



YAKIMA HEALTH DISTRICT

Prevention Is Our Business

BOARD OF HEALTH

Meeting Agenda & Minutes



October 31, 2018
8:30 am

Upcoming Board of Health Meetings

December 5, 2018
8:30 a.m.

January 30, 2019
8:30 a.m.

Note: **No** Board of Health Meeting in November 2018 due to Thanksgiving Holiday



YAKIMA HEALTH DISTRICT

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Board of Health Agenda

Wednesday, October 31, 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.

* September 26, 2018 Yakima Health District (YHD) Board of Health minutes

* Payment of accounts payable and payroll issued in September 2018 in the amount of \$418,870.24

5. **Board Business:** André Fresco
 - a. **2019 Budget Hearing** (*see attachment-hand out to each member*)
Strategic Goal: *Improved Efficiency and Effectiveness;* **Board Input:** *Board Decision*
6. **Financial Report:** Chase Porter September 2018 (pages 12-17)
Motion: to approve the Financial Report for the month of September 2018

Department Reports

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



YAKIMA HEALTH DISTRICT

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Board of Health Minutes

September 26, 2018, Wednesday

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

PRESENT

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

ABSENT

Vacant, Citizen Representative

Yakima Health District (YHD) STAFF

Lilian Bravo
Orlantha Coleman
Dr. Teresa Everson
Andre Fresco
Ryan Ibach
Holly Myers
Chase Porter
Melissa Sixberry

GUESTS AND PRESS

2. **WELCOME AND INTRODUCTIONS-** Nathan Johnson is the new Local Emergency Response Coordinator as of Monday, September 17th, 2018. Nathan is from Tacoma, Washington and went to school in Fairbanks, Alaska obtaining a bachelor's degree in emergency management.

3. **AUDIENCE PARTICIPATION-**None

4. **CONSENT AGENDA: MOTION** Gail Weaver entertained a motion to approve the September 26, 2018 Yakima Health District Consent Agenda.

MOVE TO APPROVE: Barbara Harrer
SECOND: Rand Elliott

☒ *Approved*

☐ *Declined*

☐ *Amend*

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

- August 29, 2018 Yakima Health District Board of Health Minutes
- Approval of accounts payable and payroll issued in August 2018 in the amount of \$520,182.82



YAKIMA HEALTH DISTRICT

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[Gail opened the fee hearing session and invited participation at 8:33 a.m.]

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

2019 Fee Hearing Schedule Updates (pages 9-11)

RE: Fee Change Hearing Notice was advertised in the Yakima Herald Republic, on the Yakima Health District website and at our front desk counter. The fee hearing promotion allowed for comments, but none were submitted to Ryan to share with the Board of Health.

- 1) **Vital Record Fee Increases** (p.11)-Certified Mail, Return Receipt and Restricted Delivery used to be a set fee but will now vary depending on size and location of the vital record delivery.
 - **Plastic certificate covers** increase for Vital Records will now cost \$.50 cents to cover the cost of the updated protective certificate sleeves.
 - **Parentage** fee increase is changing at the state level and impacting LHJ fees. The terminology for establishing parent status is changing from paternity to parentage and the fee is increasing from \$15 to \$18.
- 2) **Notary Services Addition** (p.11)-Notary Services: \$10.00

[With no further discussion/concerns, Gail closed the 2019 fee hearing session at 8:42 a.m.]

MOTION: Gail Weaver entertained a motion to approve the 2019 Fee Schedule	MOVE TO APPROVE: Ron Anderson SECOND: Mike Leita <input checked="" type="checkbox"/> <i>Approved</i> <input type="checkbox"/> <i>Declined</i> <input type="checkbox"/> <i>Amend</i>
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2019 Proposed Budget Updates (*attachment provided to all Board of Health Members*): Ryan Ibach, Chief Operating Officer

Budget Adoption Timeline Review

October (week 2) promote budget hearing- will be advertised in the Yakima Herald Republic, on the Yakima Health District website and the YHD front desk counter.

2019 Budget Hearing Reminder

October 31, 2018, Board of Health Meeting-YHD will hold a budget hearing open to the public. Afterwards, a decision by the BOH members to adopt the 2019 budget will be made.



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[Dr. Kay Funk requested some allocation of YHD monies to homelessness services]

2019 Proposed Budget Overview: Chase Porter, Senior Accountant

Proposed FTE changes from **30** in 2018 to **31** in 2019 due to;

- Restructuring of nursing duties which has allowed for two full time equivalent (FTE) nurses instead of three full time nurses.
- Hire of the Local Emergency Response Coordinator (LERC).
- Addition of a Public Health Technician.

