

KITSAP PUBLIC HEALTH BOARD MEETING AGENDA

December 7, 2021
12:30 p.m. to 1:45 p.m.

**** Please note that this is a virtual / online meeting due to the COVID-19 pandemic.
Electronic connection and viewing information for the meeting is provided at the end of the
agenda. ****

- 12:30 p.m. 1. Call to Order
Commissioner Charlotte Garrido, Chair

REGULAR BUSINESS ACTION ITEMS

- 12:31 p.m. 2. Approval of November 2, 2021, Meeting Minutes
Commissioner Charlotte Garrido, Chair *Page 5*

- 12:32 p.m. 3. Approval of November 4, 2021, Special Meeting Minutes
Commissioner Charlotte Garrido, Chair *Page 16*

- 12:33 p.m. 4. Approval of Consent Items and Contract Updates
Commissioner Charlotte Garrido, Chair [External Document](#)

INFORMATION ITEMS

- 12:34 p.m. 5. Chair Comments
Commissioner Charlotte Garrido, Chair

- 12:36 p.m. 6. Health Officer and Administrator Reports
Dr. Gib Morrow, Health Officer & Keith Grellner, Administrator

- 12:42 p.m. 7. Public Comment – **PLEASE SEE NOTES AT END OF AGENDA**
Commissioner Charlotte Garrido, Chair

[Link to Written Comments](#)

ACTION ITEMS

- 12:50 p.m. 8. Resolution 2021-04, Approving 2021 Budget Amendment for Kitsap
Public Health District
Keith Grellner, Administrator *Page 17*

- 12:53 p.m. 9. Resolution 2021-05, Approving 2022 Budget for Kitsap Public Health
District
Keith Grellner, Administrator *Page 45*

- 1:10 p.m. 10. Resolution 2021-06, Approving 2022 Salary Adjustments for
Non-Represented Employees
Keith Grellner, Administrator *Page 75*
- 1:15 p.m. 11. Approval of 2022 Meeting Schedule
Keith Grellner, Administrator *Page 80*

DISCUSSION ITEMS FOR EXECUTIVE SESSION

Note: The public portion of the meeting will end for executive session, and the Board will adjourn the meeting from executive session.

- 1:16 p.m. 12. Executive Session Pursuant to RCW 42.30.110(1)(g) and 42.30.140(4)(b):
Discussion Related to Grievance Proceedings
Keith Grellner, Administrator and Karen Holt, Human Resources Manager
Jacquelyn Aufderheide, Kitsap County Prosecutor's Office
- 1:31 p.m. 13. Closed Executive Session Pursuant to RCW 42.30.140(4)(b), Discussion
Related to Collective Bargaining
Keith Grellner, Administrator and Karen Holt, Human Resources Manager
- 1:45 p.m. 14. Adjourn

All times are approximate. Board meeting materials are available online at
www.kitsappublichealth.org/about/board-meetings.php

Instructions for virtual attendance at Kitsap Public Health Board meetings**

Health Board Meetings Via Zoom

The Kitsap Public Health Board will be held via Zoom webinar, broadcast live on Comcast channel 12, WAVE channel 3, the [BKAT website](http://www.kitsappublichealth.org) and Facebook (please note: there is no physical location for this meeting. Board members and staff will all participate remotely). The Health Board and presenters are **panelists**, members of the public are **attendees**.

Webinar **attendees** do not interact with one another; they join in listen-only mode, and the host will unmute one or more attendees as needed.

How to Join the Zoom Meeting

To join the meeting online, please click the link below from your smartphone, tablet, or computer:

<https://us02web.zoom.us/j/86186052497?pwd=TXcrQU1PRWVGVHgyWERXRFluTWloQT09>

Password: 109118

Or join by telephone:

Dial: +1 (253) 215-8782

Webinar ID: 861 8605 2497

*Zoom meeting is limited to the first 500 participants. A recording of the meeting will be made available on our website within 48 hours of the meeting.

Information & Directions for Public Comment

We apologize, but verbal public comment *during* the meeting may only be made through a Zoom connection. The public may make verbal comments during the Public Comment agenda item if they are attending the meeting via Zoom.

As this meeting is a regular business meeting of the Health Board, verbal public comment to the board will have a time limit so that all agenda items will have the opportunity to occur during the meeting. Each public commenter will receive a specific amount of time to speak to the board as determined by the Chair based on the number of public commenters for the meeting.

Written comments may be submitted via regular mail or email to:

Regular Mail:

Kitsap Public Health Board
Attention: Executive Secretary
345 6th Street, Suite 300
Bremerton, WA 98337

Email:

keith.grellner@kitsappublichealth.org

All written comments submitted will be forwarded to board members and posted on the Health Board's meeting materials webpage at <https://kitsappublichealth.org/about/board-meetings.php>.

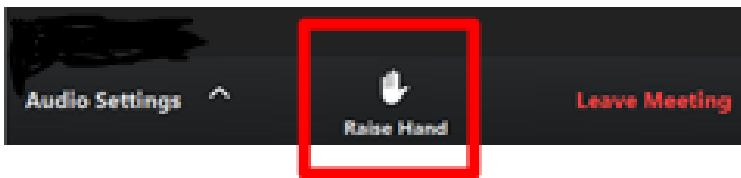
Public Participation Guidelines

Below are recommendations for use by members of the public in meetings conducted via Zoom Webinar.

Instructions for virtual attendance at Kitsap Public Health Board meetings**

Identification: Upon entering the webinar, please enter your name, number or other chosen identifier, so that the host can call upon you during the public comment period.

Raise Hand (pictured below): You have the ability to virtually raise your hand for the duration of the meeting but you will not be acknowledged until you are called on during the public comment period. NOTE: If you have used your telephone to access the Zoom meeting, **you may press *9** to “raise your hand”. The host will unmute you when it is your turn to speak.



Public Comment Period: Use “Raise Hand” to be called upon by the host. The host will announce your name when it is your turn.

Mute/Unmute: Attendees will be muted and not audible to the Board except during times they are designated to speak. When you are announced, you will be able to unmute yourself. NOTE: If you have used your telephone to access the Zoom meeting, **you may press *6** to mute/unmute yourself.

Time Limit: Each speaker testifying or providing public comment will be limited to a time period specified by the Chair.

Use Headphones/Mic for better sound quality and less background noise, if possible.

