



# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

## BOARD OF HEALTH

### Meeting Agenda & Minutes



**August 30, 2017**  
**8:30 am**

#### **Upcoming Board of Health Meetings**

September 27, 2017  
8:30 a.m.

October 25, 2017  
8:30 a.m.



# YAKIMA HEALTH DISTRICT

Prevention is Our Business

## Board of Health Agenda

Wednesday, August 30, 2017

1. Call meeting to order: 8:30a.m.
2. Introduction of guests and/or staff
3. Audience Participation:
4. **Consent Agenda: Motion** to approve all items listed with an asterisk (\*) are considered routine by the Health Board and will be enacted by one motion. There will be no separate discussion of these items unless a Board Member requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.
  - \* July 26, 2017 Yakima Health District (YHD) Board of Health minutes
  - \* Payment of accounts payable and payroll issued in July 2017 in the amount of \$480,320.59
5. **Board Business:** André Fresco
  - a. Auditing Officer Authorization: Voucher Certification and Approval-Signature  
**Strategic Goal:** *Improved Efficiency and Effectiveness*; **Board Input:** *Board Signature*
  - b. Update on support to the Sheriff's Office (Naloxone and Medication Take-Back)  
**Strategic Goal:** *Increased Community Partnerships*; **Board Input:** *Board Awareness*
  - c. Potential YHD emergency preparedness investment in State Fair Park  
**Strategic Goal:** *Increased Community Partnerships*; **Board Input:** *Board Discussion*
  - d. Update on YHD Epi partnership with WSU and PNWU  
**Strategic Goal:** *Increased Community Partnerships*; **Board Input:** *Board Awareness*
6. **Financial Report:** Chase Porter (please see pages 10-15)
7. **Motion** to approve the Preliminary Financial Report for the month of July 2017
8. Health Officer: Dr. Chris Spitters
9. Chief Operating Officer: Ryan Ibach
10. Environmental Health: Ryan Ibach
11. Public Health Partnerships: Lilian Bravo
12. Disease Control: Melissa Sixberry
13. Other Business:
14. Adjourn:



# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

## Board of Health Minutes

July 26, 2017

1. Meeting called to order by Board Chair, Gail Weaver, at 8:30 am

### **PRESENT**

Ron Anderson, Commissioner  
Rand Elliott, Commissioner  
Barbara Harrer, Mayor, Town of Harrah  
Gail Weaver, Citizen Member, Board  
Chair

### **ABSENT**

Maureen Adkison, Yakima City Council  
Jesse Farias, Citizen Member  
Mike Leita, Commissioner

### **Yakima Health District (YHD)**

#### **STAFF**

Lilian Bravo  
Orlantha Coleman  
Andre Fresco  
Ryan Ibach  
Chase Porter  
Melissa Sixberry

### **GUESTS AND PRESS**

2. **WELCOME AND INTRODUCTIONS-No New**
3. **AUDIENCE PARTICIPATION-None**
4. **CONSENT AGENDA: MOTION**

<b>MOTION:</b> Gail Weaver asked the Board members to approve the July 26, 2017 Yakima Health District Consent Agenda	<b>FIRST:</b> Ron Anderson <b>SECOND:</b> Barbara Harrer ✓ <i>Approved</i> <input type="checkbox"/> <i>Declined</i> <input type="checkbox"/> <i>Amend</i>
---	---

### **The following items were adopted upon approval of the consent agenda:**

- June 28, 2017 Yakima Health District Board of Health Minutes
- Approval of accounts payable and payroll issued in June 2017 in the amount of \$449,981.31



# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

## 5. **BUDGET REPORT:** Chase Porter

### June 2017

We had a monthly gain of about \$11K bringing our total up to \$157K in excess revenue for the year. We are under budget in actual expenditures by \$274K. With six months left in the year, we have about \$3.2 million dollars to spend, so it appears expenditures will be under budget unless something unforeseen occurs.

- Annual budgeted revenues and expenditures are \$5.9M and \$5.8M, respectively.
- June year-to-date budgeted revenue and expenditures are \$3M and \$2.9M, respectively.
- June year-to-date actual revenue and expenditures are \$2.8M and \$2.6M, respectively.

- **Federal Grant Audit**

The Washington State Auditors will be on site at the Yakima Health District for three weeks, spanning (August 1-18, 2017) to audit our 2016 federal grant revenue. A single period audit is required when an organization has over \$750K in federal revenue. The Health District had approximately \$800K in federal grant revenue due to the Medicaid Administrative Match Program.

- **Medicaid Administrative Claiming**

The Yakima Health District invoiced approximately \$96K for previous years that otherwise would have been lost revenue. The prior period claims, going back to 2012, is due to a retro-active rate change. If we had not claimed the additional monies, we would not be experiencing a single year audit.

