

**SOUTHERN PRAIRIE COMMUNITY CARE
BOARD OF DIRECTORS MEETING
JULY 28, 2017
9:30 - 11:30 a.m.
REDWOOD AREA HOSPITAL
100 FALLWOOD ROAD, REDWOOD FALLS, MN**

Parking: Please park in the lot in the back of the hospital and enter through the west end door.

AGENDA

<u>Estimated Time</u>	<u>Agenda Items</u>
9:30 a.m.	1. Consent Agenda – Holmen <ul style="list-style-type: none">a. Agenda for July 28, 2017 Board Meetingb. Minutes from June 23, 2017 Board Meetingc. Position Descriptions: Executive Director, Medical Director, Integrated Care Directord. Resolution Authorizing Chairman to Execute Contract Amendments for Time-Only Extensions of Minnesota SIM Grants
9:35 a.m.	2. Financial Report and Action Items – Pankratz/Cinqueonce <ul style="list-style-type: none">a. June 2017 Financialsb. 2015 Final, 2016 Interim Settlement Distributions
10:15 a.m.	3. Executive Director’s Report and Action Items – Cinqueonce <ul style="list-style-type: none">a. Highlights from External Partner Discussionsb. Integrated Network Advisory Councilc. Partner Engagement Plans for Fall 2017d. Staffing<ul style="list-style-type: none">i. New Hire – HIE Program Managerii. New Hire – Integration Coordinator Montevideo
10:45 a.m.	4. CareTrac Report, Strategic Discussion, Action Items <ul style="list-style-type: none">a. CareTrac Governance Committeeb. Blue Cross Blue Shield HIE Implementationc. DHS RFP for Encounter Alert Servicesd. Statewide Strategy
11:30 a.m.	5. Adjourn

**Next Board Meeting:
Friday, August 25, 2017 9:30-11:30 a.m.
Redwood Area Hospital Education Room**

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SPCC Board of Directors Meeting June 23, 2017

SPCC Board Meeting

June 23, 2017

Redwood Area Hospital, Redwood Falls, MN

Attendees:

Board Members: Norm Holmen, John Berends, Greg Burger Jim Butterfield, Joe Fox, Cathy Hohenstein, Jeffrey Lopez, Dave Nordaune, Charles Sanow, Mic VanDeVere, Bob Van Hee

HHS Administrators and other public attendees: Pat Bruflat, Catie Lee, Cindy Nelson, Melissa Helgeson, Pat Stewart, Mike Schoeberl

SPCC: Elizabeth Cinqueonce, Kristina Meulebroeck, Toni Lecy

DVHHS: Bob Pankratz

The meeting was called to order at 9:30 am by Chairman Norm Holmen.

Agenda Item 1 – Consent Agenda - Holmen

- a. Agenda for June 23, 2017 Board Meeting
- b. Minutes from May 26, 2017 Board Meeting

****Motion by Joe Fox to accept the consent agenda, second by Bob Van Hee. Motion carries.***

Agenda Item 2 – Executive Director’s Report and Action Items - Cinqueonce

- a. CareTrac Launch – Minnesota e-Health Summit

Cinqueonce discussed the launch of the CareTrac brand and attendance at the MN e-Health Summit. New website for CareTrac has been developed and is live now, www.caretrachIO.org.

- b. DHS RFP for Encounter Alert Services

State is looking to implement an alerting service for Medicaid patients. The proposal states that the service will be an initial 5-month contract period from August to the end of the year, with an option to extend up to five years. SPCC submitted a proposal to the state last Monday. It was noted that SPCC was successful in securing Letters of Support from several SPCC key partners and from BCBS, and that the letters would be provided to board members following the board meeting.

- c. DHS RFP for IHPs – Process to Evaluate Whether to Respond

The RFP is considered 2.0, we are currently in the 1.5 version of the program, shared savings split 50/50 with the state. The proposal for 2.0 is available to new IHPs and existing IHPs in their 1st or 2nd years. We could respond to the RFP and go into the 2.0 version, which has some differentiations regarding payments and taking on some risk. SPCC will engage the Integrated Network Advisory Council for



SPCC Board of Directors Meeting June 23, 2017

direction on which route to pursue. Recommendations on whether to stay the course in our current model or pursue the RFP for the 2.0 version will be brought to a future Board meeting .

d. New Hire: Program Coordinator

Meulebroeck discussed a candidate for the Program Coordinator position. The candidate has experience in marketing and program coordination. The candidate wants to remain anonymous until she has informed her current employer. The position is a .32 FTE, \$21.50 per hour, yearly salary of \$35,776.

****Motion by Jim Butterfield to approve the hiring of the Program Coordinator at .32 FTE and at the proposed salary, second by Cathy Hohenstein. Motion carries.***

Agenda Item 3 – Report on 2015 Final, 2016 Interim Settlement - Schoeberl

Schoeberl presented his settlement report, which was included in the packet.

Agenda Item 4 – May Financial Report – Pankratz

a. May Financial Report

Pankratz reviewed the May financial report which was included in the packet.

****Motion by Jeffrey Lopez to approve the May Financial Reports, second by John Berends. Motion carries.***

Agenda Item 5 – Finance Committee Report/Recommendations:

- i. Integration Coordinator FTE Adjustment
- ii. SPCC Position Classifications, Salary Ranges
- iii. Integrated Network 2018 Estimated Operating Expense
- iv. Approach for IHP Settlement Distribution

Cinqueonce reviewed the committee report that was handed out at the meeting. The report included information on Finance Committee action related to automobile purchases as directed by the board at the May meeting. Recommendations included:

- *The committee recommends board approval of the addition of a new 1.0 FTE Integration Coordinator for placement in the Montevideo area, with a status change for the current .6 FTE position in Montevideo to be engaged on an as-needed basis to ensure continuity of services.*

****Motion by John Berends to accept the recommendations of the committee on the status change and the addition of the full-time IC for the Montevideo area, second by Cathy Hohenstein. Motion carries.***

The Finance Committee reviewed salary ranges prepared by SWHHS, 11 of 14 positions have been reviewed. There will be 4 additional positions brought to the board in July of which all will be managerial positions.



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- *The committee recommends board approval of the recommendations received from Southwest Health and Human Services on the classification and salary ranges for the positions as shown on the attached spreadsheet.*

****Motion by John Berends to accept the recommendations of the Finance Committee, second by Cathy Hohenstein. Motion Carries.***

Finance Committee reviewed the results of the settlement and amount needed to be retained in 2017, committee recommended the Integrated Network Advisory Council be convened to evaluate the DHS RFP for IHP 2.0 and make a recommendation to the board. No action needed at the time. Will come back to the board in July. Discussion ensued.

****Motion by Jim Butterfield to direct Pankratz to invest \$500,000 in CDs consistent with previously approved investment strategy, second by John Berends. Motion carries.***

Agenda Item 6 – Governance Committee Report/Recommendations:

- a. Fraud Policy
- b. New Policies added: Discipline Policy and Unpaid Leave Policy

Meulebroeck presented the Governance Committee report that was distributed at the meeting. The report included recommended revisions to the previously adopted fraud policy – to also address waste, and abuse; and recommended adoption of new policies pertaining to Discipline and Unpaid leave.

****Motion by Greg Burger to accept the new policies and revision to the current policy as recommended by the Governance Committee, second by Joe Fox. Motion carries.***

Adjourn

Meeting adjourned at 11:30 am.

Next BOD meeting is July 28, 2017 at the Redwood Area Hospital, Redwood Falls, MN.

Signed:

SOUTHERN PRAIRIE COMMUNITY CARE POSITION DESCRIPTION

EMPLOYEE NAME: Elizabeth Cinqueonce

AGENCY: Southern Prairie Community Care

DIVISION/UNIT: Executive Management

CURRENT CLASSIFICATION TITLE: Executive Director

PREPARED BY: Kristina Meulebroeck

PREVIOUS INCUMBENT: None

POSITION PURPOSE:

The Executive Director is an appointed position under the authority of the Southern Prairie Community Care Board of Directors. The Executive Director is the senior management position for Southern Prairie Community Care, and participates in the overall executive administration and leadership of the SPCC Joint Powers Organization. The Executive Director serves as the chief executive officer, and gives direction and leadership toward achievement of the mission, strategic plan and annual goals and objectives of the organization as established by the Board of Directors. The executive director plans and directs all aspects of the organization's operations, including the supervision of staff and assuring the activities of the organization follow all applicable state and federal laws.

REPORTABILITY:

Reports to Southern Prairie Community Care Board of Directors

DIMENSIONS:

Budget Dimensions: Responsible for all SPCC and non-profit affiliate budgets.

Customers: SPCC Board; SPCC County Boards, SPCC clients and staff; statewide Health and Human Service directors, mental health center directors, health care provider and hospital administrators, Minnesota-based community collaboratives; statewide health-related organizations (e.g. MNMCM, ICSI); Minnesota Department of Human Services; and Minnesota Department of Health; Federal Agencies; payers.