This is a public meeting of the Health Board. It is expected that people speaking to the board will be civil and respectful. Thank you for your cooperation.

**KITSAP PUBLIC HEALTH BOARD
MEETING MINUTES
Regular Meeting
November 2, 2021**

The meeting was called to order by Board Chair, Commissioner Charlotte Garrido at 12:31 p.m.

REVIEW AND APPROVE AGENDA

There were no changes to the agenda.

BOARD MEETING MINUTES

Mayor Rob Putaansuu moved, and Commissioner Ed Wolfe seconded the motion to approve the minutes for the September 28, 2021, special meeting. The motion was approved unanimously.

Mayor Putaansuu moved, and Commissioner Rob Gelder seconded the motion to approve the minutes for the October 5, 2021, regular meeting. The motion was approved unanimously.

CONSENT AGENDA

The November consent agenda included the following contracts:

- 2205, *Kitsap County, Clean Water Kitsap*
- 2206, *Olympic Educational Service District, Head Start*

Commissioner Gelder moved, and Mayor Becky Erickson seconded the motion to approve the consent agenda, including the Contracts Update and Warrant and Electronic Funds Transfer Registers. The motion was approved unanimously.

CHAIR COMMENTS

Chair Garrido spoke said everyone is living in unusual times and 2021 has introduced many complex pandemic issues to the Health District. She shared her thanks and appreciation to the Health District's capable personnel for their work and knowledge supporting the community.

HEALTH OFFICER AND ADMINISTRATOR REPORTS

Health Officer Update:

Dr. Gib Morrow, Health Officer, called the board's attention to a report in the Kitsap Sun that legionella has been found in the drinking water systems on the Washington State Ferries. He reminded anyone returning to a building where water systems have been turned off to follow the Washington State guidance for making sure their water is clean and bacteria free.

There was no further comment.

Administrator Update:

Mr. Keith Grellner, Administrator, noted appreciation for Chair Garrido's comments on behalf of the district. He said everyone associated with public health COVID-19 response are trying to do their best for the community and perform their responsibilities under the law. He explained that the Health District is doing their best and expressed that he is hopeful that we are getting towards the end of the pandemic. Mr. Grellner said the Health District appreciates the board's support.

Mr. Grellner provided an update on 2022 budget preparation. He said that the budget remains balanced at \$18.4 million with the use of reserve funds and includes an investment in the COVID-19 pandemic response, which covers 32 new full-time employees at the Health District. This also includes \$1 million dollars in pass-through funds for the Emergency Operations Center. At this time there is no use of American Rescue Plan money, although there may be some available to the Health District. He said the draft budget does not include jurisdiction contributions or environmental health fees at this time. Mr. Grellner let the board know that the budget will need to be revised once the labor agreement is finalized with the union. The 2022 workload remains uncertain at this time in response to the COVID-19 pandemic and is difficult to predict. He said, while the Health District has \$3.8 million in COVID related federal funding secured, they will monitor the situation as needed to sustain response efforts. Mr. Grellner will present the final budget for review and approval at the December 2021 meeting.

Mr. Grellner said there were several awards given at the Washington State Public Health Association conference last month that Mr. Grellner would like to bring to the Health Board's attention:

- Senator Rolfes of the 23rd legislative district, and Representative Schmick of the 9th district received the June Robinson Public Health Funding Award for work on the foundational of public health services.
- Senator Randall of the 26th district and Representative Taylor of the 30th district received the Laurie Jenkins Public Health Champion Award for leadership work in public health.
- Local and Tribal Public Health agencies were given an award by Washington State Secretary of Health, Dr. Shah for their perseverance during the pandemic.
- Dr. Scott Lindquist, former Kitsap Public Health District Health Officer, was given a public health leadership award for his work as state epidemiologist and acting chief science officer.

Mr. Grellner sent notes of congratulations to Senator Rolfes and Randall on behalf of the Health District.

Mr. Grellner pointed out a memo from Ms. Kushner in the board packet regarding COVID-19 assessment results for the Health District staff and the public. The assessment highlighted the things that the District did well as well as things that needed improvement on. The next steps to this assessment will be a discussion with the executive leadership team and epidemiology program to address areas of improvement. Mr. Grellner will report back the conclusions at a future meeting.

Mr. Grellner shared a letter from the Washington State Association of Local Public Health Officials to the Washington State Board of Health concerning the local public health system's recommendations to put COVID-19 vaccination on the list of required immunizations for the K-12 entry. The health districts involved strongly recommended that the Department of Health follow the established procedures to put the COVID-19 vaccine on the mandatory list which includes the required research for mandatory vaccines. Mr. Grellner anticipates with the pending announcement from Pfizer for 5–12-year-old vaccinations, this topic will be starting to gather steam in areas.

Mr. Grellner reminded the board that on November 4 at 1:00 p.m. there will be a closed executive session to discuss contract negotiations with the Health District's labor union. Mr. Grellner let the board know that he was unable schedule the executive session for this meeting because the District's employment law attorney was not available today.

Mr. Grellner let the board know that all public comment emails received from the October meeting through Tuesday October 26th are posted on the Kitsap Public Health website. New emails will be added to the website as they come in. Mr. Grellner informed the board that most comments were regarding vaccine mandates in Kitsap County.

Lastly, Mr. Grellner shared that the State Board of Health has a first draft of the new rule to implement board member requirements of Engrossed Second Substitute House Bill 1152. The new WAC, 246-90, is still in draft form and accepting reviews and comments until November 19, 2021.

Commissioner Garrido thanked Mr. Grellner for his report and let him know that she appreciated the announcement of the senators being recognized for their public health work.

There was no further comment.

PUBLIC COMMENT

Chair Garrido decided to give each speaker 2 minutes to provide public comment and said she looks forward to hearing these comments.

Kelly Donalson of Port Orchard addressed the board regarding the concept and acceptance of natural immunity. She said God gave bodies the ability to have natural immunities and she is held by God. She said natural immunity dates to 400BC and said this was real science with long term studies. She said God doesn't make mistakes, but the parroting of government rhetoric does.

