



# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

## BOARD OF HEALTH

### Meeting Agenda & Minutes



**September 27, 2017  
8:30 am**

#### Upcoming Board of Health Meetings

October 25, 2017  
8:30 a.m.

December 6, 2017  
8:30 a.m.



# YAKIMA HEALTH DISTRICT

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## Board of Health Agenda

September 27, 2017, Wednesday

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.
  - \* August 30, 2017 Yakima Health District (YHD) Board of Health minutes
  - \* Payment of accounts payable and payroll issued in August 2017 in the amount of \$443,989.61
5. **Board Business:** André Fresco
  - a. State Audit of Yakima Health District (YHD)  
**Strategic Goal:** *Improved Efficiency and Effectiveness*; **Board Input:** *Board Awareness*
  - b. 2018 Proposed YHD Budget  
**Strategic Goal:** *Improved Efficiency and Effectiveness*; **Board Input:** *Board Review*
6. **Financial Report:** Chase Porter (please see pages 12-17)
7. **Motion** to approve the Preliminary Financial Report for the month of August 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

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## Board of Health Minutes

August 30, 2017, Wednesday

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

### PRESENT

Rand Elliott, Commissioner  
Barbara Harrer, Mayor, Town of Harrah  
Gail Weaver, Citizen Member, Board Chair  
Maureen Adkison, Yakima City Council  
Jesse Farias, Citizen Member  
Mike Leita, Commissioner

### ABSENT

Ron Anderson, Commissioner

### Yakima Health District (YHD) STAFF

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

### GUESTS AND PRESS

Verta Gonzalez

2. **WELCOME AND INTRODUCTIONS**-Verta Gonzalez joins the Yakima Health District team as the new student nurse intern from Washington State University (WSU). Verta will be with the Yakima Health District (YHD) team for about a month and is interested in both nursing and the public health field to bring access to vulnerable populations.
3. **AUDIENCE PARTICIPATION**-None
4. **CONSENT AGENDA: MOTION**

**MOTION:** Gail Weaver asked the Board members to approve the August 30, 2017 Yakima Health District Consent Agenda

**FIRST:** Mike Leita  
**SECOND:** Barbara Harrer  
 *Approved*  
 *Declined*  
 *Amend*

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

- July 26, 2017 Yakima Health District Board of Health Minutes
- Approval of accounts payable and payroll issued in July 2017 in the amount of \$480,320.59



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## 5. BOARD BUSINESS: Andre Fresco, YHD Executive Director

- **Auditing Officer Authorization: Voucher Certification and Approval-Signature**

To reflect the auditing officer changes, the County requires a Voucher Certification and Approval which includes each designated Auditing Officer signature and the Board of Health members' signatures. Future resolutions, specific to additions to Auditing Officers, will include this Voucher Certification and Approval.

- **Update on support to Sheriff's Office-Take Back Program**

The Yakima Health District continues to work with the Sheriff's Office to provide a Medication Take Back box at the Zillah Lakes location. The box was delivered. The Sheriff's office will manage the Medication Take Back box to include collecting discarded pharmaceuticals, inventory and transfer to the local drug enforcement agency representative that will dispose of it. This process mirrors strategy at the south first street Medication Take Back Box location. Lilian will be working with the Sheriff's office to provide a monthly update on how many pharmaceuticals have been collected. The Yakima Health District will identify which other cities have interest in a Medication Take Back box. Each city's law enforcement will be responsible for managing acquisition of the medication. The Yakima Health District will not participate in picking up or transferring the pharmaceuticals because some of the pharmaceuticals are illicit drugs and have street value which can pose a safety challenge that YHD staff are not trained to address. The Yakima Health District is spending about \$800 as an investment in public safety to support drug abuse prevention.

- **Potential YHD emergency preparedness investment in State Fair Park**

The Yakima Health District (YHD) continues to work with the State Fair Park to support an evacuation site for serious medical conditions in an emergency. Andre has been in communication with Greg Stewart about how the YHD can entertain a medical site at the State Fair without compromising business practices. Yakima is vulnerable in the State because our region lacks a facility to support an alternative emergency location and prevailing poverty would force some residents into emergency isolation. YHD participated in a meeting involving federal representatives from the Department of Health and Human Services. The group toured the Yakima County State Fair Park (YCSFP) and saw value in the (YCSFP) grounds as a location to facilitate an emergency medical site. The next step is to establish a memorandum of understanding, contracts and support. The YHD Public Health Emergency Preparedness and Response (PHEPR) money can fund a lot of the project costs and investments that would be required for implementation at our State Fair Park (i.e., a design review of the electrical system, a generator, and evaluation of energy/power requirements). The YHD will use State funds vs. local funds to pay for the investment. As an example, the SunDome does not have a back-up generator. The YHD worked with our partners at the State Department of Health to confirm that YHD PHEPR funds could be used to procure a generator. Andre will work with a State Fair Park-



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recommended engineering firm for electrical designs to identify what is necessary to support a generator and what infrastructure is needed. Steps towards implementation will resume after the Central WA State Fair is over on October 1, 2017.

