



# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

## BOARD OF HEALTH

### Meeting Agenda & Minutes



**July 26, 2017  
8:30 am**



# YAKIMA HEALTH DISTRICT

## Prevention Is Our Business Board of Health

### Agenda

Wednesday, July 26, 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.
  - \* June 28, 2017 Yakima Health District (YHD) Board of Health minutes
  - \* Payment of accounts payable and payroll issued in June 2017 in the amount of \$449,981.31
5. **Financial Report:** Chase Porter (please see pages 8-13)
6. **Motion** to approve the Preliminary Financial Report for the month of June 2017
7. **Board Business:** André Fresco
  - a. Dave Cole: 12 years of public service
  - b. Resolution 2017-04 – Authorizing Appointment of Auditing Officers of YHD
  - c. Resolution 2017-05 – Authorizing Appointment of Investing Officers of YHD
  - d. Resolution 2017-06 – Authorizing Appointment of Signature for Checking Accounts
8. Health Officer: Melissa Sixberry (for Dr. 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:

#### Upcoming Board of Health Meetings

August 30, 2017

8:30 a.m.

September 27, 2017

8:30 a.m.

<http://yakimahealthdistrict.org>



# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

## Board of Health Minutes

June 28, 2017

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

### **PRESENT**

Ron Anderson, Commissioner  
Barbara Harrer, Mayor, Town of Harrah  
Gail Weaver, Citizen Member, Board Chair  
Mike Leita, Commissioner  
Maureen Adkison, Yakima City Council

### **ABSENT**

Jesse Farias, Citizen Member  
Rand Elliott, Commissioner

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

Lilian Bravo  
Rose Carter  
Orlantha Coleman  
Andre Fresco  
Ryan Ibach  
Chase Porter  
Melissa Sixberry  
Dr. Chris Spitters

### **GUESTS AND PRESS**

Jean Mendoza-FOTC

2. **WELCOME AND INTRODUCTIONS**, Rose Carter is the new Public Health Technician effective May 2017 and is working in the Breast Cervical Colon Health Program (BCCHP). Rose previously worked at Memorial Hospital for 10 years and is happy to be part of the Yakima Health District team.

3. **AUDIENCE PARTICIPATION**-None

4. **CONSENT AGENDA: MOTION**

<b>MOTION:</b> Gail Weaver asked the Board members to approve the June 28, 2017 Yakima Health District Consent Agenda	<b>FIRST:</b> Barbara Harrer <b>SECOND:</b> Mike Leita <input checked="" type="checkbox"/> <i>Approved</i> <input type="checkbox"/> <i>Declined</i> <input type="checkbox"/> <i>Amend</i>
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**The following items were adopted upon approval of the consent agenda:**

- May 31, 2017 Yakima Health District Board of Health Minutes
- Approval of accounts payable and payroll issued in May 2017 in the amount of \$417,931.95



# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

## 5. BUDGET REPORT: Chase Porter

### May 2017

We had a monthly gain of \$46K bringing our year-to-date excess-revenue to approximately \$146K. Our revenue is under budget by about \$145K and our expenses are under budget by about \$248K. Our expected federal revenue is down by about \$69K due to the PHEPR, Public Health Emergency Preparedness and Response, program. We budgeted for a full-time equivalent which is currently unfilled. Ryan Ibach, our Chief Operating Officer is filling the role on a part-time basis. As a result, we did not expend as much as we anticipated for the PHEPR program. Secondly, the Developmental Disabilities program is down by \$109K mainly due to provider services, as well as promotions and advertising that have not been used. The 2018 goal will be to develop a communications strategy and plan through the new Public Health Partnerships Director, Lilian Bravo. The lower than expected revenue in those two programs are being offset by over performance in investment income, \$33K.

- Annual budgeted revenues and expenditures are \$5.9M and \$5.8M, respectively.
- May year-to-date budgeted revenue and expenditures are \$2.5M and \$2.4M, respectively.
- May year-to-date actual revenue and expenditures are \$2.3M and \$2.2M, respectively.