6. <b>MOTION:</b> Gail Weaver, BOH Chair motion to approve the preliminary financial report for the month of June 2017	<b>FIRST:</b> Ron Anderson <b>SECOND:</b> Rand Elliott ✓ <i>Approved</i> <input type="checkbox"/> <i>Declined</i> <input type="checkbox"/> <i>Amend</i>
--	---

## 7. **BOARD BUSINESS:** Andre Fresco, YHD Executive Director

- **Environmental Health Director-Celebration of Life and Memory**

Dave Cole was a valued employee among the Yakima Health District (YHD) family and put a great deal of pride into his work. The Yakima Health District is currently seeing the results of his commitment to the Environmental Health division, reflected in the competence of a cross-trained staff who have managed a significant increase in land development and restaurant inspections in the Spring and Summer. These activities were made possible through Dave Cole's and Ryan Ibach's strategic planning and implementation of new training and work structures for staff. A



# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

small indication of Dave's commitment was that he conducted over 4,000 food inspections during his service with the Yakima Health District.

The Yakima Health District considers Dave's widow and their two sons as part of the Yakima Health District family and will continue to make sure they are well. The boys will be invited to the Yakima Health District to observe the work and impact of their Dad's life in public service.

Board of Health members thanked the YHD staff for the opportunity to recognize Dave Cole.

- **Environmental Health (EH) Department Logistics**

Ryan Ibach will fulfill a dual role as the Acting Environmental Health Director and Chief Operating Officer (COO). The plan is to confirm recruitment strategy and begin (internal and external) advertising for the Environmental Health Director role August 7<sup>th</sup>, 2017 upon Ryan Ibach's return from vacation. We will advertise for about three weeks and hope to find a good candidate. Melissa Sixberry is collaborating with EH staff to address challenges impacting both Disease Control and Environmental Health. The EH staff understand that direction might come from different managers. Chase's management of finances, Lilian stepping into new areas of responsibility and Orlantha working to keep activities and organizational needs seamless, has positioned the Yakima Health District to be more prepared for this unforeseen tragedy than in years passed. Ryan possessing both the skill set as a registered sanitarian and experience to lead the team having held the role of an Environmental Health Director prior to becoming the COO, is fortunate and valuable to the Yakima Health District. YHD will work together to offer support to Ryan as he fulfills two roles.

- **RESOLUTIONS:**

<b>RESOLUTION 2017-04:</b> Authorizing the signature for checking accounts for advanced travel and revolving fund.	<b>FIRST:</b> Rand Elliott <b>SECOND:</b> Ron Anderson <input checked="" type="checkbox"/> <i>Approved</i> <input type="checkbox"/> <i>Declined</i> <input type="checkbox"/> <i>Amend</i>
<b>RESOLUTION 2017-05:</b> Authorizing the appointment of investing officers of the Yakima Health District.	
<b>RESOLUTION 2017-06:</b> Authorizing the appointment of auditing officers of the Yakima Health District.	

- **Impact on the Yakima Health District due to delayed Capital budget approval  
Environmental Health Solid Waste Program**

Due to the not yet approved capital budget, our Coordinated Prevention Grant (CPG) in the amount of about 84K/year which the Yakima Health District receives through the Department of Ecology is impacted in our Environmental Health Solid Waste Program. The Hirst Decision (water rights) is delaying the budget from being approved. Due to this delay the Yakima Health



# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

District has been notified that we will not receive reimbursement for any services or activity provided in our Solid Waste Program. The Yakima Health District is currently postponing routine solid waste inspections unless it is a high priority. The grant funds inspections of landfills, transfer sites, complaints, nuisance challenges related to hoarding or infestation.

## **Vital Records**

Another area impacted indirectly by the delayed capital budget approval is our Yakima Health District Vital Records division. YHD currently uses a state system called the Washington Health and Life Events System (WHALES) to issue birth and death records. This tool is currently supported by a Washington State administrative technical team who communicated anticipated impact to their team. When the YHD vital records team experiences WHALES technical/system difficulties, we are at this time, unable to access our state technical support as they are currently impacted by delays to funding. Our resolve is to make modifications internally to communicate to the community what our challenge is and accommodate customers in other ways until further notice.

- **State Budget**

Last year, the board supported a resolution that addressed a concept called Foundational Public Health Services, that stated, Washington should be paying for certain services that we feel are fundamental to serving the community like epidemiology and Communicable Disease Control. The state in a tight budget year with the McCleary Decision on education allowed for 5 million dollars per year for the biennial for a total of \$10 million. This amount is significantly lower than what we were planning for. We were planning for \$40 million, hoping for \$20 million, and received \$10 million. This still allows for some additional funding to flow. Andre will have a meeting Friday July 28, 2017 with the steering committee for Foundational Public Health Services (FPHS) to discuss how the money will be distributed. The state was interested in modernization, how we are taking the system and transitioning for improved communities in the future. Part of the conversation will be about how we can support each other through a shared services platform. Counties that are strong in programs or services, i.e. tuberculosis control services would become a provider to neighboring counties that might not have the same capacity. The funds would create added responsibility upon those who receive the money. The work we currently do would justify use of the funds, but it is yet to be determined, how the money can be used. This will be a negotiation between all the state departments and jurisdictions.

- **Naloxone**-The Yakima Health District had a reprieve in supporting the Sheriff's office. We discussed how the Sheriff was interested in the possibility of distributing Naloxone through their department by their deputies. YHD was under a tight deadline to offer guidance and support to the Sheriff's office with a prior due date of July 30, 2017. The date has changed to the end of the fiscal year, which has allowed YHD to offer more guidance. Melissa Sixberry, has contacted the Sheriff's office and we await their response to continue a conversation around appropriate medical protocol, physician's signature, policy on temperature allowances and how long





# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

Naloxone is kept before getting it to someone who is in distress. YHD is offering consultative support.