Financial Variations

- Public Health Emergency Preparedness Response (PHEPR) work is shifting from Ryan to the LERC position.
- Accela and Cayenta technology demands are impacting staff time resulting in expected increases in staff time.
- Lilian, Melissa and their Community Health Administration time are transitioning into direct programs based off the 2018 demands.
- Environmental Health (EH) Administration is primarily Holly's time. The increase in admin time is to allow flexibility for Holly to meet fluctuating demands in the varied EH programs.
- Outreach (strategic planning and partnerships) is increasing due to time dedicated to the-new tobacco prevention program and cannabis work that is growing our partnerships within the Yakima Valley.
- NEW Non-governmental contributions are due to the Kresge Grant (a new budget line item). Kresge is a private agency working to promote health by providing travel and training opportunities to Local Health Jurisdictions across the U.S. We are anticipating approximately \$124K from that grant.
- Enhanced budget updates: board approved initiatives involving public health partnership limitations from last year did not come to fruition. We are keeping these funds flexible to meet changing community needs at the direction of the board.

Foundational Public Health Services (FPHS)-Legislative Season

Holly Myers is representing Yakima Health District environmental health work. Andre continues to work on the Foundational Public Health Services Steering Committee. The Public Health system has come together as one system to include, the state board of health, LHJ's under Washington State Association of Local Public Health Officials (WSALPHO) and Washington State Association of Counties (WSAC) to support a \$296 million dollar ask to the state legislature. Our request has been placed in a decision package to the Governor's Office. We should have a response in the Fall of 2018. YHD is experiencing the benefits of state investments aligning with local investments.

The Kresge Foundation Grant Update

Distribution of funds are postponed with an anticipated date of October 31, 2018. While Kresge is offering the option to spend funds now and seek reimbursement later, the YHD is going to table spending until the funds are provided. We will have Kresge funds in the current 2018 revenue that will be used in 2019. We expect this to be a 14-month process.



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6. FINANCIAL REPORT: Chase Porter (pages 12-17)

August 2018 Budget Summary

We had a gain in excess revenue of approximately \$56K for the month of August. Bringing our year-to-date excess revenue to \$270K.

August 2018 Revenue and Expenditures

- Annual budgeted revenues and expenditures are \$5.9M and \$6.1M, respectively.
- Year-to-date budgeted revenue and expenditures are \$4.0M and \$4.1M, respectively.
- Year-to-date actual revenue and expenditures are \$3.9M and \$3.6M, respectively.

Program Updates (pages 15-16)

New Immunization Program (322) will reflect an uptick in Department of Health emphasis in promoting immunization with in Washington State.

Onsite Septic and Land (OSS-540) in May 2018 reflected a (\$40K) loss. Management expected to re-coup the program loss by the end of the year. However, the month of August had a large gain in program revenue, ~\$43K, which brought the program into break-even status. We are experiencing an increase in OSS activities while the weather is still amicable.

Developmental Disabilities Program reflects a loss due to increased oversight-decreasing promo and advertisement in the DD program.

Yakima Health District received FPHS funds in August, \$140K, which drove up cash reserves. Those reserves will decrease until January when we receive flexible dollars again. The FPHS funds that were received in August '18 will be spent in the early part of 2019.

7. **MOTION:** Gail Weaver entertained a motion to approve the financial report for the month of August 2018.

MOVE TO APPROVE: Rand Elliott

SECOND: Mike Leita

☒ *Approved*

☐ *Declined*

☐ *Amend*

8. CHIEF OPERATING OFFICER: Ryan Ibach

Staffing Public Health Nurse

Due to a staffing change, the Yakima Health District is recruiting for a new Public Health Nurse which will close October 3, 2018.



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Board of Health Member Selection Committee (Ron Anderson, Andre Fresco, Ryan Ibach and Gail Weaver) met on Thursday of last week September 20, 2018. The Open Citizen Member Volunteer opportunity was promoted from September 2-20th, 2018. The committee interviewed three candidates and unanimously agree on Renee Bouchey.

9. **MOTION:** Gail Weaver entertained a motion to approve Renee Bouchey as the new Open Citizen Board Member

MOVE TO APPROVE: Rand Elliott

SECOND: Ron Anderson

☒ *Approved*

☐ *Declined*

☐ *Amend*

[Dr. Kay Funk requested amendment to the recruitment requirements for future Citizen members to include a full resume, reflecting credentials and/or strong science background in the health field.]

[Gail clarified that in the future consistent information from each candidate, particularly when we open for the City Representative, should include a more formal application requirement. Past requirements have not demanded a resume and there is no current policy nor a historic practice of requiring a resume.]

[Amendments to the Citizen Member and City Representative recruitment requirements is tabled for a future Board of Health meeting.]

[Andre clarified that the YHD looked for past board experience, budget experience and someone who understands the complexity of some of the federal, state, budgets that we interact with as a Local Health Jurisdiction and the strategic direction that a board serves.]

10. **HEALTH OFFICER:** Dr. Teresa Everson

Wildfire Smoke

YHD is working on seasonal preparedness messaging to make sure that we get communication out.

