



# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

## BOARD OF HEALTH

### Meeting Agenda & Minutes



**April 25, 2018**  
**8:30 am**

### Upcoming Board of Health Meetings

May 30, 2018  
8:30 a.m.

June 27, 2018  
8:30 a.m.



# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

## Board of Health Agenda

Wednesday, April 25, 2018

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.

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

\* Payment of accounts payable and payroll issued in March 2018 in the amount of \$503,451.56

5. **Board Business:** André Fresco
  - a. **Appointing Board of Health Members Resolution 2018-03 (page 10)**  
**Strategic Goal:** *Efficiency and Effectiveness*; **Board Input:** *Board Approval and Board Chair Signature*
  - b. **State Fair Park Contract for Electrical Engineering Study**  
**Strategic Goal:** *Increase Community Partnerships*; **Board Input:** *Board Awareness*
  - c. **Update on WSU Epi Partnership**  
**Strategic Goal:** *Increase Community Partnerships*; **Board Input:** *Board Awareness*
  - d. **Update on Blue Zones Project**  
**Strategic Goal:** *Increase Community Partnerships*; **Board Input:** *Board Awareness*

6. **Financial Report:** Chase Porter (pages 11-16)  
**Motion:** to approve the Financial Report for the month of March 2018

### Department Reports

7. Chief Operating Officer: Ryan Ibach
8. Health Officer: Dr. Teresa Everson
9. Disease Control: Melissa Sixberry
10. Environmental Health: Ryan Ibach
11. Public Health Partnerships: Lilian Bravo
12. Other Business:
13. Adjourn



# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

## Board of Health Minutes

March 28, 2018, Wednesday

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

### **PRESENT**

Ron Anderson, Commissioner  
Rand Elliott, Commissioner  
Dr. Kay Funk, Yakima City Council  
Mike Leita, Commissioner  
Barbara Harrer, Mayor, Town of Harrah  
Gail Weaver, Citizen Member, Board Chair

### **ABSENT**

Vacant, Citizen Representative

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

Orlantha Coleman  
Dr. Teresa Everson  
Andre Fresco  
Ryan Ibach  
Holly Myers  
Chase Porter  
Kalissa Scott  
Melissa Sixberry  
Rebecca Stratis  
Dr. Chris Spitters

### **GUESTS AND PRESS**

2. **WELCOME AND INTRODUCTIONS-** Gail opened the floor to round table introductions of all Board of Health members and YHD staff. Gail and Andre welcomed the new Yakima Health District staff, Dr. Teresa Everson, Health Officer; Kalissa Scott, Public Health Nurse; and Rebecca Stratis, Environmental Health Specialist.
3. **AUDIENCE PARTICIPATION-**None

<b>CONSENT AGENDA: MOTION</b> Gail Weaver entertained a motion to approve the March 28, 2018 Yakima Health District Consent Agenda	<b>FIRST:</b> Rand Elliott <b>SECOND:</b> Mike Leita ✓ <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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**The following items were adopted upon approval of the consent agenda:**

- February 28, 2018 Yakima Health District Board of Health Minutes
- Approval of accounts payable and payroll issued in February 2018 in the amount of \$408,153.07

## 4. **BOARD BUSINESS:** Andre Fresco, Yakima Health District (YHD) Executive Director

### **Health Officer Transition Update**

Dr. Teresa Everson assumed the Health Officer role as of March 16, 2018. Dr. Chris Spitters will continue working with the Yakima Health District as the TB Control Officer.

**State Fair Park Contract for Electrical Engineering Study Update** – the Yakima Health District is working with Conley Engineering. Conley Engineering has been on site at the State Fair Park for a few weeks and observed the electrical components in the SunDome, Pioneer Hall, Modern Living, and Administrative building. The next steps will take about 3-4 weeks to determine the size of the generators and transfer switches needed for each building.

**Update on Appointing Board of Health Members-** the Board of County Commissioners are making changes to the Yakima County charter that will allow the YHD Board of Health to appoint city elected officials and citizen representatives. The ordinance has required review by the County's attorneys and is on course. We hope to have something formal for the Board of Health to review and sign at the next BOH meeting.

### **Epidemiology Project Update**

Andre received an update from the Washington State University College of Medicine Vice -Dean yesterday who was able to review the contract for an epidemiologist. We plan to have a finalized contract prepared for signature at the next BOH meeting, April 25, 2018.

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

### **February 2018 Budget Summary**

We had a gain of revenue in the amount of about \$42K for the month of February, bringing our year-to-date excess to about \$65K.

