



YAKIMA HEALTH DISTRICT

Prevention Is Our Business

BOARD OF HEALTH

Meeting Agenda & Minutes



**October 30, 2019
8:30 am**

Upcoming Board of Health Meetings

December 4, 2019 8:30 am	January 29, 2019 8:30 am
-----------------------------	-----------------------------

Note: There is no Board of Health Meeting in November 2019 due to Thanksgiving Holiday



YAKIMA HEALTH DISTRICT

Prevention Is Our Business

Board of Health Agenda

Wednesday, October 30, 2019

1. **Call meeting to order:** 8:30a.m.
2. **Introductions of guest/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 25, 2019 Yakima Health District (YHD) Board of Health minutes.
* Payment of accounts payable and payroll issued in September 2019 in the amount of \$523,456.15.
5. **Board Business:** André Fresco
 - a. **2020 Budget Hearing**
Strategic Goal: *Improved Efficiency & Effectiveness*; **Board Input:** *Board Decision*
 - b. **Resolution 2019-03 Authorizing the Appointment of Investing Officers, Resolution 2019-04 Authorizing the Appointment of Auditing Officers, and Resolution 2019-05 Authorizing Signature for Checking Accounts, Advance Travel, and Revolving Fund.**
Strategic Goal: *Improved Efficiency & Effectiveness*; **Board Input:** *Board Decision*
6. **Financial Report:** Chase Porter September 2019 (**pages 7-13**)
Motion: to approve the Financial Report for the month of September 2019
7. **YHD Spotlight-** Breast, Cervical, and Colon Health Program - by Lilian Bravo, Director of Public Health Partnerships.

Department Reports

8. Chief Operating Officer: Ryan Ibach
9. Disease Control: Melissa Sixberry
10. Environmental Health: Shawn Magee
11. Public Health Partnerships: Lilian Bravo
12. Other Business:
14. Adjourn



YAKIMA HEALTH DISTRICT

Prevention Is Our Business

Board of Health Minutes

September 25, 2019, Wednesday

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

PRESENT

Ron Anderson, Commissioner
Norm Childress, Commissioner
Renee Bouchey, Citizen Member
Gail Weaver, Citizen Member, Board Chair
Barbara Harrer, City Representative

ABSENT

Dr. Kay Funk, City Representative
Mike Leita, Commissioner

Yakima Health District (YHD) STAFF

Andre Fresco
Ryan Ibach
Chase Porter
Melissa Sixberry
Lilian Bravo
Victoria Reyes
David Miller
Mary Cowan
Shawn Magee

GUESTS AND PRESS

Kim Avalos, nursing student

2. **WELCOME AND INTRODUCTIONS-** Andre Fresco introduced Mary Cowan, Public Health Technician. Shawn Magee is introduced as the new Director of Environmental Health.
3. **AUDIENCE PARTICIPATION-**None

4. **CONSENT AGENDA: MOTION** Gail Weaver entertained a motion to approve the September 25, 2019 Yakima Health District Consent Agenda.

MOVE TO APPROVE: Ron Anderson
SECOND: Renee Bouchey
 Approved
 Declined
 Amend

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

- August 28, 2019 Yakima Health District Board of Health Minutes
- Approval of accounts payable and payroll issued in August 2019 in the amount of \$504,797.30.



YAKIMA HEALTH DISTRICT

Prevention Is Our Business

[Gail opened the fee hearing session and invited participation at 8:35 a.m.]

2020 Fee Hearing Schedule Updates: Ryan Ibach

The Yakima Health District advertised the fee hearing in the Yakima Herald and on the Yakima Health District website. This information was available at the front desk. No written or verbal concerns were received from the public.

[With no further discussion/concerns, Gail closed the 2020 fee hearing session at 8:38 a.m.]

5. MOTION: Gail Weaver entertained a motion to approve the 2020 fee schedule.	MOVE TO APPROVE: Barbara Harrer SECOND: Renee Bouchey <input checked="" type="checkbox"/> <i>Approved</i> <input type="checkbox"/> <i>Declined</i> <input type="checkbox"/> <i>Amend</i>
--	--

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

2020 Proposed Budget (*attachment provided to all Board of Health Members*)

Budget Adoption Timeline Review

The 2020 budget hearing will be advertised in the Yakima Herald Republic and on the Yakima Health District website. Paper copies are available to the public at the YHD front counter.