Andre has been in conversation with the Director of Harris County Public Health Department, the County area surrounding Houston, and provided perspective on the needs in an emergency.

*[Mike Leita communicated that the State Fair Park is governed by the County]* Andre confirmed that the added value in YHD's investment is that the DOH and federal partners understand that YHD will be investing in County-owned property. The investments include regular use of facilities. As part the agreement, there will be on-going testing of the resources, in preparation for an emergency to strengthen the infrastructure. Jeff Emmons has also been involved with these conversations and planning.

- **Update on YHD Epi partnership with WSU and PNWU**

The YHD Epidemiology partnership has involved Andre meeting with the Dean's Office at Washington State University (WSU) at the College of Medicine in Spokane. YHD continues developing this partnership with the encouragement of Dr. Spitters to strengthen our local ability to provide the type of epi support for staff and the local medical community. The WSU team has been working with Lilian on the memorandum which has helped to push things forward. Andre has been in conversation with Pacific Northwest University (PNWU) and Dr. Watson who has expressed interest in being part of the partnership formally. This would expand the partnership to include the YHD, PNWU and WSU College of Medicine which will strengthen the partnership between public health and research medical schools. Our goal is implementation by Fall 2017. Resources for this program remain strong through our YHD PHEPR dollars. Both PNWU and WSU have communicated interest in assisting with the funding of the Epidemiologist position.

## 6. BUDGET REPORT: Chase Porter

### **July 2017 Budget Summary**

We had a monthly gain of about \$20K in excess revenue bringing our yearly total up to \$180K. A small \$657 prior-period adjustment is due to the Breast Cervical Colon Health Program (BCCHP) which expires at the end of June, however the invoicing remains open until mid-August. Provider services are coming in which we keep open so that we can bill back to the appropriate period for the specific grant. Additionally, the Developmental Disabilities (DD) Program advertising/public awareness expenses are low, as the YHD works to create a communications plan and balance service provision with promotion. *[The Board sought clarification on service to community through the DD program and below budget performance in the Solid Waste Program]*. YHD clarified that monies in the DD program are cost reimbursements that if not spent, do not remain with the organization. Additionally, for the Solid Waste Program, the Washington State capital budget is still pending. If



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YHD does not receive funds for the remainder of the year, we will cut back on services not personnel.

## **July 2017 Revenue and Expenditures**

- Annual budgeted revenues and expenditures are \$5.9M and \$5.8M, respectively.
- July year-to-date budgeted revenue and expenditures are both \$3.4M.
- July year-to-date actual revenue and expenditures are \$3.2M and \$3M, respectively.

### **• Federal Grant Audit**

The Washington State Auditors were on site at the Yakima Health District (from August 1-25, 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 additional unexpected revenue in the Medicaid Administrative Match Program. The audit went well overall. During this time, the auditors reviewed our statements to verify they are free of “misstatement”. The audit team focused on the BCCHP grant as it is our largest federal grant. Due to the BCCHP program July 1- June 31 fiscal year overlapping with our YHD calendar year. The federal government assigned two separate Catalog of Federal Domestic Assistance (CFDA) numbers (January-June) and (July-December) to track federal expenditures. Due to the issuance of two separate CFDA numbers, the auditors were required to conduct two separate program audits for essentially one program. Amy Farris, the CFO at the Washington State Department of Health verbally confirmed that in the future the auditors can audit the program as a cluster. Since it was not specifically stated in the Con-Con, the auditors were unable to audit the program as one program this time. The ability to audit the program as a cluster will be an option in the future. Chase and the staff were commended on the success of the audit.

- **Audit Exit Interview-** (All Board of Health Members invited)  
September 11, 2017 at 11AM  
Yakima Health District, RM 206, Suite “C”  
1210 Ahtanum Ridge Drive, Union Gap, WA. 98903

7. <b>MOTION:</b> Gail Weaver, BOH Chair motion to approve the preliminary financial report for the month of July 2017	<b>FIRST:</b> Barbara Harrer <b>SECOND:</b> Jesse Farias <input checked="" type="checkbox"/> <i>Approved</i> <input type="checkbox"/> <i>Declined</i> <input type="checkbox"/> <i>Amend</i>
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# YAKIMA HEALTH DISTRICT

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## 8. **HEALTH OFFICER:** Dr. Spitters

- **Stakeholder Meeting: to address revision of Washington State HIV exposure and Transmission Laws, Yakima Health District, 3:00-5:00PM**

Dr. Spitters attended this State Department of Health hosted meeting to collaborate with others in the State to identify ways to reduce the stigma around HIV and update laws that address public health management of intentional or negligent transmitters. In attendance was New Hope Clinic, a positive HIV patient and YHD staff. The focus was on destigmatizing and decriminalizing intentional or negligent HIV transmission.

