



YAKIMA HEALTH DISTRICT

Prevention Is Our Business

BOARD OF HEALTH

Meeting Agenda & Minutes



**March 28, 2018
8:30 am**

Upcoming Board of Health Meetings

April 25, 2018
8:30 a.m.

May 30, 2018
8:30 a.m.



YAKIMA HEALTH DISTRICT

Prevention Is Our Business

Board of Health Agenda

Wednesday, March 28, 2018

1. Call meeting to order: 8:30a.m.
2. **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.

* February 28, 2018 Yakima Health District (YHD) Board of Health minutes

* Payment of accounts payable and payroll issued in February 2018 in the amount of \$408,153.07

3. **Board Business:** André Fresco

- a. **State Fair Park Contract for Electrical Engineering Study**

Strategic Goal: *Increase Community Partnerships*; **Board Input:** *Board Awareness*

- b. **Update on Appointing Board of Health Members**

Strategic Goal: *Efficiency and Effectiveness*; **Board Input:** *Board Awareness*

4. **Financial Report:** Chase Porter (pages 11-16)

Motion: to approve the Financial Report for the month of February 2018

Department Reports

5. Chief Operating Officer: Ryan Ibach
6. Health Officer: Dr. Teresa Everson
7. Disease Control: Melissa Sixberry
8. Environmental Health: Holly Myers
9. Public Health Partnerships: Ryan Ibach
10. Other Business:
11. Adjourn



YAKIMA HEALTH DISTRICT

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Board of Health Minutes

February 28, 2018, Wednesday

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

PRESENT

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

ABSENT

Mike Leita, Commissioner
Vacant, Citizen Representative

Yakima Health District (YHD) STAFF

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

GUESTS AND PRESS

Janice Corbin, HR Consultant

2. **EXECUTIVE SESSION:** The board went into executive session at 8:33a.m. to review the performance of Andre Fresco, Executive Director.

Regular session reconvened at 9:04a.m.

3. **WELCOME AND INTRODUCTIONS-** Dr. Kay Funk was welcomed and introduced to the Yakima Health District Staff and other Board of Health members.
4. **AUDIENCE PARTICIPATION-**None

CONSENT AGENDA: MOTION Gail Weaver entertained a motion to approve the February 28, 2018 Yakima Health District Consent Agenda	FIRST: Barbara Harrer SECOND: Rand Elliott <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:

- January 31, 2018 Yakima Health District Board of Health Minutes
- Approval of accounts payable and payroll issued in January 2018 in the amount of \$523,784.54

MOTION Gail Weaver entertained a motion to approve Andre's annual step increase	FIRST: Barbara Harrer SECOND: Rand Elliott <input checked="" type="checkbox"/> <i>Approved</i> <input type="checkbox"/> <i>Declined</i> <input type="checkbox"/> <i>Amend</i>
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5. BOARD BUSINESS: Andre Fresco, Yakima Health District (YHD) Executive Director

Board of Health Charter/Resolution- The Board of Health charter needs to be updated which includes appointing new board members. The citizen representative position will not be filled until we have this process defined through a newly established resolution. Commissioner Leita is taking lead on this issue. An update will be presented at the next board meeting March 28, 2018.

State Fair Park Contract for Electrical Engineering Study -The State Fair Park is identified as a possible location to serve as a federal medical site for the federal government and the State of Washington in the event of an emergency. YHD is funding an engineering study through YHD emergency preparedness monies that come from the state Department of Health, in the amount of (approximately 30K). As approved by the Board last month, Conley Engineering will study infrastructure at the State Fair Park and determine whether the Sun Dome can maintain and support a large generator. Both the YHD and county attorneys have reviewed the contract.

[Ryan added that Conley Engineering will begin this week to review the records of the sites at the State Fair Park. Next week Conley Engineering will meet with the State Fair Park personnel to discuss what is needed. The anticipated completion of study date is at the end of April 2018.]

[Dr. Kay Funk requested confirmation on the cost of the generator.]

[Andre confirmed that while generators can cost upwards of \$100K, the county jail might have one available that can be repurposed. Additionally, during the feasibility study conducted by Conley Engineering, the existing generator at the State Fair Park will be evaluated.]