2020 Budget Hearing Reminder

The budget hearing will be held October 30, 2019, which will be opened to the public. Following the hearing, a decision by the BOH members to adopt the 2020 budget can be made.

2020 Proposed Budget Overview: Chase Porter

- Budgeted operating expenses is expected to be \$6.3M with an enhanced budget of \$500K. The total budgeted expenditure for 2020 is \$6.8M.
- Budgeted operating revenue is expected to be \$6.4M. Enhanced expenditures does not have corresponding revenue. The agency budgeted a loss of approximately \$395K.
- Office Technicians were moved under the supervision of the Senior Finance Manager.
- 31 FTE's are the same amount we had last year.
- The Administrative Manager was changed to the Administrative Assistant position.
- Dr. Chris Spitters was removed for contracted services, Dr. Teresa Everson will be our Health Officer moving forward.



YAKIMA HEALTH DISTRICT

Prevention Is Our Business

Financial Variations

- The HIV program may no longer be available next year, as the Department of Health has not clarified what will happen with this program.
- In the Development Disability program, the group support employment is being replaced with technical assistance training, which is expected to be \$100K less.
- Personnel Training/HR Legal has a reduction in expenses mainly due to the Kresge grant. Kresge funds were received in the prior year.
- BCCHP has an increase due to the addition of the Wise Women Program.

7. **YHD SPOTLIGHT**- Tuberculosis (TB Control) - Presented by David Miller, Public Health Nurse. This presentation may be found on the Yakima Health District (YHD) Board of Health [webpage](#).
8. **FINANCIAL REPORT**: Chase Porter August 2019 (pages 7-13)

August 2019 Budget Summary

We had a gain in excess revenue of approximately \$50K for the month of August. Bringing our year-to-date excess revenue to \$336K.

August 2019 Revenue and Expenditures

- Annual budgeted revenues and expenditures are \$6.5M and \$6.6M, respectively.
- Year-to-date budgeted revenue and expenditures are \$4.3M and \$4.4M, respectively.
- Year-to-date actual revenue and expenditures are \$4.4M and \$4.0M, respectively.

Program Updates (pages 7-13)

Foundational Public Health Services has continued to accrue revenue. Both Federal and State revenue is higher than expected due to the BCCHP, Wise Woman Program, and Medicaid Admin billing, totaling \$149K in additional revenue.

The overage in Fees, Permits Licensing is mainly due to pool and food permits, totaling \$59K. Vital Records also has an increased in revenue of \$6K.

Developmental Disabilities Program continues to reflect a loss. The School Food program has a gain due to YHD conducting school kitchen inspections for the beginning of the school year. The gain is expected to dissipate before the end of the calendar year.

Repair and Maintenance has an overage due to the motor home refurbishment. The Tuberculosis Program has a loss due to an increase in number of patients being treated.



YAKIMA HEALTH DISTRICT

Prevention Is Our Business

9. **MOTION:** Gail Weaver entertained a motion to approve the financial report for the month of August 2019.

MOVE TO APPROVE: Ron Anderson

SECOND: Barbara Harrer

Approved

Declined

Amend

10. CHIEF OPERATING OFFICER: Ryan Ibach

Staff Updates

We advertised the Community Health Specialist position and will be interviewing candidates this week. Shawn Magee was named the new Director of Environmental Health. His official first day as director begins October 15, 2019. There is an Environmental Health Specialist position that we will begin advertising for next week.

Air Quality

The Yakima Health District has partnered with the State Department of Health Emergency Preparedness Program to test indoor and outdoor air quality monitors. Nathan Johnson, Local Emergency Response Coordinator went to Harrison Middle School in Sunnyside to place these air monitors there. These air quality monitors can give us real time data and allow us to gather information and give recommendations about air quality monitoring to health officers across the State.

11. DISEASE CONTROL: Melissa Sixberry

Vaping

There are six confirmed cases in Washington State of patients with lung disease related to vaping. None of the cases are in Yakima, but the State is asking providers to report any cases that are linked to vaping. There has been no direct link to TCH or tobacco.

State Audit

The State Department of Health chose two health jurisdictions in the State, with Yakima being one of them, to ensure we are following with the standards of 340B. Not only did the audit go very well but the auditors were very impressed with David Miller's reporting in the WDRS.