PRINCIPLE RESPONSIBILITIES, TASKS, AND DISCRETION:

Component 1: Board Relations, Strategic Planning

Discretion	% Time	Priority	Performance Indicators
A	20%	A	<ul style="list-style-type: none">A. Develop and manage a dynamic and engaged Board by advising and providing information and appropriately interfacing with Board membersB. Participate in the formulation and ongoing review of the SPCC mission, values, priorities, and desired community results.C. Evaluating health trends in the region and identifying key focus areas where SPCC and its

SPCC POSITION DESCRIPTION

Executive Director

			<p>non-profit affiliate can be engaged to advance health in the region.</p> <ul style="list-style-type: none"> D. Identify funding trends, establish performance measures, evaluate performance outcomes, and plan service changes. E. Oversee development of short and long term, measurable goals to achieve the strategic ends identified by the board of directors. F. Direct organizational budget development, and establish departmental budget priorities, ensure compliance with budgets as adopted, and conduct ongoing financial review. G. Carries out other duties as identified by the SPCC Board of Directors.
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Component 2: Service Development and Operational Management

Discretion	% Time	Priority	Performance Indicators
A	20%	A	<ul style="list-style-type: none"> 1. Directs the planning, implementation, monitoring, and evaluation of integrated operations and services for efficiency, effectiveness, and quality. <ul style="list-style-type: none"> A. Leads endeavors to integrate and redesign services that require innovation and risk taking, identification and commitment of resources, and participation by internal and external stakeholders. B. Assures operations are aligned to achieve SPCC mission, vision, values, and desired community results. C. Responsible for the overall policy and operational planning, directing, and coordination of strategies for maximizing the potential and financial soundness of the organization. D. Responsible for the development and leadership of a strong team focused on the success of the organization and its programs; and ensure operations comply with authorized personnel policies and procedures of the organization. E. Provides administrative and supervisory coaching and direction to management and other direct staff reports in support of the organization and its mission; oversee the resolution of complex problems; establish and implement accountability measures. F. Oversees business plan development for each service line offered by SPCC to ensure stability and continuity of services. Pursue fund raising from

SPCC POSITION DESCRIPTION

Executive Director

			<p>local, state and federal sources, and philanthropic contributions, as appropriate.</p> <p>G. Assures sound financial operations, internal controls, budget management and financial reporting per current laws and regulations.</p>
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Component 3: Relationship Building

Discretion	% Time	Priority	Performance Indicators
A	55%	A	<p>1. Serves as primary representative of SPCC with external entities.</p> <ul style="list-style-type: none"> A. Represents SPCC and designate membership on departmental, area, regional, and state boards/committees. B. Responsible for negotiating and maintaining the overall relationship with DHS, Health Plans, and Legislature. C. Develops and maintain close working relationships with the Governing, Health/Human Services, County Boards, other related boards as appropriate, county departments, other government agencies, and private organizations. D. Assures that the organization is consistently presented in a strong, positive image relevant to stake holders and responsibly represents the program in public forums and meetings. E. Develops and maintain close working relationships with the Governing, Health/Human Services, County Boards, and other related boards as appropriate, county departments, other government agencies, and private organizations. F. Participates actively with professional governmental, and private organizations and groups that develop and influence policy that affects SPCC priority focus areas and service lines.

Component 3: Compliance

Discretion	% Time	Priority	Performance Indicators
A	%	A	<p>1. Responsible for ensuring SPCC operates in compliance with all relevant laws, regulations, and contractual obligations.</p> <ul style="list-style-type: none"> A. Maintains knowledge of laws and regulations pertaining to joint powers entities and service lines offered by SPCC. B. Assures the operations of the program are following all statutory guidelines and regulations, including the

SPCC POSITION DESCRIPTION

Executive Director

			<p>CMS rules and regulations and federal privacy requirements.</p> <p>C. Ensures appropriate training of employees to ensure compliance and meet specified requirements.</p>
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OTHER POSITION INFORMATION

1. Machines or equipment used regularly in this position.

Computer, cell phone, Copier and telecommunicating enhancements including conference call equipment and skype.

2. Who reviews your work?

SPCC Board of Directors

3. Knowledge, skills and abilities.

This individual will be a highly motivated, self-starter, and able to identify and create lasting relationships with SPCC members. A dynamic personality with a drive to create better health outcomes is essential to this position. A strong knowledge of team building skills including active listening is vital to the team's success. Excellent listening, written and oral communication skills. The individual must be able to work independently, yet be accountable for outcomes. Computer skills and an ability to learn new skills is a must.

Required Education and Experience

- Master's degree in business, finance, healthcare, public administration or related field OR Bachelor's degree in a related field plus several years of management or administrative experience in a large organization, OR an approved equivalent combination of education and experience.
- Significant experience with progressive responsibility in the areas of health insurance operations, health care delivery systems or product development and implementation.
- Familiarity with the Minnesota health care marketplace.
- Ability to build and maintain strong relationships with a variety of people within government, provider and payor markets and stakeholder groups.
- Ability to identify and build consensus around complex and difficult concepts.
- Familiarity with health care financing, insurance product rate-setting processes, and performance measurement as it relates to capitated and fee-for-service contracts.
- Ability to analyze legislation and identify operational implications, ability to understand the state and federal legislative process, and ability to represent the program within the state legislative process.
- Strong verbal and written communication skills including public speaking.

SOUTHERN PRAIRIE COMMUNITY CARE POSITION DESCRIPTION

EMPLOYEE NAME: Wendy Augeson

AGENCY: Southern Prairie Community Care

DIVISION/UNIT: Integrated Care

CURRENT CLASSIFICATION TITLE: Integrated Care Program Director

PREPARED BY: Kristina Meulebroeck

PREVIOUS INCUMBENT: None

POSITION PURPOSE:

Under administrative direction, responsible for directing all Integrated Care Program activities involving the 12-county joint powers organization and its integrated network of providers. The Integrated Care Program Director is a mid-level management position for SPCC. The Director is a key position linking SPCC with counties, health care, social services and community support organizations located in the SPCC service area. Core duties of the position include: In consultation with the Medical Director, directing the development of the Integrated Care Program. This includes defining business requirements for infrastructure needs, directing operational activities in alignment with program objectives, managing Integrated Care Program staff.

REPORTABILITY:

Reports to: Executive Director. Receives direction from SPCC Medical Director on matters pertaining to clinical aspects of program design and delivery.

Supervises: Integrated Care Program Unit. 7.5 FTE Employees.

DIMENSIONS:

Budget: Assist in preparation and monitoring of Integrated Care Unit budget.

Customers: SPCC clients and staff; SPCC Board; regional Health and Human Service directors, mental health center directors, health care provider and hospital administrators, regional community service and support providers; Minnesota Department of Human Services; and Minnesota Department of Health.

SPCC POSITION DESCRIPTION

IC Program Director

PRINCIPLE RESPONSIBILITIES, TASKS, AND DISCRETION:

Component 1: Integrated Care Program Development and Management

Discretion	% Time	Priority	Performance Indicators
A	30%	A	<ol style="list-style-type: none"> 1. In consultation with the SPCC Medical Director, responsible for the ongoing development and refinement of the SPCC Integrated Care Program. This includes: <ol style="list-style-type: none"> A. Evaluating gaps in the integration of care and services in the region, identifying innovative strategies and services to be offered through the program. B. Defining business requirements for infrastructure and human resource needs, designing operational plans to ensure activities align with program objectives. C. Monitor resource requirements as well as the profitability of the project work (revenue and expense) to achieve specified targets. D. Work in conjunction with the medical director to review, interpret and analyze data to determine appropriate data driven intervention strategies, and ensure effective evaluation of all services offered under the program. E. Ensure effective program performance in accordance with contract requirements and SPCC Policies, procedures and guidelines and successful execution of projects. F. Lead the development of internal and external materials that clearly articulate the program intent, design, operations, and results. G. Identify barriers to program success and develop recommended solutions to address challenges and improve program design. H. Revise or direct revision of existing programs to increase operating efficiency and/or adopt new requirements. I. Oversee technical development and/or application, marketing and resource allocation within program consumer (Patient/client) base. J. Develop plans for engagement of network participants and other community stakeholders to achieve program objectives.

SPCC POSITION DESCRIPTION

IC Program Director

Component 2: Integrated Care Program Unit

Discretion	% Time	Priority	Performance Indicators
A	50	A	<ol style="list-style-type: none"> 1. Responsible for directing the Integrated Care Program unit of SPCC providing integrated care services and facilitating integration among network providers and community based services and support organizations to advance patient care. <ol style="list-style-type: none"> A. Develops operational plans, assigns and supervises Integrated Care Program Staff in providing integrated care services and facilitating integration of care and services. B. Conducts routine unit meetings to assure timely communications, clarify unit priorities, build and strengthen teamwork, regularly promoting and accepting input. C. Meet regularly with each staff member, with individual conferences available as needed. D. Assign and monitor progress of work for effective and efficient use of personnel and workloads. E. Interpret policy and procedure and facilitate problem resolution. F. Monitor mileage and timesheets, act on requests for overtime, flex and/or leave time, assuring unit coverage. G. Within parameters of SPCC policies, participate in the recruitment, interviewing and recommendation related to the hiring of new staff. H. Assure orientation and training, plus ongoing training based on observations and employee input. I. Complete probationary and/or performance reviews, recommending discipline up to and including recommending dismissal. J. Ensure that all assigned staff are knowledgeable about SPCC policies and procedures. K. Establish and maintain effective working relations, communication and coordination between assigned staff and local stakeholders, such as staff at county public health and human service agencies, clinics, hospitals, mental health centers, and other area providers, and other local businesses and organizations involved in the delivery of integrated care program services.