- **The Medication Take-Back Program**-We have continued a conversation with the Sheriff's office about purchasing a medication take back box for them that would be located at the Zillah Lakes location. Lilian Bravo is currently operating as the point person with the Sheriff's office.
- **Billboard-Health Department**  
The Washington State Department of Health (WSDOH) in Olympia had funding in marijuana prevention and wanted to specifically target Yakima due to the perception that Yakima has a higher rate of marijuana use among Hispanic teens. A group of 60 local Yakima youth leaders helped craft the message on the billboard, reading, "We don't need pot to have fun, we're Hispanics.... we're COOL by Default." The billboard had an image of five Hispanic youth next to the messaging. Some people in the Yakima County community expressed offense at the billboard. Julie Graham, WSDOH spokeswoman communicated that, "it was clear from the reaction on social media, that some people were offended." The Washington State Department of Health announced that they will remove the billboard Tuesday August 1, 2017. Some people in our local community mistake the Washington State Department of Health with the Yakima Health District (YHD). YHD had nothing to do with the messaging and were not part of the planning for the billboard messaging. Hopefully with the new Director of Public Health Partnerships role, the Yakima Health District will be able to be part of discussions around health-conscious messages in our community

## 8. **HEALTH OFFICER:** Melissa Sixberry for Dr. Spitters

- **Stakeholder Meeting: to address revision of Washington State HIV exposure and Transmission Laws, Yakima Health District, 3:00-5:00PM**  
Dr. Spitters will be attending this meeting to collaborate with others in the state to identify ways to reduce the stigma around HIV and laws that limit who can be contacted once someone is identified as being infected with HIV.
- **Zika**  
The CDC is changing guidelines around the Zika virus issue in the form of a 13-page report. The state lost some of its funding so we are not able to do state lab testing for Zika, except for the uninsured, otherwise it is all being done commercially through local labs vs. the state. The virus can cause microcephaly, a birth defect where a baby's head is smaller than babies of the same sex and age and can cause neurological deficits. The mosquito that has the Zika virus, does not live locally in Washington but people are exposed when they travel to Mexico, Florida, California and a lot of high Hispanic population areas. Dr. Spitters will consolidate the report that the Yakima



# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

Health District can use to get information out to providers. The Yakima Health District will assist the labs in understanding what testing they are ordering and how to follow the algorithm.

## 9. **DISEASE CONTROL:** Melissa Sixberry

- **Needle Exchange (Naloxone Update)**

We have been distributing Naloxone on the first Friday of the month. July 7<sup>th</sup>, 2017, we provided seven additional Naloxone kits. The Yakima Health District has administered 28/50 kits. We have 2 doses per kit. The Yakima Health District is in conversation with the University of Washington to request another shipment of Naloxone kits.

- **Foodborne Investigation Training**

Melissa Sixberry (Director of Disease Control) and Paul Garcia (Environmental Health Specialist) will both be in Spokane, WA next to attend this training a good follow-up to this past week's events, where the Yakima Health District received complaints of foodborne illness from individuals that ate at Chipotle restaurant. Environmental Health (EH) Specialist (Alison Towsley) and Director of Disease Control (Melissa Sixberry) have worked together to investigate and address this occurrence. Chipotle experienced an E. coli outbreak on the east coast so the state has been very involved and wanting to know what is going on with the Yakima Health District (YHD) case. YHD suspects our case is one of Norovirus.

- **Fiesta de Salud, Saturday July 29, 2017 10A-2P**

The Yakima Health District will participate in one of the biggest health fairs in Yakima. It is sponsored by Fiesta Foods, Farm Workers, Virginia Mason Memorial and the Memorial Foundation. YHD staff will provide information on communicable disease, hygiene, Breast Cervical Colon Health Program (BCCHP) and free HIV and syphilis testing.

## 10. **CHIEF OPERATING OFFICER:** Ryan Ibach

- **Commission of Hispanic Affairs (CHA)**

Ryan Ibach, Lilian Bravo and several Environmental Health staff met with the WA State Commission on Hispanic Affairs (CHA) last week. Representatives from CHA expressed their condolences for the loss of Dave Cole and expressed an interest to carry on his legacy by continuing a partnership with YHD and working together to identify health needs in the Hispanic community. One area identified was working on State Farm Worker Housing and the higher STD rate among the migrant farmworker community. Lilian will be working closely with the CHA.

- **Integrated Permit Management System→Accela Transition**

Yakima Health District Environmental Health staff are testing the Accela system and identifying what will need to be changed. The proposed live date will be in the Fall of 2017 or Winter 2018.





# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

## 11. ENVIRONMENTAL HEALTH: Ryan Ibach

- **Seasonal Pools**

The Environmental Health staff are busy inspecting seasonal pools. There are 85 pools that the Yakima Health District licenses and there are about 30 more pools to inspect before the end of the summer. Ryan anticipates that the goal of 30 pool inspections will be met within two to three weeks.