Flu

Flu season surveillance has started with our local hospitals. Flu activity is currently low throughout the State.

12. ENVIRONMENTAL HEALTH: Ryan Ibach



YAKIMA HEALTH DISTRICT

Prevention Is Our Business

Central Washington State Fair Food Inspections

Environmental Health Specialist are currently conducting food inspections for over 70 food vendors at the Central Washington State Fair. The first round of inspections was completed, and the second round is starting today.

Groundwater Management Area

The Groundwater Management Area is now in the implementation stage where we can start implementing the recommendations to reduce the nitrate that is getting to the ground water. Yakima County, Yakima Health District, and the South Yakima Conservation District will be involved in the implementation stage, with the South Yakima Conservation District as the lead agency on the project.

Dioxin Level

Due to a private group taking samples of well water in the lower valley and finding dioxins in three of those wells, Shawn Magee and Ryan Ibach will be meeting with the Department of Ecology to conduct further testing and discuss how to move forward.

13. PUBLIC HEALTH PARTNERSHIPS: Lilian Bravo

Flu Season

The Yakima Health District is taking a community-based approach to promote flu vaccines. We were able to work with partners to provide flu immunizations at the Central Washington State Fair and will also be conducting school-based flu clinics over the season. Partners include Pacific Northwest University, Yakima Valley Interprofessional Collaborative, Washington State University School of Pharmacy, West Valley Middle School, Union Gap Elementary, Tieton Village Pharmacy and Swofford & Halma among others.

WE Organization and ESD105

We have partnered with the WE Organization and ESD105 to promote another grant opportunity of up to \$25K to be disbursed among all schools that apply. The goal of this program is to promote community-based health initiatives to be promoted by students for students. The deadline for the school applications is October 31, 2019.

14. MOTION: Gail Weaver entertained a motion to adjourn the meeting at 9:57 a.m.

MOVE TO APPROVE: Renee Bouchey
SECOND: Norm Chidress
 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
9/13/2019 B#397423	\$77,617.87
9/18/2019 B#397674	\$89.43
9/30/2019 B#397905	\$252,043.92
Indirect Costs- Yakima County	\$2,142.67
GIS Fixed cost	\$574.83
Technology Services Cost	\$13,010.75
Inter-Fund 115788	\$1,439.33
Inter-Fund 115863	\$485.40
Inter-Fund 115977	\$845.82
Inter-Fund 115982	\$10.00
Inter-Fund 115983	\$46.70
Total Claims & Warrants, above	\$348,306.72
Payroll Remittance to Key Bank	
B#115698	\$70,343.09
115723	\$100.00
95552	\$144,233.03
95718	\$5,869.79
95720	-\$1,667.96
95725	-\$43,728.52
Total payroll paid this month	
Total Payroll	\$175,149.43
TOTAL PAYMENTS	\$523,456.15

All of the above September expenditures are approved for payment in the amount of **\$523,456.15** this 30th day of October 2019.

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 2019

REVIEW OF PRELIMINARY FINANCIAL STATEMENTS

75.00% OF THE BUDGET

Year to date: as of August 2019	Net Income (Loss)	\$ 336,015	
For the Month of September 2019- ACTUALS	Net Income (Loss)	\$ 15,239	
subtotal		\$ 351,254	
Prior period adjustment		\$ -	
September 2019	Net Income (Loss)	\$ 351,254	

Budget to Actual comparison- Year to date as of 9/30/2019

	Revenue		Expenditures	
Fiscal Year 2019 Total Adopted Budget	6,469,128		6,589,516	
Allocated Budget YTD	4,851,846		4,942,136	
Budget % to total adopted budget	75.00%		75.00%	
Subtotals Actuals	4,749,550	73.42%	4,395,748	66.71%
Actuals - Pass Thru Programs (Indirect Costs)	0		2,547	0.04%
Total Actuals	4,749,550		4,398,295	
Total actuals % to total adopted budget	73.42%		66.75%	
Actual compared to total adopted budget	(1,719,578)		(2,191,221)	
Actual compared to allocated budget - YTD	(102,296)		(543,840)	
As of September 30, 2019	Actual Revenue is less than budget by this amount		Actual Expenditure is less than budget by this amount	