Flu

We are in flu vaccination season. 2017-2018 season recap, there were approximately 300 deaths in Washington State due to flu. Yakima County had 10 flu deaths. The flu vaccine is updated to reflect changes in the type of flu that we expect to see in the United States. The local health community has started promoting the nasal vaccine (typically used among kids and teenagers). Last year the H1N1 nasal component was not effective enough. This year the H1N1 is predicted to be as effective as the injection vaccine. Those over 65 need a high dose flu vaccine. Anyone over 6 months is recommended to be vaccinated. The goal is to have as many people as possible get vaccinated to protect those who cannot get vaccinated. Nation-wide infant vaccination is 60%.; adult vaccination is 46%, which falls short of the 80% needed to prevent spread. Our goal is to educate the public and community partners on good infection control practices, monitor and track outpatient indicators of flu-like illness.



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[Ron Anderson recommended that the Yakima Health District have a flu vaccination booth out at the Washington State Fair Park. About 300-400K patrons are hosted at and attend the fair each year.]

[Mike added that it would be great to see the Yakima Health District represented in brand at the fair.]

11. DISEASE CONTROL: Melissa Sixberry

Flu

Through our surveillance and assessment, YHD gets reports from local hospitals on flu tests ran, the quantity that are positive and strain type which is updated on our main YHD website each week called [RSV & Flu Stats](#). The hospitals will begin reporting on Sunday September 30, 2018. Since the reporting is about a week behind, we will have those available the week of October 8-12th, 2018.

ESD 105

David Miller, Public Health Nurse and Jessica Van Doren, Community Health Specialist will attend a nurse meeting at ESD 105 to discuss promotion of the flu to students. The Yakima School District is hosting a flu clinic which will provide easy access for parents to get their kids vaccinated and YHD can help promote the event with different schools.

TB Case

One new case learned about this morning. More updates to come.

[STI Epidemiology Study](#)

There is a partnership with Washington State University for an epidemiologist who is conducting research for the Yakima Health District to provide report of STI trends in Yakima County, which are higher than the state average.

[NEW Provider Resources Website](#)

The Yakima Health District worked with the Tacoma Pierce County using Foundational Public Health Services funds to develop a supplemental webpage that is specific for providers. Alerts, Advisories and Awareness are the communication types that are available to providers. The quarterly YHD Provider Bulletin that YHD used to distribute to providers is phasing out and will no longer be distributed. Provider reporting forms and information will be hosted digitally. The ESD 105 school nurses will learn about this added resource later today.



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12. ENVIRONMENTAL HEALTH: Holly Myers

Wildfire Health Impact Information and Education

There is no agency that takes responsibility for wildfire indoor smoke health impacts. The Department of Ecology monitors outdoor air quality. The National Ambient Air Quality Standards are specific for outdoor air quality. In recent years the wildfire season blankets eastern Washington with smoke for weeks and sometimes months on end. Washington State Department of Health created resource materials for local health to disperse to communities, schools and care providers. The resource material created by DOH came out during the fire season. The next step for the EH directors and DOH is to create a workgroup with the intention of developing a communication plan for next year. Ideally local health departments should have the proper tools in the hands of schools, sport coaches, care providers and parents prior to the impacts from the wildfires. Both Holly and Dr. Everson have been asked to participate on the workgroup.

Local Emergency Response Coordinator Activities

The YHD will be involving Nathan in the interaction with people from the disaster preparedness listservs to get information to share.

Solid Waste Summit-Solid Waste Enforcement

Holly met with solid waste managers and environmental health director's enforcement group to develop a financial ask from legislature to show how we will continue work to address solid waste nuisances throughout the county. We share money that is pulled out of the Model Toxics Control Account (MTCA). The Washington State Department of Ecology manages solid waste but does not have personnel to go out to respond to complaints. The Yakima Health District staff responds to residential nuisance complaints. YHD will have conversation with the county prior to the ask to ensure that we approach the Governor with a collaborative ask.

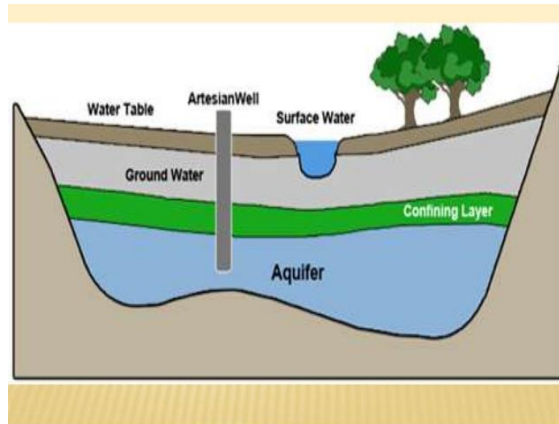
Municipal Water

Regal Mobile Estates tested positive for E. coli. The state Department of Health (DOH) contacted the Yakima Health District September 11, 2018. It is a group A water system under the authority of the state DOH. There is a second water system that has tested positive for E. coli and the YHD will contact group B water systems (community systems, less than 15 connections) today to test for E. coli. The concern is that they may be all drawing from the same aquifer and possibly interconnected. The ground water might be contaminated at the source. We will also communicate with individual and shared well users to encourage them to call in to our office to get their wells tested.