### **February 2018 Revenue and Expenditures**

- Annual budgeted revenues and expenditures are \$5.9M and \$6.1M, respectively.
- February monthly budgeted revenue and expenditures are \$995K and \$1M, respectively.
- February monthly actual revenue and expenditures are \$931K and \$866K, respectively.



# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

## Foundational Public Health Services Summary

The Yakima Health District received \$138,900 from Foundational Public Health Services (FPHS) in October of 2017 that YHD is spending in 2018. YHD will receive FPHS monies in 2018 that YHD will spend in 2019.

- 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).

## Program Summary

Chase provided summary of various program differences. The largest revenue variances are mainly due to timing. A new program, HIV testing, will be coming on-line in March, and we are expecting to see larger expenditures in the PHEPR program for the state fair generator. The largest expenditure variances are due to understaffing in the Nurse position. (Please see financial report, pages 11-16)

6. <b>MOTION:</b> Gail Weaver entertained a motion to approve the financial report for the month of February 2018.	<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. **CHIEF OPERATING OFFICER:** Ryan Ibach

### **Staffing Updates**

The Accountant job opening yielded 36 applicants and we will be interviewing the top candidates at the end of this week.

### **Vital Records**

In 2017 the YHD Deputy Registrars issued over 17K birth and death records. We have created efficiencies in record requests by making birth and death record applications available online through the YHD website beginning February 16, 2018. We also began offering an online payment option through a partnership with VitalChek beginning March 12, 2018. Both options have yielded financial gains with over 200 online requests in only a month. YHD is working to transition other programs to the online payment option.

### **New Integrated Permit System - Accela**

YHD began using the Accela system January 8, 2018. A consultant from Accela will be at the Yakima Health District May 2018 to provide training on creating reports. Yakima County IT and YHD staff will attend the 3.5-day training.



# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

## 8. **HEALTH OFFICER:** Dr. Teresa Everson

### **Hepatitis A Case**

YHD had a reported Hepatitis A case and promptly identified close household contacts, that share personal hygiene and cooking spaces with the infected and immediately administered Hepatitis A vaccines.

### **Flu Season**

Flu season is trending down, and it is not too late to get a flu shot. To date, there have been 236 flu deaths in the State of Washington compared to last year with a total count of 276. The kinds of flu include (H3N2) which was more virulent based on hospitalizations due to the flu. We are now seeing the H1N1 and the H1NB which is less virulent.

### **Childhood Influenza Vaccinations Update**

6 months to 5 years old is 45%

6-10 years old is 29%

11-17 years old is 25%

\*The average among 5-17-year-olds is 30%.

\*These statistics came from a database that is provided by the State of Washington called Community Health Assessment Tool (CHAT). These findings offer an opportunity to look at creative ways to reach out to people to get their vaccines.

### **Opioid Epidemic-Chronic Pain Epidemiology**

[Kratom](#) is a plant based out of Southeast Asia and is used to help with pain which has been marketed through supplemental health food stores. Kratom is not FDA approved or regulated, and there is a Salmonella outbreak associated with Kratom products. Washington State has the highest number of Salmonella cases associated with Kratom. We are at 10 in the state. Not all vendors are pulling the product in Washington, so we are recommending people not use Kratom.

## 9. **TB CONTROL OFFICER:** Dr. Chris Spitters

TB Cases are trending down. We have one graduate and no new entrances. The primary care community, specifically the FQHC's make a strong effort to detect and treat latent dormant TB. YHD has offered technical support and consultation.

### **TB Testing**

Only legal permanent residents are required to be tested for TB. Individuals seeking a Green Card are required to go through an overseas examination at a site of immigration funded by the U.S. State Department. If abnormalities are found, migration is refused, or positive testers are assigned to follow-up with a local health department. Student, visitor, business, H and J-Visas do not require communicable disease screenings.



# YAKIMA HEALTH DISTRICT

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

### **Influenza**

Yakima County is at 8 deaths, all immunocompromised, over the age of 40.

### **Hepatitis A**

The Yakima Health District received a confirmed Acute Hepatitis A case. The group of migrant farmworkers that shared housing were vaccinated yesterday evening March 27, 2018. Last fall we had a similar situation with a Hep A diagnosed individual having come from Mexico. More migrant farmworkers in the area might cause us to see this occurrence in the future.

### **WDRS**

A reporting system that YHD uses to report to the state, postponed the projected go live date and upcoming training.

