett Nelson, CHS, Pam Bagley, Meeker County
  - ii. Executive Committee Meeting Update\*
  - iii. CHS Furniture\*
  - iv. CHS Employee Reviews\*
  - v. CHS Meal Policy\* (Action by Signature)
6. Other Agenda Items
  - a. County Updates (Meeker, McLeod, Sibley)
  - b. CHS Administrator Update

Adjourn

*Following Adjournment, CHS Administrator Kiza Olson is requesting the executive committee to set a date prior to our next board meeting to discuss review budget and CHS benefits for 2023.*

**\*Attachments:**

- July 14, 2022 Meeting Minutes
- Invoice Payments
- Fiscal Reports
- Grant Summary Report
- SHIP Information
- Executive Committee Minutes
- Email from Meeker County HR
- CHS Meal Policy

2022 Meeting Dates

November 10th

*All meetings are 9-11 unless otherwise specified*



## MEEKER-McLEOD-SIBLEY COMMUNITY HEALTH BOARD

Meeting Location: McLeod County Environmental Services at 1065 5th Ave. SE, Hutchinson,  
MN 55350

July 14th, 2022

9 AM to 11 AM

Meeting Minutes

Attendance: Nathan Schmalz, Steve Saxton, Joy Cohr, Beth Oberg, Julie Bredeson, Klea Rhettmann, Rachel Fruhwirth, Berit Spors, Brittany Becker, Laurie Terning, Kiza Olson, Sarah Gassman

1. Meeting called to order
  - a. Called to order by Commissioner Nathan Schmalz, Vice Chair, at 9:01 am
2. Approval of the Agenda (Action)
  - a. Motion Commissioner Joy Cohr second by Commissioner Julie Bredeson. No discussion
3. Approval of March 10th, 2022 meeting minutes\* (Action)
  - a. Motion Commissioner Beth Oberg second Commissioner Nathan Schmalz. No discussion
4. Fiscal Management
  - a. Approval of Expense Report – Invoice payments\* (Action)
    - i. March
    - ii. April
    - iii. May
    - iv. June
    - v. Motion to approve March – June by Commissioner Joy Cohrs second by Commissioner Nathan Schmalz
    - vi. Discussion of SHIP bike program for educational purpose
  - b. Approval of Financial Statements – Fiscal Report\* (Action)
    - i. March
    - ii. April
    - iii. May
    - iv. June
    - v. Motion to approve March – June by Commissioner Julie Bredeson second by Commissioner Steve Saxton. No discussion
  - c. Approval of Grant Summary Report\* (Action)
    - i. March
    - ii. April

- iii. May
- iv. June
- v. Motions to approve March – June by Commissioner Nathan Schmalz second by Commissioner Joy Cohrs. No discussion

5. Administrative Items

- i. WIC Peer Update/Request to hire (Action)
  - 1. Guest Meg Schlueter, WIC Peer Lead
    - a. Proposal and discussion to fill previous part time WIC PEER as a contracted employee. Goal to eventually have bilingual staff.
      - i. Motion to advertise for bilingual position by Beth Oberg second by Julie Bredeson.
- ii. CHS Furniture – Furniture purchased in 2018 for CHS; will now not be used. Meeker County is housing furniture at this time and is reorganizing and does not have room for it at this time. Team discussed wanting to see an inventory list to see if it can be used with in MMS. To be sent to county Administrators and Public Health Directors.
  - 1. Motion to give Kiza permission to send out excess inventory list Commissioner Beth Oberg second by Commissioner Julie Bredeson
- iii. Future Meetings
  - 1. Request to set dates for Executive Committee Meetings to discuss 2023 Local Public Health Grant budget and 2023 staff benefits
    - a. Discussion on Audit Season starting in August
    - b. Discussion of Budget Season with Executive Committee before it goes to Board. Needs approval by November. Start discussion in August.
    - c. Discussion on employee benefits that will be presented to Executive Committee then to the Board for approval; awaiting date from representative.

6. SCHSAC Update – Kiza Olson

- a. Take Home Points\*
  - i. Discussion of needing to replace Bobbie Harder in 2023

7. Other Agenda Items

- a. County Updates (Meeker, McLeod, Sibley)
  - i. Meeker gave updates on COVID, WIC, Immunization Clinics, Meeker CARES, Staffing
  - ii. McLeod gave updates on Staffing, COVID, TB Case within county, Disbanding Advisory Committee, Restarting of Foot Care Clinics, Parent Support Outreach Program

- iii. Sibley gave updates on TB Cases, Winthrop Nursing Home Closure, COVID,
- b. CHS Administrator Update
  - i. Update of Sarah Gassman's update
  - ii. Update of August audit
  - iii. Notice of upcoming benefit discussions
  - iv. Hire of employee for Project Harmony
  - v. HEDA update
  - vi. Discussion on Administrator Annual Review

Adjourn motion by Beth Oberg second by Joy Cohr at 11:00am

\_\_\_\_\_  
Beth Oberg, MMS CHS Board Secretary

\_\_\_\_\_  
Date

MEEKER-MCLEOD-SIBLEY COMMUNITY HEALTH SERVICES  
 114 N Holcombe Ave, Suite 250, Litchfield MN 55355  
 INVOICE PAYMENTS Acct #000991730

Date Uploaded to CDS:  
 June 29, 2022

|       | Vendor Name    | Vendor Address        | Vendor City | Vendor State | Vendor Zip-Code | Payment Amount | Invoice # | Grant/Program Number | Account Class  | Object Number | Account               | Reason for Payment |
|-------|----------------|-----------------------|-------------|--------------|-----------------|----------------|-----------|----------------------|----------------|---------------|-----------------------|--------------------|
| 7-Jul | Pepleready Inc | 1002 Solutions Center | Chicago     | IL           | 60677           | \$ 168.37      | 27492907  | 234                  | WIC Peer Grant | 6265          | Professional Services | WIC Peer Payroll   |
| 7-Jul | Pepleready Inc | 1002 Solutions Center | Chicago     | IL           | 60677           | \$ 282.66      | 27492908  | 234                  | WIC Peer Grant | 6265          | Professional Services | WIC Peer Payroll   |

MEEKER-MCLEOD-SIBLEY COMMUNITY HEALTH SERVICES  
 114 N Holcombe Ave, Suite 250, Litchfield MN 55355  
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Date Uploaded to CDS:  
 June 29, 2022

|       | Vendor Name      | Vendor Address                 | Vendor City | Vendor State | Vendor Zip Code | Payment Amount | Invoice # | Grant/Program Number | Account Class             | Object Number | Account               | Reason for Payment      |
|-------|------------------|--------------------------------|-------------|--------------|-----------------|----------------|-----------|----------------------|---------------------------|---------------|-----------------------|-------------------------|
| 8-144 | Proof Alliance   | 1876 W Minnehaha Ave Suite 395 | St. Paul    | Mn           | 55104           | \$ 187.44      | 931       | 212                  | Project Harmony Grant     | 6265          | Professional Services | Staff Development       |
| 8-144 | Vivid Image, Inc | 897 Highway 15 S               | Hutchinson  | Mn           | 55350           | \$ 230.00      | 19910     | 306                  | Covid 3                   | 6265          | Professional Services | Web Hosting             |
| 8-144 | Vivid Image, Inc | 897 Highway 15 S               | Hutchinson  | Mn           | 55350           | \$ 700.00      | 19910     | 100                  | Local Public Health Grant | 6265          | Professional Services | Web Hosting             |
| 8-144 | MNCCC Lockbox    | PO BOX 860687                  | Minneapolis | Mn           | 55486           | \$ 6,833.29    | 220747    | 100                  | Local Public Health Grant | 6264          | PH-Doc Software       | PH Doc software support |
|       |                  |                                |             |              |                 |                |           |                      |                           |               |                       |                         |
|       |                  |                                |             |              |                 |                |           |                      |                           |               |                       |                         |

**MEEKER-MCLEOD-SIBLEY COMMUNITY HEALTH SERVICES**  
**114 N Holcombe Ave, Suite 250, Itchfield MN 55355**  
**INVOICE PAYMENTS Acct #000991730**

Date Uploaded to CDS:  
 July 18, 2022

|       | Vendor Name     | Vendor Address        | Vendor City | Vendor State | Vendor Zip-Code | Payment Amount | Invoice # | Grant/Program Number | Account Class  | Object Number | Account               | Reason for Payment |
|-------|-----------------|-----------------------|-------------|--------------|-----------------|----------------|-----------|----------------------|----------------|---------------|-----------------------|--------------------|
| 18-14 | Peopleready Inc | 1002 Solutions Center | Chicago     | IL           | 60677           | \$ 319.91      | 27506626  | 234                  | WIC Peer Grant | 6265          | Professional Services | WIC Peer Payroll   |
| 18-14 | Peopleready Inc | 1002 Solutions Center | Chicago     | IL           | 60677           | \$ 249.01      | 27506627  | 234                  | WIC Peer Grant | 6265          | Professional Services | WIC Peer Payroll   |



Key

MEEKER-MCLEOD-SIBLEY COMMUNITY HEALTH SERVICES  
114 N Holcombe Ave, Suite 250, Litchfield MN 55355  
INVOICE PAYMENTS Acct #000991730

Date Uploaded to CDS:  
July 18, 2022

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| Vendor Name                      | Vendor Address   | Vendor City | Vendor State | Vendor Zip-Code | Payment Amount | Invoice # | Grant/Program Number | Account Class             | Object Number | Account               | Reason for Payment    |
|----------------------------------|------------------|-------------|--------------|-----------------|----------------|-----------|----------------------|---------------------------|---------------|-----------------------|-----------------------|
| Conway, Deuth & Schmiesing, PLLP | 820 Sibley Ave N | Litchfield  | Mn           | 55355           | \$ 2,256.00    | 306096    | 100                  | Local Public Health Grant | 6265          | Professional Services | Professional Services |

MEEKER-MCLEOD-SIBLEY COMMUNITY HEALTH SERVICES  
 114 N Holcombe Ave, Suite 250, Litchfield MN 55355  
 INVOICE PAYMENTS Acct #000991730

*KJG*

Date Uploaded to CDS:  
 July 20, 2022

| Vendor Name           | Vendor Address         | Vendor City | Vendor State | Vendor Zip-Code | Payment Amount | Invoice # | Grant/Program Number | Account Class  | Object Number | Account               | Reason for Payment |
|-----------------------|------------------------|-------------|--------------|-----------------|----------------|-----------|----------------------|----------------|---------------|-----------------------|--------------------|
| 20-Jul Pepleready Inc | 1002 Soluntions Center | Chicago     | IL           | 60677           | \$ 263.79      | 27526207  | 234                  | WIC Peer Grant | 6265          | Professional Services | WIC Peer Payroll   |
| 20-Jul Pepleready Inc | 1002 Soluntions Center | Chicago     | IL           | 60677           | \$ 582.99      | 27526208  | 234                  | WIC Peer Grant | 6265          | Professional Services | WIC Peer Payroll   |

MEEKER-MCLEOD-SIBLEY COMMUNITY HEALTH SERVICES  
 114 N Holcombe Ave, Suite 250, Litchfield MN 55355  
 INVOICE PAYMENTS Acct #000991730



Date Uploaded to CDS:  
 July 26, 2022

|        | Vendor Name     | Vendor Address         | Vendor City | Vendor State | Vendor Zip-Code | Payment Amount | Invoice # | Grant/Program Number | Account Class  | Object Number | Account               | Reason for Payment |
|--------|-----------------|------------------------|-------------|--------------|-----------------|----------------|-----------|----------------------|----------------|---------------|-----------------------|--------------------|
| 26-Jul | Peopleready Inc | 1002 Soluntions Center | Chicago     | IL           | 60677           | \$ 258.19      | 27536613  | 234                  | WIC Peer Grant | 6265          | Professional Services | WIC Peer Payroll   |
| 26-Jul | Peopleready Inc | 1002 Soluntions Center | Chicago     | IL           | 60677           | \$ 195.17      | 27536614  | 234                  | WIC Peer Grant | 6265          | Professional Services | WIC Peer Payroll   |
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MEEKER-MCLEOD-SIBLEY COMMUNITY HEALTH SERVICES  
 114 N Holcombe Ave, Suite 250, Utchfield MN 55355  
 INVOICE PAYMENTS Acct #000991730

Date Uploaded to CDS:  
 July 27, 2022

| Vendor Name | Vendor Address   | Vendor City | Vendor State | Vendor Zip Code | Payment Amount | Invoice # | Grant/Program Number | Account Class             | Object Number | Account                       | Reason for Payment |
|-------------|------------------|-------------|--------------|-----------------|----------------|-----------|----------------------|---------------------------|---------------|-------------------------------|--------------------|
| Kiza Olson  | 325 S Miller ave | Utchfield   | Mn           | 55355           | \$ 74.69       | 26-Jul    | 100                  | Local Public Health Grant | 6336          | Meals/Lodging/Parking & Misc. | Meals/Tavel        |

*KOZ*

MEEKER-MCLEOD-SIBLEY COMMUNITY HEALTH SERVICES  
Breakdown by Program for Auto Payment