SPCC POSITION DESCRIPTION

IC Program Director

Component 3: Network Engagement & Program Expansion

Discretion	% Time	Priority	Performance Indicators
A	20%	A	<p>2. Responsible for network engagement and expansion of the Integrated Care Program within the region. This includes managing dedicated segment of the SPCC provider network (clinics, hospitals, mental health centers, social service and public health entities), work with middle managers within each organization and assure program integration across the network.</p> <ul style="list-style-type: none"> A. Manage interdisciplinary teams/ stakeholder groups focused on the delivery of the SPCC integrated care coordination product, from design to release; clearly communicate status and program risk areas. B. Develop, define and execute project plans, associated budgets and schedules/deliverables; establish metrics to evaluate the effectiveness of established integrated care approach. C. Develop, manage and supervise outreach activities that support the expansion and growth of care delivery within SPCC. D. Assuring delivery of the best service to SPCC external partners (i.e. SPCC provider network, DHS, MDH, health plans, community based partners and other affiliates as part of the broader SPCC community) E. Participate in industry events to share experience and stay abreast of breakthroughs (i.e. care coordination, quality incentives, value based contracting etc.). F. Track new technical and regulatory requirements and additional network member requests/feedback and interface with SPCC network supervisors/managers on technical matters as required (contract changes, quality reporting requirements, changes in care coordination approach etc.). G. Assure frequent and consistent communication/contact with network members at the care coordination/supervisory level to facilitate ongoing integration across care teams. H. Meet with SPCC network members (supervisory staff), gather and document program information; create time schedules for collaborative efforts, assemble and coordinate resources required for each collaborative effort, manage implementation of the project

SPCC POSITION DESCRIPTION

IC Program Director

Component 4: Other Duties

Discretion	% Time	Priority	Performance Indicators
A	5%	A	<ol style="list-style-type: none">1. Other duties assigned by the Executive Director.<ol style="list-style-type: none">A. Attend and actively participate in management and all staff meetings to share information related to primary focus areas, and remain current on overall operations of SPCC.B. Recommend new policies, procedures or guidelines to the Executive Director.C. Oversee the training of employees on implementation of new policies and procedures.D. Participate in SPCC Board meetings, and provide support to committees of the board as requested by the executive director.E. Attend conferences and trainings as requested by the executive director.F. Maintain knowledge of and accurately follow all SPCC policies. Provide direction and support to other managers on agency policies specific to business unit.G. Work cooperatively with other agency staff and managers.H. Other duties as assigned.

OTHER POSITION INFORMATION

1. Machines or equipment used regularly in this position.

Computer, cell phone, Copier and telecommunicating enhancements including conference call equipment and skype.

2. Who reviews your work?

Executive Director, Medical Director

3. Knowledge, skills and abilities.

This individual will be a highly motivated, self-starter, and able to identify and create lasting relationships with SPCC members. A dynamic personality with a drive to create better health outcomes is essential to this position. A strong knowledge of team building skills including active listening is vital to the team's success. Excellent listening, written and oral communication skills. The individual must be able to work independently, yet be accountable for outcomes. Computer skills and an ability to learn new skills is a must.

Required Education and Experience

- RN with a minimum of five (5) years of health care delivery experience with a clinical or community based focus.
- Current valid Minnesota Drivers License

SPCC POSITION DESCRIPTION

IC Program Director

- Knowledge of clinical improvement processes and the use of Electronic Health Records to support care planning and outcome management.
- Familiarity with the SPCC healthcare marketplace is required.
- Ability to build and maintain strong relationships with a variety of people.
- Demonstrated effectiveness in identifying and building consensus around complex and difficult concepts.
- Strong verbal and written communication skills, including public speaking.
- Willingness to travel across the SPCC 12 county geographic area.

Preferred Education and Experience

- Bachelors or Master's Degree in Nursing
- Five or more years of experience in a managed care environment is strongly preferred

SOUTHERN PRAIRIE COMMUNITY CARE POSITION DESCRIPTION

EMPLOYEE NAME: Norris Anderson

AGENCY: Southern Prairie Community Care

DIVISION/UNIT: Executive Management

CURRENT CLASSIFICATION TITLE: Medical Director

PREPARED BY: Kristina Meulebroeck

PREVIOUS INCUMBENT: None

POSITION PURPOSE:

The Southern Prairie Community Care Medical Director provides executive leadership and medical expertise to guide all program areas established by SPCC to advance the organization's mission. The medical director possesses the relationship and communication skills necessary to effectively engage members of the SPCC network to participate in the design and development of programs and services that bridge gaps in the delivery of care and community based services essential to support the providers in the region in delivering high quality, coordinated care; and to support citizens in the region to best access and utilize the services and supports needed to improve their health and well-being.

The Medical Director's role includes providing excellent representation to external stakeholders on the programs and services delivered by SPCC. The Medical Director also provides leadership internally as a member of the Executive Leadership team. In this capacity, the Medical Director provides the clinical expertise necessary to help create and deploy innovative services and solutions to address emerging needs in the region. Currently this includes providing clinical direction in the development of health information services, integrated care services, and population health initiatives. The Medical Director also serves as a mentor to middle managers to advance leadership skills and promote understanding of effective ways to engage with members of the medical community in their respective program areas.

The Medical Director provides support to SPCC's business development efforts (i.e. lowering a TCOC, improve quality performance measures etc.) including marketing and proposal development. The Medical Director is expected to act as an able communicator within the organization and within the health community, capable of demonstrating health reform thought leadership to the SPCC team, our provider network and our statewide network (i.e. BCBS, MHA, DHS, and MDH etc.)

REPORTABILITY:

Reports to: Executive Director

DIMENSIONS:

Budget Dimensions: Participates in the preparation and monitoring of organizational budget.

Customers: SPCC clients and staff; SPCC Board; statewide Health and Human Service directors, mental health center directors, health care provider and hospital administrators, Minnesota-based community collaboratives; Minnesota Department of Human Services; and Minnesota Department of Health.

SPCC POSITION DESCRIPTION

Medical Director

PRINCIPLE RESPONSIBILITIES, TASKS, AND DISCRETION:

Component 1: Strategic Leadership & Stakeholder Engagement

Discretion	% Time	Priority	Performance Indicators
A	25%	A	<ol style="list-style-type: none"> 1. Provide the clinical expertise and leadership in the development of the organization’s strategic plans, and development of strategic initiatives and services to advance the SPCC mission. This includes: <ol style="list-style-type: none"> A. Participating in discussions with the SPCC board in the development of the organization’s strategic plan. B. Evaluating health trends in the region and identifying key focus areas where SPCC and its non-profit affiliate can be engaged to advance health in the region. C. Participate the development of short and long term, measurable goals to achieve the strategic ends identified by the board of directors. D. Provide guidance in the design of evaluation mechanisms to determine effectiveness of initiatives and programs established by SPCC. E. Effectively engaging members of the SPCC network and other community partners to participate in the design and development of programs and services that elevate population health and bridge gaps in the delivery of care and community based services needed to support the providers in the region in delivering high quality, coordinated care. F. Facilitating community based discussions designed to evaluate specific needs within SPCC member county communities, identify barriers to health, and evaluate the role SPCC and it’s non-profit affiliate could pursue to assist in removing community-specific barriers to health. G. Serves as a resource to SPCC network members to improve their public and population health management, capabilities; and contribute to overall improvement in quality and integration of care.

Component 2: Clinical Guidance in Program Development, Assistance with Business Development

Discretion	% Time	Priority	Performance Indicators
A	30%	A	<ol style="list-style-type: none"> 2. Provides the clinical expertise necessary to help create and deploy innovative services and solutions to address emerging needs in the region. <ol style="list-style-type: none"> A. Works in conjunction with managers from all SPCC business units to provide clinical expertise to guide development of programs to address strategic ends,

SPCC POSITION DESCRIPTION

Medical Director

			<p>and to develop products and work flow processes that will be easily integrated into practices engaged in the initiative or utilizing the product or service offered by SPCC. This includes but is not limited to guidance pertaining to:</p> <ul style="list-style-type: none">i. Integrated Careii. Health Informaticsiii. Population Health <p>B. Plays a primary role in the review and interpretation of clinical data, the development of clinical documentation requirements, and the strategies for evaluation of all clinical aspects of programs and services offered by SPCC.</p> <p>C. Provides support to SPCC’s business development efforts including marketing and proposal development, and presentation to prospective partners or consumers of SPCC products and services. This includes:</p> <ul style="list-style-type: none">i. SPCC’s specific grant requests or RFP’s for innovative health and IT services and solutionsii. RFP’s for state and regional initiatives for innovative health reform approachesiii. Marketing activities such as presentations and webinars for current and prospective partners/stakeholders <p>D. Utilize experience and expertise in medical field to ensure all initiatives, products and services offered by SPCC are designed consistent with clinical and operational realities. Specific experience and expertise to be engaged includes, but is not limited to:</p> <ul style="list-style-type: none">i. Care delivery, in ambulatory, inpatient and community based settingsii. Health care quality measurement and reporting.iii. Experience in using health analytics methods and tools to achieve process improvement, enhance patient care and/or improve project’s financial performanceiv. Best practices in transiting from traditional to innovative care delivery and reimbursement methodsv. Knowledge of relevant electronic systems, specifications and vocabularies (ICD, CPT, etc.)
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SPCC POSITION DESCRIPTION

Medical Director

			<ul style="list-style-type: none"> vi. Experience working with electronic medical records, practice management solutions and others. vii. Clinical practice management and clinical (care delivery) workflows in a variety of practice settings
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Component 3: Executive Leadership Team

Discretion	% Time	Priority	Performance Indicators
A	15%	A	<ul style="list-style-type: none"> 3. The Medical Director partners with the Executive Director in the development of strategies to ensure organizational health. This includes, but is not limited to: <ul style="list-style-type: none"> A. Effectively engaging the management team in the development of SMART goals, and ensuring operational plans are developed to align staff operations to achieve strategic ends – this includes development of mechanisms to evaluate both operational aspects (e.g. financial, programmatic milestones, TCOC) as well as clinical results, population health improvement. B. Providing leadership, mentorship and training to middle managers to advance leadership skills and promote understanding of effective ways to communicate and engage with members of the medical community to successfully advance initiatives, programs, and services in their respective program areas.