## 11. **ENVIRONMENTAL HEALTH:** Holly Myers

### **Group A Wells**

The Yakima Health District conducts the well site inspection and our staff are aware when a Group A System is being installed. The monitoring, approval and permitting is managed by the Washington State Department of Health. These wells are not exempt and have to have water rights associated with the Group A water system.

### **Dairy Queen**

The YHD Environmental Health staff conducted a mandatory staff meeting with the restaurant owner and their staff to address repeated violations. Violations included bare hand contact, not washing hands, general cleanliness and insect infestation violations. Three YHD staff spoke with the managers of the franchise, the franchise representative and the staff to rectify the issues.

### **Mexican Butcheries**

After recent training through the FDA Retail Food Special Processes Grant, EH food inspectors identified the special processes including chorizo and carne seca to be outside of the food code. The reason for this is a lack of kill steps in the processes. The Yakima Health District worked with the State Department of Health and New Mexico's Food Program to identify a way for carne seca and chorizo to continue to be made and meet food code. This educational opportunity yielded positive coverage in the [Yakima Herald Republic](http://www.yakimahealthdistrict.org) and supported safe production of the culturally preferred foods.



# YAKIMA HEALTH DISTRICT

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## **Special Process Workshop**

YHD is offering a workshop Thursday March 29, 2018 between 9-11 a.m. with some of the Hispanic market owners. The goal is to open the lines of communication between the Yakima Health District and the Hispanic market stakeholders. The workshop will provide facilities that offer special processed products, a way to identify steps in the process where critical actions maintain safety for the public.

## **Accela**

We continue to learn the program and look for ways to create efficiencies to avoid duplication of effort between Yakima County building and planning and YHD. We also want to identify and agree on where to look when work has been done on the same case to support communication within YHD internally and between the County agency externally. The main goal is to get a better service to the customer.

## **Legionella**

The Washington State DOH required continued testing for legionella, which is in the second half of the follow-up testing series. The testing was conducted on the spa at the Yakima Athletic Club every two weeks for three months. The results have come back negative each time. YHD is paid to go out and collect the samples.

## **Local Solid Waste Funding Allocation**

The Coordinated Prevention Grant (CPG) now referred to as the Local Solid Waste Funding Allocation grant application is open for submission. Holly is coordinating with Melissa Sixberry and Chase Porter to submit for billing retroactive to January 2018.

## **12. DIRECTOR OF PUBLIC HEALTH PARTNERSHIPS: Ryan Ibach**

### **Media**

YHD has had three articles in the paper, 1 on TV covering,

- flu
- training for restaurant owners to comply with food safety inspections while managing carne seca and chorizo preparation

### **Developmental Disabilities**

- YHD developed 4 new brochures and have begun outreach to the schools for the transition fairs and other community events
- YHD is working closely with Clark County to implement a monitoring and evaluation system for Yakima County vendors, per the Developmental Disabilities Administration requirements. This will ensure we are meeting our community member's needs and reaching our goal of increasing the number of individuals employed through the YHD Developmental Disabilities Program by 2% every year.



# YAKIMA HEALTH DISTRICT

Prevention Is Our Business

## BCCHP

YHD is hosting a mobile mammogram event in partnership with Broetje Orchards and Assured Imaging in Pasco, WA.

- Vista Hermosa, of Broetje Orchards, provides services to a primarily migrant farmworker community. We are working closely with their on-site community health workers to provide screening services to 35 women.

## 13. OTHER BUSINESS-None

14. **MOTION:** Gail Weaver entertained a motion to adjourn the meeting at 9:32a.m.

**FIRST:** Ron Anderson  
**SECOND:** Rand Elliott  
☒ *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>	
3/15/2018 B#382069	\$111,190.59	
3/30/2018 B#382457	\$149,561.88	
Indirect Costs- Yakima County	\$1,765.17	
GIS Fixed cost	\$564.67	
Technology Services Cost	\$12,723.12	
Inter-Fund 110117	\$125.59	
Inter-Fund 110262	\$1,289.25	
Inter-Fund 110363	\$30.00	
Inter-Fund 110365	\$267.44	
Inter-Fund 110101	\$58,704.12	
Total Claims & Warrants, above		
		\$336,221.83
Payroll Remittance to Key Bank B#110192	\$58,704.12	
89785	\$150,463.27	
89916	\$5,025.60	
110237	\$525.00	
89918	\$0.56	
89919/21/25	-\$47,488.82	
Total Payroll		
<b>TOTAL PAYMENTS</b>		\$167,229.73
		\$503,451.56

All of the above are approved for payment in the amount of **\$503,451.56** this 25th day of April, 2018.