*KTS*

| Date Online Auto Payment was Made   |                | 7/23/2022   |              |                 |                |                  |                           |                |                      |               |                      |
|-------------------------------------|----------------|-------------|--------------|-----------------|----------------|------------------|---------------------------|----------------|----------------------|---------------|----------------------|
| Date Uploaded to CDS:               |                | 7/8/2022    |              |                 |                |                  |                           |                |                      |               |                      |
| Vendor Name                         | Vendor Address | Vendor City | Vendor State | Vendor Zip-Code | Payment Amount | Invoice #        | Account Class             | Account        | Grant/Program Number | Object Number | Reason for Payment   |
| Verizon - ON-LINE Automatic Payment |                |             |              |                 | \$ 188.96      | 9910011460       | WIC Peer Grant            | Communications | 234                  | 6203          | WIC Peer Cell phones |
|                                     |                |             |              |                 | \$ 91.32       |                  | Local Public Health Grant | Communications | 100                  | 6203          | cell phone, air card |
|                                     |                |             |              |                 | \$ 91.32       |                  | Emergency Preparedness    | Communications | 502                  | 6203          | cell phone, air card |
|                                     |                |             |              |                 | \$ 89.83       |                  | WIC-Admin                 | Communications | 225                  | 6203          | cell phone, air card |
|                                     |                |             |              |                 | \$ 51.31       |                  | SHIP-Community            | Communications | 230                  | 6203          | cell phone           |
|                                     |                |             |              |                 | \$ 51.31       |                  | Project Harmony Grant     | Communications | 212                  | 6203          | cell phone           |
|                                     |                |             |              |                 | <b>TOTAL</b>   | <b>\$ 564.05</b> |                           |                |                      |               |                      |
|                                     |                |             |              |                 |                |                  |                           |                |                      |               |                      |
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*Kay*

MEEKER-MCLEOD-SIBLEY COMMUNITY HEALTH SERVICES  
Breakdown by Program for Auto Payment

| On-line Auto Payment Date   | MEEKER-MCLEOD-SIBLEY COMMUNITY HEALTH SERVICES<br>Breakdown by Program for Auto Payment |             |              |                 |                |           |                        |                               |                      |               |                             |
|---|---|-------------|--------------|-----------------|----------------|-----------|------------------------|-------------------------------|----------------------|---------------|-----------------------------|
|   | 8/1/2022  |             |              |                 |                |           |                        |                               |                      |               |                             |
| Date Uploaded to CDS:   | 7/11/2022   |             |              |                 |                |           |                        |                               |                      |               |                             |
| Vendor Name   | Vendor Address  | Vendor City | Vendor State | Vendor Zip-Code | Payment Amount | Invoice # | Account Class          | Account                       | Grant/Program Number | Object Number | Reason for Payment          |
| Elan Cardmember Service - June 2022 Statement - Automatic Payment |   |             |              |                 | \$ 205.48      |           | Emergency Preparedness | Meals/Lodging/Parking & Misc. | 502                  | 6336          | J.KloECKl - Embassy Suites  |
|   |   |             |              |                 | \$ 20.00       |           | WIC Peer Grant         | Printing & Publishing         | 226                  | 6241          | Hutch Event QR Code         |
|   |   |             |              |                 | \$ 322.38      |           | Workforce Development  | Office Supplies               | 107                  | 6402          | S.Gassman - Office Supplies |
|   |   |             |              |                 | \$ 70.00       |           | SHIP                   | Communications                | 230                  | 6203          | Constant Contact Monthly    |
|   |   |             |              |                 | \$ 11.95       |           | WIC Peer Grant         | Office Supplies               | 226                  | 6203          | Wireless Mouse              |
|   |   |             |              |                 |                |           |                        |                               |                      |               |                             |
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|   |   |             |              |                 | \$ 629.81      |           |                        |                               |                      |               |                             |
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KG

MEEKER-MCLEOD-SIBLEY COMMUNITY HEALTH SERVICES

Breakdown by Program for Auto Payment

| Online Auto-Pay Date                      |                | 8/1/2022    |              |                 |                |                    |                           |                                |                      |               |                               |
|---|----------------|-------------|--------------|-----------------|----------------|--------------------|---------------------------|--------------------------------|----------------------|---------------|-------------------------------|
| Date Uploaded to CDS:                     |                | 7/18/2022   |              |                 |                |                    |                           |                                |                      |               |                               |
| Vendor Name                               | Vendor Address | Vendor City | Vendor State | Vendor Zip-Code | Payment Amount | Invoice #          | Account Class             | Account                        | Grant/Program Number | Object Number | Reason for Payment            |
| Health Partners ON-LINE Automatic Payment |                |             |              |                 | \$ 453.99      | 114180619          | WIC-Admin                 | Health & Life Ins-County Share | 225                  | 2045          | July Health Insurance Premium |
|   |                |             |              |                 | \$ 934.38      |                    | Emergency Preparedness    | Health & Life Ins-County Share | 502                  | 2045          | July Health Insurance Premium |
|   |                |             |              |                 | \$ 416.22      |                    | SHIP-Community            | Health & Life Ins-County Share | 230                  | 2045          | July Health Insurance Premium |
|   |                |             |              |                 | \$ 453.99      |                    | WIC-Admin                 | Health & Life Ins-County Share | 225                  | 2045          | July Health Insurance Premium |
|   |                |             |              |                 | \$ 219.66      |                    | Workforce Development     | Health & Life Ins-County Share | 107                  | 2045          | July Health Insurance Premium |
|   |                |             |              |                 | \$ 219.66      |                    | Local Public Health Grant | Health & Life Ins-County Share | 100                  | 2045          | July Health Insurance Premium |
|   |                |             |              |                 | <b>TOTAL</b>   | <b>\$ 2,697.90</b> |                           |                                |                      |               |                               |
|   |                |             |              |                 |                |                    |                           |                                |                      |               |                               |
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|   |                |             |              |                 |                |                    |                           |                                |                      |               |                               |

**MEEKER - MCLEOD - SIBLEY COMMUNITY HEALTH SERVICES  
2022 STATEMENT OF RECEIPTS AND DISBURSEMENTS**

|                                     |                   |                     |                  |                     |                   |                   |                   |                   |                   |                     |                   |
|-------------------------------------|-------------------|---------------------|------------------|---------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---------------------|-------------------|
| 100 Local Public Health Grant       | 287,992.22        | 303,306.00          | 4,648.19         | 307,954.19          | 94,282.49         | 47,096.74         | 57,845.00         | 57,149.24         | 45,508.00         | 301,979.47          | 293,968.84        |
| 103 Healthy Communities Act         | 11,569.87         | 0.00                | 500.00           | 600.00              | 0.00              | 0.00              | 0.00              | 0.00              | 0.00              | 0.00                | 12,069.87         |
| 104 CRABC                           | 1,456.95          | 0.00                | 825.00           | 825.00              | 106.91            | 0.00              | 0.00              | 0.00              | 0.00              | 106.91              | 2,175.04          |
| 105 SAVE                            | 50.00             | 0.00                | 0.00             | 0.00                | 0.00              | 0.00              | 0.00              | 0.00              | 0.00              | 0.00                | 50.00             |
| 108 Juniper                         | 3,295.00          | 0.00                | 0.00             | 0.00                | 0.00              | 0.00              | 0.00              | 0.00              | 0.00              | 0.00                | 3,295.00          |
| 107 Workforce Development           | 0.00              | 2,146.13            | 1,250.00         | 3,396.13            | 8,390.76          | 10,957.95         | 0.00              | 0.00              | 0.00              | 19,346.71           | (15,950.58)       |
| 203 Early Hearing Detection         | 0.00              | 1,550.00            | 0.00             | 1,550.00            | 0.00              | 0.00              | 450.00            | 950.00            | 150.00            | 1,550.00            | 0.00              |
| 205 Follow Along                    | 0.00              | 6,300.00            | 0.00             | 6,300.00            | 0.00              | 0.00              | 2,100.00          | 2,100.00          | 2,100.00          | 6,300.00            | 0.00              |
| 206 FPSP                            | (1,127.79)        | 29,332.62           | 0.00             | 29,332.62           | 18,754.26         | 0.00              | 1,067.77          | 3,058.41          | 2,082.37          | 22,942.81           | 5,282.02          |
| 209 MCH                             | 0.08              | 111,118.00          | 0.00             | 111,118.00          | 0.00              | 0.00              | 23,951.00         | 66,381.00         | 14,579.00         | 104,911.00          | 6,207.08          |
| 212 Project Harmony Grant           | (6,965.65)        | 45,442.53           | 0.00             | 45,442.53           | 6,978.48          | 1,900.00          | 25,525.29         | 12,340.83         | 582.29            | 47,326.89           | (6,850.01)        |
| 224 TANF                            | 0.03              | 71,257.50           | 0.00             | 71,257.50           | 0.00              | 0.00              | 15,808.73         | 28,174.71         | 10,726.63         | 54,710.07           | 16,547.46         |
| 225 WIC-Admin                       | 40,212.06         | 418,538.00          | 0.00             | 418,538.00          | 18,830.36         | 63,746.14         | 125,114.28        | 156,367.72        | 62,651.00         | 426,809.50          | 31,940.56         |
| 226 WIC-Breastfeeding Program       | 0.00              | 0.00                | 0.00             | 0.00                | 0.00              | 0.00              | 0.00              | 0.00              | 0.00              | 0.00                | 0.00              |
| 227 WIC Client Services             | 0.00              | 0.00                | 0.00             | 0.00                | 0.00              | 0.00              | 0.00              | 0.00              | 0.00              | 0.00                | 0.00              |
| 230 SHIP                            | (16,949.77)       | 169,242.89          | 0.00             | 169,242.89          | 49,978.58         | 37,685.52         | 40,629.81         | 9,029.63          | 12,979.20         | 150,302.74          | 1,990.38          |
| 234 WIC Peer Grant                  | (7,527.65)        | 19,382.00           | 0.00             | 19,382.00           | 19,704.69         | 8,120.00          | 83.00             | 0.00              | 0.00              | 27,907.69           | (16,053.34)       |
| 237 Suicide Prevention Grant        | (6,900.00)        | 19,435.27           | 0.00             | 19,435.27           | 6,370.00          | 0.00              | 150.00            | 2,820.52          | 0.00              | 9,440.52            | 3,094.75          |
| 300 Disease Prev. & Control         | 0.00              | 0.00                | 0.00             | 0.00                | 0.00              | 0.00              | 0.00              | 0.00              | 0.00              | 0.00                | 0.00              |
| 303 Health Disparities/Covid        | 37,028.22         | 0.00                | 0.00             | 0.00                | 0.00              | 0.00              | 0.00              | 0.00              | 0.00              | 0.00                | 37,028.22         |
| 304 Influenza Vaccine Project       | (260.87)          | 29,162.98           | 0.00             | 29,162.98           | 2.48              | 34.75             | 0.00              | 0.00              | 28,417.06         | 28,454.27           | 2,447.84          |
| 305 COV Vacc 2 (State Funding)      | (3,377.51)        | 0.00                | 0.00             | 0.00                | 0.00              | 0.00              | 0.00              | 0.00              | 0.00              | 0.00                | (3,377.51)        |
| 306 COV Vacc 3 (Federal Funding)    | (12,251.72)       | 292,524.00          | 0.00             | 292,524.00          | 3,784.82          | 7,031.55          | 109,980.00        | 60,212.00         | 105,719.00        | 286,707.37          | (6,435.09)        |
| 307 ARP Incentive                   | 11,000.00         | 0.00                | 0.00             | 0.00                | 0.00              | 0.00              | 0.00              | 0.00              | 11,000.00         | 11,000.00           | 0.00              |
| 401 Healthy Homes                   | (0.03)            | 6,976.22            | 0.00             | 6,976.22            | 0.00              | 0.00              | 1,580.24          | 3,865.47          | 1,520.51          | 6,976.22            | (0.03)            |
| 501 MRC                             | 267.94            | 0.00                | 0.00             | 0.00                | 0.00              | 0.00              | 0.00              | 0.00              | 0.00              | 0.00                | 267.94            |
| 502 Emergency Preparedness          | 5,024.86          | 34,495.32           | 0.00             | 34,495.32           | 13,957.66         | 30,119.59         | 0.00              | 0.00              | 0.00              | 44,077.25           | (4,556.97)        |
| 505 EP - CRI                        | (35,643.37)       | 0.00                | 0.00             | 0.00                | 720.17            | 10,155.69         | 0.00              | 0.00              | 0.00              | 10,875.86           | (46,519.23)       |
| 601 Child & Teen Checkups (C&TC)    | (4,759.67)        | 181,408.82          | 0.00             | 181,408.82          | 0.00              | 0.00              | 58,670.00         | 57,709.14         | 22,821.74         | 139,200.66          | 37,448.27         |
| 622 Primewest Health Equity Grant   | 25,000.00         | 0.00                | 0.00             | 0.00                | 11,000.00         | 0.00              | 0.00              | 0.00              | 0.00              | 11,000.00           | 14,000.00         |
| 623 Primewest Health Equity Scholar | 10,000.00         | 0.00                | 0.00             | 0.00                | 0.00              | 0.00              | 0.00              | 0.00              | 0.00              | 0.00                | 10,000.00         |
| <b>Total</b>                        | <b>337,133.10</b> | <b>1,741,626.28</b> | <b>-7,223.19</b> | <b>1,748,843.47</b> | <b>250,951.64</b> | <b>216,847.93</b> | <b>462,965.12</b> | <b>460,256.67</b> | <b>316,904.80</b> | <b>1,709,928.16</b> | <b>376,046.41</b> |

WIC - Women Infants Children Grant  
 FPSP - Family Planning Special Project  
 SHIP - Statewide Health Improvement Program  
 PHER - Public Health Emergency Response