**Yakima Health District
Income Statement
September 2019**

	Monthly			Year-to-Date			Year-End	
	Actual	Budget	Difference	Actual	Budget	Difference	2019 Budget	4 Mo's Remaining
							2019 Budget	4 Mo's Remaining
Revenue								
Public Health Funding	87,707	87,707	(0)	789,361	789,362	(0)	1,052,482	263,121
Foundational Public Health	-	11,577	(11,577)	-	104,192	(104,192)	138,923	138,923
Federal	67,225	69,529	(2,304)	701,616	625,763	75,854	834,350	132,734
State	35,100	24,586	10,513	303,060	221,276	81,784	295,034	(8,026)
Yakima County	12,500	12,500	-	112,500	112,500	-	150,000	37,500
Fees, Permits Licensing	108,455	105,221	3,234	1,022,278	946,988	75,290	1,262,651	240,373
Developmental Disabilities	182,584	213,853	(31,270)	1,657,341	1,924,679	(267,337)	2,566,238	908,897
Nongovernmental Contributions	-	10,371	(10,371)	7,050	93,338	(86,288)	124,450	117,400
Investment Income	13,434	3,750	9,684	153,195	33,750	119,445	45,000	(108,195)
Other	-	-	-	3,147	-	3,147	-	(3,147)
Total Revenue	507,005	539,094	(32,089)	4,749,550	4,851,846	(102,296)	6,469,128	1,719,578
Expenses								
Salaries & Wages	148,435	163,162	(14,727)	1,432,387	1,468,461	(36,074)	1,957,950	525,563
Benefits-Direct	56,745	67,106	(10,360)	537,999	603,950	(65,951)	805,266	267,268
Payroll Expense	205,180	230,268	(25,088)	1,970,385	2,072,411	(102,025)	2,763,216	792,831
Enhanced Program	21,769	25,000	(3,231)	30,900	225,000	(194,100)	300,000	269,100
Advertising/Promotional	3,572	1,354	2,218	7,853	12,188	(4,335)	16,250	8,397
BOH Meeting Supplies	27	83	(56)	163	750	(587)	1,000	837
Computer Expense	-	763	(763)	2,468	6,869	(4,400)	9,158	6,690
Copies & Printing	1,469	1,625	(156)	23,197	14,625	8,572	19,500	(3,697)
Employee Recognition	137	53	84	637	473	164	630	(7)
Janitorial Services	1,605	2,583	(978)	19,867	23,250	(3,383)	31,000	11,133
Janitorial Supplies	246	267	(21)	1,875	2,400	(525)	3,200	1,325
Membership Dues	252	1,282	(1,030)	15,362	11,539	3,823	15,385	23
Office Supplies	241	1,150	(909)	3,278	10,350	(7,072)	13,800	10,522
Operating Supplies	789	1,564	(775)	12,293	14,075	(1,782)	18,767	6,474
Postage	628	958	(331)	6,035	8,625	(2,590)	11,500	5,465
Telephone	2,370	2,356	14	22,931	21,206	1,725	28,275	5,344
Professional Services - Accounting	-	1,667	(1,667)	18,859	15,000	3,859	20,000	1,141
Professional Services - County Indirect	2,143	1,276	866	19,284	11,486	7,798	15,315	(3,969)
Professional Services - Health Officer	1,399	6,667	(5,267)	33,864	60,000	(26,136)	80,000	46,136
Professional Services - Legal	2,127	1,246	881	13,076	11,213	1,863	14,950	1,874
Professional Services - Technology	13,011	13,118	(107)	117,674	118,059	(385)	157,412	39,738
Professional Services - Other	1,282	8,047	(6,764)	77,549	72,419	5,130	96,558	19,009
Provider Serv-Medical (Fed)	29,447	16,663	12,784	248,936	149,970	98,966	199,960	(48,976)
Provider Serv-Medical (State)	22,169	8,837	13,332	89,085	79,530	9,555	106,040	16,955
Provider Services - DD	165,686	188,730	(23,044)	1,484,033	1,698,571	(214,538)	2,264,761	780,728