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



**YAKIMA HEALTH DISTRICT  
BOARD OF HEALTH**

**RESOLUTION APPROVING THE SELECTION  
PROCESS FOR ELECTED CITY OFFICIALS AND  
CITIZEN MEMBERS TO THE BOARD OF HEALTH**

**Resolution 2018-03**

**WHEREAS**, pursuant to RCW 70.05.030 allowing the board of county commissioners, at its discretion, to adopt an ordinance to provide for provisions of appointing a local health board; and

**WHEREAS**, pursuant to Board of Yakima County Commissioners Ordinance 2-2018 amending section 6.04.010 of Yakima County Code allowing the Yakima Health District board of health to appoint two elected city officials and two citizen representatives to the board of health; therefore

**BE IT HEREBY RESOLVED**, that elected city officials, to serve on the board of health, will be appointed by the members of the board of health after; the Yakima Health District has made the cities and towns in Yakima County aware of an open position by promoting and seeking potential candidates; after interested persons have submitted letters of qualification and interest; after board of health members have reviewed submitted letters and interviewed selected persons; and after board of health, by majority vote, have chosen a person to serve a term on the board of health; and

**BE IT HEREBY FURTHER RESOLVED**, that citizen representatives to serve on the board of health, will be appointed by members of the board of health after; the Yakima Health District has made the community aware of an open position by promoting and seeking potential candidates; after candidates have submitted letters of qualifications and interest; after the board of health members have reviewed submitted letters and interviewed selected candidates; and after the board of health, by majority vote, have chosen a person to serve a term on the board of health; and

**BE IT HEREBY FURTHER RESOLVED**, that any current board member may not vote on an open position in which they are a candidate.

**PASSED AND ADOPTED** this 25<sup>th</sup> day of April, 2018.

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Chair of the Board, Gail Weaver



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 March 2018

### REVIEW OF PRELIMINARY FINANCIAL STATEMENTS

#### 25.00% OF THE BUDGET

Year to date: as of February 2018	Net Income (Loss)		\$	65,278
<b>For the Month of March 2018- ACTUALS</b>	<b>Net Income (Loss)</b>		<b>\$</b>	<b>4,211</b>
subtotal			\$	69,488
prior period adjustment			\$	-
<b>March 2018</b>	<b>Net Income (Loss)</b>		<b>\$</b>	<b>69,488</b>

#### Budget to Actual comparison- Year to date as of 03/31/2018

	Revenue		Expenditures	
Fiscal Year 2018 Total Adopted Budget	5,973,173		6,141,996	
<b>Allocated Budget YTD</b>	<b>1,493,293</b>		<b>1,535,499</b>	
Budget % to total adopted budget	25.00%		25.00%	
Subtotals Actuals	1,397,365	23.39%	1,320,323	21.50%
Actuals - Pass Thru Programs (Indirect Costs)	0		7,554	0.12%
<b>Total Actuals</b>	<b>1,397,365</b>		<b>1,327,877</b>	
Total actuals % to total adopted budget	23.39%		21.62%	
<b>Actual compared to total adopted budget</b>	<b>(4,575,808)</b>		<b>(4,814,119)</b>	
<b>Actual compared to allocated budget - YTD</b>	<b>(95,928)</b>		<b>(207,622)</b>	
<b>As of March 31, 2018</b>	Actual Revenue is less than budget by this amount		Actual Expenditure is less than budget by this amount	