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[Ryan clarified that part of the study will involve identifying how many generators are needed, as well as the type and size.]

Update on Health Officer Search

Dr. Everson will be the new Yakima Health District Health Officer. YHD has negotiated with Dr. Chris Spitters to remain as the Yakima Health District TB consultant. Dr. Everson is currently the Deputy Health Officer at Clark County and the Acting Director at Skamania County. YHD has been working over the past several months to iron out the contract and we have one to bring before the Board today. Dr. Everson is well regarded with a Master in Public Health, licensed in the State of Washington and is trained in preventative medicine. Another YHD goal is to enhance our Continuity of Operations Plan that will support a back-up Health Officer that meets legal standard if Dr. Everson is unavailable. The purpose of this effort is to strengthen the integrity of mandated services.

[Gail communicated that Dr. Everson is a good fit, knowledgeable, and excited to join YHD. Dr. Everson is new to Health Officer responsibilities so Dr. Spitters will continue to work with Dr. Everson.]

Resolutions,

MOTION: to approve Resolution 2018-01: a contract for Dr. Everson to work as the Public Health Officer of the Yakima Health District.

FIRST: Rand Elliott
SECOND: Dr. Kay Funk
 Approved
 Declined
 Amend

MOTION: to approve Resolution 2018-02: a contract for Dr. Spitters as tuberculosis consultant for the Yakima Health District.

FIRST: Barbara Harrer
SECOND: Rand Elliott
 Approved
 Declined
 Amend

Epidemiology Update

Lilian has been in conversation with representatives from the WSU College of Medicine. The contract is in their legal office to support a memorandum of understanding. Andre communicated that he and the WSU dean are concerned with the timeline which could cause termination of the partnership for this project.



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6. BUDGET REPORT: Chase Porter

Accounting Staffing Update

Dulce Jenck, an integral player in the YHD accounting department, submitted her resignation. Her last day will be March 9th, 2018. YHD is in the process of recruitment for the accountant role. The position closes March 14th, 2018.

January 2018 Budget Summary

We had a gain of revenue in the amount of about \$23K for the month of January. We are budgeted for more expenditures than revenue coming in due to the enhanced program. We are sitting on a reserve of approximately \$6 million. We are looking for ways to spend that down in a way that aides the community. YHD is working to determine the goals and establish those priorities.

January 2018 Revenue and Expenditures

- Annual budgeted revenues and expenditures are \$5.9M and \$6.1M, respectively.
- January monthly budgeted revenue and expenditures are \$498K and \$512K, respectively.
- January monthly actual revenue and expenditures are \$445K and \$422K, respectively.

Program Summary

Federal revenue is down, by \$31K, compared to budget, due to the Breast Cervical Colon Health Program (BCCHP) a preventative health care program. Everything that we received as far as service providers is from 2017 and we have yet to receive anything from 2018.

State Revenue is down, by \$5K, compared to budget, due to the Coordinated Prevention Grant (CPG) which is linked to the state capitol budget which just got passed so we are waiting for that grant to come through.

The largest monthly difference, \$14K, remains in the Developmental Disabilities Program. Lilian has been working hard to figure out ways to make services more available. We are trying to figure out how we can make the program more visible in the community.

Our largest expenditure difference is due to payroll for our nursing staff. Denny Flodin-Hursh retired at the end of December 2017 while YHD anticipated her working through September of 2018. We also have an additional nurse vacancy that we are close to filling.

Additionally, membership expenses are up due to renewing memberships this year. Environmental Health received a grant, \$18K, to purchase Surface Pros (small tools and equipment) in



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January. The Surface Pros will help EH staff perform their job with better efficiency in the field. There typically isn't a Vital Records revenue loss, but there was this past month due to the implementation of two new Point-of-Sale (POS) software systems (Cayenta and Accela). Orlantha and Chase have been devoting additional time to system implementation to train accounting and key administrative staff to support the POS software transition.

Enhanced Program

These programs were approved by the board as part of our banked revenue. The Board has been supportive of the Health District spending federal dollars first before using enhanced program monies. The enhanced program will be used to support activities including but not limited to; medication take-back boxes, bottled water for cities, Blue Zones project, and emergency support for the Washington State Fair Park in Yakima.