Janelle Hulst said she would like she would like to correct her statement from the October 5 minutes that she didn't understand why the public could mass gather at Home Depot but not in schools, to reflect that she meant to say restaurants (rather than schools.) She said her intention was to emphasize the importance of sharing science and research to allow the public and decision makers to make informed decisions. She said she feels this is a control issue. She said

not a single healthy child has died from COVID-19. She quoted doctors and CDC officials with statements denouncing the need for vaccine mandates. She also noted that Mayor Erickson requested a forum to hear all the facts. Ms. Hulst agrees with that.

Melissa Kittrell inquired about consideration of the alarming adverse reaction reports on the VAERS database. She said there are many adverse reports that are unreported along with many who don't know this database is available. Ms. Kittrell asked how anyone can discount the obvious risk when the official numbers are undoubtably reported.

Ted Rice of Kitsap County stated he is adamantly opposed to mandates and restrictions on businesses. He stressed that small businesses are hurt the most during the lockdown and that small businesses need no restrictions. He said the vaccination does not prevent transmission and said the viral loads are identical between vaccinated and unvaccinated. He said, since everyone can spread the virus, vaccine passports are the government inserting themselves into controlling the freedom to choose. He said, according to the Health District's dashboard, everything is based on cases per 100,000 residents, majority of deaths are in individuals over 80 and nobody under the age of 30 has died from COVID-19 in Kitsap.

John G. compared public health mandates to bullying and said individuals experiencing this can be certain that what they are being asked to participate in is not in their best interest. When the government and super national corporate interests claims to have the people's best at heart you need to think again. He stressed that nobody should ever take anything the government tells you at face value and always question the government for ulterior motives and ask who benefits. He let the board know that he vehemently opposes any restrictions within the county, state, or country based on their vaccination status.

Kevin Lea said he wrote the board and the Health District on October 8th, agreeing with Mayor Erickson that there should be a debate on this topic. He said Dr. Morrow responded to him that he would be willing to debate the safety and efficacy of COVID-19 vaccines at any time. He said he sent Dr. Morrow a letter offering a million dollars for winning the debate and Dr. Morrow did not respond. Mr. Lea said Dr. Morrow and Mr. Grellner are lying to the Health Board and to the population about vaccines. He added that everyone getting the shot, including children, will be a tragedy that all the board will have to answer to God for. He provided an example of pharmaceutical commercials on TV advertising all the reasons why you need to give them money, but it also explains the number of things that can go wrong, because it's required by law. He said Dr. Morrow provides no warnings, which are required by law, for an experimental jab.

Charles Michel said he has two friends that work at St. Michael Medical Center who are telling him that the hospital is full of COVID-19 patients, even in the ER. He said we are in an emergency; we know mandates and vaccines work. He said we should have standards regarding mandates, passports as high as we see in the counties that surround us. He believes that the responders today are a very vocal minority, and most of the population supports this. He explained that he is perplexed by some facts that he is hearing and said researchers and medical doctors don't publish their findings on YouTube and the number of likes isn't by peer review. As far as the businesses go, he said it will be a burden with mandates, but he let the board know that

he won't be going into restaurants until he knows they're vaccinated and masked. There is an opportunity cost of not going to those sources.

Erika Schmidt of Bremerton would like to state that she is not the minority of people who don't approve of the vaccine mandates. She is watching small businesses across the globe be decimated by mandates which go against Amendment 8 in the United States Constitution. She stated that this is cruel and unusual punishment being inflicted on our community. She also stated that this was asinine and would like to invoke the board to calmly and rationalize that many people are against the mandate.

RESOLUTION 2021-02, APPROVING ROLL OVER OF 2021 ENVIRONMENTAL HEALTH DIVISION SERVICE FEES FOR 2022

Mr. John Kiess, Environmental Health Director, approached the Board regarding the environmental health division service fees for 2022. He referred to the memo and draft resolution in the board packet. He explained in late 2017 the board passed a fee schedule that included automatic escalators from 2020 – 2026. Based on this year's analysis and automatic fee schedule, the fee increase this year, based on CPI, would be 3.4%. However, based on impacts of COVID-19 on the community, and at the board's finance committee recommendation, the resolution prepared maintains the same fees as the 2021 fee schedule. Mr. Kiess will be available to address any questions and assured the board that they have not prepared a budget that includes these fees.

Commissioner Wolfe moved, and Mayor Putaansuu seconded the motion, to approve 2021-02, Approving the Rollover of 2021 Environmental Health Division Service Fees for 2022.

There was no further discussion, and the motion was approved unanimously.

RESOLUTION 2021-03, APPROVING REVISION TO HEALTH DISTRICT GUIDING PRINCIPLES AND RELATED REVISION TO PERSONNEL MANUAL

Mr. Grellner introduced Ms. Jessica Guidry, Equity Manager, to the Board to discuss resolution 2021-03.

The Health District recommends to the Board that we revise the wording of our "equity" guiding principle as follows: "We believe all Kitsap residents should have an ~~equal~~ equitable opportunity to live healthy and safe lives."

Ms. Guidry said this recommendation is made because there is a difference between believing in equal opportunity and equitable opportunity. She noted equitable better fits the culture of and the culture we want for Kitsap County Residents moving forward. She said the word "equal" means "same", which means providing equal resources and attention to all areas of the county. However, she said this does not address barriers, including poverty or racism that are being experienced by our community members. She said the word "equitable" means "fair", which means providing focused resources and assistance to areas of the community that have barriers.

Ms. Guidry stressed that words matter and this reflects our vision and mission as the Public Health District.

Mayor Erickson let Kitsap Public Health know that she would like to see a definition of equity on the Public Health Website, so the community can understand what Kitsap Public Health means by equity versus equality. Chairman Garrido agreed with being clear regarding our definition.

Mayor Erickson moved, and Commissioner Gelder seconded the motion, to approve Resolution 2021-03, Approving Revision to Health District Guiding Principles and Related Revision to Personnel Manual.

There was no future discussion, motion passed unanimously.

COVID-19 UPDATE

Dr. Morrow and Ms. Siri Kushner, Community Health Division Assistant Director, shared a COVID-19 update with the board.

Dr. Morrow informed the board, that while federal and state mandates may apply to certain residents in Kitsap County, no local governmental mandates have been enacted for members of the public. He said the Kitsap Public Health District implemented a vaccination mandate for its employees and are proud of staff for following that mandate. Dr. Morrow also shared with the board that he signed a letter to the Washington State Department of Health asking them not to mandate vaccines for minors until those vaccines are fully approved and no longer under emergency use authorization. This letter is available publicly for anyone who is interested in reading it.