Component 4: Other Duties

Discretion	% Time	Priority	Performance Indicators
A	5%	A	<ul style="list-style-type: none"> 1. Other duties assigned by the Executive Director. <ul style="list-style-type: none"> A. Attend and actively participate in management and all staff meetings to share information related to primary focus areas, and remain current on overall operations of SPCC. B. Recommend new policies, procedures or guidelines to the Executive Director. C. Oversee the training of employees on implementation of new policies and procedures. D. Participate in SPCC Board meetings, and provide support to committees of the board as requested by the executive director.

SPCC POSITION DESCRIPTION

Medical Director

			<ul style="list-style-type: none">E. Attend conferences and trainings as requested by the executive director.F. Maintain knowledge of and accurately follow all SPCC policies. Provide direction and support to other managers on agency policies specific to business unit.G. Work cooperatively with other agency staff and managers.H. Other duties as assigned.
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OTHER POSITION INFORMATION

1. Machines or equipment used regularly in this position.

Computer, cell phone, Copier and telecommunicating enhancements including conference call equipment and skype.

2. Who reviews your work?

Executive Director

3. Knowledge, skills and abilities.

This individual will be a highly motivated, self-starter, and able to identify and create lasting relationships with SPCC members. A dynamic personality with a drive to create better health outcomes is essential to this position. A strong knowledge of team building skills including active listening is vital to the team's success. Excellent listening, written and oral communication skills. The individual must be able to work independently, yet be accountable for outcomes. Computer skills and an ability to learn new skills is a must.

Required Education and Experience

- MD and current license
- Anticipate network members' needs and provide innovative solutions creatively resolving issues before they become problems.
- Propose resource investments to support SPCC's business plan and provide input to annual budget cycle
- Plan and act strategically by anticipating opportunities, analyze potential competitive posture, and develop collaborative implementation strategies based upon that analysis
- Gain commitment of peers, and subordinates to SPCC vision and mission, create a desire to excel
- Encourage others to express and exchange ideas and information while accurately sharing SPCC's relevant information in a timely manner
- Influence others to alter viewpoints and change behaviors to meet/exceed the needs of SPCC and its member network
- Build effective relationships, demonstrating tact and diplomacy
- Provide valued advice and counsel at senior levels in member organizations and within SPCC
- Possess current knowledge concerning major health reform/IT initiatives at the state and federal level, as is appropriate for broad discussion.



BOARD RESOLUTION

Date: July 28, 2017

Issues: Board action required: Authorization for Chairman to Execute Contract Amendments for Time-Only Extensions of Minnesota SIM Grants

Resolution: WHEREAS, SPCC desires to fully utilize funding available through grants provided by the Minnesota Department of Health and the Minnesota Department of Human Services under the Minnesota State Innovation Model (SIM) program, to support SPCC programs; and

WHEREAS, grants provided under the Minnesota State Innovation Model (SIM) program are scheduled to expire at the end of August and September of 2017 and additional time may be beneficial to accomplishing the original scope of work under the grant agreements; and

WHEREAS, requests for time-only extensions will need to be executed in a timely fashion to secure additional time to complete the scope of work under the original grant agreement;

RESOLVED, that the Chairman of the Board of Directors for SPCC shall be authorized to execute contract amendments for time-only extensions of any Minnesota SIM Grants, where SPCC staff have determined additional time would be beneficial in completing the scope of work in the original grant agreement. Minnesota SIM grants affected by this resolution include:

1. Minnesota SIM e-Health Grant
2. Minnesota SIM IHP Analytics Grant
3. Minnesota SIM ACH Grant
4. Minnesota SIM HIE Analytics Grant

RESOLVED, that the staff of SPCC be authorized and directed to take such actions as may be necessary or appropriate to effectuate the purpose of the foregoing resolutions.

Submitted By: Elizabeth Cinqueonce

SPCC CASH BALANCE REPORT

as of
June 30, 2017

		CURRENT MONTH June-2017	YEAR TO DATE 2017
Beginning Balance	January 1, 2017		\$1,586,435.22
<hr/>			
Receipts		\$2,398,629.28	\$2,521,515.81
	Sale of Securities	\$0.00	\$0.00
	Transfers In	\$630,170.13	\$1,264,768.07
<hr/>			
Expenditures		\$224,835.00	\$1,399,885.51
	Purchase/Redemption of Securities	\$496,000.00	\$500,111.38
	Transfers Out	\$572,623.87	\$1,264,767.78
<hr/>			
CASH BALANCE	June 30, 2017		\$2,207,954.43
CASH BALANCE CHANGE		\$1,735,340.54	\$621,519.21

**SPCC CASH BALANCE REPORT
CASH ACCOUNTS SUMMARY**

	Current Month			June 30, 2017
	January 1, 2017	Activity	Year to Date Activity	
SPCC BREMER BANK 495	\$1,706,355.40	\$1,605,307.58	\$877,356.06	\$2,583,711.46
SPCC BREMER BANK DIABETES GRANT 496	-\$32,165.49	-\$12,078.54	-\$80,983.44	-\$113,148.93
SPCC BREMER BANK HIE GRANT 497	-\$18,614.15	\$164,736.61	-\$56,887.12	-\$75,501.27
SPCC BREMER BANK ANALYTICS GRANT 497	-\$6,712.00	-\$23,681.33	-\$108,837.17	-\$115,549.17
SPCC CHIPPEWA COUNTY 490	-\$67,300.48	\$591.07	-\$11,509.25	-\$78,809.73
SPCC CHIPPEWA COUNTY DIABETES GRANT 491	\$3,839.91	-\$139.69	\$2,400.40	\$6,240.31
WELLS FARGO CASH SWEEP ACCOUNT	\$1,032.03	\$604.84	-\$20.27	\$1,011.76
TOTAL COMBINED CASH BALANCE			6/30/2017	\$2,207,954.43
CD VALUE			\$	3,119,208.34
TOTAL CASH and CD VALUE			\$	5,327,162.77

SOUTHERN PRAIRIE COMMUNITY CARE
SUMMARY OPERATIONS BUDGET REPORT

	CURRENT MONTH June-2017	YEAR TO DATE 2017				
Beginning Balance	January 1, 2017	\$1,639,054.92				
			YTD BUDGET JANUARY through June-2017	OVER/(UNDER BUDGET)	% OF BUDGET <u>50.00%</u>	2017 BUDGET OF YEAR
Revenue						
TOTAL (EXCLUDING PERFORMANCE) REV	\$500,013.64	\$530,810.87	\$561,414.00	\$1,664,774.08	47.27%	\$1,122,828.00
TOTAL PERFORMANCE REVENUE	\$1,695,377.21	\$1,695,377.21	\$0.00	\$0.00	0.00%	\$0.00
Transfers In	\$124,096.67	\$696,132.99				
TOTAL CASH IN	\$2,319,487.52	\$2,922,321.07			<u>% Excludes</u> <u>Performance Settlement</u> <u>Revenue</u>	
Expenditures						
TOTAL PERSONNEL	\$123,505.60	\$714,094.80	\$851,439.50	-\$137,344.70	41.93%	\$1,702,879.00
TOTAL INTEGRATED NETWORK/INTEGRAT	\$414.39	\$1,332.77	\$10,000.00	-\$8,667.23	6.66%	\$20,000.00
TOTAL BOARD RELATED EXPENSE TOTAL	\$62.06	\$3,236.23	\$5,000.00	-\$1,763.77	32.36%	\$10,000.00
TOTAL CAPITAL EXPENSE	\$7,319.48	\$19,841.80	\$47,617.50	-\$27,775.70	20.83%	\$95,235.00
TOTAL COMMUNICATIONS	\$0.00	\$1,594.00	\$20,000.00	-\$18,406.00	3.99%	\$40,000.00
TOTAL INFORMATION TECH AND ANALYTIC	\$1,512.66	\$29,291.14	\$138,208.50	-\$108,917.36	10.60%	\$276,417.00
TOTAL GENERAL ADMINISTRATION	\$5,832.52	\$55,648.80	\$90,722.00	-\$35,073.20	30.67%	\$181,444.00
TOTAL HUMAN RESOURCES	\$817.49	\$9,386.73	\$31,750.00	-\$22,363.27	14.78%	\$63,500.00
TOTAL CONTRACTED SERVICES	\$5,867.50	\$44,376.30	\$128,526.50	-\$84,150.20	17.26%	\$257,053.00
TOTAL LEGAL / COMPLIANCE EXPENSE	\$1,648.50	\$40,612.25	\$66,000.00	-\$25,387.75	30.77%	\$132,000.00
TOTAL GRANT EXPENSE / DISBURSEMENT	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00
TOTAL EXPENDITURES	\$146,980.20	\$919,414.82	\$1,389,264.00	-\$469,849.18	33.09%	\$2,778,528.00
Transfers Out	\$566,608.67	\$1,137,059.44				
Purchase of Securities		\$0.00				
TOTAL CASH OUT	\$713,588.87	\$2,056,474.26			<u>% Excludes</u> <u>Performance Settlement</u> <u>and CCHI Expenditure</u>	
June 30, 2017	SPCC Cash Balance	\$2,504,901.73				