Foundational Public Health Services Summary

YHD is currently spending monies received in 2017 for 2018 activities. The Yakima Health District received \$138,900 from Foundational Public Health Services (FPHS) in October of 2017. State guidelines mandate that the Yakima Health District recognize the funds as revenue. These FPHS monies are recorded in December 2017 revenue even though spending is occurring now in the first part of 2018.

- The grant is on a fiscal contract period between (July 1, 2017 thru June 30, 2018).
- YHD is on a calendar year spanning (Jan 1, 2017 thru December 30, 2017).

FPHS's fiscal contract period versus the organization's calendar reporting period resulted in a reporting timing difference. Technology and Strategic Partnerships, are two programs that YHD is spending Foundational Public Health Services (FPHS) monies.

7. MOTION: Gail Weaver entertained a motion to approve the financial report for the month of January 2018.	FIRST: Barbara Harrer SECOND: Rand Elliott <input checked="" type="checkbox"/> <i>Approved</i> <input type="checkbox"/> <i>Declined</i> <input type="checkbox"/> <i>Amend</i>
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8. CHIEF OPERATING OFFICER: Ryan Ibach

We offered a new nurse position to Kalissa Scott who will be starting March 12th, 2018. She will be replacing Denny Flodin-Hursh. Yesterday YHD offered a position to an individual for the Environmental Health (EH) Specialist role to replace an employee that will be retiring after 26 years



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of service. YHD seeks to get the new EH Specialist onboard and trained. She is from Kittitas and will begin March 19th, 2018. Both staff will be present at the next Board of Health meeting March 28, 2018.

Performance Evaluation Restructuring

The Yakima Health District has restructured the staff performance evaluation process. The new process was introduced to the staff yesterday at the all agency meeting. YHD will begin conducting quarterly reviews with an annual evaluation.

Technology Platform

The Yakima Health District Environmental Health team received an FDA (Food & Drug Administration) grant to purchase technology to support field work while conducting inspections. We are considering the use of technology devices for direct observational therapy (DOT) and virtual kiosks at the front desk to aide completion of applications and online payments. Ryan will provide updates over the next few months on how that is moving forward.

9. ENVIRONMENTAL HEALTH: Ryan Ibach

The Yakima Health District partnered with the FDA, a federal government agency to become standardized in the way we conduct food inspections and evaluate food safety. At the end of the year, YHD hopes to be the first department in the state that has completed two standards.

March 1, 2018 there will be a change in the onsite program. Currently, when EH staff go out to assess septic systems, EH staff draw an as built of what the septic system looks like and scans the drawing, so it is available for public records. The new protocol will involve the installer/septic designers drawing and submitting those records which will be available to EH staff when doing the final inspection. This will reduce time demand and paperwork. Many other county health departments are managing this process in this manner. YHD had a meeting with the septic designers and installers who were in favor of this change.

10. DISEASE CONTROL: Melissa Sixberry

Influenza and RSV

H3N2 is the flu strain that has been most reported nationwide. This strain tends to have more severe symptoms which may be the reason for seven flu deaths in Yakima County. Last year we had three deaths. The deaths have been people over 40 years of age and/or immunocompromised.

Lead Funding

We continue to work on getting funding for lead case management. This funding will allow YHD to conduct case management on children with elevated lead levels. YHD will train our staff including Kalissa Scott, our new nurse who currently conducts case management.



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[Dr. Kay Funk sought clarity on whether YHD tracks influenza vaccination reports.]

[Lilian communicated that we don't track it as a department, but we do get information from the clinics.]

[Melissa communicated that the schools report to YHD]

[Andre communicated that the State releases information.]

[Gail clarified that the reporting is comes from Washington State and is not local.]

[Dr. Kay Funk requested that YHD ask the state to give figures on influenza vaccinations in children. If that information is available, it would be nice to know that and how influenza is tracked at the Yakima Health District.]