Dr. Morrow shared that while rates are still high, cases are decreasing. He said hospitalizations, deaths, and outbreaks are tapering off, but still in high levels. He shared that 75% of Kitsap residents 12 or older have received at least one dose of vaccine. He said booster and third doses are available. Dr. Morrow said that you could get a different type of vaccine with the booster doses than what you received for your initial series. He said there is an algorithm on the health District website to help you decide if you are eligible for a booster.

Dr. Morrow shared local, evidence-based facts that show being unvaccinated increases your risk of hospitalization by 10 times if you're under age 60, it increases your risk of dying 13 times if you are under 70 years old. Dr. Morrow said pediatric vaccinations are coming soon. The advisory committees have met and authorized the vaccine, but he noted there are still a handful of hoops to jump through, but we should be able to vaccinate kids this week or the next. He said there have been 700 or more childhood deaths related to COVID-19, and emphasized that kids are able to spread the disease to other family members and put them at risk. Dr. Morrow stressed that kids have been through a long couple of years and vaccination allows them to get back to life safely. Kitsap will receive 7,000 pediatric doses in this distribution and a few thousand each following week.

Dr. Morrow concluded by discussing Public Health's current challenge which is misleading or false information. Social media and internet provide a wide range of information that is inadvertently inaccurate or intentionally deceptive. The VAERS data, collected through the CDC can be collected by any source. He said 8,000 deaths have been reported, but this system isn't designed to determine if the vaccine contributed to the reported vaccine death. Dr. Morrow shared that if a person driving home from their vaccination appointment died in a car accident, it could go into that system as a vaccine death, however we all know that vaccines can't prevent car accidents. He explained, this misleads people who don't have the time to understand the inaccurate conclusions that can be generated this way. Dr. Morrow encouraged everyone to visit the CDC Website to understand the misinformation and disinformation and provide accurate, clear and easy to understand messages.

Ms. Kushner gave a brief update on the Health District's vaccine work with a focus on the key informant interviews that the District is starting. Ms. Kushner discussed the equity approach across all vaccine delivery models to make vaccine available and accessible across the entire population. She explained that an equity approach is imperative and compared the rates of vaccine initiation rates as of March 21st, 2021, and October 23rd. Ms. Kushner explained that there is a three-prong approach to the equity work, registration support, community collaborative and outreach. The Key Informant Interview Project is an opportunity to understand barriers, motivators, and reasons why there is hesitancy with the vaccine. Ms. Kushner explained that the World Health Organization has a model regarding what people think and feel along with social processes and practicality with vaccines. The Health District will conduct 30 interviews focusing on those with lower vaccination rates. She explained that there are multiple sections to this interview which will be helpful to the Health District. Interviews will be conducted in the next couple weeks along with Washington State and Village Reach. Ms. Kushner shared that the Health District hopes to put together listening system to help reach those who are hesitant.

Commissioner Gelder asked what methods were being used for finding focus populations. Ms. Kushner replied that the information has come out of the Kitsap Public Health data trends over time as well as input from the vaccine collaborative members.

Commissioner Garrido let Ms. Kushner know that she is interested in what comes out of the vaccine collaborative updates. She also let the board know that she liked the one-page information sheets that she's seen and is excited to see this come to the Olympic Peninsula.

Dr. Morrow asked the board for direction moving forward related to Mayor Wheeler's previous Motion acknowledging the importance of vaccinating people. Mayor Wheeler let the board know that the motion is still ready to go if the board is interested in putting to rest the idea that we might mandate vaccinations. He stressed that it's important for the community to have closure from the board.

Mayor Wheeler made the motion to accept the proposal in his previous motion regarding vaccination and vaccine mandates in Kitsap County. There was no second to this motion.

Commissioner Wolfe let the board know that we are waiting for the federal government to determine some of these policies. Once OSHA publishes a rule, states that have their own plans in place have thirty days to adopt a rule that is at least as effective as the OSHA rule. He stressed that there are too many moving parts right now.

Mayor Erickson agreed with Commissioner Wolfe regarding the mandates from the government regarding work rules that dictate how to keep people safe. This is premature until we find out what those rules are going to be. Mayor Erickson stressed that we would have better information from the federal government and state. She said we should have more information by the next health board meeting in December.

Councilmember Hytopoulos asked Dr. Morrow and Mr. Grellner what direction they are looking for. Dr. Morrow replied that he wanted an unequivocal endorsement from every single person on this board regarding the importance of vaccination against COVID-19 for all Kitsap citizens and that the health board strongly supports vaccinations as an effective public health tool.

Mayor Putaansuu reiterated Commissioner Wolfe and Mayor Erickson's comments. He restated that his position is that he can not support vaccine passports and mandates in Kitsap County. He is choosing to wait for the rules from the state and federal government. This needs to go through a proper process.

Mayor Wheeler said the board knows that state and federal mandates superseded local mandates. This would be a gesture from the board to provide local certainty but noted when the state and federal government passes new rules, this could change.

Commissioner Garrido let the board know she will continue this conversation with the Health District and Dr. Morrow before the next board meeting.

Mayor Erickson told people that this conversation wasn't going to happen today, and it wasn't on our agenda. She let the board know that she does not like that the board is having this conversation today and felt like the board is not being transparent with their constituents.

Mr. Grellner wanted to be very clear that there was no action item on the agenda today because there was no action agenda item. The comments and motion proposed by Mayor Wheeler were started in September, this was a continual discussion. He wants to be clear that there is no motion on the table for vaccine management. He stressed that there will not be time at the December meeting to continue this discussion since we have budget, union contracts and the 2022 meeting schedule to go through. He advised the board that if they want to continue this discussion, they need to set up a separate meeting outside of the regular December meeting. Mr. Grellner wants a clear message to the audience that there is no action item pending regarding mandates in Kitsap County.

Commissioner Wolfe believes we need a separate meeting where this will be the agenda. He would like the board and public to know that he believes the board has legal authority for these vaccine mandates.

Councilperson Hytopoulos thinks we need a separate meeting to discuss mandates but noted Dr. Morrow is asking the board to fully endorse the vaccines and encourage businesses to do their own vaccine endorsement. She let the board know the board could back up the vaccine as the most effective tool easily at the next meeting.