6. <b>MOTION:</b> Gail Weaver, BOH Chair motion to approve the preliminary financial report for the month of May 2017	<b>FIRST:</b> Ron Anderson <b>SECOND:</b> Barbara Harrer <input checked="" type="checkbox"/> <i>Approved</i> <input type="checkbox"/> <i>Declined</i> <input type="checkbox"/> <i>Amend</i>
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## 7. BOARD BUSINESS: Andre Fresco, YHD Executive Director

Jeff Emmons, Emergency Management Director, has been an asset and supportive around recent wildfire smoke issues in the valley.

### **YHD involvement with the Blue Zones initiative**

This initiative continues to gain momentum in Yakima. The intent is to bring the Yakima community together to focus on improved health and best practices for healthy living that have succeeded around the world. The Health and Well-Being Coalition that is supporting the Blue Zones Initiative is a subcommittee of the local Chamber of Commerce. The Yakima Health District is an advisor to the Chamber and happy to support the inclusion of the City of Yakima, governmental health agencies and local governments as part the conversation. The next step in the process is to bring in an assessment team to interview community members, research best practices and determine a plan of intervention. This assessment stage will cost \$24-40K. Andre indicated his interest in financially supporting this process and the board expressed their interest in other organizations providing funding as well. The board indicated its comfort in being a financial partner but not paying the full amount of this assessment.



# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

- **Update on support to the Sheriff's Office (Naloxone and Medication Take-Back)**  
Sheriff Winter is interested in distribution of Naloxone in his department. YHD is advising on proper procedures for storing and distributing in compliance with medical protocol and legal liability.
- **Medication Take-Back**  
The Medication Take-Back program is currently operating in other cities that allow people from the community to safely discard their unused or expired medication. YHD would not be involved in the transfer of the medication but would fund a box at \$800 as gesture of support and a motivator for others to plan for implementation of Medication Take-Back boxes in their respective cities. The Sunnyside and Yakima Police Departments currently have these boxes. Norm Johnson and Steve Altmeyer have been working at the state level to advocate for similar programs. Sheriff Winter would like a box in the Zillah Sheriff's Office. Andre thought that the Yakima Valley Conference of Governments (YVCOG) may be interested in partnering on similar projects for all the cities in Yakima County, which was supported Mike Leita and Maureen Adkison.
- **Potential YHD emergency preparedness investment in State Fair Park** – Andre explained that CDC funding for Public Health Emergency Preparedness and Response (PHEPR) flows from the federal government to the state and then ultimately to our district. Andre and Ryan are working closely with our state partners to determine if Yakima County could host a Federal Medical Site for sheltering medical patients during a statewide disaster. A representative from the Department of Health and Human Services (HHS) Assistant Secretary for Preparedness and Response for our region met in Yakima and toured the State Fair Park. Conversations with Greg Stewart have involved discussions about the use of the State Fair Park as a Federal Medical Site (FMS). The State Fair Park was determined to have suitable buildings but currently lacks a generator for the Sun Dome and other buildings on the campus.
- **Discussion of YHD support for City of Yakima commercial kitchen business incubator** – the city received initial funds to research a location and investments for a commercial kitchen/incubator. The Yakima Health District is interested in a potential partnership that would expand access to mobile food vendors who are required to conduct prep work in a commercial kitchen.

## 8. HEALTH OFFICER: Dr. Chris Spitters

- **State Budget**  
One of the most palpable impacts related to a delayed State budget approval would be closing most of the state public health laboratory's activity. YHD and most other LHJs rely on this direct service for most or all of their TB, STD and HIV testing. All such testing would be interrupted and the laboratory's activity would be limited to rabies, measles and emergency preparedness/bioterrorism related testing.
- **YHD Bulletin:**  
This June 2017 bulletin will disseminate in July and will focus on Pertussis. We are in the midst of an outbreak of 50 cases to-date. The bulletin will emphasize vigilance for detecting new cases and promoting appropriate practice with respect to diagnosis, treatment and management of close contacts.
- **Mumps**  
There has been one new case in the last week or two, five total to-date for the year. Overall, the statewide outbreak has slowed down greatly.



# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

- **Limitations to New Diagnostics for Gastroenteritis**

Laboratory testing for detection of organism causing gastroenteritis has evolved from growing the organism in culture (old) to detecting the organism's DNA (new). A downside for public health of this innovation is the absence of an organism upon which to conduct additional testing that provides valuable epidemiologic information. Another limitation of this technology is that false positive results appear to be common for certain organisms (for example, campylobacteriosis).