11. DIRECTOR OF PUBLIC HEALTH PARTNERSHIPS: Lilian Bravo

Flu is still our primary external communication. The Yakima Health District has received requests for interviews from the newspaper, TV stations and radio stations. About eight interviews have been conducted in the month of February 2018 and they all have been around the subject of the flu.

YHD has been updating the Yakima Health District website across the entire organization and Orlantha has been managing the YHD website for various departments including the Developmental Disabilities (DD) and Breast Cervical Colon Health Program (BCCHP).

BCCHP has increased screenings by 40%. We attribute this increase to ongoing work by staff to develop more frequent communications and remain up to date on the program's activities. We have found that there was much misinformation about the program's availability in the region. YHD continues to work hard to build relationships with our clinical partners to increase screenings and improve efficiencies.

Developmental Disabilities Program

New brochures for the program have been finalized. We have prepared information to send out to the different schools for students who are close to graduation. The YHD goal is to inform students and their parents what resources are available to them after they graduate.

12. OTHER BUSINESS

[Dr. Kay Funk communicated that the homeless camp has generated concern around health and sanitation. Dr. Kay Funk sought clarity on the role of the Yakima Health District in assessment and improvements to this community located off Englewood and 17th.]



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[Andre communicated that his conversations with Larry Mattson addressed how belongings and mattresses that can transfer bed bugs are stored and maintained at the site. Larry communicated plans to meet with the Transform Yakima management team. Andre clarified that the Yakima Health District's current role is to offer support and advice to YVCOG who funds the project.]

13. Meeting adjourned at 9:57a.m.

**YAKIMA HEALTH DISTRICT
BOARD OF HEALTH
VOUCHERS APPROVAL**

The following vouchers/warrants are approved for payment:

Fund 625-01 - From General Ledger Report (FMS)	
A/P Batch & Cash Voucher#	Amount
2/15/2018 B#381347	\$115,914.14
2/28/2018 B#381612	\$114,306.09
Indirect Costs- Yakima County	\$1,765.17
GIS Fixed Cost	\$564.67
Technology Services Cost	\$12,723.12
Inter-Fund 109822	\$1,274.52
Inter-Fund 109738	\$226.10
Inter-Fund 109823	\$1,286.02
Inter-Fund 110011	\$20.00
Inter-Fund 110060	\$30.00
Inter-Fund 110084	\$627.20
Inter-Fund 110085	\$160.34
Inter-Fund 110093	\$9.00
Total Claims & Warrants, above	\$248,906.37
Payroll Remittance to Key Bank B#109773	\$56,744.55
89408	\$129,781.67
89554	\$10,690.08
89558	-\$37,969.60
Total Payroll	\$159,246.70
TOTAL PAYMENTS	\$408,153.07

All of the above are approved for payment in the amount of **\$408,153.07** this 28th day of March, 2018.

Board of Health Chair



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

YAKIMA COUNTY HEALTH DISTRICT

For the month of February 2018

REVIEW OF PRELIMINARY FINANCIAL STATEMENTS

16.67% OF THE BUDGET

Year to date: as of January 2018	Net Income (Loss)	\$ 23,518	
For the Month of February 2018- ACTUALS	Net Income (Loss)	\$ 41,759	
subtotal		\$ 65,278	
prior period adjustment		\$ -	
February 2018	Net Income (Loss)	\$ 65,278	

Budget to Actual comparison- Year to date as of 02/28/2018

	Revenue		Expenditures	
Fiscal Year 2018 Total Adopted Budget	5,973,173		6,141,996	
Allocated Budget YTD	995,529		1,023,666	
Budget % to total adopted budget	16.67%		16.67%	
Subtotals Actuals	931,296	15.59%	857,791	13.97%
Actuals - Pass Thru Programs (Indirect Costs)	0		8,228	0.13%
Total Actuals	931,296		866,019	
Total actuals % to total adopted budget	15.59%		14.10%	
Actual compared to total adopted budget	(5,041,877)		(5,275,977)	
Actual compared to allocated budget - YTD	(64,232)		(157,647)	
As of February 28, 2018	Actual Revenue is less than budget by this amount		Actual Expenditure is less than budget by this amount	