Discussion covered the RCW that makes the intentional transmission of HIV a felony. Non-criminal, civil public health statutes and rules addressing this group are complex and of limited impact in many circumstances, in part because there is a 90-day expiring timeline on Health Officer orders regarding conduct endangering public health. If subject A is addressed involving a problematic situation and there are no repeat issues within 90 days but the problem recurs shortly thereafter (e.g., at day 97), the health officer cannot escalate but rather must reset the clock and repeat the prior directive. Even when a case would escalate, to detention, it is unclear what resources are available that allow us to impose the restrictions and provide the services that the law prescribes.

Dr. Spitters suggested that options going forward include the following: (1) to transfer the matter entirely to criminal prosecution and civil liability torts, (2) try a round of Health Officer orders and escalate directly to the court for involvement if subsequently warranted, bringing persons of concern to courts supervision more rapidly than the current law affords.

This process and conversation will continue with an invitation from Olympia for stakeholders to comment further. Our current laws are well intended yet don't always provide the solution for every challenge.

- **STD HIV Program**

The YHD staff are witnessing an increase in reported HIV cases during 2017. In the first half of the year, YHD received 17 newly reported HIV cases. Traditionally YHD receives eight to nine cases with variability from year-to-year. This years annualized rate is three to four times the historical pace. This might be a short-term aberration yet remains concerning. Diagnoses are primarily occurring among men who have sex with men (MSM) between the ages of 25-45, drug injectors, and heterosexual women who might have had sex with a drug injector. YHD alerted health care providers to make them aware of the increase, to encourage testing of MSM regularly for STD/HIV, promote use of the needle exchange among drug injecting patients, as well as



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referral for chemical dependency treatment. Also, promoted the use of pre-exposure HIV prophylaxis among high risk MSM.

- **Decreased Health Officer Billing**

This is largely in part due to reduction in TB cases, non-communicable disease, and lower requests for involvement with various non-communicable disease issues in the Yakima Valley that consumed more time in recent prior years.

*[Discussion: on the flooding in Houston, Texas: there has not been any announcements about potential public health threats in the media because of the water and debris resulting from the flooding due to Hurricane Harvey]*

8. **CHIEF OPERATING OFFICER:** Ryan Ibach

The Yakima Health District completed advertising for the Environmental Health Director position and will be conducting interviews on five candidates September 6, 2017. We hope to have a new addition to our team by the October 2017 Board of Health meeting.

- **Organizational Restructuring**

The Developmental Disabilities Program, was previously receiving oversight by Ryan Ibach. This role was intended and is ready to be transitioned and managed by the Director of Public Health Partnerships, Lilian Bravo.

- **Budget Planning Schedule for the BOH-** hand out (please see attachment).

There are no fee changes or proposals. The Yakima Health District will advertise a public notice for the adoption of the budget in the Yakima Herald in the beginning of October 2017. If the budget is not approved in October, it will be brought before the Board of Health in December 2017.

9. **ENVIRONMENTAL HEALTH:** Ryan Ibach

- **Positive E. Coli Result**

There were positive E. coli results from multiple tests conducted on drinking water in a Moxee mini-mart. YHD staff continue to work with both the State Department of Health and the owners of the mini-mart. One solution might be to connect to the City of Moxee. If not they may have to install a chlorinator.

- **Float Spa**

YHD received an application for a zero-gravity float spa. Patients can soak for 60 minutes in



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Epson salt as therapy for athletes and other. The Yakima Health District will be permitting the float spa's through our Water Recreation Program to regulate the filtration and safety. There are other float spas in the State, but this is the first for Yakima County.

- **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 is planned for the beginning of January 2018. Depending on implementation discoveries, this timeline could change.

*[Gail extended thanks to the team and Ryan for all his work and successful management of multiple roles]*

## 10. PUBLIC HEALTH PARTNERSHIPS: Lilian Bravo-Presentation

The Yakima Health District sent out 2 Press Releases in English and Spanish in response to recommendations at last month's Board of Health meeting. Three communication methods were used to get information out into the community.

- 1) **Press Releases**

- Smoke Advisory
- Back to School Immunizations

- 2) **Phone Interview-Yakima Herald Republic-Melissa Sixberry by Molly Rosbach**

- Naloxone Program

- 3) **August Community Health Fairs/Events related to the National Health Center week and National Night Out**

1. Fiesta de Salud (Yakima)
2. National Night Out (Yakima)
3. National Night Out (Toppenish)
4. YNHS Festival in the Parking Lot (Yakima)
5. YNHS Health Fair (Sunnyside)
6. YVFWC Health Fair (Wapato)
7. TCC Back to School Fair (Kennewick)
8. YVFWC Health Fair (Yakima)
9. International Overdose Awareness Event (Yakima)



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- **Certificate of Appreciation for the Breast Cervical Colon Health Program (BCCHP)**  
The Yakima Health District (YHD) BCCHP representatives have participated in this event for 10 years. Community attendees were primarily interested in information on STD and Environmental Health related inquiries.