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Drinking Water Uptick

We are seeing more development related inspections for drinking water and septic. With seasonal temperature changes, environmental health customers want to get their projects done so the YHD environmental health inspectors are in the field more.

Building Department Partnership Update

YHD continues to work with the county and send YHD Environmental Health (EH) inspectors to shadow Building and Planning so that YHD can understand how the process works. Each time we shadow we discover changes that we want to make to how we use the Accela software program to support quicker sharing of information. This is an ongoing discovery and effort.

Washington State Environmental Health Association (WSEHA)

Each year WSEHA has an annual conference which alternates between the east and west side. May 2019, the Yakima Health District will host the annual education conference in Yakima at the Convention Center.

13. PUBLIC HEALTH PARTNERSHIPS: Lilian Bravo

Developmental Disabilities (DD) Program Updates

The Yakima Health District in partnerships with ESD 105, Division of Vocational Rehabilitation and the Developmental Disabilities Administration to host a benefits education event to educate students and parents on the DD benefits that are available to them. The Advertising/Promotion monies will be used to create an entire series of educational events for families and educators. YHD plans to host a similar event in the lower valley.

Prescription Takeback Box

YHD purchased a prescription take back box in partnership with Virginia Mason Memorial and Safe Yakima Valley. The box is operating in the emergency room entrance. The formal ribbon cutting ceremony will be on Friday, October 5, 2018. So far, we have observed that take back boxes that are in medical facilities are utilized more than those placed in law enforcement agencies.



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WE Movement (WE Day)

The WE Movement is a social change leadership cultivating organization that develops the next generation of youth to make a difference in their neighborhood and world. [WE Schools](#) complete local and worldwide projects involving five pillars (feeding the hungry, clean water, education, opportunity and health). Today, the Yakima Health District will hear back from the WE western region which is based out of British Columbia to find out how we can begin to support the WE Schools in Yakima County. Our goal is to help local youth make a difference in our community.

14. **OTHER BUSINESS**-Dr. Kay Funk requested that the Yakima Health District be more visible in recognizing the importance of the health among homeless populations due to the numerous public health effects beyond the YHD Needle Exchange programs. The idea is that YHD would use existing DD services that include identifying developmental delays among people in the community and expand the outreach to include support for the homeless population through a link to service.

15. **MOTION:** Gail Weaver entertained a motion to adjourn the meeting at 10:11 a.m.

MOVE TO APPROVE: Ron Anderson

SECOND: Barbara Harrer

☒ *Approved*

☐ *Declined*

☐ *Amend*

**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	
9/12/2018 B#386959	-\$49.28	
9/14/2018 B#386983	\$89,472.70	
9/28/2018 B#387378	\$143,391.57	
9/30/2018 B#387501	\$7.38	
Indirect Costs- Yakima County	\$1,765.17	
GIS Fixed cost	\$564.67	
Purchasing Service Cost	\$0.00	
Technology Services Cost	\$12,723.12	
Inter-Fund 111688	\$9.00	
Inter-Fund 111689	\$452.94	
Inter-Fund 111675	\$179.88	
Inter-Fund 111676	\$131.56	
Inter-Fund 111691	\$1,400.51	
Inter-Fund 111818	\$30.00	
Inter-Fund 111819	\$30.00	
Inter-Fund 111808	\$10.00	
Inter-Fund 111892	\$1,316.66	
Total Claims & Warrants, above		\$251,435.88
Payroll Remittance to Key Bank B#111601	\$61,812.96	
91571	\$134,671.07	
91781	\$16,344.39	
91782	-\$5,373.20	
91786	-\$40,195.86	
111642	\$175.00	
Total Payroll		\$167,434.36
TOTAL PAYMENTS		\$418,870.24

All of the above September expenditures are approved for payment in the amount of **\$418,870.24** this 31st day of October 2018.