**Yakima Health District
Income Statement
February 2018**

	Monthly			Year-to-Date			Year-End	
	Actual	Budget	Difference	Actual	Budget	Difference	2018 Budget	10 Mo's Remaining
Revenue								
Public Health Funding	87,707	87,707	0	175,414	175,414	0	1,052,481	877,067
Foundational Public Health	-	11,575	(11,575)	-	23,150	(23,150)	138,900	138,900
Federal	54,365	72,841	(18,476)	96,278	145,681	(49,403)	874,088	777,810
State	21,711	17,171	4,540	33,912	34,341	(429)	206,046	172,134
Yakima County	12,500	12,500	-	25,000	25,000	-	150,000	125,000
Fees, Permits Licensing	87,187	99,013	(11,826)	191,226	198,026	(6,801)	1,188,158	996,932
Developmental Disabilities	182,627	194,042	(11,414)	362,602	388,083	(25,482)	2,328,500	1,965,898
Investment Income	39,731	2,917	36,814	46,866	5,833	41,032	35,000	(11,866)
Other	-	-	-	-	-	-	-	-
Total Revenue	485,828	497,764	(11,937)	931,296	995,529	(64,232)	5,973,173	5,041,877
Expenses								
Salaries & Wages	140,472	155,417	(14,945)	276,793	310,833	(34,040)	1,864,998	1,588,205
Benefits-Direct	54,025	63,229	(9,204)	105,147	126,458	(21,311)	758,745	653,598
Payroll Expense	194,497	218,645	(24,149)	381,939	437,291	(55,351)	2,623,743	2,241,804
Enhanced Program	-	25,000	(25,000)	-	50,000	(50,000)	300,000	300,000
Advertising/Promotional	676	2,213	(1,536)	1,455	4,425	(2,970)	26,550	25,095
BOH Meeting Supplies	30	46	(16)	69	92	(22)	550	481
Computer Expense	460	782	(322)	919	1,564	(645)	9,383	8,464
Copies & Printing	4,157	3,628	529	5,759	7,255	(1,496)	43,530	37,771
Employee Recognition	182	50	132	182	100	82	600	418
Janitorial Services	1,738	2,417	(679)	3,398	4,833	(1,435)	29,000	25,602
Janitorial Supplies	15	167	(152)	540	333	207	2,000	1,460
Membership Dues	209	1,236	(1,027)	12,184	2,473	9,712	14,835	2,651
Office Supplies	1,413	890	523	2,313	1,779	534	10,675	8,362
Operating Supplies	160	1,775	(1,615)	1,903	3,550	(1,647)	21,300	19,397
Postage	476	738	(262)	1,445	1,476	(31)	8,855	7,410
Telephone	3,552	1,816	1,736	5,383	3,632	1,751	21,792	16,409
Professional Services - Accounting	-	1,667	(1,667)	-	3,333	(3,333)	20,000	20,000
Professional Services - County Indirect	1,765	1,251	514	3,530	2,503	1,028	15,015	11,485
Professional Services - Health Officer	2,500	7,083	(4,583)	5,000	14,167	(9,167)	85,000	80,000
Professional Services - Legal	215	1,454	(1,240)	1,815	2,908	(1,093)	17,450	15,635
Professional Services - Technology	12,723	12,885	(162)	25,446	25,770	(324)	154,622	129,176
Professional Services - Other	66,009	82,195	(16,186)	140,233	164,391	(24,158)	986,345	846,112
Provider Serv-Medical (Fed)	26,786	24,167	2,620	26,786	48,333	(21,547)	290,000	263,214
Provider Serv-Medical (State)	13,837	-	13,837	13,837	-	13,837	-	(13,837)
Provider Servies - DD	168,635	175,608	(6,973)	334,020	351,217	(17,196)	2,107,300	1,773,280
Contracted Services	627	3,104	(2,477)	1,962	6,208	(4,246)	37,250	35,288