## 11. DISEASE CONTROL: Melissa Sixberry

- **Needle Exchange (Naloxone Update)**  
In collaboration with Susan Kingston at the University of Washington who the Yakima Health District works with to get our grant for the Naloxone for opioid overdose reversal a survey is circulated during the needle exchange program. Laura Garcia, Kira Johnson, and Edith Maldonado have helped to provide the survey to clients that cover questions ranging from the type of drugs used (methamphetamines, heroin), if sharing needles/supplies, frequency of use and Susan will be consolidating the data and providing results of the findings which should be available at the September 27, 2017 Board of Health meeting. The survey provides good indications on impact of Naloxone in preventing overdoses. YHD continues to see an average of 90 people/week and exchanges 5,000 needles/week. Distribution is primarily to individuals in Yakima County. Our goal is to keep dirty needles off the street and reduce hepatitis and HIV transmission.
- **International Overdose Awareness-Franklin Park, Thursday August 24, 2017**  
Emily Contreras and Jessica Van Doren will be providing information on the Naloxone that is distributed during needle exchange.
- **Narcan kit 30-day follow-up review**  
The Yakima Health District learned of three witnessed overdoses resulting in successful reversal. One person of the three called EMS which is education we are stressing to the community because the Narcan will wear off and the opioid effects can persist. We are working to reverse fear around calling authorities during an overdose and informing people that they are not going to go to jail by calling 911.
- **Phone Interview-Yakima Herald Republic-Melissa Sixberry by Molly**  
Triumph Treatment Services is sponsoring the International Overdose Awareness event
- **Pertussis**  
Total cases are 67. There have not been any new reported cases since August 21, 2017. Prior to that the most recent report was August 9, 2017. With school starting, our hope is that no new cases will develop.



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## 12. OTHER BUSINESS

**Budget Planning Session**-is scheduled following the August 30, 2017 Board of Health meeting today here at the Yakima Health District, Executive Conference RM 206, Suite "C". Gail extended invitation for the Board of Health members to stay and attend the meeting.

**Hurricane Harvey**-Andre is receiving reports on the issues in Houston through NACCHO affiliation where agency directors who are managing aide to systems and people in those areas continue conversations around solutions to flooding due to Hurricane Harvey. The general approach is to address immediate emergent care and the elderly as the priority. People suffering from campylobacter related illnesses are less likely to receive expedited care. Some hospitals are closed and contaminated which is causing the development of medical evacuation sites to be in school cafeterias, small stadiums and small furniture stores. The strategy is to Triage (life or death and illness). In situations like these, there is no way to remedy challenges all at once.

**Communications Plan**-Lilian Bravo will be working on communication strategies that support both non-crisis (social media) and more prudent messages to reach the community for critical scenarios where access is limited to non-traditional methods of communication around food safety. The Yakima Health District is creating a strong system in the event of an emergency/disaster through collaboration with the Office of Emergency Management (OEM). The Yakima Health District has been working with OEM to establish a secure fiber optic connection to the OEM agency so that if all else failed, the Yakima Health District would still have emergency communications and remote access. The Yakima Health District is learning from challenges in other jurisdictions to better prepare for our own potential emergency events.

**13. MOTION:** Gail Weaver, BOH Chair motion to adjourn the meeting at 9:35am

**FIRST:** Rand Elliott  
**SECOND:** Mike Leita  
 *Approved*  
 *Declined*  
 *Amend*

**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>
376135 8/15/17	\$113,849.27
376512 8/31/17	\$161,922.64
376744 8/31/17	\$62.35
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 107913	\$1,294.79
Inter-fund 107935	\$277.13
Total Claims & Warrants, above	\$292,249.43
Payroll Remittance to Key Bank	
B#107915	\$58,054.72
87375	\$142,934.60
87537	-\$8,281.60
87544	-\$40,780.07
108201	-\$187.47
Total Payroll	\$151,740.18
<b>TOTAL PAYMENTS</b>	<b>\$443,989.61</b>

All of the above are approved for payment in the amount of **\$443,989.61** this 27th day of September, 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 August 2017

### REVIEW OF PRELIMINARY FINANCIAL STATEMENTS

#### 66.67% OF THE BUDGET

Year to date: as of July 2017	Net Income (Loss)	\$ 180,183	
<b>For the Month of August 2017- ACTUALS</b>	<b>Net Income (Loss)</b>	<b>\$ 37,602</b>	
subtotal		\$ 217,785	
prior period adjustment		\$ -	
<b>Year to date: as of August 2017</b>	<b>Net Income (Loss)</b>	<b>\$ 217,785</b>	