**Yakima Health District**  
**Income Statement**  
**March 2018**

	Monthly			Year-to-Date			Year-End	
	Actual	Budget	Difference	Actual	Budget	Difference	2018 Budget	9 Mo's Remaining
<b>Revenue</b>								
Public Health Funding	87,707	87,707	0	263,120	263,120	0	1,052,481	789,361
Foundational Public Health	-	11,575	(11,575)	-	34,725	(34,725)	138,900	138,900
Federal	50,141	72,841	(22,700)	146,419	218,522	(72,103)	874,088	727,669
State	18,541	17,171	1,370	52,453	51,512	941	206,046	153,593
Yakima County	12,500	12,500	-	37,500	37,500	-	150,000	112,500
Fees, Permits Licensing	99,850	99,013	837	291,075	297,040	(5,964)	1,188,158	897,083
Developmental Disabilities	189,486	194,042	(4,556)	552,088	582,125	(30,037)	2,328,500	1,776,412
Investment Income	7,844	2,917	4,927	54,710	8,750	45,960	35,000	(19,710)
Other	-	-	-	-	-	-	-	-
<b>Total Revenue</b>	<b>466,068</b>	<b>497,764</b>	<b>(31,696)</b>	<b>1,397,365</b>	<b>1,493,293</b>	<b>(95,928)</b>	<b>5,973,173</b>	<b>4,575,808</b>
<b>Expenses</b>								
Salaries & Wages	148,343	155,417	(7,074)	425,136	466,250	(41,114)	1,864,998	1,439,862
Benefits-Direct	55,106	63,229	(8,122)	160,253	189,686	(29,433)	758,745	598,492
Payroll Expense	203,449	218,645	(15,196)	585,389	655,936	(70,547)	2,623,743	2,038,354
Enhanced Program	-	25,000	(25,000)	-	75,000	(75,000)	300,000	300,000
Advertising/Promotional	658	2,213	(1,555)	2,112	6,638	(4,525)	26,550	24,438
BOH Meeting Supplies	50	46	4	119	138	(18)	550	431
Computer Expense	1,614	782	832	2,533	2,346	188	9,383	6,850
Copies & Printing	1,798	3,628	(1,830)	7,556	10,883	(3,326)	43,530	35,974
Employee Recognition	-	50	(50)	182	150	32	600	418
Janitorial Services	1,660	2,417	(757)	5,058	7,250	(2,192)	29,000	23,942
Janitorial Supplies	335	167	169	876	500	376	2,000	1,124
Membership Dues	-	1,236	(1,236)	12,184	3,709	8,475	14,835	2,651
Office Supplies	1,315	890	425	3,628	2,669	959	10,675	7,047
Operating Supplies	2,502	1,775	727	4,406	5,325	(919)	21,300	16,894
Postage	921	738	183	2,366	2,214	152	8,855	6,489
Telephone	2,243	1,816	427	7,626	5,448	2,178	21,792	14,166
Professional Services - Accounting	-	1,667	(1,667)	-	5,000	(5,000)	20,000	20,000
Professional Services - County Indirect	1,765	1,251	514	5,296	3,754	1,542	15,015	9,719
Professional Services - Health Officer	1,913	7,083	(5,171)	6,913	21,250	(14,338)	85,000	78,088
Professional Services - Legal	-	1,454	(1,454)	1,815	4,363	(2,548)	17,450	15,635
Professional Services - Technology	12,723	12,885	(162)	38,169	38,656	(486)	154,622	116,453
Professional Services - Other	2,515	3,869	(1,354)	3,777	11,608	(7,830)	46,430	42,653
Provider Serv-Medical (Fed)	27,163	24,167	2,997	53,950	72,500	(18,550)	290,000	236,050
Provider Serv-Medical (State)	10,726	-	10,726	24,563	-	24,563	-	(24,563)
Provider Services - DD	174,726	175,608	(883)	508,746	526,825	(18,079)	2,107,300	1,598,554
Contracted Services	121	3,104	(2,983)	2,083	9,313	(7,229)	37,250	35,167



**Yakima Health District**  
**Income Statement**  
**March 2018**

	Monthly			Year-to-Date			Year-End	
	Actual	Budget	Difference	Actual	Budget	Difference	2018 Budget	9 Mo's Remaining
<b>Expenses (Cont.)</b>								
Temp Worker	-	208	(208)	-	625	(625)	2,500	2,500
Client's Related Expenses	7	50	(43)	7	150	(143)	600	593
Interpreting Services	-	38	(38)	-	113	(113)	450	450
Laboratory & Pharmacy Supplies	150	446	(296)	197	1,338	(1,140)	5,350	5,153
Bank Fees	-	83	(83)	-	250	(250)	1,000	1,000
Fuel	1,285	1,667	(382)	2,571	5,000	(2,429)	20,000	17,429
Insurance	3,367	3,367	-	10,101	10,101	-	40,404	30,303
Miscellaneous	87	417	(330)	138	1,250	(1,112)	5,000	4,862
Operating Rental & Leases	4,451	5,629	(1,177)	13,733	16,886	(3,152)	67,543	53,810
Rent Storage	391	432	(41)	1,174	1,297	(123)	5,189	4,015
Repair & Maintenance	497	1,477	(980)	1,126	4,431	(3,305)	17,725	16,599
Small Tools & Minor Equipment	1,331	619	712	19,180	1,856	17,324	7,425	(11,755)
Training	3,014	769	2,246	3,142	2,306	835	9,225	6,083
Travel	3,425	6,546	(3,121)	11,898	19,639	(7,740)	78,555	66,657
Utilities	1,813	1,923	(109)	4,850	5,768	(918)	23,070	18,220
Less Pass-Through Expenses	(6,158)	(2,327)	(3,831)	(19,588)	(6,980)	(12,608)	(27,920)	(8,332)
<b>Total Expenses</b>	<b>461,858</b>	<b>511,833</b>	<b>(49,975)</b>	<b>1,327,877</b>	<b>1,535,499</b>	<b>(207,622)</b>	<b>6,141,996</b>	<b>4,814,119</b>
<b>Excess/(Loss on) Revenue</b>	<b>4,211</b>	<b>(14,069)</b>	<b>18,279</b>	<b>69,488</b>	<b>(42,206)</b>	<b>111,694</b>	<b>(168,823)</b>	<b>(238,311)</b>