SOUTHERN PRAIRIE COMMUNITY CARE

DETAIL OPERATIONS BUDGET REPORT

CURRENT MONTH YEAR TO DATE
June-2017 2017

Beginning Balance January 1, 2017 **\$1,639,054.92**

Revenue	YTD BUDGET JANUARY through June-2017	OVER/(UNDER BUDGET)	% OF BUDGET 50.0%	2017 BUDGET OF YEAR
Blue Cross SPCC Grant	\$499,999.98	\$499,999.98	\$ 500,000	\$ (0) \$ 1,000,000
Performance Settlement Revenue	\$1,695,377.21	\$1,695,377.21	\$ -	\$ 1,695,377 \$ -
Bank Interest	\$13.66	\$60.89	\$ 63	\$ (2) \$ 125
Miscellaneous Grants	\$0.00	\$0.00	\$ -	\$ - 0.0% \$ -
Management Services Revenue	\$0.00	\$30,750.00	\$ 61,352	\$ (30,602) \$ 122,703
Miscellaneous Revenue	\$0.00	\$0.00	\$ -	\$ - \$ -
Conference Registration	\$0.00	\$0.00	\$ -	\$ - \$ -
TOTAL REVENUE	\$2,195,390.85	\$2,226,188.08	\$ 561,414	\$ 1,664,774 47.3% \$ 1,122,828
Transfers In	\$124,096.67	\$696,132.99	% Excludes	
	\$2,319,487.52	\$2,922,321.07	Performance Settlement Revenue	

Expenditures

PERSONNEL				
Salaries	\$92,438.70	\$537,543.01	\$626,181	-\$88,637 42.9% \$ 1,252,361
Salary Benefits	\$31,066.90	\$170,099.23	\$225,259	-\$55,160 37.8% \$ 450,518
Contract Labor Kandiyohi Cnty/AMC Shared Posit	\$0.00	\$0.00	\$0	\$0 0.0% \$ -
Contract Labor Mental Health Centers	\$0.00	\$3,125.00	\$0	\$3,125 0.0% \$ -
Contract Labor Avera/HHS	\$0.00	\$3,327.56	\$0	\$3,328 0.0% \$ -
TOTAL PERSONNEL	\$123,505.60	\$714,094.80	\$851,440	-\$137,345 41.9% \$1,702,879
		\$707,642.24		

INTEGRATED NETWORK/INTEGRATED CARE PROGRAM

Performance Settlement Expenditure	\$0.00	\$0.00	\$0	\$0 0.0% \$ -
ICCP Communications	\$414.39	\$1,332.77	\$10,000	-\$8,667 6.7% \$ 20,000
TOTAL INTEGRATED NETWORK/INTEGRATE	\$414.39	\$1,332.77	\$10,000	-\$8,667 6.7% \$20,000

BOARD RELATED EXPENSE

Board Per Diems	\$0.00	\$2,050.00	\$2,500	-\$450 41.0% \$ 5,000
Governing Board Expenses	\$62.06	\$1,186.23	\$2,500	-\$1,314 23.7% \$ 5,000
TOTAL BOARD RELATED EXPENSE TOTAL	\$62.06	\$3,236.23	\$5,000	-\$1,764 32.4% \$10,000

CAPITAL EXPENSE

Equipment and Furniture Under \$300	\$46.81	\$1,253.91	\$0	\$1,254 0.0% \$ -
Equipment and Furniture \$300 - \$5000	\$7,272.67	\$18,587.89	\$27,618	-\$9,030 33.7% \$ 55,235
Capital Equipment \$5000+	\$0.00	\$0.00	\$20,000	-\$20,000 0.0% \$ 40,000
TOTAL CAPITAL EXPENSE	\$7,319.48	\$19,841.80	\$47,618	-\$27,776 20.8% \$95,235

COMMUNICATIONS

Marketing/Materials	\$0.00	\$1,594.00	\$10,000	-\$8,406	8.0%	\$	20,000
Public Relations Services	\$0.00	\$0.00	\$5,000	-\$5,000	0.0%	\$	10,000
Web Site	\$0.00	\$0.00	\$5,000	-\$5,000	0.0%	\$	10,000
TOTAL COMMUNICATIONS	\$0.00	\$1,594.00	\$20,000	-\$18,406	4.0%		\$40,000
INFORMATION TECH & ANALYTICS							
Computer Software	\$1,512.66	\$8,339.14	\$11,359	-\$3,019	36.7%	\$	22,717
E-Health Rec Subscriptions/Upgrades	\$0.00	\$20,952.00	\$20,000	\$952	52.4%	\$	40,000
HIE Technical Infrastructure Subscription Cost	\$0.00	\$0.00	\$89,350	-\$89,350	0.0%	\$	178,700
Cyber Insurance	\$0.00	\$0.00	\$17,500	-\$17,500	0.0%	\$	35,000
TOTAL INFORMATION TECH & ANALYTICS	\$1,512.66	\$29,291.14	\$138,209	-\$108,917	10.6%		\$276,417
GENERAL ADMINISTRATION							
Car Expense	\$408.39	\$3,203.06	\$2,500	\$703	64.1%	\$	5,000
Auto Insurance	\$0.00	\$1,624.00	\$372	\$1,252	218.3%	\$	744
Bank Service Charge	\$90.00	\$540.00	\$600	-\$60	45.0%	\$	1,200
Property/Casualty Insurance	\$2,057.00	\$9,538.00	\$10,000	-\$462	47.7%	\$	20,000
Workers Compensation	-\$1,882.00	\$2,695.00	\$2,000	\$695	67.4%	\$	4,000
Office Supplies/Printing	\$1,404.48	\$6,497.62	\$12,500	-\$6,002	26.0%	\$	25,000
Medical Supplies	\$0.00	\$0.00	\$250	-\$250	0.0%	\$	500
Meeting Room Rental	\$100.00	\$202.00	\$2,500	-\$2,298	4.0%	\$	5,000
Organizational Memberships	\$0.00	\$0.00	\$2,500	-\$2,500	0.0%	\$	5,000
Rent- Office Space	\$1,563.06	\$7,397.88	\$25,000	-\$17,602	14.8%	\$	50,000
Telephone	\$360.64	\$5,424.05	\$5,250	\$174	51.7%	\$	10,500
Conference Line	\$42.51	\$473.84	\$1,000	-\$526	23.7%	\$	2,000
Travel/Lodging/Meals/AirFare	\$0.00	\$1,605.02	\$7,500	-\$5,895	10.7%	\$	15,000
Travel/Meals	\$1,688.44	\$16,448.33	\$17,500	-\$1,052	47.0%	\$	35,000
Miscellaneous Expense	\$0.00	\$0.00	\$1,250	-\$1,250	0.0%	\$	2,500
TOTAL GENERAL ADMINISTRATION	\$5,832.52	\$55,648.80	\$90,722	-\$35,073	30.7%		\$181,444
HUMAN RESOURCES							
Continuing Medical Education	\$0.00	\$1,111.55	\$1,750	-\$638	31.8%	\$	3,500
Staff Training	\$665.00	\$2,372.03	\$10,000	-\$7,628	11.9%	\$	20,000
Conference/Event Expenses	\$0.00	\$0.00	\$0	\$0	0.0%	\$	-
Advertising - Employment	\$0.00	\$3,328.19	\$10,000	-\$6,672	16.6%	\$	20,000
HR Services	\$152.49	\$2,574.96	\$10,000	-\$7,425	12.9%	\$	20,000
TOTAL HUMAN RESOURCES	\$817.49	\$9,386.73	\$31,750	-\$22,363	14.8%		\$63,500
CONTRACTED SERVICES							
Accounting	\$0.00	\$11,051.00	\$13,527	-\$2,476	40.8%	\$	27,053
Actuarial	\$0.00	\$0.00	\$37,500	-\$37,500	0.0%	\$	75,000
Auditing	\$0.00	\$1,933.00	\$7,500	-\$5,567	12.9%	\$	15,000
Grant Writing and Business Development	\$0.00	\$2,487.30	\$12,500	-\$10,013	9.9%	\$	25,000
Interpretive	\$180.00	\$180.00	\$5,000	-\$4,820	1.8%	\$	10,000
Information System	\$62.50	\$825.00	\$7,500	-\$6,675	5.5%	\$	15,000
Marketing	\$5,625.00	\$27,900.00	\$45,000	-\$17,100	31.0%	\$	90,000
TOTAL CONTRACTED SERVICES	\$5,867.50	\$44,376.30	\$128,527	-\$84,150	17.3%		\$257,053
LEGAL / COMPLIANCE EXPENSE							

HIO Accreditation	\$0.00	\$0.00	\$7,500	-\$7,500	0.0%	\$ 15,000
General Counsel	\$1,296.00	\$17,773.25	\$25,000	-\$7,227	35.5%	\$ 50,000
Special Counsel (HIE & Analytics)	\$352.50	\$15,839.00	\$30,000	-\$14,161	26.4%	\$ 60,000
HIO Certification	\$0.00	\$7,000.00	\$3,500	\$3,500	100.0%	\$ 7,000
TOTAL LEGAL / COMPLIANCE EXPENSE	\$1,648.50	\$40,612.25	\$66,000	-\$25,388	30.8%	\$132,000
GRANT EXPENSE / DISBURSEMENTS						
CCHI Grant	\$0.00	\$0.00	\$0	\$0	0.0%	\$ -
TOTAL GRANT EXPENSE / DISBURSEMENTS	\$0.00	\$0.00	\$0	\$0	0.0%	\$0
TOTAL EXPENDITURES	\$146,980.20	\$919,414.82	\$1,389,264	-\$469,849	33.1%	\$2,778,528
Transfers Out	\$566,608.67	\$1,137,059.44				
Purchase of Securities		\$0.00				
	\$713,588.87	\$2,056,474.26				
June 30, 2017	SPCC Cash Balance	\$2,504,901.73				