#### Budget to Actual comparison- Year to date as of 8/31/2017

	Revenue		Expenditures	
Fiscal Year 2017 Total Adopted Budget	5,912,754		5,808,301	
<b>Allocated Budget YTD</b>	<b>3,941,836</b>		<b>3,872,201</b>	
Budget % to total adopted budget	66.67%		66.67%	
Subtotals Actuals	3,665,244	61.99%	3,368,376	57.99%
Actuals - Pass Thru Programs (Indirect Costs)	0		79,084	1.36%
<b>Total Actuals</b>	<b>3,665,244</b>		<b>3,447,459</b>	
Total actuals % to total adopted budget	61.99%		59.35%	
<b>Actual compared to total adopted budget</b>	<b>(2,247,510)</b>		<b>(2,360,842)</b>	
<b>Actual compared to allocated budget - YTD</b>	<b>(276,592)</b>		<b>(424,742)</b>	
<b>As of August 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  
August 2017**

	Monthly			Year-to-Date			Year-End	
	Actual	Budget	Difference	Actual	Budget	Difference	2017 Budget	4 Mo's Remaining
<b>Revenue</b>								
Public Health Funding	87,707	87,707	0	701,655	701,654	1	1,052,481	350,826
Federal	24,255	61,715	(37,460)	356,268	493,721	(137,453)	740,582	384,314
State	11,468	14,796	(3,328)	101,593	118,369	(16,776)	177,553	75,960
Yakima County	12,500	12,500	-	100,000	100,000	-	150,000	50,000
Fees, Permits Licensing	121,102	103,111	17,991	856,001	824,891	31,110	1,237,337	381,336
Developmental Disabilities	178,993	209,567	(30,574)	1,483,141	1,676,534	(193,393)	2,514,801	1,031,660
Investment Income	6,048	3,333	2,714	66,491	26,667	39,824	40,000	(26,491)
Other	-	-	-	95	-	95	-	(95)
<b>Total Revenue</b>	<b>442,073</b>	<b>492,730</b>	<b>(50,657)</b>	<b>3,665,244</b>	<b>3,941,836</b>	<b>(276,592)</b>	<b>5,912,754</b>	<b>2,247,510</b>
<b>Expenses</b>								
Salaries & Wages	134,653	149,069	(14,416)	1,067,224	1,192,549	(125,325)	1,788,823	721,599
Benefits-Direct	51,310	54,503	(3,193)	399,160	436,027	(36,866)	654,040	254,880
Payroll Expense	185,963	203,572	(17,608)	1,466,384	1,628,575	(162,191)	2,442,863	976,479
Advertising	233	5,719	(5,486)	3,657	45,751	(42,095)	68,627	64,970
BOH Meeting Supplies	46	46	0	401	367	35	550	149
Computer Expense	460	-	460	1,866	-	1,866	-	(1,866)
Copies & Printing	2,880	1,814	1,066	18,262	14,509	3,753	21,763	3,501
Employee Recognition	-	42	(42)	1,373	333	1,039	500	(873)
Janitorial Services	2,410	2,512	(102)	18,830	20,096	(1,266)	30,144	11,314
Janitorial Supplies	338	167	171	1,983	1,333	650	2,000	17
Membership Dues	908	1,301	(393)	12,851	10,407	2,444	15,611	2,760
Office Supplies	708	815	(108)	8,751	6,521	2,230	9,781	1,030
Operating Supplies	244	1,126	(882)	5,830	9,007	(3,177)	13,511	7,681
Postage	636	653	(16)	5,790	5,220	570	7,830	2,040
Telephone	1,843	1,795	47	14,400	14,363	37	21,545	7,145
Professional Services - Accounting	-	333	(333)	9,626	2,667	6,959	4,000	(5,626)
Professional Services - County Indirect	1,251	1,251	-	10,010	10,010	-	15,015	5,005
Professional Services - Health Officer	5,058	7,083	(2,026)	40,970	56,667	(15,697)	85,000	44,030
Professional Services - Legal	1,238	1,427	(189)	9,552	11,413	(1,861)	17,120	7,568
Professional Services - Technology	13,010	13,010	0	104,082	104,081	1	156,122	52,040
Professional Services - Other	68,922	91,371	(22,449)	651,582	730,967	(79,385)	1,096,451	444,869
Provider Serv-Medical (Fed)	4,898	18,321	(13,422)	121,763	146,565	(24,802)	219,848	98,085
Provider Serv-Medical (State)	-	-	-	-	-	-	-	-
Provider Servies - Other	165,266	188,672	(23,406)	1,373,592	1,509,373	(135,781)	2,264,060	890,468
Contracted Services	176	2,104	(1,928)	14,186	16,829	(2,643)	25,244	11,058
Temp Worker	-	417	(417)	1,741	3,333	(1,593)	5,000	3,259
Client's Related Expenses	-	42	(42)	-	333	(333)	500	500
Interpreting Services	-	38	(38)	-	300	(300)	450	450
Laboratory & Pharmacy Supplies	11	271	(260)	3,124	2,167	957	3,250	126
Bank Fees	-	50	(50)	258	400	(142)	600	342
Fuel	879	1,717	(838)	6,571	13,737	(7,165)	20,605	14,034