**YAKIMA HEALTH DISTRICT**  
**Preliminary Monthly Financial Summary by Program for March 2018**  
**Budget YTD Percentage 25.00%**

Yrly Budget Rev    Yrly budget Exp  
**5,973,173            6,141,996    Original**  
 25.00%            25.00%

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	Amount (Over) or Under Budget	Actuals (Expenses only)	Budget (Expenses only)	Amount (Over) or Under Budget	
111	YHD Vehicles			378			663	-	-	-	663				
100	Administrator & Health Officer	7,844	-	7,844	54,710	0	54,710	8,750	(0)	8,750	45,960	90,515	83,436	(7,078)	Gain on Inv. Interest
110	Information Systems	-	4,988	(4,988)	-	17,366	(17,366)	-	-	-	(17,366)	0	12,718	12,718	FPHS Funds
113	Strategic Planning and Partnership	9,776	11,483	(1,707)	28,793	45,598	(16,805)	37,875	38,141	(266)	(16,539)				FPHS Funds
120	Community Health Administration	-	-	-	-	-	-	-	-	-	-	7,105	10,155	3,050	
130	Building, Fixtures	-	-	-	-	-	(0)	-	-	-	(0)	-	16,886	16,886	
150	EH Administration	-	0	(0)	-	-	-	-	-	-	-	26,635	24,847	(1,788)	
160	Business Management							-	(0)	0	(59)	75,949	79,530	3,581	
161	Bus Mgmt Unallocated	2,958	161	2,797	8,875	1,781	7,094	8,875	9,103	(228)	7,322				
170	Personnel							-	-	-	(0)	6,158	7,407	1,249	
171	Agency Training	625	4,148	(3,523)	1,875	5,752	(3,877)	1,875	1,781	94	(3,970)				First Aid/AED Training
172	HR Legal/Sound Employment	542	1,600	(1,058)	1,625	2,046	(420)	1,625	1,304	321	(741)				
221	SNAP ED	1,991	1,991	-	4,640	4,640	-	7,000	6,884	116	(116)				
225	Child Death Review	1,000	1,375	(375)	3,000	1,566	1,434	3,000	2,663	337	1,097				
290	Medicaid Admin Match- YHD	-	2,517	(2,517)	-	5,192	(5,192)	15,000	6,701	8,299	(13,491)				Qrtly Billing
309	Medical Records	593	468	125	1,790	1,536	254	1,850	1,731	120	135				
320	DOHCC - Immunizations	1,448	1,448	0	12,117	12,116	0	2,274	1,542	732	(731)				
321	DOHCC-Prenatal Hep B	1,852	280	1,573	2,514	941	1,573	1,289	876	413	1,160				
325	State Vaccine Monitoring	1,019	703	317	3,807	2,857	950	5,566	5,383	183	767				
329	PPHF Vtrecks IIS Interface	-	-	-	-	-	-	-	-	-	-				
331	STD - DOH staff	817	890	(74)	2,232	2,450	(218)	2,743	2,336	407	(626)				
332	STD- Yakima	15,248	12,308	2,940	45,498	36,239	9,260	45,415	45,322	93	9,166				
349	Tuberculosis Program	14,882	13,023	1,858	45,400	39,825	5,575	50,212	50,074	139	5,437				
350	HIV Testing	-	3,392	(3,392)	-	3,484	(3,484)	37,500	37,537	(37)	(3,447)				Waiting on DOH Contract
351	HIV PrEP	-	1,917	(1,917)	-	1,917	(1,917)	-	-	-	(1,917)				Waiting on DOH Contract
352	Adult Viral Hepatitis	5,244	3,581	1,664	14,029	8,622	5,407	11,920	11,865	56	5,351				
390	Other Comm Diseases	27,922	29,134	(1,212)	95,189	77,239	17,950	125,625	125,524	101	17,848				
430	Colon Screening	2,694	2,745	(51)	8,726	9,433	(707)	16,587	16,395	193	(899)				
431	Breast/Cervical Cancer-Direct Services/Operation	56,021	51,854	4,167	128,157	118,443	9,714	106,654	106,757	(104)	9,818				
432	Komen Funding	-	-	-	-	-	-	-	-	-	-				
441	BCHP-Region: Mgmt. Costs	3,654	4,841	(1,187)	13,406	17,975	(4,568)	24,500	24,741	(241)	(4,327)				
520	Drinking Water	1,888	2,081	(193)	12,155	6,473	5,682	9,300	9,484	(184)	5,866				
522	Water Quality- Sanitary Survey	125	656	(531)	375	862	(487)	3,075	2,960	115	(602)				
529	Water Quality/Nitrate Survey	-	-	-	-	-	-	-	-	-	-				
523	DOE Well Drilling Inspections	4,250	2,511	1,739	4,750	9,092	(4,342)	3,250	3,234	16	(4,357)				Qrtly Payments
530	Solid Waste Permits/Tonnage	2,212	4,099	(1,887)	6,683	9,642	(2,959)	17,456	17,588	(132)	(2,827)				Tonnage Rate
531	Solid Waste Nuisances	2,250	1,516	734	6,750	5,029	1,721	10,821	9,833	988	733				
532	Solid Waste Facilities	2,250	2,244	6	6,750	2,887	3,863	2,850	2,636	214	3,649				
533	Bio-Solids	-	207	(207)	1,081	578	502	3,061	925	2,135	(1,633)				
534	Proper Syringes Program Outreach	50	116	(66)	150	116	34	1,350	1,335	15	19				
540	OSS & Land Develop	31,090	42,659	(11,569)	104,192	120,831	(16,639)	80,950	80,945	5	(16,644)				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 March 2018**  
**Budget YTD Percentage 25.00%**