% Excludes
Performance Settlement
and CCHI Expenditure

**SOUTHERN PRAIRIE COMMUNITY CARE
DIABETES GRANT**

	CURRENT MONTH June-2017	YEAR TO DATE 2017		GRANT TO DATE	OVER/(UNDER BUDGET)	TOTAL GRANT BUDGET (2015)
Beginning Balance	January 1, 2017	-\$28,325.58				
REVENUE						
Diabetes Grant	\$0.00	\$81,891.03		\$226,802	-\$143,198	\$ 370,000
Miscellaneous Revenue	\$0.00	\$0.00		\$0	\$0	\$ -
TOTAL REVENUE	\$0.00	\$81,891.03	\$	-	\$	226,802
Transfers In	\$10,073.46	\$72,635.08			61.3%	\$ 370,000
	\$10,073.46	\$154,526.11				
EXPENDITURES						
Salaries	\$7,468.38	\$49,868.21		\$141,922.59	-\$29,534	\$171,456
Salary Benefits	\$2,744.77	\$20,366.47		\$60,851.45	-\$3,455	\$64,306
Contractual Services	\$4,995.25	\$23,969.17		\$37,124.92	-\$40,531	\$77,656
Travel	\$918.09	\$5,157.35		\$20,153.08	\$11,056	\$9,097
Supplies	\$0.00	\$588.85		\$5,071.81	-\$23,214	\$28,286
Other	\$150.00	\$5,450.76		\$15,548.98	-\$3,650	\$ 19,199
TOTAL EXPENDITURES	\$16,276.49	\$105,400.81	\$	-	\$	\$280,672.83
Transfers Out	\$6,015.20	\$127,708.34			75.9%	
	\$22,291.69	\$233,109.15				
June 30, 2017	SPCC Cash Balance	-\$106,908.62				

**SOUTHERN PRAIRIE COMMUNITY CARE
SPCC HEALTH INFORMATION SERVICE PROGRAMS**

CURRENT MONTH YEAR TO DATE
June-2017 2017

Beginning Balance January 1, 2017 **-\$18,614.15**

MDH SIM E-HEALTH GRANT (2014)

		GRANT TO DATE	OVER/(UNDER BUDGET)	TOTAL GRANT BUDGET (2015)
REVENUE				
MDH & DHS SIM E-HEALTH GRANTS	\$202,633.59	\$202,633.59	\$355,613	-\$541,387 \$ 897,000
TOTAL REVENUE	\$202,633.59	\$202,633.59	\$355,613	-\$541,387 \$ 897,000

EXPENDITURES

HIE Implementation & Subscription Cost	\$24,277.66	\$208,297.10	\$558,247	-\$393,233 \$ 951,480
TOTAL EXPENDITURES	\$24,277.66	\$208,297.10	\$ 558,247	\$ (393,233) \$ 951,480

DHS LTSS-PHR CONTRACT (2017)

		GRANT TO DATE	OVER/(UNDER BUDGET)	TOTAL GRANT BUDGET (2017)
REVENUE				
DHS LTSS-PHR CONTRACT (2017)	\$0.00	\$0.00	\$0	\$0 \$ -
TOTAL REVENUE	\$0.00	\$0.00	\$0.00	\$0 \$0.00

EXPENDITURES

Communications & Utilities	\$0.00	\$0.00	\$0	-\$3,185 \$ 3,185
Contracted Services	\$1,187.50	\$2,875.00	\$2,875	-\$183,125 \$ 186,000
Travel-Lodgeing/Meals/Mileage	\$0.00	\$0.00	\$0	-\$6,948 \$ 6,948
Building Space	\$0.00	\$0.00	\$0	-\$975 \$ 975
Supplies	\$0.00	\$0.00	\$0	-\$12,985 \$ 12,985
TOTAL EXPENDITURES	\$1,187.50	\$2,875.00	\$ 2,875	-\$207,218 \$ 210,093

MDH SIM HIE/ANALYTICS GRANT (2017)

REVENUE			GRANT TO DATE	OVER/(UNDER BUDGET)	TOTAL GRANT BUDGET (2017)
MDH SIM HIE/ANALYTICS GRANT	\$0.00	\$0.00	\$0	\$0	\$ -
TOTAL REVENUE	\$0.00	\$0.00	\$ -	\$ -	\$ -

EXPENDITURES

Consultant Costs	\$0.00	\$0.00	\$27,900	-\$52,100	\$ 80,000
SPCLink Governance Administration	\$0.00	\$0.00	\$0	-\$8,000	\$ 8,000
Clinical Notify HIE Subscription	\$13,833.33	\$13,833.33	\$0	-\$8,000	\$ 8,000
ADT & CCD Interfaces	\$0.00	\$0.00	\$0	-\$45,000	\$ 45,000
Northern MN Network HIE Subscription	-\$1,401.51	\$34,515.28	\$35,917	-\$4,083	\$ 40,000
TOTAL EXPENDITURES	\$12,431.82	\$48,348.61	\$ 63,817	-\$117,183	\$ 181,000

SPCC HEALTH INFORMATION SERVICE PROGRAMS

TOTAL REVENUE	\$202,633.59	\$202,633.59
Transfers In	\$0.00	\$0.00
TOTAL EXPENDITURES	\$37,896.98	\$259,520.71
Transfers Out	\$0.00	\$0.00
June 30, 2017	SPCC Cash Balance	-\$75,501.27

**SOUTHERN PRAIRIE COMMUNITY CARE
ANALYTICS GRANT**

	CURRENT MONTH June-2017	YEAR TO DATE 2017		OVER/(UNDER BUDGET)	TOTAL GRANT BUDGET (2017)
Beginning Balance	January 1, 2017	-\$6,712.00			
			GRANT TO DATE		
REVENUE					
Analytics Grant	\$0.00	\$6,712.00	\$6,712	-\$493,288	\$ 500,000
TOTAL REVENUE	\$0.00	\$6,712.00	\$ 6,712	-\$493,288	\$ 500,000
Transfers In	\$0.00	\$0.00			
	\$0.00	\$6,712.00			
EXPENDITURES					
Notification Subscription Ser	\$13,833.33	\$72,959.67	\$59,126	-\$119,849	\$ 178,975
Notification Interfacing	\$9,848.00	\$28,308.00	\$18,460	-\$54,435	\$ 72,895
Custom Algorithm Development	\$0.00	\$14,281.50	\$14,282	-\$85,719	\$ 100,000
Data Warehouse Subscription Services	\$0.00	\$0.00	\$0	-\$127,680	\$ 127,680
Data Extraction From HIE to Data Warehou	\$0.00	\$0.00	\$0	-\$9,000	\$ 9,000
Define & Refine Algorithm with SAS Pro	\$0.00	\$0.00	\$6,712	-\$4,738	\$ 11,450
TOTAL EXPENDITURES	\$23,681.33	\$115,549.17	\$ 98,580	-\$401,420	\$ 500,000
Transfers Out	\$0.00	\$0.00			
	\$23,681.33	\$115,549.17			
June 30, 2017	SPCC Cash Balance	-\$115,549.17			

**SOUTHERN PRAIRIE COMMUNITY CARE
INVESTMENTS ACCOUNT**

	CURRENT MONTH June-2017	YEAR TO DATE 2017
Beginning Balance	January 1, 2017	\$1,032.03
REVENUE		
CD INTEREST	\$604.84	\$4,091.11
TOTAL REVENUE	\$604.84	\$4,091.11
Transfers In	\$496,000.00	\$496,000.00
	\$496,604.84	\$500,091.11
CD ACTIVITY		
NET Redemptions/(Purchased) CD's	(\$496,000.00)	(\$500,111.38)
TOTAL ACTIVITY	-\$496,000.00	-\$500,111.38
Transfers Out	\$0.00	\$0.00
	-\$496,000.00	-\$500,111.38
June 30, 2017	SPCC Cash Balance	\$1,011.76

**SOUTHERN PRAIRIE COMMUNITY CARE
IFS BUDGET REPORT RECONCILIATION**

	CURRENT MONTH	YEAR TO DATE
RECEIPTS	-\$2,398,629.28	-\$2,521,515.81
TRANSFERS IN	-\$630,170.13	-\$1,264,768.07
REVENUE	-\$3,028,799.41	-\$3,786,283.88
IFS BUDGET REPORT PAGE 9	-\$3,028,799.41	-\$3,786,283.88
DIFFERENCE	\$0.00	\$0.00
EXPENDITURES	\$224,835.00	\$1,399,885.51
TRANSFERS OUT	\$572,623.87	\$1,264,767.78
EXPENDITURES	\$797,458.87	\$2,664,653.29
IFS BUDGET REPORT PAGE 9	\$797,458.87	\$2,664,653.29
DIFFERENCE	\$0.00	\$0.00
NET	-\$2,231,340.54	-\$1,121,630.59

Des Moines Valley Health and Human Services



MANUAL WARRANTS/VOIDS/CORRECTIONS

<u>RRN</u>	<u>Account Number</u> <u>Description</u>	<u>Amount</u>	<u>Description</u> <u>F/P Invoice #</u>	<u>Warr #</u>	<u>Vendor #</u> <u>Warr Date</u>	<u>Vendor Name</u> <u>On Bhf # Name</u>	<u>1099</u>	<u>I</u>	<u>Rpt</u>	<u>Acc</u> <u>Tax</u>
1	84-495-100-0000-6263 Information System Services Svc Dates	851.00 -	IP phone/bus license/mailbox F Inv. 100	843347	2033 01/11/2017	Lyon County IT 0	N	N		DTG N
	to		MMIS Units 0							
2	84-495-100-0000-6201 Telephone Svc Dates	851.00	IP phone/bus license/mailbox F Inv. 100	843347	2033 01/11/2017	Lyon County IT 0	N	N		DTG N
	to		MMIS Units 0							
3	84-495-100-0000-6334 Travel - Mileage Svc Dates	318.40 -	WM travel F	843399	1317 02/15/2017	Cardmember Service 0	N	N		N
	to		MMIS Units 0							
4	84-495-100-0000-6330 Travel - Lodging/Meals/Airfare Svc Dates	318.40	WM travel F	843399	1317 02/15/2017	Cardmember Service 0	N	N		N
	to		MMIS Units 0							
		0.00	Batch Total							