**Yakima Health District
Income Statement
February 2018**

	Monthly			Year-to-Date			Year-End	
	Actual	Budget	Difference	Actual	Budget	Difference	2018 Budget	10 Mo's Remaining
Expenses (Cont.)								
Temp Worker	-	208	(208)	-	417	(417)	2,500	2,500
Client's Related Expenses	-	50	(50)	-	100	(100)	600	600
Interpreting Services	-	38	(38)	-	75	(75)	450	450
Laboratory & Pharmacy Supplies	0	446	(446)	47	892	(844)	5,350	5,303
Bank Fees	-	83	(83)	-	167	(167)	1,000	1,000
Fuel	577	1,667	(1,090)	1,286	3,333	(2,047)	20,000	18,714
Insurance	3,367	3,367	-	6,734	6,734	-	40,404	33,670
Miscellaneous	51	417	(365)	51	833	(782)	5,000	4,949
Operating Rental & Leases	3,195	5,629	(2,434)	9,282	11,257	(1,975)	67,543	58,261
Rent Storage	391	432	(41)	783	865	(82)	5,189	4,406
Repair & Maintenance	338	1,477	(1,139)	629	2,954	(2,325)	17,725	17,096
Small Tools & Minor Equipment	-	619	(619)	17,850	1,238	16,612	7,425	(10,425)
Training	-	769	(769)	127	1,538	(1,410)	9,225	9,098
Travel	5,907	6,546	(639)	8,473	13,093	(4,619)	78,555	70,082
Utilities	918	1,923	(1,004)	3,036	3,845	(809)	23,070	20,034
Close Out Indirect Program	(65,312)	(78,326)	13,015	(138,971)	(156,653)	17,682	(939,915)	(800,945)
Depreciation Expense	-	-	-	-	-	-	-	-
Less Pass-Through Expenses	(6,027)	(2,327)	(3,700)	(13,430)	(4,653)	(8,777)	(27,920)	(14,490)
Total Expenses	444,069	511,833	(67,765)	866,019	1,023,666	(157,647)	6,141,996	5,275,977
Excess/(Loss on) Revenue	41,759	(14,069)	55,828	65,278	(28,137)	93,415	(168,823)	(234,101)