**Yakima Health District  
Income Statement  
August 2017**

	Monthly			Year-to-Date			Year-End	
	Actual	Budget	Difference	Actual	Budget	Difference	2017 Budget	4 Mo's Remaining
<b>Expenses (Cont.)</b>								
Insurance	3,165	3,165	(0)	25,317	25,317	(0)	37,976	12,659
Miscellaneous	767	-	767	1,022	-	1,022	-	(1,022)
Operating Rental & Leases	5,265	4,748	517	43,262	37,982	5,280	56,973	13,711
Rent Storage	-	210	(210)	-	1,676	(1,676)	2,514	2,514
Repair & Maintenance	537	1,473	(936)	11,163	11,783	(621)	17,675	6,512
Small Tools & Minor Equipment	-	1,421	(1,421)	3,310	11,367	(8,057)	17,050	13,740
Training	60	435	(375)	6,516	3,483	3,033	5,225	(1,291)
Travel	4,785	5,693	(908)	40,916	45,543	(4,627)	68,315	27,399
Utilities	1,806	2,148	(341)	14,758	17,181	(2,423)	25,771	11,013
Close Out Indirect Program	(67,708)	(73,849)	6,141	(596,222)	(590,792)	(5,430)	(886,188)	(289,966)
Depreciation Expense	5,864	-	5,864	48,018	-	48,018	-	(48,018)
Less Pass-Through Expenses	(7,447)	(7,083)	(363)	(58,037)	(56,667)	(1,370)	(85,000)	(26,963)
<b>Total Expenses</b>	<b>404,471</b>	<b>484,025</b>	<b>(79,554)</b>	<b>3,447,459</b>	<b>3,872,201</b>	<b>(424,742)</b>	<b>5,808,301</b>	<b>2,360,842</b>
<b>Excess/(Loss on) Revenue</b>	<b>37,602</b>	<b>8,704</b>	<b>28,898</b>	<b>217,785</b>	<b>69,635</b>	<b>148,149</b>	<b>104,453</b>	<b>(113,332)</b>

## YAKIMA HEALTH DISTRICT

## Preliminary Monthly Financial Summary by Program for August 2017

Budget YTD Percentage 66.67%

Yrly Budget Rev 5,912,754  
66.67%  
Yrly budget Exp 5,808,301  
66.67%  
Original