Yrly Budget Rev      Yrly budget Exp  
**5,973,173      6,141,996      Original**  
 25.00%      25.00%

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	Amount (Over) or Under Budget	Actuals (Expenses only)	Budget (Expenses only)	Amount (Over) or Under Budget	
550	Vector	917	480	437	2,750	2,153	597	2,750	2,721	29	568				
560	Food Inspections	32,722	22,895	9,827	109,218	96,169	13,049	104,384	104,289	95	12,954				
561	Food Education	11,912	7,595	4,317	15,454	15,384	70	17,374	12,529	4,845	(4,775)				
562	School Food Program	440	2,665	(2,225)	440	3,673	(3,233)	5,034	4,162	872	(4,105)				Invoice Timing
563	Itinerant Food Program	1,662	1,472	190	2,896	2,824	72	8,272	8,032	240	(167)				
580	Water Recreation & Camps	-	2,754	(2,754)	14,366	9,671	4,695	14,310	14,275	35	4,660				
680	Developmental Disability	189,486	193,258	(3,772)	552,088	558,671	(6,584)	582,125	580,681	1,444	(8,028)				Increased FTE
710	Vital Records	19,470	18,183	1,287	52,572	52,112	460	55,000	53,218	1,782	(1,322)				
790	Epidemiology	6,692	283	6,409	20,075	1,246	18,829	20,075	19,534	541	18,288				
791	Lead Case Mgmnt	-	404	(404)	-	404	(404)	-	-	-	(404)				
794	PHEPR-Bio Terrorism	1,607	1,607	-	5,490	5,490	-	32,973	32,961	12	(12)				
811	Assessment	917	-	917	2,750	-	2,750	2,750	2,500	250	2,500				
888	Indirect Cost Rate Allocation	-	-	356	-	-	(8,157)	-	-	-	(8,157)				
900	Enhanced Program	-	-	-	-	-	-	-	75,000	(75,000)	75,000				
999	Printers & Copiers	-	-	-	-	-	(0)	-	-	-	(0)				
	<b>GRAND TOTAL</b>	<b>466,068</b>	<b>462,532</b>	<b>4,211</b>	<b>1,397,365</b>	<b>1,320,323</b>	<b>69,488</b>	<b>1,493,293</b>	<b>1,535,499</b>	<b>(42,206)</b>	<b>111,694</b>				