YAKIMA HEALTH DISTRICT

Preliminary Monthly Financial Summary by Program for February 2018

Budget YTD Percentage 16.67%

Yrly Budget Rev 5,973,173 Yrly budget Exp 6,141,996 Original 16.67% 16.67%

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						
111	YHD Vehicles			194				285		-	-	-	285			
100	Administrator & Health Officer	39,731	(0)	39,731	46,866	-	46,866	5,833	(0)	5,834	41,032	62,546	55,624	(6,922)	Gain on Inv. Interest	
110	Information Systems	-	5,092	(5,092)	-	12,378	(12,378)	#	-	-	(12,378)	0	8,479	8,479	FPHS Funds	
113	Strategic Planning and Partnership	9,292	18,449	(9,157)	19,017	34,115	(15,098)	#	25,250	25,427	(177)	(14,920)			FPHS Funds	
120	Community Health Administration	-	-	-	-	-	-	-	-	-	5,630	6,770	1,140			
130	Building, Fixtures			(0)			0		-	-	0	-	11,257	11,257		
150	EH Administration	-	-	-	-	-	-	-	-	-	17,512	16,565	(948)			
160	Business Management							-	(0)	0	(0)	48,739	53,020	4,281		
161	Bus Mgmt Unallocated	2,958	1,385	1,573	5,917	1,620	4,297	5,917	6,068	(152)	4,449					
170	Personnel							-	-	-	(0)	4,544	4,938	394		
171	Agency Training	625	107	518	1,250	1,603	(353)	1,250	1,188	63	(416)					
172	HR Legal/Sound Employment	542	-	542	1,083	446	638	1,083	869	214	424					
221	SNAP ED	895	895	-	2,648	2,648	-	4,667	4,590	77	(77)					
225	Child Death Review	1,000	191	809	2,000	191	1,809	2,000	1,775	225	1,584					
290	Medicaid Admin Match- YHD	-	1,288	(1,288)	-	2,675	(2,675)	#	10,000	4,467	5,533	(8,208)			Qrtrly Billing	
309	Medical Records	603	406	197	1,197	1,068	129	1,233	1,154	80	49					
320	DOHCC - Immunizations	4,398	4,398	-	10,669	10,669	-	1,516	1,028	488	(488)					
321	DOHCC-Prenatal Hep B	238	238	-	662	662	-	859	584	275	(275)					
325	State Vaccine Monitoring	627	311	317	2,787	2,154	633	3,711	3,589	122	511					
329	PPHF Vtrecks IIS Interface	-	-	-	-	-	-	-	-	-	-					
331	STD - DOH staff	668	792	(124)	1,415	1,560	(145)	1,829	1,557	272	(416)					
332	STD- Yakima	15,125	14,420	705	30,250	23,930	6,320	30,277	30,215	62	6,258					
349	Tuberculosis Program	16,160	12,998	3,162	30,518	26,802	3,717	33,475	33,383	92	3,624					
350	HIV Testing	-	92	(92)	-	92	(92)	25,000	25,024	(24)	(68)					
352	Adult Viral Hepatitis	4,774	3,105	1,668	8,784	5,041	3,743	7,947	7,910	37	3,706					
390	Other Comm Diseases	33,633	24,062	9,572	67,267	48,105	19,162	83,750	83,683	68	19,095					
430	Colon Screening	4,941	5,214	(273)	6,032	6,688	(656)	11,058	10,930	128	(784)					
431	Breast/Cervical Cancer-Direct Services/Operation	58,613	54,547	4,066	72,136	66,588	5,547	71,102	71,171	(69)	5,616					
432	Komen Funding	-	-	-	-	-	-	-	-	-	-					
441	BCHP-Region: Mgmt. Costs	4,356	5,837	(1,481)	9,753	13,134	(3,381)	#	16,333	16,494	(161)	(3,221)				
520	Drinking Water	2,748	2,295	453	10,267	4,392	5,874	6,200	6,323	(123)	5,997					
522	Water Quality- Sanitary Survey	125	59	66	250	207	43	2,050	1,974	77	(33)					
523	DOE Well Drilling Inspections	250	3,116	(2,866)	500	6,580	(6,080)	#	2,167	2,156	11	(6,091)			Invoice timing	
530	Solid Waste Permits/Tonnage	2,693	2,910	(217)	4,471	5,543	(1,072)	#	11,637	11,726	(88)	(984)				
531	Solid Waste Nuisances	2,250	1,399	851	4,500	3,513	987	7,214	6,555	659	329					
532	Solid Waste Facilities	2,250	485	1,765	4,500	642	3,858	1,900	1,757	143	3,715					
533	Bio-Solids	1,081	225	856	1,081	371	709	2,040	617	1,424	(714)					
534	Proper Syringes Program Outreach	50	-	50	100	-	100	900	890	10	90					
540	OSS & Land Develop	37,606	38,758	(1,152)	73,102	78,172	(5,069)	#	53,967	53,963	3	(5,073)			FTE Hours	

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 February 2018

Budget YTD Percentage 16.67%

 Yrly Budget Rev 5,973,173
 Yrly budget Exp 6,141,996
 Original 16.67% 16.67%

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	917	968	(51)	1,833	1,673	160	1,833	1,814	20	141					
560	Food Inspections	21,227	29,229	(8,002)	76,496	73,273	3,222	69,589	69,526	63	3,159					
561	Food Education	1,560	3,557	(1,997)	3,542	7,789	(4,247) #	11,583	8,353	3,230	(7,477)				Qtrly Invoicing	
562	School Food Program	-	565	(565)	-	1,008	(1,008) #	3,356	2,774	582	(1,590)				Invoice Timing	
563	Itinerant Food Program	648	649	(1)	1,234	1,351	(117)	5,515	5,355	160	(277)					
580	Water Recreation & Camps	4,272	3,602	670	14,366	6,917	7,449	9,540	9,517	23	7,425					
680	Developmental Disability	182,627	184,710	(2,083)	362,602	365,413	(2,812) #	388,083	387,121	963	(3,775)				Increased FTE	
710	Vital Records	16,849	15,929	920	33,102	33,930	(827)	36,667	35,479	1,188	(2,015)				New P.O.S. Implementation	
790	Epidemiology	6,692	95	6,597	13,383	964	12,420	13,383	13,023	361	12,059					
794	PHEPR-Bio Terrorism	1,888	1,888	-	3,884	3,884	-	21,982	21,974	8	(8)					
811	Assessment	917	-	917	1,833	-	1,833	1,833	1,667	167	1,667					
888	Indirect Cost Rate Allocation	-	-	2	-	-	(8,513)	-	-	-	(8,513)					
900	Enhanced Program	-	-	-	-	-	-	-	-	50,000	(50,000)					
999	Printers & Copiers	-	-	-	-	-	0	-	-	-	0					
GRAND TOTAL		485,828	444,264	41,759	931,296	857,791	65,278	995,529	1,023,666	(28,137)	93,415					