**Yakima Health District
Income Statement
September 2019**

	Monthly			Year-to-Date			Year-End	
	Actual	Budget	Difference	Actual	Budget	Difference	2019 Budget	4 Mo's Remaining
Expenses (Cont.)								
Contracted Services	1,096	4,117	(3,021)	11,248	37,050	(25,802)	49,400	38,152
Temp Worker	-	208	(208)	-	1,875	(1,875)	2,500	2,500
Client's Related Expenses	-	42	(42)	2,239	375	1,864	500	(1,739)
Interpreting Services	-	38	(38)	-	338	(338)	450	450
Laboratory & Pharmacy Supplies	-	496	(496)	5,285	4,463	822	5,950	665
Bank Fees	-	92	(92)	410	825	(415)	1,100	690
Fuel	2,047	1,517	530	14,579	13,651	928	18,201	3,622
Insurance	3,779	3,378	401	30,805	30,404	401	40,538	9,733
Miscellaneous	253	333	(80)	2,945	3,000	(55)	4,000	1,055
Operating Rental & Leases	5,587	6,765	(1,178)	54,101	60,883	(6,781)	81,177	27,076
Rent Storage	219	209	10	1,971	1,882	89	2,509	538
Repair & Maintenance (Car/Bldg.)	703	1,498	(795)	20,467	13,481	6,986	17,975	(2,492)
Small Tools & Equip/Asset Repl.	-	535	(535)	8,522	4,819	3,704	6,425	(2,097)
Training	3,478	4,751	(1,273)	10,968	42,758	(31,789)	57,010	46,042
Travel	4,344	14,268	(9,924)	63,524	128,408	(64,883)	171,210	107,686
Utilities	1,878	2,089	(211)	17,108	18,803	(1,695)	25,070	7,962
Close Out Indirect Program	(5,587)	(5,968)	381	(54,101)	(53,712)	(389)	(71,616)	(17,515)
Less Pass-Through Expenses	(1,581)	(797)	(784)	(11,377)	(7,170)	(4,207)	(9,560)	1,817
Total Expenses	491,765	549,126	(57,361)	4,398,295	4,942,136	(543,840)	6,589,516	2,191,221
Excess/(Loss on) Revenue	15,239	(10,032)	25,272	351,254	(90,290)	441,544	(120,388)	(471,642)

YAKIMA HEALTH DISTRICT
Preliminary Monthly Financial Summary by Program for September 2019