**MEEKER - MCLEOD - SIBLEY COMMUNITY HEALTH SERVICES  
JULY STATEMENT OF RECEIPTS AND DISBURSEMENTS**

| Grant<br>Receipts                  | Balance<br>Forward<br>05/31/22 | Grant<br>Receipts | Other<br>Receipts | Total<br>Receipts | Transfers<br>Out | Disburse         | Meeker<br>County | Adams<br>County  | Sibley<br>County | Self-<br>Expense | Balance<br>Forward<br>06/30/22 |
|------------------------------------|--------------------------------|-------------------|-------------------|-------------------|------------------|------------------|------------------|------------------|------------------|------------------|--------------------------------|
| 100 Local Public Health Grant      | 315,473.94                     | 0.00              | 130.99            | 130.99            | 13,251.00        | 8,386.99         | 0.00             | 0.00             | 0.00             | 21,637.99        | 293,966.94                     |
| 103 Healthy Communities Act        | 12,069.67                      | 0.00              | 0.00              | 0.00              | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 12,069.67                      |
| 104 CRABC                          | 2,150.04                       | 0.00              | 25.00             | 25.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 2,175.04                       |
| 105 SAVE                           | 50.00                          | 0.00              | 0.00              | 0.00              | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 50.00                          |
| 106 Juniper                        | 3,295.00                       | 0.00              | 0.00              | 0.00              | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 3,295.00                       |
| 107 Workforce Development          | (11,261.72)                    | 0.00              | 0.00              | 0.00              | 1,883.52         | 2,825.34         | 0.00             | 0.00             | 0.00             | 4,688.86         | (15,950.58)                    |
| 203 Early Hearing Detection        | 450.00                         | 0.00              | 0.00              | 0.00              | 0.00             | 0.00             | 150.00           | 150.00           | 150.00           | 450.00           | 0.00                           |
| 205 Follow Along                   | 0.00                           | 2,942.00          | 0.00              | 2,942.00          | 0.00             | 0.00             | 1,479.00         | 413.00           | 1,050.00         | 2,942.00         | 0.00                           |
| 206 FPSP                           | (17,682.05)                    | 23,144.07         | 0.00              | 23,144.07         | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 5,262.02                       |
| 209 MCH                            | 0.08                           | 6,207.00          | 0.00              | 6,207.00          | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 6,207.08                       |
| 212 Project Harmony Grant          | (8,611.26)                     | 0.00              | 0.00              | 0.00              | 238.75           | 0.00             | 0.00             | 0.00             | 0.00             | 238.75           | (8,850.01)                     |
| 224 TANF                           | 0.03                           | 16,547.43         | 0.00              | 16,547.43         | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 16,547.46                      |
| 225 WIC-Admin                      | 40,054.70                      | 22,631.00         | 0.00              | 22,631.00         | 2,777.07         | 8,727.07         | 7,971.28         | 11,269.72        | 0.00             | 36,745.14        | 31,940.56                      |
| 226 WIC-Breastfeeding Program      | 0.00                           | 0.00              | 0.00              | 0.00              | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00                           |
| 227 WIC-Client Services            | 0.00                           | 0.00              | 0.00              | 0.00              | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00                           |
| 230 SHIP                           | (29,844.42)                    | 39,102.56         | 0.00              | 39,102.56         | 2,101.36         | 5,166.40         | 0.00             | 0.00             | 0.00             | 7,267.76         | 1,990.38                       |
| 234 WIC Peer Grant                 | (12,366.84)                    | 0.00              | 0.00              | 0.00              | 2,645.60         | 1,040.90         | 0.00             | 0.00             | 0.00             | 3,686.50         | (16,053.34)                    |
| 237 Suicide Prevention Grant       | (5,970.00)                     | 9,064.75          | 0.00              | 9,064.75          | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 3,094.75                       |
| 300 Disease Prev. & Control        | 0.00                           | 0.00              | 0.00              | 0.00              | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00                           |
| 303 Health Disparities/Covid       | 37,028.22                      | 0.00              | 0.00              | 0.00              | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 37,028.22                      |
| 304 Influenza Vaccine Project      | 1,335.89                       | 2,485.05          | 0.00              | 2,485.05          | 0.00             | 0.00             | 0.00             | 0.00             | 1,373.10         | 1,373.10         | 2,447.84                       |
| 305 COV Vacc 2 (State Funding)     | (3,377.51)                     | 0.00              | 0.00              | 0.00              | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | (3,377.51)                     |
| 306 COV Vacc 3 (Federal Funding)   | (5,397.73)                     | 0.00              | 0.00              | 0.00              | 287.38           | 749.98           | 0.00             | 0.00             | 0.00             | 1,037.36         | (6,435.09)                     |
| 307 ARP Incentive                  | 0.00                           | 0.00              | 0.00              | 0.00              | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00                           |
| 401 Healthy Homes                  | 6,976.19                       | 0.00              | 0.00              | 0.00              | 0.00             | 0.00             | 1,590.24         | 3,865.47         | 1,520.51         | 6,976.22         | (0.03)                         |
| 601 MRC                            | 267.94                         | 0.00              | 0.00              | 0.00              | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 267.94                         |
| 602 Emergency Preparedness         | 1,563.07                       | 0.00              | 0.00              | 0.00              | 2,080.35         | 4,039.69         | 0.00             | 0.00             | 0.00             | 8,120.04         | (4,556.97)                     |
| 605 EP - CRI                       | (44,891.73)                    | 0.00              | 0.00              | 0.00              | 107.19           | 1,520.31         | 0.00             | 0.00             | 0.00             | 1,627.50         | (46,519.23)                    |
| 601 Child & Teen Checkups (C&TC)   | (4,759.87)                     | 42,207.94         | 0.00              | 42,207.94         | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 37,448.27                      |
| 622 Primrose Health Equity Grant   | 14,000.00                      | 0.00              | 0.00              | 0.00              | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 14,000.00                      |
| 623 Primrose Health Equity Scholar | 10,000.00                      | 0.00              | 0.00              | 0.00              | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 0.00             | 10,000.00                      |
| <b>Total</b>                       | <b>300,351.84</b>              | <b>164,331.80</b> | <b>155.99</b>     | <b>164,487.79</b> | <b>25,352.22</b> | <b>32,456.68</b> | <b>11,190.52</b> | <b>15,698.19</b> | <b>4,093.61</b>  | <b>88,791.22</b> | <b>376,048.41</b>              |

WIC - Women Infants Children Grant  
 FPSP - Family Planning Special Project  
 SHIP - Statewide Health Improvement Program  
 PHER - Public Health Emergency Response

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**Meeker-McLeod-Sibley Community Health Services**  
**Grant Summary Report**  
 July 2022

08/03/22

Accrual Basis

|  | 100 - Local Public Health Grant | 104 - CRABC  | 107 - Workforce Development |
|--|---------------------------------|--------------|-----------------------------|
| <b>Ordinary Income/Expense</b>         |                                 |              |                             |
| <b>Income</b>                          |                                 |              |                             |
| 5300 - State Grant                     | 0.00                            | 0.00         | 0.00                        |
| 5338 - FPSP Grant                      | 0.00                            | 0.00         | 0.00                        |
| 5348 - Home Visiting Tanf              | 0.00                            | 0.00         | 0.00                        |
| 5400 - Federal Grant                   | 0.00                            | 0.00         | 0.00                        |
| 5413 - WIC Grant                       | 0.00                            | 0.00         | 0.00                        |
| 5414 - MCH Grant                       | 0.00                            | 0.00         | 0.00                        |
| 5426 - Immunization Grant              | 0.00                            | 0.00         | 0.00                        |
| 5750 - Gifts & Contributions-General   | 0.00                            | 25.00        | 0.00                        |
| 5860 - Miscellaneous                   | 45.44                           | 0.00         | 0.00                        |
| 8010 - Interest Income                 | 85.54                           | 0.00         | 0.00                        |
| <b>Total Income</b>                    | <b>130.98</b>                   | <b>25.00</b> | <b>0.00</b>                 |
| <b>Expense</b>                         |                                 |              |                             |
| 6105 - Salaries & Wages-FT             | 2,896.06                        | 0.00         | 1,995.00                    |
| 6110 - Salaries & Wages                | 5,490.93                        | 0.00         | 830.34                      |
| 6152 - HSA Insurance-County Share      | 0.00                            | 0.00         | 0.00                        |
| 6153 - Health & Life Ins-County Share  | 102.76                          | 0.00         | 0.00                        |
| 6163 - PERA-County Share               | 897.17                          | 0.00         | 0.00                        |
| 6175 - FICA-County Share               | 641.59                          | 0.00         | 216.14                      |
| 6203 - Communications                  | 1,591.32                        | 0.00         | 0.00                        |
| 6241 - Printing & Publishing           | 0.00                            | 0.00         | 0.00                        |
| 6264 - PH.DOC Software                 | 6,833.29                        | 0.00         | 0.00                        |
| 6265 - Professional Services           | 2,956.00                        | 0.00         | 1,200.00                    |
| 6268 - Bank Service Fees & Charges     | 6.95                            | 0.00         | 0.00                        |
| 6269 - Payroll Services                | 21.00                           | 0.00         | 0.00                        |
| 6335 - Mileage                         | 200.91                          | 0.00         | 125.00                      |
| 6336 - Meals/Lodging/Parking & Misc.   | 0.00                            | 0.00         | 0.00                        |
| 6350 - Other Charges & Services        | 0.00                            | 0.00         | 0.00                        |
| 6402 - Office Supplies                 | 0.00                            | 0.00         | 322.38                      |
| 6856 - WIC County Payment              | 0.00                            | 0.00         | 0.00                        |
| 6863 - Healthy Homes CP                | 0.00                            | 0.00         | 0.00                        |
| 6864 - Early Hearing & Dect. CP        | 0.00                            | 0.00         | 0.00                        |
| 6873 - Influenza Project Payment to Co | 0.00                            | 0.00         | 0.00                        |
| <b>Total Expense</b>                   | <b>21,637.98</b>                | <b>0.00</b>  | <b>4,688.86</b>             |
| <b>Net Ordinary Income</b>             | <b>-21,507.00</b>               | <b>25.00</b> | <b>-4,688.86</b>            |
| <b>Net Income</b>                      | <b>-21,507.00</b>               | <b>25.00</b> | <b>-4,688.86</b>            |

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Accrual Basis

**Meeker-McLeod-Sibley Community Health Services**  
**Grant Summary Report**  
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|  | 203 - Early Hearing Detection | 206 - FPSP       | 209 - MCH       |
|--|-------------------------------|------------------|-----------------|
| <b>Ordinary Income/Expense</b>         |                               |                  |                 |
| <b>Income</b>                          |                               |                  |                 |
| 5300 · State Grant                     | 0.00                          | 0.00             | 0.00            |
| 5338 · FPSP Grant                      | 0.00                          | 23,144.07        | 0.00            |
| 5348 · Home Visiting Tanf              | 0.00                          | 0.00             | 0.00            |
| 5400 · Federal Grant                   | 0.00                          | 0.00             | 0.00            |
| 5413 · WIC Grant                       | 0.00                          | 0.00             | 0.00            |
| 5414 · MCH Grant                       | 0.00                          | 0.00             | 6,207.00        |
| 5426 · Immunization Grant              | 0.00                          | 0.00             | 0.00            |
| 5750 · Gifts & Contributions-General   | 0.00                          | 0.00             | 0.00            |
| 5860 · Miscellaneous                   | 0.00                          | 0.00             | 0.00            |
| 8010 · Interest Income                 | 0.00                          | 0.00             | 0.00            |
| <b>Total Income</b>                    | <b>0.00</b>                   | <b>23,144.07</b> | <b>6,207.00</b> |
| <b>Expense</b>                         |                               |                  |                 |
| 6105 · Salaries & Wages-FT             | 0.00                          | 0.00             | 0.00            |
| 6110 · Salaries & Wages                | 0.00                          | 0.00             | 0.00            |
| 6152 · HSA Insurance-County Share      | 0.00                          | 0.00             | 0.00            |
| 6163 · Health & Life Ins-County Share  | 0.00                          | 0.00             | 0.00            |
| 6163 · PERA-County Share               | 0.00                          | 0.00             | 0.00            |
| 6175 · FICA-County Share               | 0.00                          | 0.00             | 0.00            |
| 6203 · Communications                  | 0.00                          | 0.00             | 0.00            |
| 6241 · Printing & Publishing           | 0.00                          | 0.00             | 0.00            |
| 6264 · PH.DOC Software                 | 0.00                          | 0.00             | 0.00            |
| 6265 · Professional Services           | 0.00                          | 0.00             | 0.00            |
| 6268 · Bank Service Fees & Charges     | 0.00                          | 0.00             | 0.00            |
| 6269 · Payroll Services                | 0.00                          | 0.00             | 0.00            |
| 6335 · Mileage                         | 0.00                          | 0.00             | 0.00            |
| 6336 · Meals/Lodging/Parking & Misc.   | 0.00                          | 0.00             | 0.00            |
| 6350 · Other Charges & Services        | 0.00                          | 0.00             | 0.00            |
| 6402 · Office Supplies                 | 0.00                          | 0.00             | 0.00            |
| 6856 · WIC County Payment              | 0.00                          | 0.00             | 0.00            |
| 6863 · Healthy Homes CP                | 0.00                          | 0.00             | 0.00            |
| 6864 · Early Hearing & Deaf. CP        | 450.00                        | 0.00             | 0.00            |
| 6873 · Influenza Project Payment to Co | 0.00                          | 0.00             | 0.00            |
| <b>Total Expense</b>                   | <b>450.00</b>                 | <b>0.00</b>      | <b>0.00</b>     |
| <b>Net Ordinary Income</b>             | <b>-450.00</b>                | <b>23,144.07</b> | <b>6,207.00</b> |
| <b>Net Income</b>                      | <b>-450.00</b>                | <b>23,144.07</b> | <b>6,207.00</b> |