- **STD's**

For many years, syphilis transmission has been primarily among men who have sex with men, but recent increases in heterosexual transmission have been observed locally and throughout the state. This raises concern for and risk of infected pregnant women delivering (or losing) babies with congenital syphilis.

9. **CHIEF OPERATING OFFICER:** Ryan Ibach,

- **Direct Therapy**

Melissa Sixberry, County IT and Ryan have been working to implement direct therapy through Skype to manage medication administration within the TB program to save time and money impacted by home visits.

- **Year End Reports**

Ryan has been working with Jeff Emmons on the Yakima Health District Emergency Management Continuity of Operations Plan (COOP).

10. **PUBLIC HEALTH PARTNERSHIPS:** Lilian Bravo

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

The team screened 850 individuals for breast, cervical and colon cancer. Of those 850 individuals, 11 were identified and diagnosed with cancer and received treatment.

- **Vaccines for Children**

24 clinics received an assessment of their protocols related to vaccines. 15 of the 24 clinics had violations, approximately 62%. Jessica Van Doren has been offering technical assistance to help the clinics to make sure each clinic is up to standard.

11. **DISEASE CONTROL:** Melissa Sixberry

- **Pertussis (whooping cough),**

We had quite a few cases of Pertussis initially, which is currently on the down swing with 51 cases which began in the lower valley. 43 of the 52 cases are in the lower valley; eight are in the Yakima County. Overall, we are seeing two-three cases per week.

- **Mumps**

We have one new case last week reported in Yakima.



# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

- **Campylobacter**

This is commonly high in the summer. Melissa spoke with KNDO, KIT radio and the Yakima Herald Republic on proper food handling, hand washing and appropriate temperatures to educate the community on preventative measures.

- **Naloxone**

During needle exchange, seven naloxone kits were distributed and is well received in the community.

## 12. ENVIRONMENTAL HEALTH: Ryan Ibach

- **Federal Emergency Management Agency**

Dave Cole is currently at the Federal Emergency Management Agency training in Anniston, Alabama where he is receiving environmental health specific training related to mass sheltering, vectors, mosquito, water and waste management.

- **Mobile Food Units**

Environmental Health Staff continue to work with Code Enforcement and the City of Yakima to bring mobile food vendors in compliance with safety regulations.

- **Homelessness Tiny House Project**

Dave has been in collaboration with the City of Yakima and YVCOG on the tiny house project for the homeless. The Yakima Health District is primarily functioning as a consultant to help project managers understand how to manage waste water.

- **Wildfire**

The Yakima Health District is collaborating with the Department of Ecology to clarify our role as an advisor on issues involving smoke in the area. The Yakima Health District is also in communication with the Clean Air Authority, and Dr. Spitters for health alerts and notifications to schools and the community.

## 13. OTHER BUSINESS:

Gail Weaver, BOH Chair, adjourned the meeting at 9:36a.m.

**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>
373434 5/15/17	\$145,480.11
373866 5/31/17	\$108,526.99
373901 5/31/17	-\$524.91
374235 5/31/17	\$13.85
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 107105	\$1,260.86
Inter-fund 107148	\$311.68
Inter-fund 107252	\$45.00
<b>Total Claims &amp; Warrants, above</b>	<b>\$269,956.83</b>
Payroll Remittance to Key Bank	
B#107129	\$51,468.96
86377	\$144,891.47
86466	-\$4,421.62
86471	-\$3,895.00
86473	-\$39,258.30
107390	-\$810.39
<b>Total Payroll</b>	<b>\$147,975.12</b>
<b>TOTAL PAYMENTS</b>	<b>\$417,931.95</b>

All of the above are approved for payment in the amount of **\$417,931.95** this 28th day of June, 2017.