Budget YTD Percentage

75.00%

Yrly Budget Rev

Yrly budget Exp

6,469,128

6,589,516

Original

73.42%

66.79%

75.00%

75.00%

			Actual - Current Month			Actual - Year to Date (YTD)			Budget - Year To Date (YTD)			Budget Variance from YTD actual	Year to date	Year to date	Admin & Support Programs		
			Revenue	Expense	Net	Revenue	Expense	Net	Revenue	Expense	Net						
Prog No.	Program Description																
111	YHD Vehicles		-	(1,002)	1,002		-	(6,326)	6,326		-		-	6,326			
100	Administrator & Health Officer	13,434	(0)	13,434		153,195	-	153,195		33,750	-	33,750	119,445	265,251	288,146	22,895	Gain on Inv. Interest
110	Information Systems	-	0	(0)		-	28,679	(28,679)	#	-	-	-	(28,679)	19,865	55,878	36,013	FPHS Funds - \$28,679
113	Strategic Planning and Partnership	14,271	12,300	1,970		126,729	137,258	(10,529)	#	163,509	158,603	4,906	(15,435)				FPHS Funds - \$94,778
120	Community Health Administration	-	0	(0)		-	0	(0)		-	-	-	(0)	20,024	14,590	(5,434)	
130	Building, Fixtures	-	-	-		-	(0)	0		-	-	-	0	54,101	60,882	6,781	
150	EH Administration	-	(0)	0		-	(0)	0		-	-	-	0	90,024	89,004	(1,020)	
160	Business Management	-	(0)	0		817	775	42		-	-	-	42	215,494	240,014	24,520	
161	Bus Mgmt Unallocated	3,333	239	3,094		30,000	21,593	8,406		30,000	27,248	2,753	5,654				
170	Personnel	-	-	-		-	0	(0)		-	-	-	(0)	27,702	18,483	(9,219)	
171	Agency Training	917	2,639	(1,722)		8,250	16,514	(8,264)	#	8,250	5,072	3,178	(11,441)				Staff training
172	HR Legal/Sound Employment	708	-	708		6,375	-	6,375		6,375	3,150	3,225	3,150				
173	Kresge Contribution	-	-	-		-	11,618	(11,618)	T	93,338	93,338	-	(11,618)				Revenue received PY
221	SNAP ED	5,134	4,884	250		18,474	16,224	2,250		22,930	20,680	2,250	-				
223	Tobacco Prevention & Education	336	336	-		13,822	13,822	-		6,000	6,000	-	-				
225	Child Death Review	542	-	542		4,875	602	4,273		4,875	3,753	1,122	3,151				
290	Medicaid Admin Match- YHD	(0)	1,041	(1,041)		73,343	8,186	65,157		37,500	11,917	25,583	39,573				Qtrly Billing
309	Medical Records	612	489	123		5,485	3,253	2,232		4,875	2,867	2,008	224				
320	DOHCC - Immunizations	-	1	(1)		-	5	(5)		-	-	-	(5)				
321	DOHCC-Prenatal Hep B	292	-	292		2,625	-	2,625		3,375	1,076	2,300	326				
322	Immunization Promotion	1,601	1,054	548		13,348	11,863	1,485		16,397	13,685	2,711	(1,226)				
325	State Vaccine Monitoring	-	75	(75)		800	697	103		-	-	-	103				
331	STD - DOH staff	1,705	1,164	542		13,733	11,099	2,634		13,104	11,287	1,817	817				
332	STD- Yakima	10,708	9,543	1,165		101,495	93,125	8,370		114,375	110,894	3,481	4,889				
349	Tuberculosis Program	19,583	20,789	(1,206)		180,430	186,092	(5,662)	#	152,662	149,114	3,548	(9,210)				FPHS - \$12,530 - Addtl client(s)
350	HIV Testing	2,106	2,106	-		67,099	67,099	-		74,276	74,276	-	-				
351	HIV PrEP	227	227	-		7,629	7,629	-		6,757	6,757	-	-				
352	Adult Viral Hepatitis	4,540	3,913	626		60,633	55,866	4,767		58,381	55,384	2,997	1,770				
390	Other Comm Diseases	25,667	24,619	1,048		249,900	238,804	11,096		324,692	320,001	4,691	6,405				
430	Colon Screening	5,048	4,587	460		41,699	39,113	2,587		33,128	31,055	2,073	514				
431	Breast/Cervical Cancer-Direct Services/Operation	68,786	65,599	3,186		513,566	495,554	18,011		393,080	387,905	5,174	12,837				
432	Komen Funding	-	1,194	(1,194)		7,000	2,694	4,306		-	-	-	4,306				
450	Wisewoman	3,528	4,633	(1,105)		14,161	17,655	(3,494)		-	-	-	(3,494)				New Program
520	Drinking Water	6,827	7,958	(1,131)		53,660	50,234	3,426		52,500	51,300	1,200	2,226				
522	Water Quality- Sanitary Survey	5,933	1,214	4,719		12,959	8,576	4,383		9,000	6,809	2,191	2,193				
523	DOE Well Drilling Inspections	1,667	2,485	(818)		29,875	21,860	8,015		22,500	19,461	3,039	4,976				
530	Solid Waste Permits/Tonnage	3,812	3,408	404		33,485	32,226	1,259		33,848	33,290	559	701				
531	Solid Waste Nuisances	3,544	2,983	561		40,442	37,726	2,716		42,776	39,890	2,887	(171)				
532	Solid Waste Facilities	2,358	283	2,075		22,222	6,109	16,113		32,353	21,255	11,098	5,015				
533	Bio-Solids	246	130	115		1,676	1,499	177		3,032	2,585	448	(271)				
534	Proper Syringes Program Outreach	626	610	15		4,378	4,739	(361)		4,985	4,574	411	(772)				
540	OSS & Land Develop	21,592	31,509	(9,917)		277,295	266,475	10,820		304,951	304,872	79	10,742				

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 2019

Budget YTD Percentage 75.00% Yrly Budget Rev 6,469,128 Yrly budget Exp 6,589,516 Original