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Accrual Basis

**Meeker-McLeod-Sibley Community Health Services  
Grant Summary Report  
July 2022**

|  | 212 - Project Harmony Grant | 224 - TANF       | 225 - WIC-Admin  |
|--|-----------------------------|------------------|------------------|
| <b>Ordinary Income/Expense</b>         |                             |                  |                  |
| <b>Income</b>                          |                             |                  |                  |
| 5300 · State Grant                     | 0.00                        | 0.00             | 0.00             |
| 5338 · FPSP Grant                      | 0.00                        | 0.00             | 0.00             |
| 5348 · Home Visiting Tanf              | 0.00                        | 16,547.43        | 0.00             |
| 5400 · Federal Grant                   | 0.00                        | 0.00             | 0.00             |
| 5413 · WIC Grant                       | 0.00                        | 0.00             | 22,631.00        |
| 5414 · MCH Grant                       | 0.00                        | 0.00             | 0.00             |
| 5426 · Immunization Grant              | 0.00                        | 0.00             | 0.00             |
| 5750 · Gifts & Contributions-General   | 0.00                        | 0.00             | 0.00             |
| 5860 · Miscellaneous                   | 0.00                        | 0.00             | 0.00             |
| 8010 · Interest Income                 | 0.00                        | 0.00             | 0.00             |
| <b>Total Income</b>                    | <b>0.00</b>                 | <b>16,547.43</b> | <b>22,631.00</b> |
| <b>Expense</b>                         |                             |                  |                  |
| 6105 · Salaries & Wages-FT             | 0.00                        | 0.00             | 8,727.07         |
| 6110 · Salaries & Wages                | 0.00                        | 0.00             | 0.00             |
| 6152 · HSA Insurance-County Share      | 0.00                        | 0.00             | 100.00           |
| 6153 · Health & Life Ins-County Share  | 0.00                        | 0.00             | 1,001.64         |
| 6163 · PERA-County Share               | 0.00                        | 0.00             | 727.72           |
| 6175 · FICA-County Share               | 0.00                        | 0.00             | 610.76           |
| 6203 · Communications                  | 51.31                       | 0.00             | 89.83            |
| 6241 · Printing & Publishing           | 0.00                        | 0.00             | 0.00             |
| 6264 · PH.DOC Software                 | 0.00                        | 0.00             | 0.00             |
| 6265 · Professional Services           | 187.44                      | 0.00             | 0.00             |
| 6268 · Bank Service Fees & Charges     | 0.00                        | 0.00             | 0.00             |
| 6269 · Payroll Services                | 0.00                        | 0.00             | 0.00             |
| 6335 · Mileage                         | 0.00                        | 0.00             | 247.12           |
| 6336 · Meals/Lodging/Parking & Misc.   | 0.00                        | 0.00             | 0.00             |
| 6350 · Other Charges & Services        | 0.00                        | 0.00             | 0.00             |
| 6402 · Office Supplies                 | 0.00                        | 0.00             | 0.00             |
| 6856 · WIC County Payment              | 0.00                        | 0.00             | 19,241.00        |
| 6863 · Healthy Homes CP                | 0.00                        | 0.00             | 0.00             |
| 6864 · Early Hearing & Deaf. CP        | 0.00                        | 0.00             | 0.00             |
| 6873 · Influenza Project Payment to Co | 0.00                        | 0.00             | 0.00             |
| <b>Total Expense</b>                   | <b>238.75</b>               | <b>0.00</b>      | <b>30,745.14</b> |
| <b>Net Ordinary Income</b>             | <b>-238.75</b>              | <b>16,547.43</b> | <b>-8,114.14</b> |
| <b>Net Income</b>                      | <b>-238.75</b>              | <b>16,547.43</b> | <b>-8,114.14</b> |

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Accrual Basis

**Meeker-McLeod-Sibley Community Health Services**  
**Grant Summary Report**  
 July 2022

|  | 230 - SHIP       | 234 - WIC Peer Grant | 237 - Suicide Prevention Grant |
|--|------------------|----------------------|--------------------------------|
| <b>Ordinary Income/Expense</b>         |                  |                      |                                |
| <b>Income</b>                          |                  |                      |                                |
| 5300 · State Grant                     | 39,102.56        | 0.00                 | 9,064.75                       |
| 5338 · FPSP Grant                      | 0.00             | 0.00                 | 0.00                           |
| 5348 · Home Visiting Tanf              | 0.00             | 0.00                 | 0.00                           |
| 5400 · Federal Grant                   | 0.00             | 0.00                 | 0.00                           |
| 5413 · WIC Grant                       | 0.00             | 0.00                 | 0.00                           |
| 5414 · MCH Grant                       | 0.00             | 0.00                 | 0.00                           |
| 5426 · Immunization Grant              | 0.00             | 0.00                 | 0.00                           |
| 5750 · Gifts & Contributions-General   | 0.00             | 0.00                 | 0.00                           |
| 5860 · Miscellaneous                   | 0.00             | 0.00                 | 0.00                           |
| 8010 · Interest Income                 | 0.00             | 0.00                 | 0.00                           |
| <b>Total Income</b>                    | <b>39,102.56</b> | <b>0.00</b>          | <b>9,064.75</b>                |
| <b>Expense</b>                         |                  |                      |                                |
| 6105 · Salaries & Wages-FT             | 5,166.40         | 975.98               | 0.00                           |
| 6110 · Salaries & Wages                | 0.00             | 0.00                 | 0.00                           |
| 6152 · HSA Insurance-County Share      | 0.00             | 0.00                 | 0.00                           |
| 6153 · Health & Life Ins-County Share  | 518.48           | 0.00                 | 0.00                           |
| 6163 · PERA-County Share               | 387.48           | 0.00                 | 0.00                           |
| 6175 · FICA-County Share               | 391.55           | 64.92                | 0.00                           |
| 6203 · Communications                  | 121.31           | 200.91               | 0.00                           |
| 6241 · Printing & Publishing           | 0.00             | 20.00                | 0.00                           |
| 6264 · PH.DOC Software                 | 0.00             | 0.00                 | 0.00                           |
| 6265 · Professional Services           | 0.00             | 2,424.69             | 0.00                           |
| 6268 · Bank Service Fees & Charges     | 0.00             | 0.00                 | 0.00                           |
| 6269 · Payroll Services                | 0.00             | 0.00                 | 0.00                           |
| 6335 · Mileage                         | 0.00             | 0.00                 | 0.00                           |
| 6336 · Meals/Lodging/Parking & Misc.   | 0.00             | 0.00                 | 0.00                           |
| 6350 · Other Charges & Services        | 682.54           | 0.00                 | 0.00                           |
| 6402 · Office Supplies                 | 0.00             | 0.00                 | 0.00                           |
| 6856 · WIC County Payment              | 0.00             | 0.00                 | 0.00                           |
| 6863 · Healthy Homes CP                | 0.00             | 0.00                 | 0.00                           |
| 6864 · Early Hearing & Deaf. CP        | 0.00             | 0.00                 | 0.00                           |
| 6873 · Influenza Project Payment to Co | 0.00             | 0.00                 | 0.00                           |
| <b>Total Expense</b>                   | <b>7,267.76</b>  | <b>3,686.50</b>      | <b>0.00</b>                    |
| <b>Net Ordinary Income</b>             | <b>31,834.80</b> | <b>-3,686.50</b>     | <b>9,064.75</b>                |
| <b>Net Income</b>                      | <b>31,834.80</b> | <b>-3,686.50</b>     | <b>9,064.75</b>                |

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08/03/22

Accrual Basis

**Meeker-McLeod-Sibley Community Health Services**  
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 July 2022

|  | 304 - Influenza Vaccine Project | 306 - COV Vacc 3 (Fed Funding) | 401 - Healthy Homes |
|--|---------------------------------|--------------------------------|---------------------|
| <b>Ordinary Income/Expense</b>         |                                 |                                |                     |
| <b>Income</b>                          |                                 |                                |                     |
| 5300 · State Grant                     | 0.00                            | 0.00                           | 0.00                |
| 5338 · FPSP Grant                      | 0.00                            | 0.00                           | 0.00                |
| 5348 · Home Visiting Tanf              | 0.00                            | 0.00                           | 0.00                |
| 5400 · Federal Grant                   | 0.00                            | 0.00                           | 0.00                |
| 5413 · WIC Grant                       | 0.00                            | 0.00                           | 0.00                |
| 5414 · MCH Grant                       | 0.00                            | 0.00                           | 0.00                |
| 5426 · Immunization Grant              | 2,485.05                        | 0.00                           | 0.00                |
| 5750 · Gifts & Contributions-General   | 0.00                            | 0.00                           | 0.00                |
| 5860 · Miscellaneous                   | 0.00                            | 0.00                           | 0.00                |
| 8010 · Interest Income                 | 0.00                            | 0.00                           | 0.00                |
| <b>Total Income</b>                    | <b>2,485.05</b>                 | <b>0.00</b>                    | <b>0.00</b>         |
| <b>Expense</b>                         |                                 |                                |                     |
| 6105 · Salaries & Wages-FT             | 0.00                            | 0.00                           | 0.00                |
| 6110 · Salaries & Wages                | 0.00                            | 749.98                         | 0.00                |
| 6152 · HSA Insurance-County Share      | 0.00                            | 0.00                           | 0.00                |
| 6153 · Health & Life Ins-County Share  | 0.00                            | 0.00                           | 0.00                |
| 6163 · PERA-County Share               | 0.00                            | 0.00                           | 0.00                |
| 6175 · FICA-County Share               | 0.00                            | 57.38                          | 0.00                |
| 6203 · Communications                  | 0.00                            | 0.00                           | 0.00                |
| 6241 · Printing & Publishing           | 0.00                            | 0.00                           | 0.00                |
| 6264 · PH.DOC Software                 | 0.00                            | 0.00                           | 0.00                |
| 6265 · Professional Services           | 0.00                            | 230.00                         | 0.00                |
| 6268 · Bank Service Fees & Charges     | 0.00                            | 0.00                           | 0.00                |
| 6269 · Payroll Services                | 0.00                            | 0.00                           | 0.00                |
| 6335 · Mileage                         | 0.00                            | 0.00                           | 0.00                |
| 6336 · Meals/Lodging/Parking & Misc.   | 0.00                            | 0.00                           | 0.00                |
| 6350 · Other Charges & Services        | 0.00                            | 0.00                           | 0.00                |
| 6402 · Office Supplies                 | 0.00                            | 0.00                           | 0.00                |
| 6856 · WIC County Payment              | 0.00                            | 0.00                           | 0.00                |
| 6863 · Healthy Homes CP                | 0.00                            | 0.00                           | 6,976.22            |
| 6864 · Early Hearing & Dect. CP        | 0.00                            | 0.00                           | 0.00                |
| 6873 · Influenza Project Payment to Co | 1,373.10                        | 0.00                           | 0.00                |
| <b>Total Expense</b>                   | <b>1,373.10</b>                 | <b>1,037.36</b>                | <b>6,976.22</b>     |
| <b>Net Ordinary Income</b>             | <b>1,111.95</b>                 | <b>-1,037.36</b>               | <b>-6,976.22</b>    |
| <b>Net Income</b>                      | <b>1,111.95</b>                 | <b>-1,037.36</b>               | <b>-6,976.22</b>    |

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**Meeker-McLeod-Sibley Community Health Services**  
**Grant Summary Report**  
 July 2022