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**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 June 2017

### REVIEW OF PRELIMINARY FINANCIAL STATEMENTS

#### 50.00% OF THE BUDGET

Year to date: as of May 2017	Net Income (Loss)	\$ 145,504	
<b>For the Month of June 2017- ACTUALS</b>	<b>Net Income (Loss)</b>	<b>\$ 11,448</b>	
subtotal		\$ 156,952	
prior period adjustment		\$ -	
<b>Year to date: as of June 2017</b>	<b>Net Income (Loss)</b>	<b>\$ 156,952</b>	

#### Budget to Actual comparison- Year to date as of 6/30/2017

	Revenue		Expenditures	
Fiscal Year 2017 Total Adopted Budget	5,912,754		5,808,301	
<b>Allocated Budget YTD</b>	<b>2,956,377</b>		<b>2,904,151</b>	
Budget % to total adopted budget	50.00%		50.00%	
Subtotals Actuals	2,787,226	47.14%	2,552,048	43.94%
Actuals - Pass Thru Programs (Indirect Costs)	0		78,226	1.35%
<b>Total Actuals</b>	<b>2,787,226</b>		<b>2,630,274</b>	
Total actuals % to total adopted budget	47.14%		45.28%	
<b>Actual compared to total adopted budget</b>	<b>(3,125,528)</b>		<b>(3,178,027)</b>	
<b>Actual compared to allocated budget - YTD</b>	<b>(169,151)</b>		<b>(273,876)</b>	
<b>As of June 30, 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**  
**June 2017**

	Monthly			Year-to-Date			Year-End	
	Actual	Budget	Difference	Actual	Budget	Difference	2017 Budget	6 Mo's Remaining
							2017 Budget	6 Mo's Remaining
<b>Revenue</b>								
Public Health Funding	87,707	87,707	0	526,241	526,241	1	1,052,481	526,240
Federal	66,694	61,715	4,979	306,324	370,291	(63,967)	740,582	434,258
State	4,132	14,796	(10,664)	78,563	88,777	(10,213)	177,553	98,990
Yakima County	12,500	12,500	-	75,000	75,000	-	150,000	75,000
Fees, Permits Licensing	107,284	103,111	4,173	622,667	618,669	3,998	1,237,337	614,670
Developmental Disabilities	185,365	209,567	(24,202)	1,123,834	1,257,401	(133,566)	2,514,801	1,390,967
Investment Income	5,605	3,333	2,272	54,502	20,000	34,502	40,000	(14,502)
Other	95	-	95	95	-	95	-	(95)
<b>Total Revenue</b>	<b>469,382</b>	<b>492,730</b>	<b>(23,348)</b>	<b>2,787,226</b>	<b>2,956,377</b>	<b>(169,151)</b>	<b>5,912,754</b>	<b>3,125,528</b>
<b>Expenses</b>								
Salaries & Wages	150,963	149,069	1,894	798,640	894,412	(95,771)	1,788,823	990,183
Benefits-Direct	52,405	54,503	(2,098)	296,579	327,020	(30,441)	654,040	357,461
Payroll Expense	203,368	203,572	(204)	1,095,219	1,221,432	(126,212)	2,442,863	1,347,644
Advertising	81	5,719	(5,638)	3,424	34,314	(30,890)	68,627	65,203
BOH Meeting Supplies	23	46	(23)	279	275	4	550	271
Computer Expense	460	-	460	919	-	919	-	(919)
Copies & Printing	1,472	1,814	(342)	13,394	10,882	2,512	21,763	8,369
Employee Recognition	-	42	(42)	39	250	(211)	500	461
Janitorial Services	2,762	2,512	250	14,755	15,072	(317)	30,144	15,389
Janitorial Supplies	236	167	70	1,645	1,000	645	2,000	355
Membership Dues	109	1,301	(1,192)	11,943	7,806	4,138	15,611	3,668
Office Supplies	455	815	(360)	7,568	4,891	2,678	9,781	2,213
Operating Supplies	1,265	1,126	139	5,184	6,756	(1,571)	13,511	8,327
Postage	934	653	282	4,536	3,915	621	7,830	3,294
Telephone	1,839	1,795	44	10,785	10,773	13	21,545	10,760
Professional Services - Accounting	-	333	(333)	9,626	2,000	7,626	4,000	(5,626)
Professional Services - County Indirect	1,251	1,251	-	7,508	7,508	-	15,015	7,508
Professional Services - Health Officer	7,140	7,083	57	32,513	42,500	(9,988)	85,000	52,488
Professional Services - Legal	2,145	1,427	718	8,315	8,560	(245)	17,120	8,805
Professional Services - Technology	13,010	13,010	0	78,062	78,061	1	156,122	78,061
Professional Services - Other	74,174	91,371	(17,196)	505,680	548,226	(42,546)	1,096,451	590,771
Provider Serv-Medical (Fed)	21,407	18,321	3,086	110,299	109,924	375	219,848	109,549
Provider Serv-Medical (State)	-	-	-	-	-	-	-	-
Provider Servs - Other	171,693	188,672	(16,978)	1,041,766	1,132,030	(90,264)	2,264,060	1,222,294
Contracted Services	10,129	2,104	8,026	13,296	12,622	674	25,244	11,948
Temp Worker	-	417	(417)	1,741	2,500	(759)	5,000	3,259
Client's Related Expenses	-	42	(42)	-	250	(250)	500	500
Interpreting Services	-	38	(38)	-	225	(225)	450	450
Laboratory & Pharmacy Supplies	252	271	(19)	2,973	1,625	1,348	3,250	277
Bank Fees	-	50	(50)	-	300	(300)	600	600
Fuel	723	1,717	(994)	4,858	10,303	(5,445)	20,605	15,747