**TOTALS BY DEPARTMENT**

Personal Health Program	2,991	5,883	(2,891)	7,640	11,397	(3,758)	#	25,000	16,248	8,752	(12,510)
Breast & Colon Program	62,368	59,440	2,928	150,289	145,850	4,439		147,741	147,893	(152)	4,591
Adult Hepatitis Program	5,244	3,581	1,664	14,029	8,622	5,407		11,920	11,865	56	5,351
Communicable Disease Prog	71,389	64,249	7,140	231,371	180,254	51,117		295,299	292,357	2,942	48,175
Environ. Health Program	93,374	95,557	(2,183)	293,499	290,874	2,625		317,209	307,910	9,299	(6,673)
Developmental Disability Program	189,486	193,258	(3,772)	552,088	558,671	(6,584)		582,125	580,681	1,444	(8,028)
Admin & Support	17,620	16,472	1,089	83,503	62,964	20,480		46,625	38,140	8,485	11,995
Internal Serv- Vehicles/Copiers			378			663		-	-	-	663
Indirect cost Rate Allocation			356			(8,157)	#	-	-	-	(8,157)
Vital Records	19,470	18,183	1,287	52,572	52,112	460		55,000	53,218	1,782	(1,322)
Bus Mgmt Unallocated	2,958	161	2,797	8,875	1,781	7,094		8,875	9,103	(228)	7,322
Agency Trg/HR Legal	1,167	5,748	(4,582)	3,500	7,797	(4,297)	#	3,500	3,085	415	(4,712)
Enhanced Program	-	-	-	-	-	-		-	75,000	(75,000)	75,000
	<b>466,068</b>	<b>462,532</b>	<b>4,211</b>	<b>1,397,365</b>	<b>1,320,323</b>	<b>69,488</b>		<b>1,493,293</b>	<b>1,535,499</b>	<b>(42,206)</b>	<b>111,694</b>

**Reconciliation to Income Statement**

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

111 YHD Vehicles	(378)	(663)
888 Indirect Costs Programs	(356)	8,157
999 Printing/Copiers	-	0
	(674)	7,554
<b>Reconciliation to Income Statement</b>	<b>461,858</b>	<b>1,327,877</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**  
**2018 Cash Flow Report- from FMS REPORT**  
**(Cash Basis Accounting)**

	1/31/2018	2/28/2018	3/31/2018
Beginning Cash	174,580	9,191	6,473
Transfers From Investment	238,584	310,875	420,220
Receipts /Deposits	914,922	415,470	415,175
<b>TOTAL CASH AVAILABLE</b>	<b>1,328,085</b>	<b>735,536</b>	<b>841,868</b>
<b>MINUS</b>			
Payroll Outlays	183,834	159,247	167,230
Transfers Out (Payments to Yakima County Departments)	15,063	18,686	75,469
Vouchers Payables Paid	324,887	230,220	260,752
Transfer to investment	795,110	320,910	304,213
<b>TOTAL CASH OUTLAY/TRANSFER</b>	<b>1,318,895</b>	<b>729,063</b>	<b>807,665</b>
<b>ENDING BALANCE - CASH ( Fund 01 only)</b>	<b>9,191</b>	<b>6,473</b>	<b>34,203</b>
Temporary Investment Fund 01	6,413,733	6,423,768	6,307,761
<b>TOTAL CASH &amp; CASH EQUIVALENTS- FUND 1 ONLY</b>	<b>6,422,924</b>	<b>6,430,241</b>	<b>6,341,964</b>
<b>TOTAL CASH &amp; CASH EQUIVALENT- ALL FUNDS</b>	<b>6,422,924</b>	<b>6,430,241</b>	<b>6,341,964</b>
MONTHLY EXPENSES BASED ON YEARLY BUDGET divided by 12	511,833	511,833	511,833
NUMBER OF MONTHS - OPERATING CASH AVAILABLE Fund 01 only	13	13	12
NUMBER OF DAYS - OPERATING CASH AVAILABLE	376	377	372
<b>BUDGET YEAR</b>	<b>Y2018</b>		
<b>BUDGET (ADOPTED ON 10/25/17 MTG)</b>			
OPERATION	5,841,996		
ENHANCED PROGRAM	300,000		
<b>FULL BUDGET</b>	<b>6,141,996</b>		