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Accrual Basis

|  | 502 - Emergency Preparedness | 505 - EP - CRI   | 601 - Child & Teen Checkups |
|--|------------------------------|------------------|-----------------------------|
| <b>Ordinary Income/Expense</b>         |                              |                  |                             |
| <b>Income</b>                          |                              |                  |                             |
| 5300 · State Grant                     | 0.00                         | 0.00             | 21,103.97                   |
| 5338 · FPSP Grant                      | 0.00                         | 0.00             | 0.00                        |
| 5348 · Home Visiting Tanf              | 0.00                         | 0.00             | 0.00                        |
| 5400 · Federal Grant                   | 0.00                         | 0.00             | 21,103.97                   |
| 5413 · WIC Grant                       | 0.00                         | 0.00             | 0.00                        |
| 5414 · MCH Grant                       | 0.00                         | 0.00             | 0.00                        |
| 5426 · Immunization Grant              | 0.00                         | 0.00             | 0.00                        |
| 5750 · Gifts & Contributions-General   | 0.00                         | 0.00             | 0.00                        |
| 5860 · Miscellaneous                   | 0.00                         | 0.00             | 0.00                        |
| 8010 · Interest Income                 | 0.00                         | 0.00             | 0.00                        |
| <b>Total Income</b>                    | <b>0.00</b>                  | <b>0.00</b>      | <b>42,207.94</b>            |
| <b>Expense</b>                         |                              |                  |                             |
| 6105 · Salaries & Wages-FT             | 4,039.69                     | 1,520.31         | 0.00                        |
| 6110 · Salaries & Wages                | 0.00                         | 0.00             | 0.00                        |
| 6152 · HSA Insurance-County Share      | 100.00                       | 0.00             | 0.00                        |
| 6153 · Health & Life Ins-County Share  | 948.38                       | 0.00             | 0.00                        |
| 6163 · PERA-County Share               | 417.00                       | 0.00             | 0.00                        |
| 6175 · FICA-County Share               | 284.82                       | 107.19           | 0.00                        |
| 6203 · Communications                  | 91.32                        | 0.00             | 0.00                        |
| 6241 · Printing & Publishing           | 0.00                         | 0.00             | 0.00                        |
| 6264 · PH.DOC Software                 | 0.00                         | 0.00             | 0.00                        |
| 6265 · Professional Services           | 0.00                         | 0.00             | 0.00                        |
| 6268 · Bank Service Fees & Charges     | 0.00                         | 0.00             | 0.00                        |
| 6269 · Payroll Services                | 0.00                         | 0.00             | 0.00                        |
| 6335 · Mileage                         | 33.35                        | 0.00             | 0.00                        |
| 6336 · Meals/Lodging/Parking & Misc.   | 205.48                       | 0.00             | 0.00                        |
| 6350 · Other Charges & Services        | 0.00                         | 0.00             | 0.00                        |
| 6402 · Office Supplies                 | 0.00                         | 0.00             | 0.00                        |
| 6856 · WIC County Payment              | 0.00                         | 0.00             | 0.00                        |
| 6863 · Healthy Homes CP                | 0.00                         | 0.00             | 0.00                        |
| 6864 · Early Hearing & Deaf. CP        | 0.00                         | 0.00             | 0.00                        |
| 6873 · Influenza Project Payment to Co | 0.00                         | 0.00             | 0.00                        |
| <b>Total Expense</b>                   | <b>6,120.04</b>              | <b>1,627.50</b>  | <b>0.00</b>                 |
| <b>Net Ordinary Income</b>             | <b>-6,120.04</b>             | <b>-1,627.50</b> | <b>42,207.94</b>            |
| <b>Net Income</b>                      | <b>-6,120.04</b>             | <b>-1,627.50</b> | <b>42,207.94</b>            |

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08/03/22

Accrual Basis

**Meeker-McLeod-Sibley Community Health Services**  
**Grant Summary Report**  
 July 2022

|  | Unclassified | TOTAL             |
|--|--------------|-------------------|
| <b>Ordinary Income/Expense</b>         |              |                   |
| <b>Income</b>                          |              |                   |
| 5300 · State Grant                     | 0.00         | 69,271.28         |
| 5338 · FPSP Grant                      | 0.00         | 23,144.07         |
| 5348 · Home Visiting Tanf              | 0.00         | 16,547.43         |
| 5400 · Federal Grant                   | 0.00         | 21,103.97         |
| 5413 · WIC Grant                       | 0.00         | 22,631.00         |
| 5414 · MCH Grant                       | 0.00         | 6,207.00          |
| 5426 · Immunization Grant              | 0.00         | 2,485.05          |
| 5750 · Gifts & Contributions-General   | 0.00         | 25.00             |
| 5860 · Miscellaneous                   | 0.00         | 45.44             |
| 8010 · Interest Income                 | 0.00         | 85.54             |
| <b>Total Income</b>                    | <b>0.00</b>  | <b>161,545.78</b> |
| <b>Expense</b>                         |              |                   |
| 6105 · Salaries & Wages-FT             | 0.00         | 25,320.51         |
| 6110 · Salaries & Wages                | 0.00         | 7,071.25          |
| 6152 · HSA Insurance-County Share      | 0.00         | 200.00            |
| 6153 · Health & Life Ins-County Share  | 0.00         | 2,571.26          |
| 6163 · PERA-County Share               | 0.00         | 2,429.37          |
| 6175 · FICA-County Share               | 0.00         | 2,374.35          |
| 6203 · Communications                  | 0.00         | 2,146.00          |
| 6241 · Printing & Publishing           | 0.00         | 20.00             |
| 6264 · PH.DOC Software                 | 0.00         | 6,833.29          |
| 6265 · Professional Services           | 0.00         | 6,998.13          |
| 6268 · Bank Service Fees & Charges     | 0.00         | 6.95              |
| 6269 · Payroll Services                | 0.00         | 21.00             |
| 6335 · Mileage                         | 0.00         | 606.38            |
| 6336 · Meals/Lodging/Parking & Misc.   | 0.00         | 205.48            |
| 6350 · Other Charges & Services        | 0.00         | 682.54            |
| 6402 · Office Supplies                 | 0.00         | 322.38            |
| 6856 · WIC County Payment              | 0.00         | 19,241.00         |
| 6863 · Healthy Homes CP                | 0.00         | 6,976.22          |
| 6864 · Early Hearing & Dect. CP        | 0.00         | 450.00            |
| 6873 · Influenza Project Payment to Co | 0.00         | 1,373.10          |
| <b>Total Expense</b>                   | <b>0.00</b>  | <b>85,849.21</b>  |
| <b>Net Ordinary Income</b>             | <b>0.00</b>  | <b>75,696.57</b>  |
| <b>Net Income</b>                      | <b>0.00</b>  | <b>75,696.57</b>  |





**ship**  
statewide health  
improvement partnership

# THE MINNESOTA STATEWIDE HEALTH IMPROVEMENT PARTNERSHIP:

Making Real Differences  
in Lives and Dollars

2021

**mn** DEPARTMENT  
OF HEALTH

[www.health.mn.gov/ship](http://www.health.mn.gov/ship)

## Tackling the root causes of chronic disease

In 2008, in a bipartisan vote in response to rapidly accelerating and costly chronic diseases, the Minnesota Legislature created the Statewide Health Improvement Partnership. The partnership was tasked with working at the local level throughout the state to create and expand opportunities for Minnesotans to be more physically active, eat healthier foods and live free from commercial tobacco,<sup>1</sup> the key ingredients to reducing chronic diseases such as cancer, heart disease, stroke and Type 2 diabetes. Since its creation, SHIP has had a significant and positive impact on reducing obesity, commercial tobacco use and secondhand smoke exposure throughout Minnesota, thereby helping to improve the lives of Minnesotans and reduce the enormous annual costs associated with chronic disease.

**NINETY PERCENT OF THE NATION'S HEALTH CARE COSTS ARE FOR PEOPLE WITH CHRONIC CONDITIONS, AND THE MAJORITY OF THOSE COSTS ARE PREVENTABLE.**

**90%**

THE COST OF OBESITY  
**\$3.2 BILLION**  
IN MINNESOTA



THE COST OF TOBACCO  
**\$3.3 BILLION**  
IN MINNESOTA



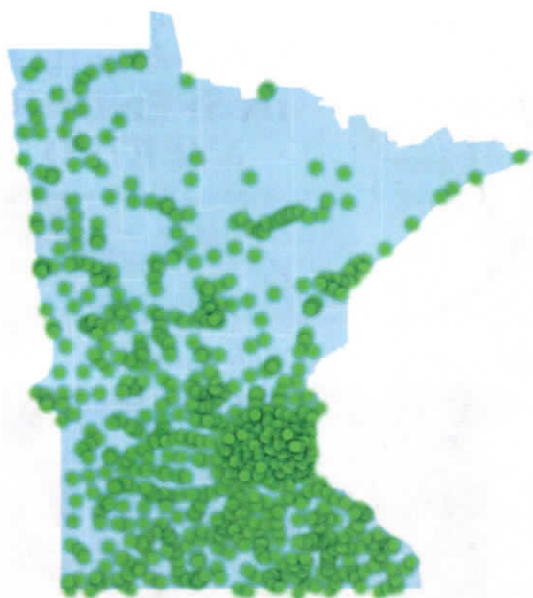
In addition to its work to improve healthy eating and active living and to reduce commercial tobacco use and secondhand smoke exposure, SHIP added an additional mission that focuses on well-being. The existence of well-being, which includes mental, physical, social/emotional health and resiliency, is a key factor in health and the prevention of chronic diseases in Minnesota, especially among those faced with existing health inequities. The focus of the well-being mission, which began in the fall of 2020, is to work within Minnesota communities to implement evidence-based, approved strategies to create equitable, healthy and positive conditions that promote well-being and resiliency for all Minnesotans.

*“SHIP recognizes, as does CentraCare, that good health does not begin in a clinic or physician’s office but rather in the community and in the ability of Minnesotans to easily obtain healthy and affordable foods, safe and accessible options to live more active lives and the opportunity to live commercial tobacco-free.”*

– **Jodi Gertken**, Community Wellness Program Director, CentraCare

## Local partnerships improving health at the local level

SHIP is unique in that to achieve its goal of reducing chronic disease in Minnesota, it operates at the community level through the use of local partnerships. The program recognizes that local organizations know best how to positively impact health in their communities. SHIP's work is directed by local community leadership teams that bring to the table expertise, strong relationships and connections in a variety of fields. Operating in all 87 counties and within the 10 tribal nations, SHIP works with and engages city, county and tribal leaders; schools and day care settings; rental housing; workplaces and businesses; and local and regional health care organizations, in multiple settings throughout the community. SHIP has also partnered with local hospitals and health-care systems to better link their patients with community-based prevention services designed to improve health through healthy eating, physical activity and commercial tobacco reduction assistance and prevention.



MINNESOTA  
STATEWIDE

**87** COUNTIES

**10** TRIBAL NATIONS

**5,860** PARTNER SITES

**608** COLLABORATIVE PARTNERSHIPS

**911** ENGAGED COMMUNITY LEADERS

*“In its focus on the factors that lead to preventable diseases, including heart disease and stroke, SHIP is a smart investment in the lives of Minnesotans that will pay long-term dividends in better and more equitable health.”*

– **Justin Bell**, Vice President of Health Strategies,  
American Heart Association



SHIP's unique, locally based structure has allowed it to pivot in its work to help local communities in their response to the COVID-19 pandemic. It has engaged with local emergency operations centers, helped staff community hotlines and coordinated emergency food response initiatives. SHIP has also continued in its mission to create and support opportunities for Minnesotans to stay physically active, eat healthy, reduce commercial tobacco use, stay mentally strong and reduce inequities while staying safe during the pandemic—factors that will positively affect individual health outcomes associated with future pandemics.

## Positive impacts in lives and dollars

The Trust for America's Health reports that in order to solve the nation's obesity crisis it is critical to address the conditions in people's lives that lead to food insecurity and create obstacles to healthy food options and safe physical activity. It is also vital to reduce commercial tobacco use and exposure, the leading cause of death and disease in Minnesota. Since it became operational in 2010, SHIP has worked to do just that and as a result has positively impacted the lives of Minnesotans in all reaches of the state. In doing so, it has been able to not only help control accelerating rates of obesity but also commercial tobacco use, the two key preventable factors in a host of chronic illnesses, factors that also increase the risk of the most serious COVID outcomes. SHIP is also working in local communities to help overcome the factors that lead to significant health inequities for many Minnesotans.



Since its inception, SHIP has worked at the local level to expand and establish farmers markets; increased physical activity and healthy eating opportunities in schools; worked with employers to implement worksite wellness initiatives; assisted communities in making their towns and cities more walkable and bikeable; partnered with child care providers to increase physical activity for babies and toddlers; implemented activities to improve well-being and reduce inequities; assisted cities and counties with implementing policies to raise the minimum tobacco sales age to 21; partnered with schools to address the youth vaping epidemic; and worked with rental housing managers to protect residents from the dangers of commercial tobacco smoke.

**THE RESULT HAS BEEN A SIGNIFICANT SHIP-BASED CONTRIBUTION TO THE SAVINGS OF HUNDREDS OF MILLIONS OF DOLLARS IN HEALTH CARE COSTS FOR MINNESOTA SINCE 2011.**

These savings have occurred in spite of aggressive, ongoing marketing campaigns by the tobacco industry, which spends over \$100 million annually marketing in Minnesota, and the sugary drink industry, which spends over \$1 billion annually in advertising in the United States.



*“Investing in reducing preventable chronic diseases and eliminating racial and health inequities, as SHIP is doing, holds the significant long-term promise of improving the lives of all Minnesotans while reducing the substantial human and financial costs associated with those diseases.”*

– **Dr. Mark Steffen**, Chief Medical Officer of Blue Cross and Blue Shield of Minnesota



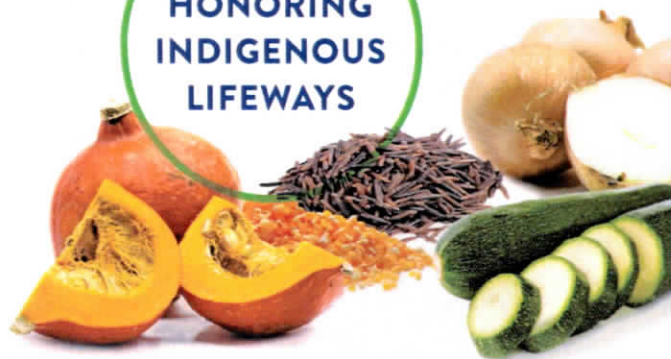
## Advancing health equity in partnership with Tribal Nations in Minnesota

The Minnesota Department of Health's Tribal SHIP and Tribal Tobacco Grants Program works to provide opportunities for tribal communities to implement culturally driven healthy eating, active living and traditional and commercial tobacco efforts. Tribes throughout Minnesota are improving the health of their communities by elevating cultural wisdom and initiating intergenerational engagement. Tribes are also actively changing the culture of health within their communities by enacting culturally appropriate and community-specific commercial tobacco cessation services and policies, planting and expanding agricultural, medicinal, and community gardens, educating members on the importance of healthy lifestyles, ensuring the built environment is conducive to healthy behaviors and establishing health policies as well as other initiatives. Tribal SHIP and Tribal Tobacco grantees are working in collaboration with other tribal programs (SNAP-Ed) with similar goals to make a larger impact within their communities. To address the impact of the COVID-19 pandemic, many tribal communities have innovatively transitioned their work to continue their progress and sustain their relationships within their communities. Some tribes have created social-marketing campaigns to promote healthy eating and commercial tobacco prevention while highlighting the importance of culture. Most tribes have also utilized social media platforms to share these messages within their communities.