**Yakima Health District**  
**Income Statement**  
**June 2017**

	Monthly			Year-to-Date			Year-End	
	Actual	Budget	Difference	Actual	Budget	Difference	2017 Budget	6 Mo's Remaining
<b>Expenses (Cont.)</b>								
Insurance	3,165	3,165	0	18,988	18,988	0	37,976	18,988
Miscellaneous	37	-	37	250	-	250	-	(250)
Operating Rental & Leases	5,630	4,748	883	33,868	28,487	5,381	56,973	23,105
Rent Storage	-	210	(210)	-	1,257	(1,257)	2,514	2,514
Repair & Maintenance	810	1,473	(663)	10,544	8,838	1,707	17,675	7,131
Small Tools & Minor Equipment	-	1,421	(1,421)	2,663	8,525	(5,862)	17,050	14,387
Training	779	435	344	6,131	2,613	3,519	5,225	(906)
Travel	5,364	5,693	(329)	30,554	34,158	(3,604)	68,315	37,761
Utilities	1,927	2,148	(221)	10,659	12,886	(2,227)	25,771	15,112
Close Out Indirect Program	(73,593)	(73,849)	256	(461,116)	(443,094)	(18,022)	(886,188)	(425,072)
Depreciation Expense	5,864	-	5,864	36,291	-	36,291	-	(36,291)
Less Pass-Through Expenses	(6,977)	(7,083)	106	(44,883)	(42,500)	(2,383)	(85,000)	(40,117)
<b>Total Expenses</b>	<b>457,934</b>	<b>484,025</b>	<b>(26,091)</b>	<b>2,630,274</b>	<b>2,904,151</b>	<b>(273,876)</b>	<b>5,808,301</b>	<b>3,178,027</b>
<b>Excess/(Loss on) Revenue</b>	<b>11,448</b>	<b>8,704</b>	<b>2,743</b>	<b>156,952</b>	<b>52,227</b>	<b>104,725</b>	<b>104,453</b>	<b>(52,499)</b>