- **Temporary Food Vendors**

The Environmental Health staff are staying busy with inspecting Temporary Food Establishments (TFE's) at weekend events.

## 12. PUBLIC HEALTH PARTNERSHIPS: Lilian Bravo

- **Breast Cervical Colon Health Program (BCCHP) End Year Update**

The Yakima Health District (YHD) has been within budget which has not historically been the case. We are within budget due redistributing some of the services which is through coupon distribution, an idea thought up by Chase and Ryan to help keep track. The BCCHP program will be working with Community Health of Central Washington (CHCW) who received a grant from the Department of Health to increase colorectal cancer treatment. YHD will be providing technical assistance as CHCW works to figure out what the best practices will be. This relationship is a good opportunity to reinvigorate the partnership.

- **Yakima Health District Communications Strategy-Prezi by Lilian Bravo**

**Goals:** To effectively communicate our programs and services proactively and to make sure that the community sees the Yakima Health District as a resource.

**Strategy:** Develop an editorial calendar, make sure we have a good contact list of all our media and partners, establishing a story bank to help YHD keep track of success stories which we will use to communicate a variety of programs and services.

**Examples:** Seasonal Press Releases spanning, Spring, Summer, Fall, Winter and Emergency Alerts

## 13. OTHER BUSINESS-None

14. <b>MOTION:</b> Gail Weaver, BOH Chair motion to adjourn the meeting at 9:34am	<b>FIRST:</b> Ron Anderson <b>SECOND:</b> Barbara Harrer ✓ <i>Approved</i> <input type="checkbox"/> <i>Declined</i> <input type="checkbox"/> <i>Amend</i>
---	---

**YAKIMA HEALTH DISTRICT  
BOARD OF HEALTH**

**VOUCHERS APPROVAL**

The following vouchers/warrants are approved for payment:

<b>Fund 625-01 - From General Ledger Report (FMS)</b>		
<b>A/P Batch &amp; Cash Voucher#</b>	<b>Amount</b>	
375220 7/14/17	\$134,380.03	
375649 7/31/17	\$173,567.69	
Indirect Costs- Yakima County	\$1,251.25	
GIS Fixed Cost	\$555.25	
Purchasing Service Cost	\$26.50	
Technology Services Cost	\$13,010.25	
Inter-fund 107680	\$128.81	
Inter-fund 107771	\$1,274.20	
Inter-fund 107818	\$1,740.51	
Inter-fund 107957	\$18.00	
Total Claims & Warrants, above		\$325,952.49
Payroll Remittance to Key Bank B#107653	\$61,184.18	
87066	\$129,815.59	
87205	\$4,115.12	
87211	-\$40,746.79	
Total Payroll		\$154,368.10
<b>TOTAL PAYMENTS</b>		<b>\$480,320.59</b>

All of the above are approved for payment in the amount of **\$480,320.59** this 30th day of August, 2017.

\_\_\_\_\_  
**Board of Health Chair**



Yakima Health District  
1210 Ahtanum Ridge Drive  
Union Gap, WA 98903  
Phone (509) 249-6549  
Fax (509) 249-6649

## YAKIMA COUNTY HEALTH DISTRICT

For the month of July 2017

### REVIEW OF PRELIMINARY FINANCIAL STATEMENTS

#### 58.33% OF THE BUDGET

Year to date: as of June 2017	Net Income (Loss)		\$	156,952
<b>For the Month of July 2017- ACTUALS</b>	<b>Net Income (Loss)</b>		<b>\$</b>	<b>22,574</b>
subtotal			\$	179,526
prior period adjustment			\$	657
<b>Year to date: as of July 2017</b>	<b>Net Income (Loss)</b>		<b>\$</b>	<b>180,183</b>

#### Budget to Actual comparison- Year to date as of 7/31/2017

	Revenue		Expenditures	
Fiscal Year 2017 Total Adopted Budget	5,912,754		5,808,301	
<b>Allocated Budget YTD</b>	<b>3,449,107</b>		<b>3,388,176</b>	
Budget % to total adopted budget	58.33%		58.33%	
Subtotals Actuals	3,223,171	54.51%	2,963,779	51.03%
Actuals - Pass Thru Programs (Indirect Costs)	0		79,209	1.36%
<b>Total Actuals</b>	<b>3,223,171</b>		<b>3,042,988</b>	
Total actuals % to total adopted budget	54.51%		52.39%	
<b>Actual compared to total adopted budget</b>	<b>(2,689,583)</b>		<b>(2,765,313)</b>	
<b>Actual compared to allocated budget - YTD</b>	<b>(225,935)</b>		<b>(345,187)</b>	
<b>As of July 31, 2017</b>	Actual Revenue is less than budget by this amount		Actual Expenditure is less than budget by this amount	