TRIBES THROUGHOUT MINNESOTA ARE IMPROVING THE HEALTH OF THEIR COMMUNITIES BY ELEVATING CULTURAL WISDOM AND INITIATING INTERGENERATIONAL ENGAGEMENT.

**HONORING  
INDIGENOUS  
LIFEWAYS**



## Expanding access to healthy, affordable foods for Minnesotans

What Minnesotans eat has a direct effect on their health and well-being. People who eat a healthy diet that is rich in fruits and vegetables are at lower risk for obesity, Type 2 diabetes, heart disease, stroke, tooth decay and some cancers. Healthy eating also helps control weight, lower blood pressure, increase energy levels, strengthen bones and improve brain function. Unfortunately, too many Minnesotans cannot find fresh fruits and vegetables near their homes, or what they can find is limited and expensive. But SHIP is changing that.



### THANKS TO SHIP, MINNESOTA COMMUNITIES ARE:

- **Increasing access** to fresh, locally grown fruits and vegetables at farmers markets, local corner stores, emergency food programs, mobile markets and other food retailers.
- **Expanding the availability** of healthier foods and increasing access at schools and child care facilities.
- **Supporting new moms** so it's easier for them to breastfeed after they return to work or school.

## SHIP HEALTHY EATING SUCCESS STORY: Bringing healthy foods back to a rural Minnesota community

Butterfield, in southwest Minnesota, lost its only grocery store more than a decade ago, leaving local residents, many of whom are elderly, without easy access to healthy and affordable foods. The only options were to drive to other towns, a significant challenge for many, especially in the winter, or to buy highly processed foods at the local convenience store. That changed when the new owners of the local hardware store wanted to fill the void by also selling groceries. With the help of a startup grant from SHIP, in 2019 the hardware store owners bought a cooler, signage and the initial purchase of food products. The new hardware/grocery store became an instant hit with residents, because they now have a local place to buy healthy food. It has also become a community gathering spot, which has helped to strengthen the local economy.



*“A grant from SHIP helped us fill a significant void that existed in Butterfield when it came to the ability to buy basic, healthy food items.”*

– Barb Mathistad Warner, co-owner of Butterfield Hardware





## SHIP HEALTHY EATING IMPACTS AT A GLANCE:



Farm to School efforts at 352 schools are purchasing and **SERVING LOCALLY GROWN FOODS TO OVER 121,000 MINNESOTA STUDENTS.**



SHIP partners with over 1,000 schools to **INCREASE ACCESS TO HEALTHY FOOD, SERVING OVER 330,000 MINNESOTAN STUDENTS.**



Communities are utilizing 211 SHIP-supported farmers markets, **INCREASING ACCESS TO FRESH FRUITS AND VEGETABLES FOR OVER 740,000 MINNESOTANS.**



In the past five years, SHIP has worked with more than 27 farmers markets to accept or expand their SNAP/ Electronic Benefits Transfer card programs to **INCREASE FOOD ACCESS TO THE BENEFIT OF CONSUMERS AND FARMERS ALIKE.**

Communities are utilizing 247 SHIP-supported emergency food organizations, such as food shelves, **INCREASING ACCESS TO FOOD FOR OVER 2 MILLION MINNESOTANS.**



SHIP partnered with approximately 200 food retail outlets, **SUPPORTING ACCESS TO HEALTHY FOOD AND BEVERAGES FOR OVER 1 MILLION MINNESOTANS.**



SHIP partnered with over 320 child care providers **TO SUPPORT HEALTHY EATING, SERVING OVER 6,400 CHILDREN.**



## Increasing opportunities for Minnesotans to become physically active

Regular physical activity helps improve the overall health of Minnesotans while reducing their risk for heart disease, stroke, Type 2 diabetes, depression and cancer. Other benefits of regular physical activity include improved mood, increased energy levels, better sleep and strengthened bones and muscles. SHIP is working at the community level to make it easier for Minnesotans of all ages to improve their health by being physically active. In addition to improved health, making communities more walkable and bikeable has led to economic resurgence in rural communities. A full 97% of communities that SHIP has partnered with for five years or more have increased physical activity opportunities at the local level.

**WITH THE HELP OF SHIP, COMMUNITIES ARE:**

- Expanding the Walk! Bike! Fun! Pedestrian and Bicycle Safety Curriculum in schools.
- Implementing and expanding Safe Routes to School Programs.
- Creating safer and more accessible places and spaces for residents to walk and bike.
- Implementing active school initiatives to increase the time students are physically active.
- Creating physical activity programs in child care settings.

**PEDESTRIAN  
AND BICYCLE  
SAFETY**

## SHIP ACTIVE LIVING SUCCESS STORY: Creating a free bike-share program in Rochester

Seizing upon a donation of 200 Nice Ride bicycles to Rochester Parks and Recreation, Olmsted County SHIP began a collaboration with organizations throughout the city to use the bikes to create a free bike-share program and thereby fill a transportation void in that city. Implementing a pilot program in 2018, the coalition learned that bikes were being used to run errands and shop for groceries. In 2019 an electric bike with cargo capacity was added to the fleet. This made it easier for community members to run errands using active transportation. Bikes were made available at a library. Its central location made it easier for low-income and homeless residents who rely on the bikes as their primary form of transportation. As a worksite wellness initiative, Olmsted County also offered eight bikes at four locations to encourage employees to bike to meetings. With over 1,300 rides, the overall program has been highly successful.



*“I used the bike to go to a job interview. It was my lucky day, I got the job!”*

– Rochester bike-share program user



### SHIP ACTIVE LIVING IMPACTS AT A GLANCE:



Worked with 39 local public health partners, resulting in over 172,000 students in over 530 schools being reached through SHIP’s **SAFE ROUTES TO SCHOOL**.



Since 2016, SHIP and local public health organizations worked with 396 community partners on increasing access to walking and bicycling facilities to **MAKE IT EASIER FOR MINNESOTANS TO BE ACTIVE** where they live, work and play.



In 2019, 30 local public health partners worked on **INCREASING ACCESS TO BICYCLING AND WALKING**, reaching 1,093,814 Minnesotans at 85 partner sites throughout the state.



Since 2016, SHIP has supported comprehensive and master planning efforts in 152 communities, resulting in 42% of communities **IMPLEMENTING CHANGES THAT POSITIVELY IMPACT ACTIVE LIVING**.



## Helping Minnesotans to live commercial tobacco-free lives

Thanks to effective, evidence-based state policies—for example, clean indoor air policies and policies that raise the price of cigarettes, discouraging youth from starting and adults to quit—Minnesota’s smoking rates are the lowest ever recorded. However, commercial tobacco use still kills over 6,300 Minnesotans every year and costs Minnesota \$3.3 billion annually in medical costs. In addition, more kids are using new and flavored nicotine products, like electronic cigarettes, and many populations in Minnesota still use commercial tobacco at significantly higher rates than the general population.

### TO HELP COMBAT COMMERCIAL TOBACCO USE, MINNESOTA COMMUNITIES, WITH THE SUPPORT OF SHIP, ARE:

- Reducing youth access to commercial tobacco.
- Reducing secondhand smoke exposure.
- Increasing access to cessation resources for commercial tobacco and nicotine.
- Addressing commercial tobacco-related disparities.

## SHIP COMMERCIAL TOBACCO REDUCTION SUCCESS STORY: Combating a youth vaping epidemic in Stearns County



Stearns County, like many locations in Minnesota, is faced with a vaping epidemic among its youth. To help combat the epidemic, Stearns County SHIP staff established partnerships with nearly all schools across the county to implement a broad-based health education and promotion program. The partnership developed and shared youth-focused vaping education tools through social media platforms; conducted vaping education awareness and outreach for administration, staff and parents, and community members; trained counselors, school nurses and bus companies; and disseminated health promotional pieces on vaping and e-cigarette use through existing child and teen checkup programs. This effort helped coalesce the citizens of Stearns County around the urgent and ongoing need to reduce vaping among their youth.

### SHIP COMMERCIAL TOBACCO REDUCTION IMPACTS AT A GLANCE:



**IMPLEMENTED SMOKE-FREE POLICIES** at 618 properties, reducing exposure to secondhand smoke for over 40,000 Minnesotans.

Partnered with 97 Minnesota schools to **IMPLEMENT VAPING EDUCATION PROGRAMS**, educating over 30,000 Minnesota students.



Worked with community leaders to implement 38 policies that change where and how commercial tobacco products are sold, thereby **REDUCING ACCESS TO ADDICTIVE TOBACCO AND NICOTINE PRODUCTS FOR OVER 310,000 MINNESOTA YOUTH.**

## Creating wellness in Minnesota's workplaces

Because adults spend so much of the day at work, policies and efforts that support employee wellness can play a big role in keeping workers healthy and preventing chronic diseases like diabetes and heart disease. Healthy, motivated employees are important to a workplace and a company's bottom line. U.S. employers lose tens of billions of dollars in health care and productivity costs due to obesity-related chronic diseases. Thanks to SHIP, more and more employers across Minnesota are seeing the benefits of establishing efforts that make healthy options possible at work. Workplace wellness can help build a healthy culture that has benefits for the employer and the employee, including increased job performance, better employee engagement, job satisfaction, better customer service and employee retention. A 2018 survey found that 92 percent of SHIP workplaces indicated that their wellness program efforts have positively advanced due to SHIP.

### WITH THE SUPPORT OF SHIP, TO HELP IMPROVE EMPLOYEE WELLNESS MINNESOTA BUSINESSES ARE:

- Implementing sustainable workplace wellness initiatives that have workable and easy-to-implement tools and resources.
- Adding healthy food options onsite and at company functions.
- Creating workplace support for breastfeeding.
- Helping employers strengthen policies to support employees in stopping commercial tobacco use.
- Creating opportunities for employees to get more physical activity and to manage stress during the workday.

## SHIP WORKPLACE WELLNESS SUCCESS STORY:

### Implementing a multifaceted wellness program in Bagley

Working at a nursing home can be stressful at times, often leading to burnout, tobacco use and negative long-term health effects for employees. However, proactive strategies can be implemented to help reduce those negative effects and benefit employees, management and nursing home residents alike. Recognizing these facts, SHIP partnered with the management and employees of Cornerstone Nursing and Rehab Center in Bagley to improve employee health. The effort established a new walking path that staff now use on breaks, as well as assisted in the purchase of bikes, helmets and racks.

*"The unique partnerships that [SHIP] helps create between individual businesses and public health brings benefits to employers and employees alike through strategies to improve employee health, enhance job satisfaction and increase higher workplace productivity ... [it] also results in lower health care costs by helping to reduce employee-related health care expenditures."*

- Jonathan Weinhagen, president and CEO of the Minneapolis Regional Chamber

To encourage healthy eating, Cornerstone eliminated soda and candy vending machines and purchased a minifridge, which is now stocked with healthy options. They also serve healthier snacks instead of sweet rolls at staff meetings and have a salad bar in the breakroom. Cornerstone is also encouraging tobacco-free living by making their campus tobacco-free.



### SHIP WORKPLACE WELLNESS IMPACTS AT A GLANCE:



2,232 employers have **IMPLEMENTED WORKPLACE WELLNESS INITIATIVES**, reaching more than 200,000 Minnesota employees.

SHIP staff provided technical assistance to implement the STEP process of providing Support, Time, Education and Place for breastfeeding parents. **INCREASED ACCESS TO BREASTFEEDING** in 552 workplaces for working moms in Minnesota. Seventeen employers received breastfeeding friendly recognition in 2020 bringing the overall total to 128.



## Supporting Minnesota communities challenged by the COVID-19 pandemic

SHIP has long worked to reduce the root causes of obesity, heart disease, Type 2 diabetes and some cancers—health conditions that put Minnesotans at increased risk for negative outcomes associated with COVID-19 and other diseases. In addition to that ongoing work, because of how it is structured and the manner in which it operates, SHIP was uniquely positioned to seamlessly adjust its work to support communities facing health-related challenges associated with the COVID-19 pandemic. The community partnerships that SHIP built at the local level for its work in healthy eating, active living, commercial tobacco reduction and well-being were readily available to adjust the focus of their work to community-based planning, preparation and response to the COVID-19 outbreak throughout Minnesota.

SHIP projects throughout Minnesota have engaged in a wide range of pandemic-related work, often in conjunction with their ongoing work—work that will ultimately help to reduce health impacts of future pandemics.