73.42% 66.79% 75.00% 75.00%

		Actual - Current Month			Actual - Year to Date (YTD)			Budget - Year To Date (YTD)			Budget Variance from YTD actual	Year to date	Year to date	Admin & Support Programs	
Prog No.	Program Description	Revenue	Expense	Net	Revenue	Expense	Net	Revenue	Expense	Net	Amount (Over) or Under Budget	Actuals (Expenses only)	Budget (Expenses only)	Amount (Over) or Under Budget	Comments
550	Vector	1,417	467	949	12,750	5,062	7,688	12,750	12,486	264	7,424				FPHS - \$2,936
560	Food Inspections	43,519	29,698	13,821	376,869	317,752	59,117	326,250	325,906	344	58,773				
561	Food Education	2,686	4,480	(1,794)	53,115	40,650	12,465	51,375	50,924	452	12,014				
562	School Food Program	9,835	2,007	7,828	22,161	11,071	11,090	T 18,563	18,416	146	10,944				Annual Billing
563	Itinerant Food Program	6,492	7,806	(1,315)	42,376	28,973	13,403	33,750	33,430	320	13,083				
580	Water Recreation & Camps	1,228	3,057	(1,829)	65,931	52,956	12,975	42,750	42,392	358	12,618				
680	Developmental Disability	172,704	175,710	(3,005)	1,586,485	1,611,563	(25,078) #	1,824,758	1,833,693	(8,935)	(16,143)				Increased FTE
681	Developmental Disability - Info/Ed	9,879	9,879	-	70,856	70,856	-	99,920	99,920	-	-				
710	Vital Records	15,790	15,091	699	162,653	144,829	17,824	157,800	151,779	6,021	11,803				
790	Epidemiology	1,667	513	1,154	15,000	24,457	(9,456) #	15,000	13,055	1,946	(11,402)				WSU Epi Billing
791	Lead Case Mgmt	1,000	402	598	4,000	5,664	(1,664)	13,125	11,432	1,694	(3,358)				
794	PHEPR-Bio Terrorism	10,189	9,981	208	137,630	135,755	1,875	139,984	138,109	1,875	(0)				
811	Assessment	917	-	917	8,250	-	8,250	8,250	7,500	750	7,500				
888	Indirect Cost Rate Allocation	-	(106)	106	-	8,873	(8,873)	-	-	-	(8,873)				
900	Enhanced Program	-	21,769	(21,769)	-	30,900	(30,900)	-	225,000	(225,000)	194,100				
GRAND TOTAL		507,005	491,765	15,239	4,749,550	4,398,295	351,254	4,851,846	4,942,136	(90,290)	441,544				

TOTALS BY DEPARTMENT

Personal Health Program	6,012	6,262	(250)	110,514	38,834	71,679		71,305	42,350	28,955	42,724				
Breast & Colon Program	77,362	76,014	1,348	576,426	555,016	21,410		426,207	418,960	7,247	14,163				
Adult Hepatitis Program	4,540	3,913	626	60,633	55,866	4,767		58,381	55,384	2,997	1,770				
Communicable Disease Prog	66,085	60,981	5,104	669,794	649,786	20,008		746,888	721,943	24,944	(4,937)				
Environ. Health Program	121,969	108,076	13,893	1,186,824	1,021,660	165,163		1,131,366	1,105,697	25,670	139,494				
Developmental Disability Program	182,584	185,589	(3,005)	1,657,341	1,682,419	(25,078) #		1,924,679	1,933,613	(8,935)	(16,143)				
Admin & Support	27,705	12,300	15,405	280,741	166,712	114,029		197,259	158,603	38,656	75,373				
Internal Serv- Vehicles/Copiers	-	(1,002)	1,002	-	(6,326)	6,326		-	-	-	6,326				
Indirect cost Rate Allocation	-	(106)	106	-	8,873	(8,873)		-	-	-	(8,873)				
Vital Records	15,790	15,091	699	162,653	144,829	17,824		157,800	151,779	6,021	11,803				
Bus Mgmt Unallocated	3,333	239	3,094	30,000	21,593	8,406		30,000	27,248	2,753	5,654				
Agency Trg/HR Legal	1,625	2,639	(1,014)	14,625	28,132	(13,507)		107,963	101,560	6,403	(19,909)				
Enhanced Program	-	21,769	(21,769)	-	30,900	(30,900)		-	225,000	(225,000)	194,100				
	507,005	491,765	15,239	4,749,550	4,398,295	351,254		4,851,846	4,942,136	(90,290)	441,544				

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

2019 Cash Flow Report- from FMS REPORT

(Cash Basis Accounting)