**Yakima Health District  
Income Statement  
July 2017**

	Monthly			Year-to-Date			Year-End	
	Actual	Budget	Difference	Actual	Budget	Difference	2017 Budget	5 Mo's Remaining
<b>Revenue</b>								
Public Health Funding	87,707	87,707	0	613,948	613,947	1	1,052,481	438,533
Federal	18,467	61,715	(43,248)	332,013	432,006	(99,993)	740,582	408,569
State	11,561	14,796	(3,235)	90,124	103,573	(13,448)	177,553	87,429
Yakima County	12,500	12,500	-	87,500	87,500	-	150,000	62,500
Fees, Permits Licensing	112,233	103,111	9,121	734,899	721,780	13,120	1,237,337	502,438
Developmental Disabilities	180,314	209,567	(29,253)	1,304,148	1,466,967	(162,819)	2,514,801	1,210,653
Investment Income	5,941	3,333	2,608	60,443	23,333	37,110	40,000	(20,443)
Other	-	-	-	95	-	95	-	(95)
<b>Total Revenue</b>	<b>428,723</b>	<b>492,730</b>	<b>(64,007)</b>	<b>3,223,171</b>	<b>3,449,107</b>	<b>(225,935)</b>	<b>5,912,754</b>	<b>2,689,583</b>
<b>Expenses</b>								
Salaries & Wages	133,931	149,069	(15,138)	932,571	1,043,480	(110,909)	1,788,823	856,252
Benefits-Direct	51,271	54,503	(3,232)	347,850	381,523	(33,673)	654,040	306,190
Payroll Expense	185,202	203,572	(18,370)	1,280,421	1,425,003	(144,583)	2,442,863	1,162,442
Advertising	-	5,719	(5,719)	3,424	40,032	(36,609)	68,627	65,203
BOH Meeting Supplies	76	46	30	355	321	35	550	195
Computer Expense	487	-	487	1,406	-	1,406	-	(1,406)
Copies & Printing	1,988	1,814	175	15,382	12,695	2,687	21,763	6,381
Employee Recontion	1,334	42	1,292	1,373	292	1,081	500	(873)
Janitorial Services	1,665	2,512	(847)	16,420	17,584	(1,164)	30,144	13,724
Janitorial Supplies	-	167	(167)	1,645	1,167	479	2,000	355
Membership Dues	-	1,301	(1,301)	11,943	9,106	2,837	15,611	3,668
Office Supplies	475	815	(340)	8,044	5,706	2,338	9,781	1,738
Operating Supplies	812	1,126	(314)	5,586	7,881	(2,296)	13,511	7,925
Postage	618	653	(34)	5,154	4,568	587	7,830	2,676
Telephone	1,772	1,795	(24)	12,557	12,568	(11)	21,545	8,988
Professional Services - Accounting	-	333	(333)	9,626	2,333	7,292	4,000	(5,626)
Professional Services - County Indirect	1,251	1,251	-	8,759	8,759	-	15,015	6,256
Professional Services - Health Officer	3,400	7,083	(3,683)	35,913	49,583	(13,671)	85,000	49,088
Professional Services - Legal	-	1,427	(1,427)	8,315	9,987	(1,672)	17,120	8,805
Professional Services - Technology	13,010	13,010	0	91,072	91,071	1	156,122	65,050
Professional Services - Other	76,981	91,371	(14,390)	582,660	639,596	(56,936)	1,096,451	513,791
Provider Serv-Medical (Fed)	-	18,321	(18,321)	116,865	128,245	(11,380)	219,848	102,983
Provider Serv-Medical (State)	-	-	-	-	-	-	-	-
Provider Servies - Other	166,560	188,672	(22,112)	1,208,326	1,320,702	(112,375)	2,264,060	1,055,734
Contracted Services	714	2,104	(1,389)	14,010	14,726	(716)	25,244	11,234
Temp Worker	-	417	(417)	1,741	2,917	(1,176)	5,000	3,259
Client's Related Expenses	-	42	(42)	-	292	(292)	500	500
Interpreting Services	-	38	(38)	-	263	(263)	450	450
Laboratory & Pharmacy Supplies	140	271	(131)	3,113	1,896	1,217	3,250	137
Bank Fees	258	50	208	258	350	(92)	600	342
Fuel	834	1,717	(883)	5,692	12,020	(6,328)	20,605	14,913



**Yakima Health District**  
**Income Statement**  
**July 2017**

	Monthly			Year-to-Date			Year-End	
	Actual	Budget	Difference	Actual	Budget	Difference	2017 Budget	5 Mo's Remaining
<b>Expenses (Cont.)</b>								
Insurance	3,165	3,165	0	22,153	22,153	0	37,976	15,823
Miscellaneous	6	-	6	256	-	256	-	(256)
Operating Rental & Leases	4,130	4,748	(618)	37,997	33,234	4,763	56,973	18,976
Rent Storage	-	210	(210)	-	1,467	(1,467)	2,514	2,514
Repair & Maintenance	81	1,473	(1,392)	10,626	10,310	315	17,675	7,049
Small Tools & Minor Equipment	236	1,421	(1,185)	3,310	9,946	(6,636)	17,050	13,740
Training	325	435	(110)	6,456	3,048	3,408	5,225	(1,231)
Travel	5,578	5,693	(115)	36,131	39,850	(3,719)	68,315	32,184
Utilities	2,293	2,148	145	12,951	15,033	(2,082)	25,771	12,820
Close Out Indirect Program	(67,399)	(73,849)	6,450	(528,515)	(516,943)	(11,572)	(886,188)	(357,673)
Depreciation Expense	5,864	-	5,864	42,154	-	42,154	-	(42,154)
Less Pass-Through Expenses	(5,707)	(7,083)	1,376	(50,590)	(49,583)	(1,007)	(85,000)	(34,410)
<b>Total Expenses</b>	<b>406,149</b>	<b>484,025</b>	<b>(77,877)</b>	<b>3,042,988</b>	<b>3,388,176</b>	<b>(345,187)</b>	<b>5,808,301</b>	<b>2,765,313</b>
<b>Excess/(Loss on) Revenue</b>	<b>22,574</b>	<b>8,704</b>	<b>13,870</b>	<b>180,183</b>	<b>60,931</b>	<b>119,252</b>	<b>104,453</b>	<b>(75,730)</b>