Commissioner Gelder confirmed there is consensus that there is no need for a separate meeting, any mandate is off the table right now and the board is looking at endorsing vaccines as a tool for combating the COVID-19 pandemic. That statement that the board endorses should be available in print with transparency to what is coming forward.

There was no further comment.

ADJOURN

There was no further business; the meeting adjourned at 1:56 p.m.

Charlotte Garrido
Kitsap Public Health Board

Keith Grellner
Administrator

Board Members Present: *Mayor Becky Erickson; Commissioner Charlotte Garrido; Commissioner Robert Gelder; Councilperson Kirsten Hytopoulos, Mayor Robert Putaansuu; Mayor Greg Wheeler; Commissioner Ed Wolfe.*

Board Members Absent: *None.*

Community Members Present: *See Attached*

Staff Present: *Ornela Abazi, Disease Intervention Specialist, COVID-19; Jami Armstrong, Disease Intervention Specialist, COVID-19; Kandice Atismé-Bevins, Program Manager, Case and Contact Investigation, COVID-19; Angie Berger, Administrative Assistant, Administration; Holly Bolstad, COVID-19 Community Outreach Specialist, Public Health Emergency Preparedness and Response; Stephanie Byrd, Confidential Secretary, COVID-19; Margo Chang, COVID-19 Data Secretary Clerk 4, COVID-19; Laura Ciulla, Public Health Nurse, Parent Child Health; Elizabeth Davis, COVID Vaccine Public Health Nurse, COVID-19; Deanna Eakes, Secretary Clerk 3, Support Services; April Fisk, Program Coordinator, Contracts Manager, Public Records & Safety Officer, MAC, Administration; Yolanda Fong, Director, Community Health Division; Keith Grellner, Administrator, Administration; Callie Ford, Secretary Clerk 2, Environmental Health Permitting; Keith Grellner, Administrator, Administration; Jessica Guidry; Program Manager, Public Health Emergency Preparedness and Response; Grant Holdcroft, Program Manager, Pollution Identification and Correction; Karen Holt, Program Manager, Human Resources; Dayna Katula, Manager, Food and Living Environment; Sarah Kinnear, Disease Intervention Specialist, COVID-19; Siri Kushner, Assistant Director, Community Health Division; Melissa Laird, Manager, Accounting and Finance; Victoria Lehto,*

Environmental Health Specialist 1, Pollution Identification & Correction; Nicole McNamara, Community Liaison, Chronic Disease Prevention; Alex Moore, Environmental Health Specialist 1, Drinking Water and Onsite Sewage Systems; Dr. Gib Morrow, Health Officer, Administration; Tameka Phelps, Public Health Nurse, COVID-19; Ally Power, Epidemiologist 1, Assessment & Epidemiology; Tatiana Tubberville, Environmental Health Specialist 1, Food & Living Environment; Kate Wagner, Secretary Clerk 2, Parent Child Health.

DRAFT

Kitsap Public Health Board Meeting (Virtual Attendance)

| | | |
|-------------------|--------------------------|-----------------------|
| Webinar ID | Actual Start Time | Attendee Count |
| 861 8605 2497 | 11/2/2021 18:57 | 100 |

| NAME | NAME | JOIN BY PHONE |
|--------------------------------|---|---------------|
| Alex Moore | Kelly Bertelsen | 13602656281 |
| Ally Power (she/her)# KPHD EPI | Kelly Donalson | 13602659343 |
| Angie Berger | Kelly Rogers | 13603288680 |
| annette | Kevin Lea | 13603405304 |
| AO | Kevin Tisdell | 13605352421 |
| April Fisk | Kimberly Ruiz | 13605352925 |
| April Kovara (262) 989-1377 | Kitsap County Parks | 13605354775 |
| Archers | Laura Ciulla | 13605359227 |
| BEN DAVILA | Laura Guidry | 13609799195 |
| BKAT (Michael Spencer) | Laura Jordan | 13609906974 |
| Blake Deming | Leo | 17605607181 |
| Brooke Huffman | Linda Hagan | |
| Callie Ford | Lisa | |
| Carol Larsen | Liz Davis | |
| Charles Michel | marci burkel | |
| Coliene | Margo Chang | |
| Dave | Matt Augspurger | |
| Dave Fischer | Matt Murphy | |
| David Gates | Melissa Kittrell | |
| David Rase | Melissa Laird | |
| Deanna Eakes | Michele | |
| Earl Smith | Mindy Tonti | |
| Erika | nataliebates | |
| Erika S | Nicole McNamara | |
| Franklyn MacKenzie | npilling | |
| Fredrickson | Observer | |
| Freedom fighter | Ornela Abazi | |
| Gateway Discipleship | Patty | |
| Gib Morrow | Penelope Sapp | |
| Gloria B | PHDave | |
| Grant Holdcroft | pj evans | |
| Hallie Anthony | Rebecca Wildes# Kitsap County | |
| Heather Blough | Rose | |
| Heather Budd | S/M Janell Hulst | |
| Helice | Sarah Kinnear | |
| Hollie | Sarah Pyke | |
| Holly Bolstad | Seth Oppert RT(R)(VI) ARRT St. Michael Cardiac Cath Lab | |
| IB | Shannon | |
| InsideOut By Design | Shea | |
| Irene Moyer | siri kushner | |
| Jami Armstrong | Sophia Baugh | |
| Jamie Haywood | Sophia Baugh | |
| Jared | Stephanie Byrd# Kitsap Public Health | |
| Jessica Guidry | Susan Lee | |
| Joel Atteberry | Tameka Phelps | |
| John Clauson | Tara Lucas | |
| John G | Tasha Nicole | |
| John Kiess | Taylor Korizon | |
| Kaitlin Hubbell | Ted Rice | |
| Kandice Atismé-Bevins | Trice | |
| Karen Holt | Ven | |
| Katharine Shaffer | VH | |
| Kathi Foresee | Victoria L. | |
| Kathy Arnold | wagnek | |
| Keith Grellner | Xander | |
| | Yolanda F | |

**KITSAP PUBLIC HEALTH BOARD
MEETING MINUTES
Special Meeting
November 4, 2021**

The meeting was called to order by Chair, Commissioner Charlotte Garrido, at 1:02 p.m.

**CLOSED EXECUTIVE SESSION PURSUANT TO RCW 42.30.140(4)(B), DISCUSSION
RELATED TO COLLECTIVE BARGAINING**

Mr. Keith Grellner, Administrator, explained the purpose of the closed executive session today is to discuss collective bargaining.