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 September 2018

REVIEW OF PRELIMINARY FINANCIAL STATEMENTS

75.00% OF THE BUDGET

Year to date: as of August 2018	Net Income (Loss)		\$	269,517
For the Month of September 2018- ACTUALS	Net Income (Loss)		\$	68,104
subtotal			\$	337,621
Prior period adjustment			\$	-
September 2018	Net Income (Loss)		\$	337,621

Budget to Actual comparison- Year to date as of 09/30/2018

	Revenue		Expenditures	
Fiscal Year 2018 Total Adopted Budget	5,973,173		6,141,996	
Allocated Budget YTD	4,479,880		4,606,497	
Budget % to total adopted budget	75.00%		75.00%	
Subtotals Actuals	4,402,433	73.70%	4,060,647	66.11%
Actuals - Pass Thru Programs (Indirect Costs)	0		4,165	0.07%
Total Actuals	4,402,433		4,064,812	
Total actuals % to total adopted budget	73.70%		66.18%	
Actual compared to total adopted budget	(1,570,740)		(2,077,184)	
Actual compared to allocated budget - YTD	(77,447)		(541,685)	
As of September 30, 2018	Actual Revenue is less than budget by this amount		Actual Expenditure is less than budget by this amount	



**Yakima Health District
Income Statement
September 2018**

	Monthly			Year-to-Date			Year-End	
	Actual	Budget	Difference	Actual	Budget	Difference	2018 Budget	3 Mo's Remaining
Revenue								
Public Health Funding	87,707	87,707	0	789,361	789,361	1	1,052,481	263,120
Foundational Public Health	-	11,575	(11,575)	-	104,175	(104,175)	138,900	138,900
Federal	88,144	72,841	15,303	573,986	655,566	(81,580)	874,088	300,102
State	25,752	17,171	8,581	180,216	154,535	25,682	206,046	25,830
Yakima County	12,500	12,500	-	112,500	112,500	-	150,000	37,500
Fees, Permits Licensing	100,011	99,013	998	985,672	891,119	94,553	1,188,158	202,486
Developmental Disabilities	158,163	194,042	(35,879)	1,649,645	1,746,375	(96,730)	2,328,500	678,855
Investment Income	10,887	2,917	7,970	110,875	26,250	84,625	35,000	(75,875)
Other	8	-	8	177	-	177	-	(177)
Total Revenue	483,171	497,764	(14,593)	4,402,433	4,479,880	(77,447)	5,973,173	1,570,740
Expenses								
Salaries & Wages	145,642	155,417	(9,774)	1,307,467	1,398,749	(91,282)	1,864,998	557,531
Benefits-Direct	55,433	63,229	(7,795)	490,347	569,059	(78,712)	758,745	268,398
Payroll Expense	201,076	218,645	(17,570)	1,797,814	1,967,807	(169,994)	2,623,743	825,930
Enhanced Program	-	25,000	(25,000)	10,586	225,000	(214,414)	300,000	289,414
Advertising/Promotional	1,586	2,213	(626)	7,197	19,913	(12,715)	26,550	19,353
BOH Meeting Supplies	36	46	(10)	323	413	(90)	550	227
Computer Expense	-	782	(782)	3,112	7,037	(3,925)	9,383	6,271
Copies & Printing	2,133	1,814	319	14,555	16,324	(1,768)	21,765	7,210
Employee Recognition	-	50	(50)	514	450	64	600	86
Janitorial Services	1,599	2,417	(817)	21,514	21,750	(237)	29,000	7,487
Janitorial Supplies	589	167	423	2,105	1,500	605	2,000	(105)
Membership Dues	-	1,236	(1,236)	14,396	11,126	3,270	14,835	439
Office Supplies	513	890	(376)	8,842	8,006	835	10,675	1,833
Operating Supplies	889	1,775	(886)	11,045	15,975	(4,930)	21,300	10,255
Postage	(376)	738	(1,114)	5,855	6,641	(787)	8,855	3,000
Telephone	2,485	1,816	669	22,395	16,344	6,051	21,792	(603)
Professional Services - Accounting	-	1,667	(1,667)	-	15,000	(15,000)	20,000	20,000
Professional Services - County Indirect	1,765	1,251	514	15,887	11,261	4,625	15,015	(872)
Professional Services - Health Officer	3,356	7,083	(3,727)	27,951	63,750	(35,799)	85,000	57,049
Professional Services - Legal	1,716	1,454	262	4,587	13,088	(8,501)	17,450	12,863
Professional Services - Technology	12,723	12,885	(162)	114,508	115,967	(1,458)	154,622	40,114
Professional Services - Other	3,035	8,985	(5,950)	58,192	80,864	(22,672)	107,818	49,626
Provider Serv-Medical (Fed)	18,198	24,167	(5,968)	220,218	217,500	2,718	290,000	69,782
Provider Serv-Medical (State)	5,242	-	5,242	44,503	-	44,503	-	(44,503)
Provider Services - DD	141,004	175,608	(34,604)	1,492,513	1,580,475	(87,962)	2,107,300	614,787
Contracted Services	311	3,104	(2,793)	14,186	27,938	(13,751)	37,250	23,064