## YAKIMA HEALTH DISTRICT

## Preliminary Monthly Financial Summary by Program for June 2017

Budget YTD Percentage 50.00%

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

47.14% 43.94%

50.00% 50.00%

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	
Prog. No.	Program Description	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			292			2,026		-	(738)	738	1,289		
100	Administrator & Health Officer	5,605	(0)	5,605	54,502	(0)	54,502	20,000	10	19,990	34,512	172,613	163,440	(9,173)
110	Information Systems	-	0	(0)	-	(0)	0	-	1	(1)	1	22,185	14,088	(8,097)
113	Strategic Planning and Partnership	16,188	20,816	(4,628)	62,747	62,747	-	63,475	73,285	(9,810)	9,810			
120	Community Health Administration	-	-	-	-	-	-	-	3	(3)	3		32,928	23,874
130	Building, Fixtures			-			(0)		(28,513)	28,513	(28,513)	31,178	35,946	4,768
150	EH Administration	-	0	(0)	-	-	-	-	(9)	9	(9)	52,491	72,786	20,295
160	Business Management			-				-	(9)	9	(9)	162,833	121,845	(40,988)
161	Asset Replacement/PERS 1	95	23	72	7,721	7,779	(58)	-	13,168	(13,168)	13,110			
170	Personnel			-				-	1	(1)	1	10,762	2,070	(8,692)
171	Agency Training	3,495	3,495	-	7,923	7,923	-	2,204	2,542	(338)	338			
172	HR Legal/Sound Employment	(2,673)	-	(2,673)	27,644	17,500	10,144	36,381	42,008	(5,627)	15,771			Reduced HR Fee
221	Health Outcome Proj-Pregnant Women	1,483	1,916	(432)	4,088	5,281	(1,193)	#	20,275	20,276	(2)	(1,192)		
225	Child Death Review	591	74	518	3,547	74	3,474		3,547	4,093	(546)	4,020		
290	Medicaid Admin Match- YHD	-	540	(540)	15,008	5,632	9,376	35,897	16,599	19,298	(9,922)			
309	Medical Records	596	222	374	3,779	1,455	2,323	3,597	4,152	(555)	2,878			
320	DOHCC - Immunizations	3,304	3,304	-	9,106	9,122	(16)	6,500	6,495	5	(21)			
321	DOHCC-Prenatal Hep B	2,033	1,371	663	23,008	19,892	3,116	9,611	10,224	(613)	3,729			
325	State Vaccine Monitoring	3,359	3,359	-	8,789	9,405	(615)	17,188	17,192	(4)	(611)			
329	PPHF Vtrecks IIS Interface	-	-	-	700	700	-	-	-	-	-			
331	STD - DOH staff	661	661	-	3,970	3,970	-	3,774	3,776	(2)	2			
332	STD- Yakima	16,839	11,742	5,096	97,971	80,089	17,882	101,131	116,754	(15,623)	33,504			Emp Salary down due to missing 2 FTE's.
349	Tuberculosis Program	18,731	22,600	(3,869)	129,449	125,491	3,958	124,574	130,354	(5,780)	9,738			
352	Adult Viral Hepatitis	2,192	4,884	(2,691)	24,380	24,529	(149)	21,280	23,312	(2,033)	1,883			
390	Other Comm Diseases	29,719	31,156	(1,437)	168,997	154,435	14,562	178,317	205,890	(27,573)	42,135			Emp Salary down due to missing 2 FTE's.
430	Colon Screening	1,799	1,666	133	10,362	9,383	979	11,228	11,362	(134)	1,113			
431	Breast/Cervical Cancer-Direct Services/Operation	38,348	41,466	(3,118)	186,531	185,722	809	170,575	160,576	10,000	(9,190)			
432	Komen Funding	-	-	-	3,560	3,560	-	3,198	3,200	(2)	2			
441	BCHP-Region: Mgmt. Costs	6,474	-	6,474	65,323	45,334	19,988	#	77,204	93,211	(16,007)	35,995		
520	Drinking Water	1,010	1,812	(802)	13,990	15,011	(1,021)	#	9,590	6,342	3,248	(4,269)		
522	Water Quality- Sanitary Survey	3,200	2,900	300	3,449	9,768	(6,318)	#	7,400	4,594	2,806	(9,124)		
529	Water Quality/Nitrate Survey	-	-	-	-	-	-	-	-	-	-			
523	DOE Well Drilling Inspections	-	562	(562)	2,700	1,996	704	12,338	8,287	4,051	(3,347)			
530	Solid Waste Permits/Tonnage	2,752	4,045	(1,293)	28,905	34,759	(5,854)	#	30,740	27,946	2,794	(8,648)		
531	Solid Waste Nuisances	3,318	1,705	1,612	20,440	11,040	9,400	31,955	28,760	3,195	6,205			
532	Solid Waste Facilities	2,457	344	2,113	14,660	1,985	12,674	17,200	15,400	1,801	10,874			
533	Bio-Solids	3,085	199	2,885	6,310	1,452	4,857	3,860	2,745	1,116	3,742			
534	Proper Syringes Program Outreach	606	967	(360)	2,647	4,227	(1,581)	1,800	929	872	(2,452)			
540	OSS & Land Develop	38,846	27,100	11,746	170,458	152,095	18,363	143,321	130,520	12,801	5,562			