Des Moines Valley Health and Human Services

MANUAL WARRANTS/VOIDS/CORRECTIONS



Recap by Fund	<u>Fund</u>	<u>Amount</u>	<u>Name</u>
	84	0.00	Southern Prairie Community Care
	All Funds	0.00	Total

robertp
7/18/2017 11:20:57AM

Des Moines Valley Health and Human Services



DISBURSEMENTS BY WARRANT NUMBER REPORT

Warrant Dates From: 06/01/2017 Thru: 06/30/2017

Comment:

Save Report: N

Warrant Range: 0 Thru: 999999999

FUND Range From 84 Thru 84

Des Moines Valley Health and Human Services



DISBURSEMENTS BY WARRANT NUMBER REPORT

<u>Warrant #</u>	<u>Warrant Date</u>	<u>Vendor Name</u> <u>Account Number</u>	<u>Amount</u>	<u>Description</u>	<u>Invoice Number</u>	<u>1099</u>	<u>Rpt</u>	<u>Acc</u>
840056	585	Bremer Bank						
	06/22/2017	84-495-100-0000-6353	90.00	May 17 bank charges		N		
840056	585	Bremer Bank	90.00					
840057	1300	Wells Fargo Advisors						
	06/05/2017	84-499-000-0000-1065	205,000.00	Purchase Compass Bank Birmingh		N		
840057	1300	Wells Fargo Advisors	205,000.00					
840058	1300	Wells Fargo Advisors						
	06/12/2017	84-499-000-0000-1065	86,000.00	Merrick Bank South Jordon UT		N		
	06/12/2017	84-499-000-0000-1065	100,000.00	Commenity Bank Wilmington DE		N		
840058	1300	Wells Fargo Advisors	186,000.00					
840059	1300	Wells Fargo Advisors						
	06/26/2017	84-499-000-0000-1065	248,000.00	Bank of India		N		
	06/26/2017	84-499-000-0000-1065	248,000.00	Customers BK Phoenixville PA		N		
840059	1300	Wells Fargo Advisors	496,000.00					
840060	1300	Wells Fargo Advisors						
	06/29/2017	84-495-000-0000-6905	496,000.00	Transfer Funds for CD Purchase		N		
840060	1300	Wells Fargo Advisors	496,000.00					
843565	850	Anderson/Norris						
	06/08/2017	84-495-100-0000-6201	35.00	May Cell Phone		N		
	06/08/2017	84-495-100-0000-6334	521.63	May 2017 Mileage		N		
843565	850	Anderson/Norris	556.63					
843566	170	ARCH Language Network						
	06/08/2017	84-495-100-0000-6269	140.00	Inv. 53438		Y		
	06/08/2017	84-495-100-0000-6269	40.00	Inv. 54387		Y		
843566	170	ARCH Language Network	180.00					
843567	9636	Arkadin Inc.						
	06/08/2017	84-495-100-0000-6203	42.51	May 2017 conferencing	1036584-0517	N		
843567	9636	Arkadin Inc.	42.51					
843568	1167	Chippewa County Montevideo Hospital						
	06/08/2017	84-495-100-0000-6263	62.50	May Site Hosting/IT Services		N		
843568	1167	Chippewa County Montevideo Hospi	62.50					
843569	1606	Culligan of Marshall						
	06/08/2017	84-495-100-0000-6401	48.00	Bottled Water/Cooler Rental	26310	N		

Des Moines Valley Health and Human Services



DISBURSEMENTS BY WARRANT NUMBER REPORT

<u>Warrant #</u>	<u>Warrant Date</u>	<u>Vendor Name</u> <u>Account Number</u>	<u>Amount</u>	<u>Description</u>	<u>Invoice Number</u>	<u>1099</u>	<u>Rpt</u>	<u>Acc</u>
843569	1606	Culligan of Marshall	48.00					
843570	2130	DeWitt Mackall Crouse & Moore						
	06/08/2017	84-495-100-8907-6260	1,296.00	April Services	148710	N		
843570	2130	DeWitt Mackall Crouse & Moore	1,296.00					
843571	446	DVHHS-Jackson						
	06/08/2017	84-495-100-0000-6351	2,057.00	Reimb for Policy 0105612382		N		
843571	446	DVHHS-Jackson	2,057.00					
843572	2080	Egge/Julie						
	06/08/2017	84-495-100-0000-6334	8.04	05/4-05/05/17 mileage		N		
843572	2080	Egge/Julie	8.04					
843573	1034	Hohenstein/Catherine						
	06/08/2017	84-495-100-0000-6337	62.06	05/26/17 Mileage		Y		
843573	1034	Hohenstein/Catherine	62.06					
843574	1094	Kovash/Luci						
	06/08/2017	84-496-100-8908-6260	3,120.00	05/16-31/17 svcs		Y		
843574	1094	Kovash/Luci	3,120.00					
843575	1813	Lecy/Toni						
	06/08/2017	84-495-100-0000-6334	47.62	May 2017 Mileage		N		
	06/08/2017	84-495-100-0000-6201	35.00	June Cell Phone		N		
843575	1813	Lecy/Toni	82.62					
843576	1861	Long/Halie						
	06/08/2017	84-495-100-0000-6334	151.43	May 2017 Mileage		N		
843576	1861	Long/Halie	151.43					
843577	1989	Meyeraan/Amy						
	06/08/2017	84-496-100-8908-6260	57.75	5/24/17 services		Y		
	06/08/2017	84-496-100-0000-6334	33.17	05/24/17 Mileage		Y		
843577	1989	Meyeraan/Amy	90.92					
843578	1984	Nelson/Samantha						
	06/08/2017	84-496-100-0000-6334	339.20	4/4-4/26/17 Mileage		N		
	06/08/2017	84-496-100-0000-6334	545.72	5/3-5/31/17 Mileage		N		
	06/08/2017	84-496-100-0000-6201	35.00	April Cell Phone		N		
	06/08/2017	84-496-100-0000-6201	35.00	March Cell Phone		N		
843578	1984	Nelson/Samantha	954.92					

Des Moines Valley Health and Human Services



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843579	1468	ONE Office Solution						
	06/08/2017	84-495-100-0000-6401	102.94	Ink Crtdgs	1668681-0	N		
	06/08/2017	84-495-100-0000-6401	18.57	Folders	1668516-0	N		
843579	1468	ONE Office Solution	121.51					
843580	5615	Southwest Health and Human Services						
	06/08/2017	84-495-100-0000-6268	97.50	May 2017 HR Services		N		
	06/08/2017	84-495-100-0000-6201	185.64	May Telephone Charges		N		
843580	5615	Southwest Health and Human Servic	283.14					
843581	2216	Thebe&co						
	06/08/2017	84-497-510-0000-6267	5,625.00	SPCLink Rebranding Proj		N		
843581	2216	Thebe&co	5,625.00					
843582	9762	Western Print Group						
	06/08/2017	84-495-100-0000-6401	29.01	Business Cards HL	92749	N		
843582	9762	Western Print Group	29.01					
843583	1710	Brinkhaus/Trisha L.						
	06/13/2017	84-495-100-0000-6201	35.00	May Cell Phone		N		
	06/13/2017	84-495-100-0000-6334	154.50	May 2017 Mileage/Parking		N		
843583	1710	Brinkhaus/Trisha L.	189.50					
843584	6167	Computer Man/The						
	06/13/2017	84-495-100-0000-6482	1,944.99	HP Notebook/Case/Monitor		N		
843584	6167	Computer Man/The	1,944.99					
843585	2149	Gillund/Travis						
	06/13/2017	84-495-100-0000-6334	164.78	05/24/17 mileage		N		
	06/13/2017	84-495-100-0000-6201	35.00	May Cell Phone		N		
843585	2149	Gillund/Travis	199.78					
843586	1770	Lightning Printing Inc.						
	06/13/2017	84-495-100-8926-6260	232.60	Asthma Letter	87136	N		
	06/13/2017	84-495-100-8926-6260	181.79	Postage	87137	N		
843586	1770	Lightning Printing Inc.	414.39					
843587	2217	Linden Tech Advisors LLC						
	06/13/2017	84-497-505-0000-6261	1,187.50	05/28-06/10/17 services	5012	Y		
843587	2217	Linden Tech Advisors LLC	1,187.50					
843588	1301	Muenchow/William						