**Yakima Health District
Income Statement
September 2018**

	Monthly			Year-to-Date			Year-End	
	Actual	Budget	Difference	Actual	Budget	Difference	2018 Budget	3 Mo's Remaining
Expenses (Cont.)								
Temp Worker	-	208	(208)	-	1,875	(1,875)	2,500	2,500
Client's Related Expenses	-	50	(50)	10	450	(440)	600	590
Interpreting Services	-	38	(38)	-	338	(338)	450	450
Laboratory & Pharmacy Supplies	-	446	(446)	2,194	4,013	(1,818)	5,350	3,156
Bank Fees	-	83	(83)	389	750	(361)	1,000	611
Fuel	1,361	1,667	(306)	10,521	15,000	(4,479)	20,000	9,479
Insurance	3,378	3,367	11	30,314	30,303	11	40,404	10,090
Miscellaneous	62	417	(355)	1,004	3,750	(2,746)	5,000	3,996
Operating Rental & Leases	6,899	5,629	1,271	50,281	50,657	(377)	67,543	17,262
Rent Storage	193	432	(240)	3,102	3,892	(789)	5,189	2,087
Repair & Maintenance (Car/Bldg.)	4,990	1,477	3,513	10,342	13,294	(2,952)	17,725	7,383
Small Tools & Equip/Asset Repl.	-	619	(619)	30,402	5,569	24,833	7,425	(22,977)
Training	1,338	769	569	7,875	6,919	956	9,225	1,350
Travel	4,613	6,546	(1,934)	46,171	58,916	(12,745)	78,555	32,384
Utilities	2,123	1,923	200	18,164	17,303	861	23,070	4,906
Close Out Indirect Program	(6,899)	(5,116)	(1,784)	(50,281)	(46,041)	(4,240)	(61,388)	(11,107)
Less Pass-Through Expenses	(871)	(513)	(359)	(8,474)	(4,616)	(3,858)	(6,155)	2,319
Total Expenses	415,067	511,833	(96,766)	4,064,812	4,606,497	(541,685)	6,141,996	2,077,184
Excess/(Loss on) Revenue	68,104	(14,069)	82,173	337,621	(126,617)	464,238	(168,823)	(506,444)

YAKIMA HEALTH DISTRICT
Preliminary Monthly Financial Summary by Program for September 2018
 Budget YTD Percentage **75.00%**