**YAKIMA HEALTH DISTRICT**  
**Preliminary Monthly Financial Summary by Program for July 2017**  
**Budget YTD Percentage 58.33%**

Yrly Budget Rev Yrly budget Exp  
**5,912,754 5,808,301 Original**  
 58.33% 58.33%

Prog. No.	Program Description	Actual - Current Month			Actual - Year to Date (YTD)			Budget - Year To Date (YTD)			Budget Variance from YTD actual	Year to date	Year to date	Admin & Support Programs	Comments
		Revenue	Expense	Net	Revenue	Expense	Net	Revenue	Expense	Net	Amount (Over) or Under Budget	Actuals (Expenses only)	Budget (Expenses only)	Amount (Over) or Under Budget	
111	YHD Vehicles			211			2,237	-	(860)	860	1,377				
100	Administrator & Health Officer	5,941	0	5,941	60,443	(0)	60,443	23,333	12	23,322	37,122	196,789	190,680	(6,109)	Treasurer's Investment pool allocated unrealized gain/loss.
110	Information Systems	-	0	(0)	-	(0)	0	-	1	(1)	1	26,129	16,436	(9,693)	
113	Strategic Planning and Partnership	13,145	13,145	-	75,892	75,892	-	74,054	85,499	(11,445)	11,445				
114	Community Health Administration	-	-	-	-	(0)	0	-	3	(3)	3	13,544	38,416	24,872	
130	Building, Fixtures	-	-	-	-	-	-	-	(33,265)	33,265	(33,265)	36,211	41,937	5,726	
150	EH Administration	-	-	-	-	-	-	-	(10)	10	(10)	54,104	84,917	30,813	
160	Business Management	-	-	-	-	-	-	-	(11)	11	(10)	190,034	142,153	(47,882)	
161	Assets Replacement/PERS 1	1,549	1,491	58	9,270	9,270	-	-	15,362	(15,362)	15,362				
170	Personnel	-	-	-	-	-	-	-	1	(1)	1	11,703	2,415	(9,288)	
171	Agency Training	367	443	(76)	8,290	8,366	(76)	2,571	2,965	(394)	319				
172	HR Legal/Sound Employment	1,949	9,000	(7,051)	29,594	26,500	3,094	42,445	49,009	(6,565)	9,658				Reduced HR Fee
221	Health Outcome Proj-Pregnant Women	936	1,205	(269)	5,024	6,486	(1,462)	23,654	23,655	(2)	(1,460)				
225	Child Death Review	591	83	508	4,138	157	3,982	4,138	4,775	(637)	4,619				
290	Medicaid Admin Match- YHD	-	588	(588)	15,008	6,220	8,788	41,879	19,366	22,514	(13,726)				
309	Medical Records	646	938	(292)	4,425	2,393	2,031	4,196	4,843	(648)	2,679				
320	DOHCC - Immunizations	4,370	4,370	-	13,476	13,492	(16)	7,583	7,578	6	(22)				
321	DOHCC-Prenatal Hep B	1,758	1,095	663	24,766	20,987	3,779	11,213	11,928	(715)	4,494				
325	State Vaccine Monitoring	1,994	1,994	-	10,783	11,399	(615)	20,052	20,057	(5)	(611)				
329	PPHF Vtrecks IIS Interface	-	-	-	700	700	-	-	-	-	-				
331	STD - DOH staff	606	606	-	4,576	4,576	-	4,403	4,405	(2)	2				
332	STD- Yakima	16,839	11,669	5,170	114,809	91,758	23,051	117,986	136,212	(18,226)	41,278				Emp Salary down due to missing 2 FTE's.
349	Tuberculosis Program	18,731	17,837	894	148,180	143,328	4,852	145,336	152,079	(6,743)	11,595				
352	Adult Viral Hepatitis	5,354	4,146	1,208	29,734	28,675	1,059	24,826	27,197	(2,371)	3,430				
390	Other Comm Diseases	29,719	33,674	(3,954)	198,716	188,108	10,608	208,037	240,204	(32,168)	42,776				Emp Salary down due to missing 2 FTE's.
430	Colon Screening	152	-	152	13,548	12,398	1,150	13,099	13,255	(156)	1,307				
431	Breast/Cervical Cancer-Direct Services/Operation	8,670	11,575	(2,905)	199,389	201,104	(1,715)	199,004	187,338	11,666	(13,381)				
432	Komen Funding	-	-	-	3,560	3,560	-	3,731	3,733	(2)	2				
441	BCHP-Region: Mgmt. Costs	14,873	10,911	3,962	80,196	56,246	23,950	90,071	108,746	(18,675)	42,625				A budgeted deficit is driving the overage.
520	Drinking Water	1,860	3,161	(1,301)	15,850	18,171	(2,321)	11,188	7,399	3,789	(6,110)				
522	Water Quality- Sanitary Survey	-	1,398	(1,398)	3,449	11,166	(7,717)	8,633	5,360	3,274	(10,990)				
529	Water Quality/Nitrate Survey	-	-	-	-	-	-	-	-	-	-				
523	DOE Well Drilling Inspections	-	214	(214)	2,700	2,210	490	14,394	9,668	4,726	(4,236)				
530	Solid Waste Permits/Tonnage	581	2,759	(2,178)	29,486	37,518	(8,032)	35,863	32,604	3,260	(11,292)				
531	Solid Waste Nuisances	2,300	1,104	1,196	22,740	12,144	10,595	37,281	33,553	3,728	6,868				
532	Solid Waste Facilities	2,300	629	1,671	16,960	2,614	14,345	20,067	17,966	2,101	12,245				
533	Bio-Solids	1,243	106	1,137	7,553	1,558	5,994	4,503	3,202	1,301	4,693				
534	Proper Syringes Program Outreach	-	929	(929)	2,647	5,156	(2,509)	2,100	1,083	1,017	(3,526)				
540	OSS & Land Develop	27,539	29,635	(2,096)	197,997	181,730	16,267	167,207	152,273	14,935	1,333				