### THAT WORK HAS INCLUDED:

- Coordinating free food distribution efforts for those impacted by the pandemic.
- Promoting the availability of mental health and suicide prevention resources within communities.
- Providing information on safer physical activity guidelines.
- Providing safe access to opportunities to engage in socially distanced physical activity outside and at home.
- Striving to improve overall equitable health outcomes for Minnesotans amid the COVID-19 pandemic, as well as for the long term.
- Promoting the availability of commercial tobacco cessation resources for smokers and former smokers dealing with pandemic-related stress.
- Coordinating food delivery efforts for vulnerable and isolated Minnesotans.
- Providing community- and culturally based information on how to prevent COVID-19 transmission.
- Giving support to schools to adjust their meal preparation and distribution services.
- Supporting hand washing stations, signage and other transmission prevention strategies at outdoor farmers markets.
- Supporting teachers and students with physical activity resources for use in remote learning.



**REDUCE  
HEALTH  
IMPACTS**



### SHIP COVID-19 SUCCESS STORY: Coalescing the community to help feed families in Carver County

In April 2020, Carver County SHIP started a monthly food distribution effort to provide healthy and nutritious food to local residents facing challenges putting food on their tables due to the COVID-19 pandemic. This effort served more than 4,500 households/families and more than 16,000 individuals. The contact-free food distribution system was organized and implemented by more than 15 organizations, including cities, churches and local law enforcement agencies. As part of the effort, a food delivery process for seniors and people living in isolation was also organized. Area residents were provided with a variety of healthy foods, including fresh produce, dairy and nonperishable goods. Many events ran out of food quickly, demonstrating the widespread need for food created by the pandemic and related job losses.

*“Through this partnership we were able to bridge a gap caused by the COVID-19 pandemic and help create food access for all because we want everyone to have food on their tables.”*

– **Mary Hernandez**, co-founder of Esperanza and community project director of Scott, Carver, Dakota CAP Agency

<sup>1</sup> The term “commercial tobacco” refers to tobacco products manufactured by companies for recreational and habitual use in cigarettes, smokeless tobacco, pipe tobacco, cigars, hookahs and other products that are sold for profit. Commercial tobacco does not include or refer to sacred tobaccos that are used by many Native American tribes in spiritual and cultural ceremonies and prayer.

<sup>2</sup> Through its work in every county and 10 tribal nations in Minnesota, SHIP has made significant, contributing impacts on smoking and obesity rates. These findings were updated with 2017 data. The statistics are updated every 10 years.

To learn more about SHIP, visit [www.health.mn.gov/ship](http://www.health.mn.gov/ship)



**Meeker-McLeod-Sibley Community Health Services**  
**Executive Committee Meeting Agenda**  
**Date: August 26, 2022 Time: 10:00 AM**  
**Location: 520 Chandler Ave N, Glencoe, Mn 55336**

| <b>Present:</b> Commissioner Harder, Commissioner Oberg, Commissioner Schmalz, Kiza Olson, Brittany Becker, Klea Rettman, Sarah Gassman |  |   |  |
|---|--|---|--|
| <b>Absent:</b> Berit Spors, Diane Winter, Rachel Fruhwirth  |  |   |  |
| <b>Minutes:</b> Sarah Gassman   |  |   |  |
| Topic   | Discussion/Plan  | Action/Do   | Follow up/Responsible Person/Deadline  |
| CHS Fiscal Discussion   | Some options: <ul style="list-style-type: none"> <li>• CHS Holiday Schedule               <ul style="list-style-type: none"> <li>○ Attached is 2022 and draft of 2023</li> <li>○ 1 Floater</li> </ul> </li> <li>• Increased federal mileage rate to \$0.625 from \$0.585</li> <li>• Meal allowance change currently:               <ul style="list-style-type: none"> <li>○ \$35.00 per day</li> </ul> </li> </ul> | <ul style="list-style-type: none"> <li>• Holidays were reviewed. Juneteenth has not been passed at State level so board is not interested at this time in adding to CHS level</li> <li>• FYI discussion on Federal Rate of mileage</li> <li>• Meal Allowance discussion. CHS staff to only claim reimbursement if working outside of MMS or after 7pm.</li> </ul> | <ul style="list-style-type: none"> <li>• CHS Holiday schedule will remain as is</li> <li>• Kiza to create verbiage for reimbursement policy</li> </ul> |

Other Topics

- Comp Time allowance
  - Currently capped at 30 hours
- CHS staff retention bonus
- Seek approval for \$10,000.00 from COVID for behavioral health survey
- AMC meeting Expectations
- Update on new banking process
- Comp Time cap discussion. Encourage to use that before PTO
- Retention bonus for CHS. 67,000 left in budget for 22-23. 45k in salary will be budgeted. 10K for survey, 15k left up for discussion. Commissioners in favor of going back to counties if carry over as originally discussed. Committee members are in favor of 10k to come from COVID dollars to be reallocated to behavior health survey questions
- Policy Committee. Fall conference low priority (developmental stage). Winter is higher (decision making). Commissioners in agreement that it is not mandatory.
- Pledge signed on 8/4/2022.
- Sarah to send out updates each pay period
- Keep cap at 30 hours
- Will bring discussion back to full board meeting in September for board approval on the 10k for behavior health survey
- Kiza will zoom in and not attend in person.
- Update the financial management policy and take to board

|  |  |   |   |
|--|--|---|---|
|  | <ul style="list-style-type: none"> <li>• Update on audit requirements</li> <li>• CHS furniture review</li> <li>• Review of LPHG budget draft</li> <li>• Added Item: Review of future meetings</li> </ul> | <ul style="list-style-type: none"> <li>• Update given</li> <li>• Discussion had</li> <li>• Copy of preliminary budget provided</li> <li>• 9/8/22 in Hutch, board meeting.</li> <li>• November meeting Commissioner Harder will be gone and will reach out to alternate. Commissioner Schmalz will run the meeting.</li> </ul> | <p>approval in November</p> <ul style="list-style-type: none"> <li>• Picture and invoice to be sent county Administrators cc Public Health Directors</li> <li>• Commissioners want 2022 vs 2023 included on the sheet. Kiza to update County Payments and Reaccreditation.</li> <li>• Commissioners in favor of 'Recognition event' or dollars set aside for CHS staff engagement.</li> </ul> |
|--|--|---|---|

|                         |   |  |  |
|-------------------------|---|--|--|
|                         | <ul style="list-style-type: none"><li>• Added Item: SCHSAC</li><li>• Annual Review for Kiza Olson done by Commissioners</li></ul> |  | <ul style="list-style-type: none"><li>• Kiza will attend in October in St. Cloud</li><li>• Postponed to a later date</li></ul> |
| Next meeting            | TBD   |  |  |
| Respectfully Submitted: | Sarah Gassman   |  |  |



**17 Wheeled Chairs**





**8 Stationary Chairs**



**1 Bench**



**3 Rolling Tables**



**1 L Shaped desk with 2 drawer cabinet**



**1 L shaped desk with uppers and 2 drawer cabinet**



**1 U shaped desk with uppers and large 2 drawer cabinet**



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| Page           | 1 of 5          |

T Meeker-McLeod-Sibley Community Health Services  
 O 114 N Holcombe Ave  
 Litchfield, MN 55355  
  
 ATTN: Julie Kloeckl  
 Phone: 320-510-4839

S Meeker-McLeod-Sibley Community Health Services  
 H 114 N Holcombe Ave  
 I Litchfield, MN 55355  
 P  
  
 T ATTN: Julie Kloeckl  
 O Phone 320-510-4839

| Line | Quantity     | Catalog Number/Description  | Unit Price | Extended Amount |
|------|--------------|---|------------|-----------------|
| 1    | 1.00<br>Each | M-LF230-A--\$(CORE)-.MPT5<br>Ridgeline Lateral- 2-Dwr 30W A-Pull<br>Mark Line For: U Shaped Desk                | 353.97     | 353.97          |
| 2    | 1.00<br>Each | M-MDCBK29--\$(CORE)-.MPT5<br>Maxon Desking Bridge Brackets<br>Mark Line For: U Shaped Desk                      | 43.01      | 43.01           |
| 3    | 4.00<br>Each | M-MDEP24--\$(CORE)-.MPT5<br>Maxon Desking End Panel Leg 24"<br>Mark Line For: U Shaped Desk                     | 51.98      | 207.92          |
| 4    | 1.00<br>Each | M-MDHO1572E--\$(CORE)-.MPT5<br>Max Desking FullHtch 15x72 Opn Lwr.Bk StiPtd Drs<br>Mark Line For: U Shaped Desk | 405.26     | 405.26          |
| 5    | 1.00<br>Each | M-MDMP54HP--\$(CORE)-.MPT5<br>Maxon Desking Modesty Panel 54" Half Mod<br>Mark Line For: U Shaped Desk          | 40.71      | 40.71           |
| 6    | 1.00<br>Each | M-MDMP60FP--\$(CORE)-.MPT5<br>Maxon Desking Modesty Panel 60" Full Mod.<br>Mark Line For: U Shaped Desk         | 44.62      | 44.62           |
| 7    | 1.00<br>Each | M-MDMP60HP--\$(CORE)-.MPT5<br>Maxon Desking Modesty Panel 60" Half Mod<br>Mark Line For: U Shaped Desk          | 41.86      | 41.86           |
| 8    | 1.00<br>Each | M-URW3060N--\$(L1STD)-.PINC-.PINC<br>Univ Rec WS 30 x 60 No Grommets<br>Mark Line For: U Shaped Desk            | 111.09     | 111.09          |
| 9    | 1.00<br>Each | M-URW2448--\$(L1STD)-.PINC-.PINC<br>Univ Rec WS 24 x 48<br>Mark Line For: U Shaped Desk                         | 92.92      | 92.92           |
| 10   | 1.00<br>Each | M-URW2460--\$(L1STD)-.PINC-.PINC<br>Univ Rec WS 24 x 60<br>Mark Line For: U Shaped Desk                         | 101.66     | 101.66          |
| 11   | 1.00<br>Each | M-USL54<br>Task Light 54W<br>Mark Line For: U Shaped Desk   | 80.73      | 80.73           |
| 12   | 1.00<br>Each | M-DT--\$(CORE)-.MPT5<br>Non Handed Diagonal Tray<br>Mark Line For: U Shaped Desk                                | 45.31      | 45.31           |
| 13   | 1.00<br>Each | M-LT--\$(CORE)-.MPT5<br>Letter Tray (Letter Size Only)  | 32.66      | 32.66           |



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|----|--------------|---|--------|--------|
| 14 | 1.00<br>Each | Mark Line For: U Shaped Desk<br>M-MDPAR72--\$(CORE)-.MPT5<br>Maxon Desking Accessory Rail 72W<br>Mark Line For: U Shaped Desk | 70.84  | 70.84  |
| 15 | 1.00<br>Each | M-TB--\$(CORE)-.MPT5<br>Tool Box<br>Mark Line For: U Shaped Desk  | 26.22  | 26.22  |
| 16 | 3.00<br>Each | M-LC--X<br>Lock Core Kit<br>Mark Line For: U Shape Desk   | 8.28   | 24.84  |
| 17 | 1.00<br>Each | M-MDHT1572--\$(CORE)-.MPT5-(A)-.CU-47<br>Maxon Desking H B and T 15H72W<br>Mark Line For: U Shaped Desk                       | 105.57 | 105.57 |
| 18 | 1.00<br>Each | M-BS72--\$(CORE)-.MPT5<br>Bookcase - 72H 5-Shelf<br>Mark Line For: U Shaped Desk - Bookcase                                   | 276.23 | 276.23 |
| 19 | 1.00<br>Each | M-PPX27FG--\$(CORE)-.MPT5<br>Prepare Medium Seated Height with Glides<br>Mark Line For: Side Table                            | 119.60 | 119.60 |
| 20 | 1.00<br>Each | M-PP30RND--\$(L1STD)-.PINC-.PINC<br>Prepare Round TT 30"- No Power Caddy<br>Mark Line For: Side Table                         | 119.60 | 119.60 |
| 21 | 1.00<br>Each | M-SENP252<br>Northport Exec Hi-Back 360 Swiv Tilt Adj Arms<br>Mark Line For: Desk Chair                                       | 233.45 | 233.45 |
| 22 | 3.00<br>Each | M-LC--X<br>Lock Core Kit<br>Mark Line For: L Shape Desk   | 8.28   | 24.84  |
| 23 | 1.00<br>Each | M-ICCAUC2415--\$(1)-.CU-47<br>Include 24Dx15W Credenza Cushion<br>Mark Line For: L Shaped Desk                                | 78.43  | 78.43  |
| 24 | 1.00<br>Each | M-ICPM271524FFMA--\$(CORE)-.MPT5-.L<br>F/F 27Hx24D Mob Ped Mt-A-Pull<br>Mark Line For: L Shape Desk                           | 235.52 | 235.52 |
| 25 | 1.00<br>Each | M-DT--\$(CORE)-.MPT5<br>Non Handed Diagonal Tray<br>Mark Line For: L Shape Desk   | 45.31  | 45.31  |
| 26 | 2.00<br>Each | M-LT--\$(CORE)-.MPT5<br>Letter Tray (Letter Size Only)<br>Mark Line For: L Shape Desk   | 32.66  | 65.32  |
| 27 | 1.00<br>Each | M-MDEP24--\$(CORE)-.MPT5<br>Maxon Desking End Panel Leg 24"<br>Mark Line For: L Shape Desk                                    | 51.98  | 51.98  |
| 28 | 1.00<br>Each | M-MDHO1572E--\$(CORE)-.MPT5<br>Max Desking FullHtch 15x72 Opn Lwr.Bk SUPld Drs<br>Mark Line For: L Shape Desk                 | 405.26 | 405.26 |
| 29 | 1.00         |   | 105.57 | 105.57 |