Des Moines Valley Health and Human Services



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	06/13/2017	84-495-100-0000-6201	35.00	June Cell Phone		N		
	06/13/2017	84-495-100-0000-6334	565.53	5/18-6/7/17 Mileage 4/13 Park		N		
843588	1301	Muenchow/William	600.53					
843589	1996	Nelson/Jennifer						
	06/13/2017	84-495-100-0000-6334	74.91	5/9 5/12 mileage		N		
843589	1996	Nelson/Jennifer	74.91					
843590	1973	Oja/Dorie						
	06/13/2017	84-496-100-8908-6260	30.00	5/10 Prep & Teach		Y		
	06/13/2017	84-496-100-8908-6260	7.50	Monthly Phone Calls		N		
843590	1973	Oja/Dorie	37.50					
843591	1468	ONE Office Solution						
	06/13/2017	84-495-100-0000-6401	11.58	Pens/Scissors/Staple Remover	1673304-1	N		
	06/13/2017	84-495-100-0000-6482	355.00	Table Base	1661621-1	N		
	06/13/2017	84-495-100-0000-6482	779.71	Furniture	1664996-0	N		
	06/13/2017	84-495-100-0000-6482	4,192.97	Furniture	1664996-1	N		
843591	1468	ONE Office Solution	5,339.26					
843592	1250	Redwood Area Hospital						
	06/13/2017	84-495-100-0000-6341	50.00	4/28 Board Meeting		N		
	06/13/2017	84-495-100-0000-6341	50.00	5/26 Board Meeting		N		
843592	1250	Redwood Area Hospital	100.00					
843593	2831	Woodland Centers						
	06/13/2017	84-495-100-0000-6344	275.00	June 17 Rent		N		
843593	2831	Woodland Centers	275.00					
843594	1317	Cardmember Service						
	06/22/2017	84-495-100-0000-6453	1,512.66	Domain Registration/Symantec		N		
	06/22/2017	84-495-100-0000-6481	46.81	Headset		N		
	06/22/2017	84-495-100-0000-6401	146.90	cable/posters		N		
	06/22/2017	84-496-100-0000-6410	80.00	DSMP Training		N		
	06/22/2017	84-495-100-0000-6336	665.00	HIMSS Spring Conference		N		
	06/22/2017	84-495-100-0000-6268	54.99	Background Check		N		
843594	1317	Cardmember Service	2,506.36					
843595	587	Chippewa County Auditor/Treasurer						
	06/22/2017	84-495-000-0000-6905	76,623.87	6/15/17 Payroll		N		
	06/22/2017	84-495-000-0000-6905	3,659.48-	1st JUN Payroll to Diab. Grant		N		
	06/22/2017	84-495-000-0000-6905	2,182.81-	1st JUN Payroll Benefits to D		N		

Des Moines Valley Health and Human Services



DISBURSEMENTS BY WARRANT NUMBER REPORT

<u>Warrant #</u>	<u>Warrant Date</u>	<u>Vendor Name</u> <u>Account Number</u>	<u>Amount</u>	<u>Description</u>	<u>Invoice Number</u>	<u>1099</u>	<u>Rpt</u>	<u>Acc</u>
	06/22/2017	84-495-000-0000-6905	172.91-	1st JUNI Payroll Deductions to		N		
	06/22/2017	84-496-000-0000-6905	172.91	1st JUN Payroll Deductions fr		N		
	06/22/2017	84-496-000-0000-6905	2,182.81	1st JUN Payroll Benefits from		N		
	06/22/2017	84-496-000-0000-6905	3,659.48	1st JUN Payroll from Health G		N		
843595	587	Chippewa County Auditor/Treasurer	76,623.87					
843596	6167	Computer Man/The						
	06/22/2017	84-495-100-0000-6401	19.00	HP Load Case		N		
843596	6167	Computer Man/The	19.00					
843597	1175	Context Law						
	06/22/2017	84-495-100-8922-6260	352.50	March 17 Services		Y		
843597	1175	Context Law	352.50					
843598	2263	Jurenson/Cindy						
	06/22/2017	84-495-100-0000-6401	59.72	Montevideo Office Supplies		N		
843598	2263	Jurenson/Cindy	59.72					
843599	5768	Kandiyohi County						
	06/22/2017	84-495-100-0000-6344	1,288.06	June 2017 Rent		Y		
843599	5768	Kandiyohi County	1,288.06					
843600	1094	Kovash/Luci						
	06/22/2017	84-496-100-8908-6260	1,780.00	6/1-6/15/17 Services		Y		
843600	1094	Kovash/Luci	1,780.00					
843601	958	MARCO Inc.						
	06/22/2017	84-495-100-0000-6401	531.12	Agreement No. 016-1001994-000	20784065	N		
843601	958	MARCO Inc.	531.12					
843602	1468	ONE Office Solution						
	06/22/2017	84-495-100-0000-6401	187.61	Hanging Folder/Ink Cart.	1675067-0	N		
	06/22/2017	84-495-100-0000-6401	97.55	Stapler/Dividers/Punch	1674210-2	N		
	06/22/2017	84-495-100-0000-6401	54.09	Folder/Stapler/Clips	1674210-1	N		
	06/22/2017	84-495-100-0000-6401	49.54	Pens/Folders/Stapler	1675439-0	N		
	06/22/2017	84-495-100-0000-6401	25.59	Napkins/Folders/Wipes	1674161-0	N		
	06/22/2017	84-495-100-0000-6401	20.96	Binders/Stapler	1673304-0	N		
	06/22/2017	84-495-100-0000-6401	2.30	Dry Eraser	1674210-0	N		
843602	1468	ONE Office Solution	437.64					
843603	2012	Relay Health						
	06/22/2017	84-497-500-0000-6260	4,424.00	Analytics	1187592	N		

Des Moines Valley Health and Human Services



DISBURSEMENTS BY WARRANT NUMBER REPORT

<u>Warrant #</u>	<u>Warrant Date</u>	<u>Vendor Name</u> <u>Account Number</u>	<u>Amount</u>	<u>Description</u>	<u>Invoice Number</u>	<u>1099</u>	<u>Rpt</u>	<u>Acc</u>
	06/22/2017	84-497-500-0000-6260	2,522.83	E Health	1187592	N		
	06/22/2017	84-497-500-0000-6260	2,522.83	E Health	1187592	N		
	06/22/2017	84-497-500-0000-6260	10,936.00	April 2017 Services	1187592	N		
	06/22/2017	84-497-510-0000-6452	6,916.67	Clinical Sub	1187592	N		
	06/22/2017	84-497-510-0000-6452	6,916.66	Clinical Sub	1187592	N		
	06/22/2017	84-498-100-0000-6261	6,916.66	Clinical Sub	1187592	N		
	06/22/2017	84-498-100-0000-6261	6,916.67	Clinical Sub	1187592	N		
	06/22/2017	84-498-100-0000-6262	8,296.00	E-Health	1187592	N		
	06/22/2017	84-498-100-0000-6262	5,424.00	April 2017 Services	1187592	N		
	06/22/2017	84-497-500-0000-6260	8,296.00	e-HEALTH	1187592	N		
	06/22/2017	84-497-500-0000-6260	4,424.00-	Analytics	1187592	N		
	06/22/2017	84-498-100-0000-6262	4,424.00	Analytics	1187592	N		
	06/22/2017	84-498-100-0000-6262	8,296.00-	e-HEALTH	1187592	N		
843603	2012	Relay Health	61,792.32					
843604	1223	WEX Bank						
	06/22/2017	84-495-100-0000-6335	408.39	Gas/Oil Filters/Oil	49969709	N		
843604	1223	WEX Bank	408.39					

Range Selected from Warrant # 0 thru Warrant # 999999999

45 Warrants Printed

1,554,023.63 Final Total

SOUTHERN PRAIRIE COMMUNITY CARE

STATEMENT OF INVESTMENTS

as of

6/30/2017

Date of Deposit	Security Number	Description	Rate	Investment Amount	Settlement Date	Maturity Date	Estimated Accrued Interest	CD Interest Received	CD Interest Reinvested	Investments Cash Account Balance	Custodian
1/31/2017	5523-376	Bank of Baroda	0.80%	\$ 248,000	1/31/2017	7/31/2017	\$ 820.78				Wells Fargo Advisors
6/30/2017		Customers Bank Phoenixvill	1.15%	\$ 248,000	6/30/2017	8/30/2017	\$ 7.81				Wells Fargo Advisors
2/23/2017	5816-997	Wells Fargo Bank NA	0.75%	\$ 248,000	3/1/2017	9/1/2017	\$ 621.70				Wells Fargo Advisors
2/28/2017	5301-275	Bank Hapoalim	0.70%	\$ 248,000	3/3/2017	9/5/2017	\$ 570.74				Wells Fargo Advisors
6/30/2017		Bank of India	1.20%	\$ 248,000	6/30/2017	9/27/2017	\$ 8.15				Wells Fargo Advisors
10/4/2016	8065-836	Safra National Bank of NY.8	0.80%	\$ 245,000	10/13/2016	10/12/2017	\$ 1,401.53				Wells Fargo Advisors
10/13/2016	8322-224	Synovus Bank	0.75%	\$ 248,000	10/20/2016	10/20/2017	\$ 1,294.36				Wells Fargo Advisors
6/8/2017	5764-692	Compass Bank Birmingham	1.10%	\$ 205,000	6/8/2017	12/8/2017	\$ 142.10				Wells Fargo Advisors
2/23/2017	5301-270	Bank United National Assoc.	0.75%	\$ 248,000	3/20/2017	12/20/2017	\$ 524.88				Wells Fargo Advisors
2/23/2017	8247-503	State Bank of India	1.00%	\$ 245,000	2/28/2017	2/28/2018	\$ 825.62				Wells Fargo Advisors
3/20/2015	10329	State Bank of Taunton	1.00%	\$ 251,104	3/13/2016	3/13/2018	\$ 3,267.79				State Bank of Taunton
3/20/2015	10330	State Bank of Taunton	1.00%	\$ 251,104	3/13/2016	3/13/2018	\$ 3,267.79				State Bank of Taunton
6/19/2017		Merrick Bank South Jordon l	1.35%	\$ 86,000	6/19/2017	6/19/2018	\$ 38.17				Wells Fargo Advisors
6/21/2017		Comenity Bank Willmington	1.30%	\$ 100,000	6/21/2017	6/21/2018	\$ 35.62				Wells Fargo Advisors
TOTAL INVESTMENT				\$ 3,119,208.34			\$ 12,827.04				
				\$ 2,617,000							