Internal Serv- Vehicles/Copiers	Personal Health Program	Environ. Health Program
Admin & Support	Communicable Disease Prog	Developmental Disability Program
Assets replacements/PERS1	Adult Hepatitis Program	Vital Records
Agency Trg/HR Legal	Breast & Colon Program	Indirect cost Rate Allocation



**YAKIMA HEALTH DISTRICT**  
**Preliminary Monthly Financial Summary by Program for July 2017**  
 Budget YTD Percentage 58.33%

Yrly Budget Rev Yrly budget Exp  
 5,912,754 5,808,301 Original  
 58.33% 58.33%

Prog. No.	Program Description	Actual - Current Month			Actual - Year to Date (YTD)			Budget - Year To Date (YTD)			Budget Variance from YTD actual	Year to date	Year to date	Admin & Support Programs	Comments
		Revenue	Expense	Net	Revenue	Expense	Net	Revenue	Expense	Net	Amount (Over) or Under Budget	Actuals (Expenses only)	Budget (Expenses only)	Amount (Over) or Under Budget	
550	Vector	746	565	181	5,224	4,783	441	5,224	6,035	(811)	1,252				
560	Food Inspections	37,424	27,606	9,818	231,639	214,519	17,120	220,984	213,627	7,357	9,763				
561	Food Education	18,866	3,647	15,219	51,841	20,561	31,280	46,915	54,403	(7,488)	38,769				
562	School Food Program	-	212	(212)	1,497	5,438	(3,941)	11,842	8,832	3,010	(6,951)				
563	Itinerant Food Program	3,578	2,568	1,010	18,922	13,030	5,892	19,723	20,679	(957)	6,849				
580	Water Recreation & Camps	282	6,091	(5,809)	37,036	31,393	5,643	33,630	31,837	1,793	3,850				
680	Developmental Disability	180,314	179,253	1,061	1,304,148	1,300,513	3,635	1,466,967	1,468,898	(1,930)	5,565				
710	Vital Records	16,210	13,902	2,308	128,056	107,113	20,943	126,000	84,370	41,630	(20,688)				
790	Epidemiology	5,772	5,563	209	52,478	48,611	3,867	40,403	46,650	(6,246)	10,114				
794	PHEPR-Bio Terrorism	797	797	-	33,383	33,383	-	109,523	111,509	(1,986)	1,986				
811	Assessment	721	-	721	5,050	553	4,498	5,050	5,833	(783)	5,281				
888	Indirect Cost Rate Allocation			(1,452)			(80,868)	-	-	-	(80,868)				Indirect allocation loss due to expenses being down in direct programs
999	Printers & Copiers			-			(579)	-	(11,682)	11,682	(12,262)				
	<b>GRAND TOTAL</b>	<b>428,723</b>	<b>404,908</b>	<b>22,574</b>	<b>3,223,171</b>	<b>2,963,779</b>	<b>180,183</b>	<b>3,449,107</b>	<b>3,388,176</b>	<b>60,931</b>	<b>119,252</b>				