Yrly Budget Rev Yrly budget Exp
5,973,173 **6,141,996** Original
 75.00% 75.00%

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			287			3,119	-	-	-	3,119				
100	Administrator & Health Officer	10,887	0	10,887	110,875	0	110,875	26,250	(1)	26,251	84,624	256,723	250,309	(6,415)	Gain on Inv. Interest
110	Information Systems	-	-	-	-	33,247	(33,247)	-	-	-	(33,247)	17,727	38,155	20,428	FPHS Funds - \$33,427
113	Strategic Planning and Partnership	9,796	9,741	56	99,507	134,814	(35,307)	113,625	114,422	(797)	(34,510)				FPHS Funds - \$39,844
120	Community Health Administration	-	-	-	-	-	-	-	-	-	-	14,276	30,466	16,190	
130	Building, Fixtures			0			124	-	-	-	124	50,281	50,657	377	
150	EH Administration	-	-	-	-	-	-	-	-	-	-	78,945	74,541	(4,404)	
160	Business Management	8	0	8	177	11	166	-	(1)	1	165	226,403	238,589	12,185	
161	Bus Mgmt Unallocated	2,958	479	2,479	24,625	3,266	21,359	26,625	27,308	(683)	22,041				
170	Personnel							-	-	-	-	19,676	22,221	2,545	
171	Agency Training	625	-	625	7,625	7,432	193	5,625	5,344	281	(88)				First Aid/AED Training
172	HR Legal/Sound Employment	542	-	542	4,875	2,046	2,830	4,875	3,912	963	1,867				
221	SNAP ED	2,421	2,421	-	16,524	16,535	(10)	21,000	20,653	347	(358)				
223	Tobacco Prevention & Education	115	115	-	115	115	-	-	-	-	-				
225	Child Death Review	1,000	-	1,000	9,000	1,682	7,318	9,000	7,989	1,011	6,307				
290	Medicaid Admin Match- YHD	32,862	3,829	29,033	46,150	13,745	32,405	45,000	20,103	24,897	7,508				
309	Medical Records	663	276	387	7,684	6,754	930	5,550	5,192	359	572				
320	DOHCC - Immunizations	-	2	(2)	12,612	12,545	66	6,822	4,627	2,195	(2,129)				
321	DOHCC-Prenatal Hep B	118	118	-	3,818	2,246	1,573	3,866	2,628	1,238	334				
322	Immunization Promotion	1,763	1,763	-	5,403	5,403	-	-	-	-	-				New Program
325	State Vaccine Monitoring	317	196	121	12,369	10,411	1,957	16,698	16,148	550	1,408				
329	PPHF Vtrecks IIS Interface	-	-	-	-	-	-	-	-	-	-				
331	STD - DOH staff	1,137	1,137	-	8,479	8,864	(385)	8,229	7,007	1,222	(1,607)				
332	STD- Yakima	15,165	8,817	6,348	131,288	92,152	39,137	136,245	135,965	280	38,857				
349	Tuberculosis Program	9,499	8,654	845	137,493	121,781	15,711	150,637	150,221	416	15,296				
350	HIV Testing	8,401	8,401	-	38,524	38,484	40	112,500	112,610	(110)	150				
351	HIV PrEP	2,016	2,016	-	8,844	8,844	-	-	-	-	-				
352	Adult Viral Hepatitis	5,266	3,244	2,023	42,987	33,509	9,478	35,761	35,594	167	9,311				
390	Other Comm Diseases	43,633	34,181	9,453	296,340	267,549	28,791	376,875	376,571	304	28,487				FPHS Funds - \$65,832
430	Colon Screening	964	1,199	(234)	36,025	39,313	(3,288)	49,761	49,184	578	(3,866)				
431	Breast/Cervical Cancer-Direct Services/Operation	45,323	43,713	1,610	411,988	404,778	7,210	319,961	320,271	(311)	7,521				
441	BCHP-Region: Mgmt. Costs	-	-	-	13,406	17,975	(4,568)	73,500	74,223	(723)	(3,845)				
520	Drinking Water	3,208	2,874	334	35,295	19,096	16,199	27,900	28,453	(553)	16,751				
522	Water Quality- Sanitary Survey	3,325	1,164	2,161	12,506	11,764	742	9,225	8,881	344	397				
523	DOE Well Drilling Inspections	250	5,657	(5,407)	25,900	33,161	(7,261)	9,750	9,703	47	(7,308)				DOE Invoice Timing
530	Solid Waste Permits/Tonnage	5,143	5,820	(676)	36,273	33,312	2,961	52,368	52,765	(397)	3,358				
531	Solid Waste Nuisances	3,704	2,359	1,345	33,049	21,271	11,778	32,462	29,499	2,963	8,815				
532	Solid Waste Facilities	2,749	905	1,844	24,756	8,922	15,835	8,550	7,908	642	15,193				
533	Bio-Solids	723	127	596	3,338	1,884	1,454	9,182	2,776	6,406	(4,952)				
534	Proper Syringes Program Outreach	114	103	11	1,508	1,673	(165)	4,050	4,005	45	(210)				
540	OSS & Land Develop	28,839	24,623	4,216	310,309	305,880	4,429	242,850	242,835	15	4,414				

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 September 2018

Budget YTD Percentage

75.00%

73.70%

66.18%

Yrly Budget Rev

Yrly budget Exp

5,973,173

6,141,996

Original

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	1,287	(371)	8,250	8,004	246	8,250	8,162	88	158				
560	Food Inspections	38,370	34,327	4,043	330,841	289,886	40,954	313,152	312,868	284	40,670				
561	Food Education	2,470	3,597	(1,127)	51,320	41,179	10,141	52,122	37,587	14,535	(4,394)				
562	School Food Program	2,653	397	2,256	3,587	9,159	(5,572)	15,101	12,485	2,617	(8,189)				Invoice Timing
563	Itinerant Food Program	5,006	6,244	(1,238)	30,283	26,601	3,682	24,815	24,097	719	2,964				
580	Water Recreation & Camps	-	1,668	(1,668)	50,012	37,823	12,189	42,931	42,826	105	12,084				
680	Developmental Disability	154,116	158,852	(4,736)	1,628,500	1,656,546	(28,046)	1,746,375	1,742,042	4,333	(32,378)				increased FTE
681	Developmental Disability - Info/Ed	4,046	4,046	-	21,145	21,145	-	-	-	-	-				
710	Vital Records	15,102	16,719	(1,617)	157,127	139,984	17,144	165,000	159,654	5,346	11,798				
790	Epidemiology	6,692	5,278	1,414	57,225	10,179	47,046	60,225	58,603	1,622	45,424				
791	Lead Case Mgmt	1,000	762	238	6,000	8,828	(2,828)	-	-	-	(2,828)				
794	PHEPR-Bio Terrorism	8,347	8,347	-	80,225	80,273	(48)	98,918	98,882	36	(84)				
811	Assessment	917	-	917	8,250	-	8,250	8,250	7,500	750	7,500				
888	Indirect Cost Rate Allocation	-	-	103	-	-	(7,397)	-	-	-	(7,397)				
900	Enhanced Program	-	-	-	-	10,586	(10,586)	-	225,000	(225,000)	214,414				
999	Printers & Copiers	-	-	-	-	-	-	-	-	-	-				
	GRAND TOTAL	483,171	415,458	68,104	4,402,433	4,060,647	337,621	4,479,880	4,606,497	(126,617)	464,238				