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 June 2017

Budget YTD Percentage 50.00%

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

47.14% 43.94%

50.00% 50.00%

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						
550	Vector	746	1,122	(376)	4,478	4,218	260	4,478	5,173	(696)	955					
560	Food Inspections	31,287	28,073	3,214	194,215	186,913	7,301	189,415	183,109	6,306	995					
561	Food Education	2,054	3,840	(1,786)	32,975	16,914	16,061	40,213	46,631	(6,419)	22,480					
562	School Food Program	-	1,108	(1,108)	1,497	5,226	(3,729) #	10,150	7,570	2,580	(6,309)					
563	Itinerant Food Program	3,277	2,912	365	15,344	10,462	4,882	16,905	17,725	(820)	5,702					
580	Water Recreation & Camps	-	6,099	(6,099)	36,754	25,302	11,452	28,826	27,289	1,537	9,915					
680	Developmental Disability	185,365	186,517	(1,152)	1,123,834	1,121,260	2,574	1,257,401	1,259,055	(1,655)	4,228					
710	Vital Records	19,524	18,164	1,361	111,846	93,211	18,635	108,000	72,317	35,683	(17,048)					
790	Epidemiology	5,772	3,548	2,224	46,706	43,048	3,659	34,632	39,986	(5,354)	9,013					
794	PHEPR-Bio Terrorism	16,520	16,520	-	32,586	32,586	-	93,877	95,579	(1,703)	1,703					
811	Assessment	721	128	594	4,329	553	3,776	4,329	5,000	(672)	4,448					
888	Indirect Cost Rate Allocation			(1,264)			(79,673)			-	-	(79,673)				Indirect allocation loss due to expenses being down in direct programs
999	Printers & Copiers			-			(579)			-	(10,014)	10,014	(10,593)			
		<b>GRAND TOTAL</b>			<b>469,382</b>	<b>456,962</b>	<b>11,448</b>	<b>2,787,226</b>	<b>2,552,048</b>	<b>156,952</b>	<b>2,956,377</b>	<b>2,904,151</b>	<b>52,227</b>	<b>104,725</b>		

## TOTALS BY DEPARTMENT

Personal Health Program	2,075	2,529	(454)	22,643	10,987	11,656	59,718	40,968	18,750	(7,094)				
Breast & Colon Program	46,621	43,132	3,489	265,776	243,999	21,777	262,205	268,348	(6,144)	27,921				
Adult Hepatitis Program	2,192	4,884	(2,691)	24,380	24,529	(149)	21,280	23,312	(2,033)	1,883				
Communicable Disease Prog	81,737	78,092	3,645	496,803	448,159	48,644	483,651	539,820	(56,169)	104,813				
Environ. Health Program	109,158	99,310	9,848	581,406	513,954	67,452	642,065	608,588	33,477	33,975				
Developmental Disability Program	185,365	186,517	(1,152)	1,123,834	1,121,260	2,574	1,257,401	1,259,055	(1,655)	4,228				
Admin & Support	21,793	20,816	977	117,249	62,747	54,502	83,475	44,778	38,698	15,805				
Internal Serv- Vehicles/Copiers			292			1,447		-	(10,751)	10,751	(9,304)			
Indirect cost Rate Allocation			(1,264)			(79,673) #		-	-	-	(79,673)			
Vital Records	19,524	18,164	1,361	111,846	93,211	18,635	108,000	72,317	35,683	(17,048)				
Assets replacements/PERS1	95	23	72	7,721	7,779	(58)	-	13,168	(13,168)	13,110				
Agency Trg/HR Legal	822	3,495	(2,673)	35,567	25,423	10,144	38,585	44,550	(5,965)	16,109				
				<b>469,382</b>	<b>456,962</b>	<b>11,448</b>	<b>2,787,226</b>	<b>2,552,048</b>	<b>156,952</b>	<b>2,956,377</b>	<b>2,904,151</b>	<b>52,227</b>	<b>104,725</b>	

## Reconciliation to Income Statement

## Activities of Pass-Through &amp; Indirect Programs

111 YHD Vehicles	(292)	(2,026)
888 Indirect Costs Programs	1,264	79,673
999 Printing/Copiers	-	579
	<b>973</b>	<b>78,226</b>
Reconciliation to Income Statement	<b>457,934</b>	<b>2,630,274</b>