**TOTALS BY DEPARTMENT**

Personal Health Program	1,527	1,876	(349)	24,170	12,863	11,307	69,671	47,796	21,875	(10,568)
Breast & Colon Program	23,695	22,486	1,209	296,693	273,307	23,386	305,905	313,073	(7,167)	30,553
Adult Hepatitis Program	5,354	4,146	1,208	29,734	28,675	1,059	24,826	27,197	(2,371)	3,430
Communicable Disease Prog	81,156	77,746	3,410	577,959	525,905	52,054	564,259	629,789	(65,531)	117,585
Environ. Health Program	97,516	81,420	16,096	678,922	595,374	83,548	749,075	710,019	39,057	44,492
Developmental Disability Program	180,314	179,253	1,061	1,304,148	1,300,513	3,635	1,466,967	1,468,898	(1,930)	5,565
Admin & Support	19,086	13,145	5,941	136,335	75,892	60,443	97,388	52,240	45,147	15,296
Internal Serv- Vehicles/Copiers			211			1,658	-	(12,543)	12,543	(10,885)
Indirect cost Rate Allocation			(1,452)			(80,868)	-	-	-	(80,868)
Vital Records	16,210	13,902	2,308	128,056	107,113	20,943	126,000	84,370	41,630	(20,688)
Assets replacements/PERS1	1,549	1,491	58	9,270	9,270	-	-	15,362	(15,362)	15,362
Agency Trg/HR Legal	2,316	9,443	(7,127)	37,884	34,866	3,018	45,015	51,974	(6,959)	9,977
	<b>428,723</b>	<b>404,908</b>	<b>22,574</b>	<b>3,223,171</b>	<b>2,963,779</b>	<b>180,183</b>	<b>3,449,107</b>	<b>3,388,176</b>	<b>60,931</b>	<b>119,252</b>

**Reconciliation to Income Statement**

**Activities of Pass-Through & Indirect Programs**

111 YHD Vehicles	(211)	(2,237)
888 Indirect Costs Programs	1,452	80,868
999 Printing/Copiers	-	579
	<u>1,241</u>	<u>79,209</u>

**Reconciliation to Income Statement**

406,149 3,042,988

Internal Serv- Vehicles/Copiers	Personal Health Program	Environ. Health Program
Admin & Support	Communicable Disease Prog	Developmental Disability Program
Assets replacements/PERS1	Adult Hepatitis Program	Vital Records
Agency Trg/HR Legal	Breast & Colon Program	Indirect cost Rate Allocation

**YAKIMA HEALTH DISTRICT**  
**2017 Cash Flow Report- from FMS REPORT**  
**(Cash Basis Accounting)**

	1/31/2017	2/28/2017	3/31/2017	4/30/2017	5/31/2017	6/30/2017	7/31/2017
Beginning Cash	132,273	8,812	19,647	3,944	22,552	18,430	8,543
Transfers From Investment		239,000	204,732	311,000	279,179	396,400	243,995
Receipts /Deposits	929,575	382,951	371,031	417,430	443,631	403,854	909,746
<b>TOTAL CASH AVAILABLE</b>	<b>1,061,848</b>	<b>630,763</b>	<b>595,409</b>	<b>732,374</b>	<b>745,362</b>	<b>818,684</b>	<b>1,162,284</b>
<b>MINUS</b>							
Payroll Outlays	140,976	144,463	144,308	142,197	147,975	162,611	154,368
Transfers Out (Payments to Yakima County Departments)	16,075	20,429	18,041	17,479	16,461	26,596	18,005
Vouchers Payables Paid	328,985	248,124	317,315	327,847	253,496	260,774	307,948
Transfer to investment	567,000	198,100	111,800	222,300	309,000	360,160	664,193
<b>TOTAL CASH OUTLAY/TRANSFER</b>	<b>1,053,035</b>	<b>611,117</b>	<b>591,465</b>	<b>709,822</b>	<b>726,932</b>	<b>810,141</b>	<b>1,144,514</b>
<b>ENDING BALANCE - CASH ( Fund 01 only)</b>	<b>8,812</b>	<b>19,647</b>	<b>3,944</b>	<b>22,552</b>	<b>18,430</b>	<b>8,543</b>	<b>17,770</b>
Temporary Investment Fund 01	6,038,747	5,997,847	5,904,915	5,816,215	5,846,036	5,809,796	6,229,994
<b>TOTAL CASH &amp; CASH EQUIVALENTS- FUND 1 ONLY</b>	<b>6,047,559</b>	<b>6,017,494</b>	<b>5,908,859</b>	<b>5,838,767</b>	<b>5,864,466</b>	<b>5,818,339</b>	<b>6,247,764</b>

<b>TOTAL CASH &amp; CASH EQUIVALENT- ALL FUNDS</b>	<b>6,047,559</b>	<b>6,017,494</b>	<b>5,908,859</b>	<b>5,838,767</b>	<b>5,864,466</b>	<b>5,818,339</b>	<b>6,247,764</b>
--	------------------	------------------	------------------	------------------	------------------	------------------	------------------

MONTHLY EXPENSES BASED ON YEARLY BUDGET divided by 12	507,358	507,358	507,358	507,358	507,358	507,358	507,358
NUMBER OF MONTHS - OPERATING CASH AVAILABLE Fund 01 only	12	12	12	12	12	11	12
NUMBER OF DAYS - OPERATING CASH AVAILABLE	358	356	349	345	347	344	369

<b>BUDGET YEAR</b>	<b>Y2017</b>
<b>BUDGET (ADOPTED ON 10/26/16 MTG)</b>	
<b>OPERATION</b>	<b>5,808,301</b>
<b>ENHANCED PROGRAM</b>	<b>280,000</b>
<b>FULL BUDGET</b>	<b>6,088,301</b>