			61.99% 57.99%														
			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	
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	Comments		
111	YHD Vehicles			259				2,496			(983)	983	1,513				
100	Administrator & Health Officer	6,048	0	6,048	66,491	(0)	66,491		26,667	13	26,653	39,838	222,445	217,920	(4,525)	Treasurer's Investment pool allocated unrealized gain/loss.	
110	Information Systems	-	0	(0)	-	0	(0)		-	1	(1)	1	31,359	18,784	(12,575)		
113	Strategic Planning and Partnership	10,579	9,740	839	86,471	85,632	839		84,633	97,713	(13,080)	13,919					
120	Community Health Administration	-	-	-	-	(0)	0		-	3	(3)	3	17,315	43,904	26,589		
130	Building, Fixtures						0		-	(38,017)	38,017	(38,017)	41,243	47,928	6,685		
150	EH Administration	-	-	-	-	-	-		-	(11)	11	(11)	55,346	97,048	41,702		
160	Business Management								-	(12)	12	(12)	216,127	162,460	(53,667)		
161	Assets Replacement/PERS 1	-	46	(46)	9,270	9,316	(46)		-	17,557	(17,557)	17,511					
170	Personnel								-	1	(1)	1	12,387	2,760	(9,627)		
171	Agency Training	367	-	367	8,657	8,366	292		2,938	3,389	(451)	742					
172	HR Legal/Sound Employment	6,063	198	5,865	35,657	26,698	8,959		48,508	56,011	(7,503)	16,462			Reduced HR Fee		
221	Health Outcome Proj-Pregnant Women	1,996	2,578	(582)	7,020	9,064	(2,044)	#	27,033	27,035	(2)	(2,042)					
225	Child Death Review	591	272	319	4,729	428	4,301		4,729	5,457	(728)	5,029					
290	Medicaid Admin Match- YHD	-	1,958	(1,958)	15,008	8,179	6,829		47,862	22,132	25,730	(18,901)			Waiting on MAC ~\$30K		
309	Medical Records	636	487	149	5,061	2,881	2,180		4,795	5,535	(740)	2,920					
320	DOHCC - Immunizations	1,585	3,319	(1,734)	15,061	16,811	(1,750)	#	8,667	8,660	7	(1,757)			Indirect cost partially reimbursed		
321	DOHCC-Prenatal Hep B	1,838	1,175	663	26,604	22,162	4,441		12,815	13,632	(817)	5,259					
325	State Vaccine Monitoring	2,896	2,896	-	13,679	14,295	(615)		22,917	22,922	(5)	(610)					
329	PPHF Vtrecks IIS Interface	-	-	-	700	700	-		-	-	-	-					
331	STD - DOH staff	1,238	1,238	-	5,814	5,814	-		5,032	5,034	(2)	2					
332	STD- Yakima	16,879	12,901	3,977	131,688	104,659	27,029		134,841	155,671	(20,830)	47,859			Emp Salary down due to missing FTE's.		
349	Tuberculosis Program	18,731	15,358	3,373	166,910	158,686	8,224		166,098	173,805	(7,707)	15,931					
352	Adult Viral Hepatitis	5,283	4,569	713	35,016	33,245	1,772		28,373	31,083	(2,710)	4,482					
390	Other Comm Diseases	29,719	35,565	(5,845)	228,436	223,673	4,763		237,756	274,519	(36,763)	41,526			Emp Salary down due to missing FTE's.		
430	Colon Screening	272	120	152	13,820	12,518	1,302		14,970	15,149	(179)	1,481					
431	Breast/Cervical Cancer-Direct Services/Operation	13,490	15,774	(2,284)	212,880	216,878	(3,999)	#	227,433	214,101	13,333	(17,331)			A budgeted gain is driving the underperformance.		
432	Komen Funding	-	-	-	3,560	3,560	-		4,264	4,267	(3)	3			A budgeted deficit is driving the overage.		
441	BCHP-Region: Mgmt. Costs	14,852	10,778	4,074	95,048	67,024	28,025		102,939	124,281	(21,343)	49,367			A budgeted deficit is driving the overage.		
520	Drinking Water	1,450	3,412	(1,962)	17,300	21,583	(4,283)	#	12,787	8,456	4,331	(8,614)			FTE hours more than expected due to unfunded assistance		
522	Water Quality- Sanitary Survey	-	2,984	(2,984)	3,449	14,150	(10,701)	#	9,867	6,125	3,741	(14,442)			Invoice timing, continuing work for 3rd Qtr billing that has not been submitted.		
529	Water Quality/Nitrate Survey	-	-	-	-	-	-		-	-	-	-			F-TIE hours less than expected. Waiting on 2nd Qtr billing which is ~\$5K.		
523	DOE Well Drilling Inspections	-	1,057	(1,057)	2,700	3,267	(567)		16,450	11,049	5,401	(5,968)			Tonnage Rev less than expected. Indirect cost partially reimbursed.		
530	Solid Waste Permits/Tonnage	400	2,606	(2,206)	29,886	40,124	(10,238)	#	40,987	37,261	3,725	(13,963)					
531	Solid Waste Nuisances	2,300	148	2,152	25,040	12,292	12,747		42,607	38,347	4,260	8,487					
532	Solid Waste Facilities	2,300	148	2,152	19,260	2,763	16,497		22,933	20,533	2,401	14,097					
533	Bio-Solids	-	248	(248)	7,553	1,807	5,746		5,147	3,659	1,487	4,259					
534	Proper Syringes Program Outreach	-	805	(805)	2,647	5,960	(3,314)		2,400	1,238	1,162	(4,476)			Increased FTE for Naloxone		
540	OSS & Land Develop	32,270	31,383	887	230,267	213,113	17,154		191,094	174,026	17,068	86					