	1/31/2019	2/28/2019	3/31/2019	4/30/2019	5/31/2019	6/30/2019	7/31/2019	8/31/2019	9/30/2019
Beginning Cash	19,754	254,156	28,142	135,995	38,904	39,787	51,701	218,427	37,296
Transfers From Investment	149,667	341,000	267,000	436,000	293,000	405,000	118,000	335,000	326,000
Receipts /Deposits	831,219	399,071	424,948	700,933	495,819	477,416	863,558	657,666	475,351
TOTAL CASH AVAILABLE	1,000,640	994,228	720,090	1,272,927	827,724	922,203	1,033,258	1,211,093	838,647
MINUS									
Payroll Outlays	196,282	180,631	189,281	179,626	177,896	186,930	185,805	185,005	175,149
Transfers Out (Payments to Yakima County Departments)	17,303	18,895	17,322	18,316	18,148	17,965	18,040	17,632	18,556
Vouchers Payables Paid	357,698	248,560	261,492	360,081	282,893	300,608	390,986	302,160	329,751
Transfer to investment	175,200	518,000	116,000	676,000	309,000	365,000	220,000	669,000	306,000
TOTAL CASH OUTLAY/TRANSFER	746,484	966,086	584,095	1,234,023	787,936	870,503	814,831	1,173,797	829,456
ENDING BALANCE - CASH (Fund 01 only)	254,156	28,142	135,995	38,904	39,787	51,701	218,427	37,296	9,191
Temporary Investment Fund 01	6,669,594	6,846,594	6,695,594	6,935,594	6,951,594	6,911,594	7,013,594	7,347,594	7,327,594
TOTAL CASH & CASH EQUIVALENTS- FUND 1 ONLY	6,923,750	6,874,736	6,831,589	6,974,498	6,991,381	6,963,295	7,232,021	7,384,890	7,336,785
TOTAL CASH & CASH EQUIVALENT- ALL FUNDS	6,923,750	6,874,736	6,831,589	6,974,498	6,991,381	6,963,295	7,232,021	7,384,890	7,336,785

MONTHLY EXPENSES BASED ON YEARLY BUDGET divided by 12

NUMBER OF MONTHS - OPERATING CASH AVAILABLE Fund 01 only

NUMBER OF DAYS - OPERATING CASH AVAILABLE

549,126	549,126	549,126	549,126	549,126	549,126	549,126	549,126	549,126	549,126
13	13	12	13	13	13	13	13	13	13
378	376	373	381	382	380	395	403	401	

BUDGET (ADOPTED ON 10/31/18 MTG)

Y2019

OPERATION

6,289,516

ENHANCED PROGRAM

300,000

FULL BUDGET

6,589,516



YAKIMA HEALTH DISTRICT BOARD OF HEALTH

RESOLUTION AUTHORIZING THE APPOINTMENT OF INVESTING OFFICERS OF YAKIMA HEALTH DISTRICT

Resolution 2019-03

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

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

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

Lilian Bravo, Director of Public Health Partnerships
Andre Fresco, Executive Director
Ryan Ibach, Chief Operating Officer
Shawn Magee, Environmental Health Director
Chase Porter, Senior Financial Manager
Melissa Sixberry, Director of Disease Control

This resolution supersedes Resolution No. 2017-08 and shall remain in place until it is revised.

PASSED AND ADOPTED this 30th day of October, 2019.

Board of Health Chair



YAKIMA HEALTH DISTRICT BOARD OF HEALTH

RESOLUTION AUTHORIZING THE APPOINTMENT OF AUDITING OFFICERS OF YAKIMA HEALTH DISTRICT

Resolution 2019-04

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

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

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

Lilian Bravo, Director of Public Health Partnerships
Andre Fresco, Executive Director
Ryan Ibach, Chief Operating Officer
Shawn Magee, Environmental Health Director
Chase Porter, Senior Financial Manager
Melissa Sixberry, Director of Disease Control

This resolution supersedes Resolution No. 2017-07 and shall remain in place until it is revised.

PASSED AND ADOPTED this 30th day of October, 2019.

Board of Health Chair



**YAKIMA HEALTH DISTRICT
BOARD OF HEALTH**

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

Resolution 2019-05

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

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

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

Lilian Bravo, Director of Public Health Partnerships
Andre Fresco, Executive Director
Ryan Ibach, Chief Operating Officer
Shawn Magee, Environmental Health Director
Chase Porter, Senior Financial Manager
Melissa Sixberry, Director of Disease Control

This resolution supersedes Resolution No. 2017-09 and shall remain in place until it is revised.

PASSED AND ADOPTED this 30th day of October, 2019.

Board of Health Chair