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
Beginning Cash	132,273	8,812	19,647	3,944	22,552	18,430
Transfers From Investment		239,000	204,732	311,000	279,179	396,400
Receipts /Deposits	929,575	382,951	371,031	417,430	443,631	403,854
<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>MINUS</b>						
Payroll Outlays	140,976	144,463	144,308	142,197	147,975	162,611
Transfers Out (Payments to Yakima County Departments)	16,075	20,429	18,041	17,479	16,461	26,596
Vouchers Payables Paid	328,985	248,124	317,315	327,847	253,496	260,774
Transfer to investment	567,000	198,100	111,800	222,300	309,000	360,160
<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>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>
Temporary Investment Fund 01	6,038,747	5,997,847	5,904,915	5,816,215	5,846,036	5,809,796
<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>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>

MONTHLY EXPENSES BASED ON YEARLY BUDGET divided by 12

NUMBER OF MONTHS - OPERATING CASH AVAILABLE Fund 01 only

NUMBER OF DAYS - OPERATING CASH AVAILABLE

507,358	507,358	507,358	507,358	507,358	507,358
12	12	12	12	12	11
358	356	349	345	347	344

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

**YAKIMA HEALTH DISTRICT  
BOARD OF HEALTH**

**RESOLUTION AUTHORIZING SIGNATURE  
FOR CHECKING ACCOUNTS, FOR  
ADVANCED TRAVEL AND REVOLVING FUND**

**Resolution 2017-04**

**WHEREAS**, the Yakima Health District has established both Advanced Travel and Revolving Fund checking accounts;

**WHEREAS**, it is the best interest of the Yakima Health District to maintain more than one bank signatory; and,

**NOW, THEREFORE, BE IT HEREBY RESOLVED** that the Yakima Health District Board of Health authorize the following as signatories of the checking accounts mentioned above:

Lilian Bravo, Director of Public Health Partnerships  
Andre Fresco, Executive Director  
Ryan Ibach, Chief Operating Officer  
Chase Porter, Senior Accountant  
Melissa Sixberry, Director of Disease Control

This resolution supersedes Resolution No. 2017-01 and shall remain in place until it is revised.

**PASSED AND ADOPTED** this 26th day of July, 2017.

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Board of Health Chair

**YAKIMA HEALTH DISTRICT  
BOARD OF HEALTH**

**RESOLUTION AUTHORIZING THE  
APPOINTMENT OF INVESTING  
OFFICERS OF YAKIMA HEALTH DISTRICT**

**Resolution 2017-05**

**WHEREAS**, it is to the advantage of the Yakima Health District for funds to be invested without delay; and

**WHEREAS**, the Yakima County Treasurer will accept an order for the investment of funds, from those granted authorization, by resolution approved by the Board of Directors; and,

**NOW, THEREFORE, BE IT HEREBY RESOLVED** that the Yakima Health District Board of Health authorize the following to act as investing officers:

Lilian Bravo, Director of Public Health Partnerships  
Andre Fresco, Executive Director  
Ryan Ibach, Chief Operating Officer  
Chase Porter, Senior Accountant  
Melissa Sixberry, Director of Disease Control

This resolution supersedes Resolution No. 2017-02 and shall remain in place until it is revised.

**PASSED AND ADOPTED** this 26th day of July, 2017.

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Board of Health Chair

**YAKIMA HEALTH DISTRICT  
BOARD OF HEALTH**

**RESOLUTION AUTHORIZING THE  
APPOINTMENT OF AUDITING  
OFFICERS OF YAKIMA HEALTH DISTRICT**

**Resolution 2017-06**

**WHEREAS**, the Yakima Health District has established General Operating Funds (625-001) and Construction Funds (625-005);

**WHEREAS**, it is the best interest of the Yakima Health District to maintain more than one auditing officer; and,

**NOW, THEREFORE, BE IT HEREBY RESOLVED** that the Yakima Health District Board of Health authorize the following to act as auditing officers of the funds mentioned above:

Lilian Bravo, Director of Public Health Partnerships  
Andre Fresco, Executive Director  
Ryan Ibach, Chief Operating Officer  
Chase Porter, Senior Accountant  
Melissa Sixberry, Director of Disease Control

This resolution supersedes Resolution No. 2017-03 and shall remain in place until it is revised.

**PASSED AND ADOPTED** this 26th day of July, 2017.

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Board of Health Chair