TOTALS BY DEPARTMENT

Personal Health Program	1,895	2,374	(480)	4,648	5,515	(866)	16,667	10,832	5,835	(6,701)	
Breast & Colon Program	67,910	65,598	2,312	87,921	86,410	1,511	98,494	98,595	(101)	1,612	
Adult Hepatitis Program	4,774	3,105	1,668	8,784	5,041	3,743	7,947	7,910	37	3,706	
Communicable Disease Prog	79,061	57,811	21,250	159,981	116,004	43,977	196,866	194,905	1,961	42,016	
Environ. Health Program	79,564	89,705	(10,140)	200,125	195,316	4,809	211,472	205,273	6,199	(1,391)	
Developmental Disability Program	182,627	184,710	(2,083)	362,602	365,413	(2,812) #	388,083	387,121	963	(3,775)	
Admin & Support	49,023	23,541	25,482	65,883	46,492	19,391	31,083	25,427	5,657	13,734	
Internal Serv- Vehicles/Copiers	-	-	194	-	-	285	-	-	-	285	
Indirect cost Rate Allocation	-	-	2	-	-	(8,513) #	-	-	-	(8,513)	
Vital Records	16,849	15,929	920	33,102	33,930	(827)	36,667	35,479	1,188	(2,015)	
Assets replacements/PERS1	2,958	1,385	1,573	5,917	1,620	4,297	5,917	6,068	(152)	4,449	
Agency Trg/HR Legal	1,167	107	1,060	2,333	2,049	285	2,333	2,057	277	8	
Enhanced Program	-	-	-	-	-	-	-	50,000	(50,000)	50,000	
GRAND TOTAL		485,828	444,264	41,759	931,296	857,791	65,278	995,529	1,023,666	(28,137)	93,415

Reconciliation to Income Statement

Activities of Pass-Through & Indirect Programs

111 YHD Vehicles	(194)	(285)
888 Indirect Costs Programs	(2)	8,513
999 Printing/Copiers	-	(0)
	(196)	8,228
Reconciliation to Income Statement	444,069	866,019

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
2018 Cash Flow Report- from FMS REPORT
(Cash Basis Accounting)

	1/31/2018	2/28/2018
Beginning Cash	174,580	9,191
Transfers From Investment	238,584	310,875
Receipts /Deposits	914,922	415,470
TOTAL CASH AVAILABLE	1,328,085	735,536

	1/31/2018	2/28/2018
MINUS		
Payroll Outlays	183,834	159,247
Transfers Out (Payments to Yakima County Departments)	15,063	18,686
Vouchers Payables Paid	324,887	230,220
Transfer to investment	795,110	320,910
TOTAL CASH OUTLAY/TRANSFER	1,318,895	729,063

ENDING BALANCE - CASH (Fund 01 only)	9,191	6,473
Temporary Investment Fund 01	6,413,733	6,423,768
TOTAL CASH & CASH EQUIVALENTS- FUND 1 ONLY	6,422,924	6,430,241

TOTAL CASH & CASH EQUIVALENT- ALL FUNDS	6,422,924	6,430,241
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MONTHLY EXPENSES BASED ON YEARLY BUDGET divided by 12	511,833	511,833
NUMBER OF MONTHS - OPERATING CASH AVAILABLE Fund 01 only	13	13
NUMBER OF DAYS - OPERATING CASH AVAILABLE	376	377

BUDGET (ADOPTED ON 10/25/17 MTG)	BUDGET YEAR	Y2018
OPERATION		5,841,996
ENHANCED PROGRAM		300,000
FULL BUDGET		6,141,996