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|----|--------------|---|--------|--------|
|    | Each         | M-MDHT1572--\$(CORE)-.MPT5--\$(A)-.CU-47<br>Maxon Desking H B and T 15H72W<br>Mark Line For: L Shape Desk       |        |        |
| 30 | 1.00<br>Each | M-MDPA72--\$(CORE)-.MPT5<br>Maxon Desking Accessory Rail 72W<br>Mark Line For: L Shape Desk                     | 70.84  | 70.84  |
| 31 | 1.00<br>Each | M-MDPG--\$(CORE)-.MPT5<br>Maxon Desking Gusset Support (pr)<br>Mark Line For: L Shape Desk                      | 24.61  | 24.61  |
| 32 | 1.00<br>Each | M-MDPM66--\$(CORE)-.MPT5<br>Maxon Desking Peninsula Modesty Panel 66W<br>Mark Line For: L Shape Desk            | 108.56 | 108.56 |
| 33 | 1.00<br>Each | M-URW2442--\$(L1STD)-.PINC-.PINC<br>Univ Rec WS 24 x 42<br>Mark Line For: L Shape Desk                          | 85.33  | 85.33  |
| 34 | 1.00<br>Each | M-URW3072--\$(L1STD)-.PINC-.PINC<br>Univ Rec WS 30 x 72<br>Mark Line For: L Shape Desk                          | 129.49 | 129.49 |
| 35 | 1.00<br>Each | M-FB24<br>Worksurface Flat Bracket 24L Charcoal<br>Mark Line For: L Shape Desk                                  | 13.80  | 13.80  |
| 36 | 1.00<br>Each | M-PPSC72<br>Prepare External Table Top Sup Chnl 60"<br>Mark Line For: L Shape Desk                              | 57.50  | 57.50  |
| 37 | 2.00<br>Each | M-SL30280--\$(CORE)-.MPT5<br>30"D x 28"H O-Leg Support<br>Mark Line For: L Shape Desk                           | 74.75  | 149.50 |
| 38 | 1.00<br>Each | M-PPBC2S--\$(CORE)-.MPBL<br>Prepare 2-Stage C-leg Elec Pow Base 2 legs<br>Mark Line For: Height Adjustable Desk | 669.99 | 669.99 |
| 39 | 1.00<br>Each | M-PPBCMC<br>Prepare Memory Controls for C-leg base<br>Mark Line For: Height Adjustable Desk                     | 71.76  | 71.76  |
| 40 | 1.00<br>Each | M-PPHA7224--\$(L1STD)-.PINC-.PINC<br>Prepare REC HA 72Wx24W<br>Mark Line For: Height Adjustable Desk            | 137.77 | 137.77 |
| 41 | 1.00<br>Each | M-MDPM66--\$(CORE)-.MPT5<br>Maxon Desking Peninsula Modesty Panel 66W<br>Mark Line For: Height Adjustable Desk  | 108.56 | 108.56 |
| 42 | 1.00<br>Each | M-PPSC72<br>Prepare External Table Top Sup Chnl 60"<br>Mark Line For: Height Adjustable Desk                    | 57.50  | 57.50  |
| 43 | 1.00<br>Each | M-SEN252<br>Northport Exec Hi-Back 360 Swiv Tilt Adj Arms<br>Mark Line For: Desk Chair                          | 233.45 | 233.45 |
| 44 | 1.00<br>Each | M-BS72--\$(CORE)-.MPT5<br>Bookcase - 72H 5-Shelf  | 276.23 | 276.23 |



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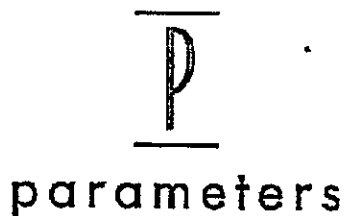
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|----|--------------|---|--------|----------|
| 45 | 1.00<br>Each | Mark Line For: L Shaped Desk - Bookcase<br>M-LC--X<br>Lock Core Kit   | 8.28   | 8.28     |
| 46 | 1.00<br>Each | Mark Line For: L Shaped Desk-B<br>M-ICCAUC2415--\$(1)-.CU-47<br>Include 24Dx15W Credenza Cushion                      | 78.43  | 78.43    |
| 47 | 1.00<br>Each | Mark Line For: L Shaped Desk-B<br>M-ICPM271524FFMA--\$(CORE)-.MPT5-L<br>F/F 27Hx24D Mob Ped Mit-A-Pull                | 235.52 | 235.52   |
| 48 | 1.00<br>Each | Mark Line For: L Shaped Desk-B<br>M-MDEP24--\$(CORE)-.MPT5<br>Maxon Desking End Panel Leg 24"                         | 51.98  | 51.98    |
| 49 | 1.00<br>Each | Mark Line For: L Shaped Desk-B<br>M-MDPG--\$(CORE)-.MPT5<br>Maxon Desking Gusset Support (pr)                         | 24.61  | 24.61    |
| 50 | 1.00<br>Each | Mark Line For: L Shaped Desk-B<br>M-MDPM66--\$(CORE)-.MPT5<br>Maxon Desking Peninsula Modesty Panel 66W               | 108.56 | 108.56   |
| 51 | 1.00<br>Each | Mark Line For: L Shaped Desk-B<br>M-URW2442--\$(L1STD)-.PINC-.PINC<br>Univ Rec WS 24 x 42                             | 85.33  | 85.33    |
| 52 | 1.00<br>Each | Mark Line For: L Shaped Desk-B<br>M-URW3072--\$(L1STD)-.PINC-.PINC<br>Univ Rec WS 30 x 72                             | 129.49 | 129.49   |
| 53 | 1.00<br>Each | Mark Line For: L Shaped Desk-B<br>M-FB24<br>Worksurface Flat Bracket 24L Charcoal                                     | 13.80  | 13.80    |
| 54 | 1.00<br>Each | Mark Line For: L Shaped Desk-B<br>M-PPSC72<br>Prepare External Table Top Sup Chnl 60"                                 | 57.50  | 57.50    |
| 55 | 2.00<br>Each | Mark Line For: L Shaped Desk-B<br>M-SL3028O--\$(CORE)-.MPT5<br>30"D x 28"H O-Leg Support                              | 74.75  | 149.50   |
| 56 | 1.00<br>Each | Mark Line For: L Shaped Desk-B<br>M-SENP252<br>Northport Exec Hi-Back 360 Swiv Tilt Adj Arms                          | 233.45 | 233.45   |
| 57 | 1.00<br>Each | Mark Line For: Desk Chair<br>M-BS72--\$(CORE)-.MPT5<br>Bookcase - 72H S-Shelf   | 276.23 | 276.23   |
| 58 | 8.00<br>Each | Mark Line For: L Shaped Desk - Bookcase<br>M-PP2448RE--\$(L1STD)-.PINC-.PINC<br>Prepare REC TT 24Dx48W No Power Caddy | 107.64 | 861.12   |
| 59 | 8.00<br>Each | Mark Line For: Conf Tables<br>M-PPFLIP24L--\$(CORE)-.MPT5<br>Prepare Flip Top Base for 24 x 48 Tops                   | 170.20 | 1,361.60 |
| 60 | 8.00         | Mark Line For: Conf Tables  | 11.96  | 95.68    |



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|    |       |   |          |          |
|----|-------|---|----------|----------|
|    | Each  | M-PPGNB<br>Prepare 2 PACK Ganging Bracket<br>Mark Line For: Conf Tables   |          |          |
| 61 | 20.00 | M-SENP103   | 151.80   | 3,036.00 |
|    | Each  | NP Mob Nesting<br>Mark Line For: Conf Chairs  |          |          |
| 62 | 1.00  | M-ICCSF226018LBFOLA--\$(CORE)-.MPT5-L-\$(L1STD)-.PINC-MPPL<br>22Hx60Wx18D LH Open/File Lam Front<br>Mark Line For: Multi-use media and storage unit | 707.02   | 707.02   |
| 63 | 1.00  | M-LC--X<br>Lock Core Kit<br>Mark Line For: Multi-use media and storage  | 8.28     | 8.28     |
| 64 | 1.00  | INSTALL<br>Installation   | 1,980.00 | 1,980.00 |
| 65 | 1.00  | FEE<br>Tariff Fee   | 166.39   | 166.39   |
| 66 | 2.00  | M-SENP108<br>NP Guest Multi-Purp Stacking Leg Base Arm<br>Mark Line For: Guest Chair  | 0.00     | 0.00     |

Sub-Total : \$15,453.98

Please Pay This Amount : \$15,453.98

A FINANCE CHARGE OF 1-1/2% PER MONTH WHICH IS AN ANNUAL PERCENTAGE RATE OF 18% WILL BE CHARGED ON ACCOUNTS PAST DUE.

\*\*\*Punch Issues Not Yet Resolved\*\*\*

Please feel free to hold 10% as retainage until the issues have been resolved

Program: LPHG #100  
Account # 6402  
Description: Office Supplies  
Approved by: duw

**From:** Mikkell Johnson <Mikkell.Johnson@co.meeker.mn.us>  
**Sent:** Tuesday, August 30, 2022 11:03 AM  
**To:** Kiza Olson  
**Cc:** Patty Herzberg  
**Subject:** Update to Performance Evals

**\*\*\*CAUTION: This email was sent from outside of McLeod County. Unless you recognize the sender and know the content, do not click links or open attachments.\*\*\***

This message was sent securely using Zix®

Hi Kiza,

The County is working on switching over to pay for performance for our non-union employees (and union if they agree to it during our negotiations). As part of this process, we have been working on updating the metrics and competencies that our employees will be evaluated on. This means that we will also be updating our performance evaluation software to reflect these changes. Part of this update means that the attached metrics that are listed for "all staff" will become core values in the system and will be applied to every performance evaluation. Unfortunately, in speaking with Performance Pro, we have learned that the system does not have a way to make it so that these core values are not added also to the CHS staff evaluations. We are looking at a timeline of having these core values go live by November 1<sup>st</sup>. I wanted to let you know ASAP as we just found this out today.

Please let us know how you would like to proceed and if you have any questions.

Thanks,

**Mikkell Johnson, SPHR, SHRM-SCP, CLRP**

*Human Resources Coordinator*

Meeker County

325 Sibley Avenue North

Litchfield, MN 55355

Phone: [320-693-5203](tel:320-693-5203)

Fax: [320-693-5287](tel:320-693-5287)

[Meeker County Employment Opportunities](#)



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**Public Health**  
Prevent. Promote. Protect.

Meeker McLeod Sibley  
Community Health Services

|                                  |                       |
|----------------------------------|-----------------------|
| <b>Policy Name</b>               | <b>Meal Allowance</b> |
| <b>Policy Number</b>             |                       |
| <b>Origination Date</b>          | 9/8/2022              |
| <b>Revision Effective Date</b>   |                       |
| <b>Responsible Position</b>      | CHS Administrator     |
| <b>Regulatory Requirement(s)</b> |                       |
| <b>Cross-References</b>          | Personnel Policy      |
| <b>Attachments</b>               |                       |

## Policy

MMS CHS employees may receive meal reimbursement when in travel status. For breakfast, individuals must be on travel status prior to 6:00am. For dinner, individuals must remain on travel status after 7:00pm. Lunch may be reimbursed when traveling outside of the three-county boundaries between 11am and 1:00pm. The maximum allowable reimbursement, including tax and gratuity, are as follows: Breakfast \$10.00, Lunch \$12.00, Dinner \$18.00. Itemized receipts for all meals must be submitted with the reimbursement request to the MMS CHS Administrator. Expenses for alcoholic beverages are not reimbursable.

In the event of out of state travel, MMS CHS' Executive Committee may approve larger meal allowances prior to travel. Requests may be made to the CHS Administrator with a minimum of two weeks prior to travel.

\_\_\_\_\_ Date: \_\_\_\_\_

(Beth Oberg, Secretary)

September 2022

## Administrator's Report

The CHS is at the end of the 2021 audit. Each year the Office of State Auditors review our policies, procedures, invoices, workbooks, etc to ensure we are operating correctly and without potential for fraud. This year we had an ambitious audit team which strengthened our understanding of our processes. We are waiting on the outcome of the audit and an update to the board will be provided at our November meeting. Typically, we have a few findings, none of which are material, where we make corrections to documents or processes.

The CHS has received a dividend check from MCIT in the amount of \$1068 and is expecting another \$2175 this fall. These dollars will return to the CHS' LPHG account. I will be discussing with the executive committee at our next meeting how we can best use those funds. This recommendation will be on the agenda for November's meeting.

Our Project Harmony grant and Healthy Homes grant each have site visits within the next week. This is similar to our audits, only these are done with the grant manager. I am confident that this will go well.

Additional projects that keep us busy are the HEDA, behavior health survey and reaccreditation. We are also working on updating our website to make it ADA compliant and increasing operability for both the staff and the site visitor. Once these website updates are completed, you will be able to access all board packet materials there.

We have a new public health consultant – Kristin Erickson. This will be my third consultant in just under three years. She is fabulous and I am grateful to have her as our go to for references when needed.

Things to look forward to – we have an event in Mankato for emergency preparedness next week, SCHSAC Fall Retreat in October, and curriculum training for some of our staff members.

Thank you,

Kiza Olson