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 August 2017

Budget YTD Percentage 66.67%

61.99% 57.99%

Yrly Budget Rev 5,912,754  
Yrly budget Exp 5,808,301  
Original 66.67%

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	896	(149)	5,970	5,679	292	5,970	6,897	(927)	1,219					
560	Food Inspections	37,259	23,233	14,026	268,898	237,752	31,145	252,553	244,145	8,408	22,737					
561	Food Education	2,728	3,150	(422)	54,569	23,711	30,858	53,617	62,175	(8,558)	39,416					
562	School Food Program	15,407	1,325	14,082	16,904	6,763	10,141	13,533	10,093	3,440	6,701					
563	Itinerant Food Program	4,858	3,537	1,321	23,780	16,567	7,213	22,540	23,633	(1,093)	8,306					
580	Water Recreation & Camps	1,648	6,450	(4,802)	38,684	37,843	841	38,434	36,385	2,049	(1,208)					
680	Developmental Disability	178,993	178,622	371	1,483,141	1,479,135	4,006	1,676,534	1,678,740	(2,206)	6,212					
710	Vital Records	20,402	16,799	3,603	148,458	123,912	24,546	144,000	96,423	47,577	(23,032)				FTE Hours higher than expected	
790	Epidemiology	5,772	7,066	(1,294)	58,250	55,677	2,574	46,175	53,314	(7,139)	9,712					
794	PHEPR-Bio Terrorism	1,754	1,754	-	35,137	35,137	-	125,169	127,439	(2,270)	2,270					
811	Assessment	721	-	721	5,772	553	5,219	5,771	6,667	(895)	6,114					
888	Indirect Cost Rate Allocation			(133)			(81,000)			-	-	(81,000)			Indirect allocation loss due to expenses being down in direct programs	
999	Printers & Copiers			-			(579)			-	(13,351)	13,351	(13,931)			
<b>GRAND TOTAL</b>		<b>442,073</b>	<b>404,597</b>	<b>37,602</b>	<b>3,665,244</b>	<b>3,368,376</b>	<b>217,785</b>	<b>3,941,836</b>	<b>3,872,201</b>	<b>69,635</b>	<b>148,149</b>					

## TOTALS BY DEPARTMENT

Personal Health Program	2,587	4,808	(2,221)	26,757	17,671	9,086	79,624	54,624	25,000	(15,914)	
Breast & Colon Program	28,615	26,672	1,943	325,308	299,979	25,328	349,606	357,797	(8,191)	33,519	
Adult Hepatitis Program	5,283	4,569	713	35,016	33,245	1,772	28,373	31,083	(2,710)	4,482	
Communicable Disease Prog	80,016	80,006	10	# 657,975	605,911	52,064	644,867	719,759	(74,892)	# 126,956	
Environ. Health Program	103,120	83,137	19,984	782,042	678,511	103,532	856,086	811,450	44,636	58,896	
Developmental Disability Program	178,993	178,622	371	1,483,141	1,479,135	4,006	1,676,534	1,678,740	(2,206)	6,212	
Admin & Support	16,627	9,740	6,887	152,962	85,632	67,330	111,300	59,703	51,597	15,733	
Internal Serv- Vehicles/Copiers			259			1,917		-	(14,335)	14,335	(12,418)
Indirect cost Rate Allocation			(133)			(81,000)	#	-	-	-	(81,000)
Vital Records	20,402	16,799	3,603	148,458	123,912	24,546	144,000	96,423	47,577	(23,032)	
Assets replacements/PERS1	-	46	(46)	9,270	9,316	(46)	-	17,557	(17,557)	17,511	
Agency Trg/HR Legal	6,431	198	6,233	44,314	35,064	9,251	51,446	59,399	(7,953)	17,204	
	<b>442,073</b>	<b>404,597</b>	<b>37,602</b>	<b>3,665,244</b>	<b>3,368,376</b>	<b>217,785</b>	<b>3,941,836</b>	<b>3,872,201</b>	<b>69,635</b>	<b>148,149</b>	

## Reconciliation to Income Statement

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

111 YHD Vehicles	(259)	(2,496)
888 Indirect Costs Programs	133	81,000
999 Printing/Copiers	-	579
	<b>(126)</b>	<b>79,084</b>
Reconciliation to Income Statement	<b>404,471</b>	<b>3,447,459</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	7/31/2017	8/31/2017
Beginning Cash	132,273	8,812	19,647	3,944	22,552	18,430	8,543	17,770
Transfers From Investment		239,000	204,732	311,000	279,179	396,400	243,995	299,000
Receipts /Deposits	929,575	382,951	371,031	417,430	443,631	403,854	909,746	399,211
<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>715,981</b>
<b>MINUS</b>								
Payroll Outlays	140,976	144,463	144,308	142,197	147,975	162,611	154,368	151,740
Transfers Out (Payments to Yakima County Departments)	16,075	20,429	18,041	17,479	16,461	26,596	18,005	16,415
Vouchers Payables Paid	328,985	248,124	317,315	327,847	253,496	260,774	307,948	275,834
Transfer to investment	567,000	198,100	111,800	222,300	309,000	360,160	664,193	263,000
<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>706,990</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>	<b>8,991</b>
<b>Temporary Investment Fund 01</b>	<b>6,038,747</b>	<b>5,997,847</b>	<b>5,904,915</b>	<b>5,816,215</b>	<b>5,846,036</b>	<b>5,809,796</b>	<b>6,229,994</b>	<b>6,193,994</b>
<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>6,202,985</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>	<b>6,202,985</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	507,358	507,358
12	12	12	12	12	11	12	12
358	356	349	345	347	344	369	367

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