TOTALS BY DEPARTMENT

Personal Health Program	36,397	6,364	30,033	71,789	32,076	39,712	75,000	48,745	26,255	13,457
Breast & Colon Program	46,287	44,912	1,376	461,420	462,066	(646)	443,222	443,678	(456)	(190)
Adult Hepatitis Program	5,266	3,244	2,023	42,987	33,509	9,478	35,761	35,594	167	9,311
Communicable Disease Prog	91,322	71,601	19,720	734,329	594,041	140,287	885,897	877,072	8,825	131,462
Environ. Health Program	105,818	99,499	6,319	1,037,452	929,889	107,563	951,626	923,729	27,896	79,666
Developmental Disability Program	158,163	162,899	(4,736)	1,649,645	1,677,691	(28,046)	1,746,375	1,742,042	4,333	(32,378)
Admin & Support	20,691	9,741	10,950	210,559	168,061	42,611	139,875	114,421	25,454	17,157
Internal Serv- Vehicles/Copiers	-	-	287	-	-	3,119	-	-	-	3,119
Indirect cost Rate Allocation	-	-	103	-	-	(7,397)	-	-	-	(7,397)
Vital Records	15,102	16,719	(1,617)	157,127	139,984	17,144	165,000	159,654	5,346	11,798
Bus Mgmt Unallocated	2,958	479	2,479	24,625	3,266	21,359	26,625	27,308	(683)	22,041
Agency Trg/HR Legal	1,167	-	1,167	12,500	9,478	3,022	10,500	9,256	1,244	1,778
Enhanced Program	-	-	-	-	10,586	(10,586)	-	225,000	(225,000)	214,414
	483,171	415,458	68,104	4,402,433	4,060,647	337,621	4,479,880	4,606,497	(126,617)	464,238

Reconciliation to Income Statement

Activities of Pass-Through & Indirect Programs

111 YHD Vehicles	(287)	(3,119)
888 Indirect Costs Programs	(103)	7,397
999 Printing/Copiers	-	-
	<u>(390)</u>	<u>4,165</u>
Reconciliation to Income Statement	415,067	4,064,812

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	4/30/2018	5/31/2018	6/30/2018	7/31/2018	8/31/2018	9/30/2018
Beginning Cash	174,580	9,191	6,473	34,203	63,691	37,865	56,333	586,675	20,037
Transfers From Investment	238,584	310,875	420,220	554,000	237,000	408,000	370,000	533,000	394,000
Receipts /Deposits	914,922	415,470	415,175	373,037	427,311	393,726	1,008,296	615,546	367,752
TOTAL CASH AVAILABLE	1,328,085	735,536	841,868	961,240	728,002	839,591	1,434,629	1,735,220	781,790
MINUS									
Payroll Outlays	183,834	159,247	167,230	102,367	172,260	173,603	169,533	168,397	167,434
Transfers Out (Payments to Yakima County Departments)	15,063	18,686	75,469	16,693	16,626	17,669	16,774	17,037	18,614
Vouchers Payables Paid	324,887	230,220	260,752	327,490	271,952	285,986	344,647	334,749	232,822
Transfer to investment	795,110	320,910	304,213	451,000	229,300	306,000	317,000	1,195,000	338,000
TOTAL CASH OUTLAY/TRANSFER	1,318,895	729,063	807,665	897,549	690,137	783,258	847,954	1,715,183	756,870
ENDING BALANCE - CASH (Fund 01 only)	9,191	6,473	34,203	63,691	37,865	56,333	586,675	20,037	24,920
Temporary Investment Fund 01	6,413,733	6,423,768	6,307,761	6,204,761	6,197,061	6,095,061	6,042,061	6,704,061	6,648,061
TOTAL CASH & CASH EQUIVALENTS- FUND 1 ONLY	6,422,924	6,430,241	6,341,964	6,268,452	6,234,926	6,151,394	6,628,736	6,724,098	6,672,981
TOTAL CASH & CASH EQUIVALENT- ALL FUNDS	6,422,924	6,430,241	6,341,964	6,268,452	6,234,926	6,151,394	6,628,736	6,724,098	6,672,981
MONTHLY EXPENSES BASED ON YEARLY BUDGET divided by 12	511,833	511,833	511,833	511,833	511,833	511,833	511,833	511,833	511,833
NUMBER OF MONTHS - OPERATING CASH AVAILABLE Fund 01 only	13	13	12	12	12	12	13	13	13
NUMBER OF DAYS - OPERATING CASH AVAILABLE	376	377	372	367	365	361	389	394	391
BUDGET YEAR	Y2018								
BUDGET (ADOPTED ON 10/25/17 MTG)									
OPERATION	5,841,996								
ENHANCED PROGRAM	300,000								
FULL BUDGET	<u>6,141,996</u>								