At 1:04 p.m., Commissioner Garrido announced that the Board would exit for executive session for approximately one hour would not return. No decisions were made.

ADJOURN

There was no further business; the meeting adjourned at 2:00 p.m.

Charlotte Garrido
Kitsap Public Health Board

Keith Grellner
Administrator

Board Members Present: *Mayor Becky Erickson; Commissioner Charlotte Garrido; Commissioner Robert Gelder; Councilperson Kirsten Hytopoulos, Mayor Robert Putaansuu; Mayor Greg Wheeler; Commissioner Ed Wolfe.*

Community Members Present: *Colin Boyle, Summit Law Group; Hannah Shockley, Self.*

Staff Present: *Angie Berger, Administrative Assistant, Administration; Yolanda Fong, Director, Community Health Division; Keith Grellner, Administrator, Administration; Karen Holt, Program Manager, Human Resources; John Kiess, Director, Environmental Health Division; Dr. Gib Morrow, Health Officer, Administration.*

MEMO

To: Kitsap Public Health Board
From: Keith Grellner, Administrator
Date: December 7, 2021
Re: Resolution 2021-04, Approving 2021 Budget Amendment for Kitsap Public Health District

Please find attached for your review and approval:

1. Draft Resolution 2021-04, Approving 2021 Budget Amendment for Kitsap Public Health District (Attachment 1);
2. 2021 Budget Amendment Draft (Attachment 2).

Overview of 2021 Budget Amendment

Attachment 2 contains the proposed budget amendment for 2021 for the Kitsap Public Health District. The purpose of the budget amendment is to get Health Board approval to increase appropriated expenditures for the 2021 budget year due to our COVID-19 response work. As previously discussed with the Health Board, response to the COVID-19 pandemic has resulted in significant increases to both revenues and expenditures for the Health District.

As shown on Page 3 of Attachment 2 (“Agencywide Revenues & Other Sources of Funds”), the Health District has (or will) receive up to an additional \$5.1M for COVID response work in budget year 2021. While most of these funds have spending deadlines by the end of 2021 or June 30, 2022, some of the funds are valid until mid-2024.

Page 4 (“Agencywide Expenditures & Other Use of Funds”) shows the general use of these additional funds for budget year 2021. Approximately \$432K will be used to support Health District-specific operations for COVID-19 response work (mostly staffing plus associated expenses), while about \$1.85M is contracted out to other agencies assisting with the COVID-19 response, especially vaccination work (e.g., Kitsap County Emergency Operations Center, Peninsula Community Health Services, St. Michael Medical Center, Kitsap County Emergency Medical Services, etc.).

The sum of these additional expenses (with revenue to support them) total about \$2.28M over the 2021 budget that the Health Board approved in December 2020.

The Health District met with the Health Board’s Finance & Operations Committee (Chair Garrido, Mayor Erickson, and Mayor Wheeler) to review the budget amendment on November 30, 2021. The Finance & Operations committee recommends approval of the 2021 budget amendment.

Recommended Action

In accordance with the recommendation from the Finance & Operations Committee, the Health District seeks the Health Board’s approval of the proposed 2021 budget amendment and recommends approval of Resolution 2021-04.

Please contact me with any questions or concerns about this matter at (360) 728-2284, or keith.grellner@kitsappublichealth.org.

Attachments (2)

Approving 2021 Budget Amendment for Kitsap Public Health District

The attached 2021 Budget Amendment for Kitsap Public Health District, with total projected sources and uses of funds equal to \$17,903,119 and with 140.45 full-time equivalent employees, is hereby approved by the Kitsap Public Health Board, and constitutes the authorized 2021 Budget for the Kitsap Public Health District.

APPROVED: December 7, 2021

Commissioner Charlotte Garrido, Chair
Kitsap Public Health Board



**KITSAP PUBLIC
HEALTH DISTRICT**

**2021 BUDGET AMENDMENT DRAFT
As of December 7, 2021**

Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT

| | <u>PAGE</u> |
|---|-------------|
| Agencywide Revenues and Other Sources of Funds | 3 |
| Agencywide Expenditures and Other Uses of Funds | 4 |
| ADMINISTRATIVE SERVICES DIVISION | |
| <u>Administrative Services Division Summary</u> | 5 |
| Administrative Services Programs (Health Officer, Administrator, Accounting, IT, PIO, Clerical, & Facilities) | 6 |
| Public Health Emergency Preparedness and Response | 7 |
| COMMUNITY HEALTH DIVISION | |
| <u>Community Health Division Summary</u> | 8 |
| Community Health Division Administration | 9 |
| Assessment and Epidemiology | 10 |
| <u>Healthy Communities Roll-Up</u> | 11 |
| Chronic Disease Prevention | 12 |
| Nurse Family Partnership | 13 |
| Parent Child Health | 14 |
| <u>Clinical Services Roll-Up</u> | 15 |
| Communicable Disease | 16 |
| Syringe Exchange | 17 |
| Tuberculosis | 18 |
| HIV/AIDS | 19 |
| ENVIRONMENTAL HEALTH DIVISION | |
| <u>Environmental Health Division Summary</u> | 20 |
| Environmental Health Division Administration | 21 |
| Solid and Hazardous Waste | 22 |
| Drinking Water and Onsite Sewage | 23 |
| Food and Living Environment | 24 |
| Pollution Identification and Correction | 25 |

Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
AGENCYWIDE REVENUES & OTHER SOURCES OF FUNDS

| REVENUES | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|--|----------------------|-------------------------|-----------------------|------------------------------|-----------------------------|
| CONTRACTS & GRANTS | | | | | |
| Admin Services: Kitsap Connect | \$ - | \$ 44,287 | \$ - | \$ - | N/A |
| Admin Services: PHEPR & Assessment/Epidemiology | 295,345 | 2,030,354 | 2,182,360 | 1,887,015 | 638.92% |
| Community Health | 4,601,214 | 2,278,746 | 7,841,187 | 3,239,973 | 70.42% |
| Environmental Health | 339,240 | 92,417 | 339,240 | - | N/A |
| Total Contracts & Grants | \$ 5,235,799 | \$ 4,445,804 | \$ 10,362,787 | \$ 5,126,988 | 97.92% |
| FEES | | | | | |
| Admin Services: General Services & Vital Statistics | \$ 149,000 | \$ 78,102 | \$ 149,000 | \$ - | N/A |
| Community Health: Assessment/Epidemiology | 172,353 | 47,948 | 172,353 | - | N/A |
| Community Health: Other | 232,882 | 85,106 | 232,882 | - | N/A |
| Environmental Health | 6,210,496 | 3,287,201 | 6,210,496 | - | N/A |
| Total Fees | \$ 6,764,731 | \$ 3,498,357 | \$ 6,764,731 | \$ - | N/A |
| GOVERNMENT FLEXIBLE FUNDING - GENERAL PUBLIC HEALTH | | | | | |
| Bainbridge Island | \$ 85,000 | \$ 79,423 | \$ 85,000 | \$ - | N/A |
| Bremerton | 115,963 | 115,963 | 115,963 | - | N/A |
| Kitsap County | 1,338,964 | 669,482 | 1,338,964 | - | N/A |
| Kitsap County - Allocated to Tuberculosis Control | 140,205 | 70,103 | 140,205 | - | N/A |
| Port Orchard | 39,884 | 44,310 | 39,884 | - | N/A |
| Poulsbo | 33,494 | 33,494 | 33,494 | - | N/A |
| State Public Health Assistance Funds | 997,476 | 498,738 | 997,476 | - | N/A |
| Total Local Government Flexible Funding | \$ 2,750,986 | \$ 1,511,513 | \$ 2,750,986 | \$ - | N/A |
| GOVERNMENT CONTRIBUTIONS - NDGC MORTGAGE | | | | | |
| Bainbridge Island | \$ 5,577 | \$ 5,577 | \$ 5,577 | \$ - | N/A |
| Bremerton | 9,287 | 9,287 | 9,287 | - | N/A |
| Kitsap County | 39,831 | 19,916 | 39,831 | - | N/A |
| Port Orchard | 3,286 | 3,286 | 3,286 | - | N/A |
| Poulsbo | 2,569 | 2,569 | 2,569 | - | N/A |
| Total Local Government NDGC Mortgage | \$ 60,550 | \$ 40,635 | \$ 60,550 | \$ - | N/A |
| MISCELLANEOUS INCOME | | | | | |
| Interest Income | \$ 35,000 | \$ 10,209 | \$ 35,000 | \$ - | N/A |
| Other Income | 246,000 | 2,697 | 246,000 | - | N/A |
| Total Miscellaneous Income | \$ 281,000 | \$ 12,906 | \$ 281,000 | \$ - | N/A |
| TOTAL REVENUES | \$ 15,093,066 | \$ 9,509,215 | \$ 20,220,054 | \$ 5,126,988 | 33.97% |
| FUND BALANCE | | | | | |
| Use or (Designate): Drinking Water | \$ - | \$ - | \$ - | \$ - | N/A |
| Use or (Designate): Foundational Public Health Services | - | - | - | - | N/A |
| Use or (Designate): HIV/AIDS | - | - | - | - | N/A |
| Use or (Designate): On-Site Sewage | 102,988 | (510,562) | 155,863 | 52,875 | 51.34% |
| Use or (Designate): Solid & Hazardous Waste | (218,989) | (235,729) | (225,639) | (6,650) | 3.04% |
| Use or (Designate): Tuberculosis | (20,229) | (54,412) | (20,387) | (158) | 0.78% |
| Use or (Source) of Unrestricted/Undesignated Funds | 664,586 | (902,044) | (2,226,772) | (2,891,358) | -435.06% |
| Total Change in Fund Balance | \$ 528,356 | \$ (1,702,747) | \$ (2,316,935) | \$ (2,845,291) | -538.52% |
| TOTAL REVENUES & OTHER SOURCES OF FUNDS | \$ 15,621,422 | \$ 7,806,468 | \$ 17,903,119 | \$ 2,281,697 | 14.61% |
| TOTAL REVENUES OVER (SHORT) OF EXPENDITURES | \$ - | \$ - | \$ - | | |

Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
AGENCYWIDE EXPENDITURES & OTHER USES OF FUNDS

| EXPENDITURES | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|-------------------------------------|------------------------|---------------------------------|-----------------------------|--------------------------------------|-------------------------------------|
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 9,077,504 | \$ 4,499,370 | \$ 9,439,519 | \$ 362,015 | 3.99% |
| Payroll Taxes | 734,202 | 505,919 | 782,633 | 48,431 | 6.60% |
| Benefits | 2,878,377 | 1,102,737 | 2,857,097 | (21,280) | -0.74% |
| Unemployment | 54,200 | - | 56,291 | 2,091 | 3.86% |
| Subtotal Personnel Costs | \$ 12,744,283 | \$ 6,108,026 | \$ 13,135,540 | \$ 391,257 | 3.07% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 146,276 | \$ 88,069 | \$ 158,276 | \$ 12,000 | 8.20% |
| Office Equipment <\$5,000 | - | 3,136 | - | - | N/A |
| Computer Software <\$5,000 | 22,546 | 2,925 | 22,546 | - | 0.00% |
| Computer Hardware <\$5,000 | 26,200 | 48,591 | 51,200 | 25,000 | 95.42% |
| Professional Services | 536,545 | 910,876 | 2,387,105 | 1,850,560 | 344.90% |
| Legal Services | 69,204 | 5,983 | 69,204 | - | 0.00% |
| Communications | 169,472 | 80,381 | 169,472 | - | 0.00% |
| Travel & Mileage | 71,287 | 26,230 | 71,287 | - | 0.00% |
| Parking & Commute Trip Reduction | 19,776 | 6,043 | 19,776 | - | 0.00% |
| Advertising | 3,095 | 2,957 | 3,095 | - | 0.00% |
| Rentals & Leases | 90,970 | 51,719 | 90,970 | - | 0.00% |
| Insurance | 160,000 | - | 160,000 | - | 0.00% |
| Utilities | 1,800 | 823 | 1,800 | - | 0.00% |
| Repairs & Maintenance | 166,599 | 52,550 | 166,099 | (500) | -0.30% |
| Operations & Maintenance: NDGC | 364,622 | 184,005 | 368,002 | 3,380 | 0.93% |
| Training | 63,460 | 12,216 | 63,460 | - | 0.00% |
| Miscellaneous | 412,537 | 70,764 | 412,537 | - | 0.00% |
| Equipment >\$5,000 | - | (200) | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | 10,000 | - | 10,000 | - | 0.00% |
| Government Center Debt Principal | 180,000 | 90,000 | 180,000 | - | 0.00% |
| Government Center Debt Interest | 122,750 | 61,374 | 122,750 | - | 0.00% |
| Non-Expenditures | 240,000 | - | 240,000 | - | 0.00% |
| Subtotal Non-Personnel Costs | \$ 2,877,139 | \$ 1,698,442 | \$ 4,767,579 | \$ 1,890,440 | 65.71% |
| TOTAL EXPENDITURES | \$ 15,621,422 | \$ 7,806,468 | \$ 17,903,119 | \$ 2,281,697 | 14.61% |

Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
ADMINISTRATIVE SERVICES DIVISION - SUMMARY

| | BUDGET | YTD ACTUAL | BUDGET - RT | DIFFERENCE | DIFFERENCE |
|-------------------------------------|---------------------|---------------------|---------------------|---------------------|----------------|
| | 2021 | 6/30/2021 | 2021 | FROM 2021 (\$) | FROM 2021 (%) |
| REVENUES | | | | | |
| DIRECT PROGRAM REVENUES | \$ 785,895 | \$ 2,206,284 | \$ 2,672,910 | \$ 1,887,015 | 240.11% |
| Government Contributions | 272,477 | (1,471,376) | (1,611,633) | (1,884,110) | -691.47% |
| TOTAL REVENUES | \$ 1,058,372 | \$ 734,908 | \$ 1,061,277 | 2,905 | 0.27% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 2,259,754 | \$ 1,114,756 | \$ 2,278,885 | \$ 19,131 | 0.85% |
| Payroll Taxes | 185,427 | 123,488 | 186,899 | 1,472 | 0.79% |
| Benefits | 689,361 | 274,355 | 706,894 | 17,533 | 2.54% |
| Unemployment | 13,508 | - | 13,624 | 116 | 0.86% |
| Subtotal Personnel Costs | \$ 3,148,050 | \$ 1,512,599 | \$ 3,186,302 | \$ 38,252 | 1.22% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 73,630 | \$ 27,518 | \$ 73,630 | \$ - | N/A |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | 19,546 | 1,225 | 19,546 | - | N/A |
| Computer Hardware <\$5,000 | 12,500 | 22,192 | 12,500 | - | N/A |
| Professional Services | 96,090 | 23,316 | 96,090 | - | N/A |
| Legal Services | 47,500 | 1,770 | 47,500 | - | N/A |
| Communications | 96,664 | 36,678 | 96,664 | - | N/A |
| Travel & Mileage | 6,560 | 1,971 | 6,560 | - | N/A |
| Parking & Commute Trip Reduction | 3,600 | (5,196) | 3,600 | - | N/A |
| Advertising | 500 | 90 | 500 | - | N/A |
| Rentals & Leases | 29,460 | 19,043 | 29,460 | - | N/A |
| Insurance | 160,000 | - | 160,000 | - | N/A |
| Utilities | 1,800 | 823 | 1,800 | - | N/A |
| Repairs & Maintenance | 109,196 | 38,838 | 108,696 | (500) | -0.46% |
| Operations & Maintenance: NDGC | 15,191 | 10,186 | 14,998 | (193) | -1.27% |
| Training | 20,300 | 3,984 | 20,300 | - | N/A |
| Miscellaneous | 86,825 | 53,812 | 86,825 | - | N/A |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | 10,000 | - | 10,000 | - | N/A |
| Government Center Debt Principal | 180,000 | 90,000 | 180,000 | - | N/A |
| Government Center Debt Interest | 122,750 | 61,374 | 122,750 | - | N/A |
| Non-Expenditures | 240,000 | - | 240,000 | - | N/A |
| Subtotal Non-Personnel Costs | \$ 1,332,112 | \$ 387,624 | \$ 1,331,419 | \$ (693) | -0.05% |
| PROGRAM EXPENDITURES | \$ 4,480,162 | \$ 1,900,223 | \$ 4,517,721 | \$ 37,559 | 0.84% |
| Administrative Services Overhead | (3,421,790) | (1,165,315) | (3,456,444) | (34,654) | 1.01% |
| TOTAL EXPENDITURES | \$ 1,058,372 | \$ 734,908 | \$ 1,061,277 | \$ 2,905 | 0.27% |

Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
ADMIN SERVICES (Health Officer, Administrator, Acctg, HR, IT, PIO, Clerical, & Facilities)

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|-------------------------------------|---------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| Contracts & Grants | | | | | |
| Birth Certificates | \$ 85,000 | \$ 34,362 | \$ 85,000 | \$ - | N/A |
| Death Certificates | 50,000 | 31,846 | 50,000 | - | N/A |
| Vital Statistics Postage & Handling | 14,000 | 11,894 | 14,000 | - | N/A |
| Subtotal Vital Statistics | \$ 149,000 | \$ 78,102 | \$ 149,000 | \$ - | N/A |
| Other Revenues | | | | | |
| Bainbridge - NDGC | \$ 5,577 | \$ 5,577 | \$ 5,577 | \$ - | N/A |
| Bremerton - NDGC | 9,287 | 9,287 | 9,287 | - | N/A |
| Kitsap County - NDGC | 39,831 | 19,916 | 39,831 | - | N/A |
| Port Orchard - NDGC | 3,286 | 3,286 | 3,286 | - | N/A |
| Poulsbo - NDGC | 2,569 | 2,569 | 2,569 | - | N/A |
| Flex Court Restitution | 1,500 | 554 | 1,500 | - | N/A |
| Admin - Other | 1,500 | 358 | 1,500 | - | N/A |
| Sale of Surplus Property | - | 72 | - | - | N/A |
| Donations | - | 109 | - | - | N/A |
| Expenditure Reimbursements | - | - | - | - | N/A |
| Cashiers' Over/Short | - | - | - | - | N/A |
| Cash Adjustments | - | - | - | - | N/A |
| Interest | 35,000 | 10,209 | 35,000 | - | N/A |
| Non-Revenue | 243,000 | 1,604 | 243,000 | - | N/A |
| Non-Revenue - KCHP Passthrough | - | - | - | - | N/A |
| Subtotal Other Revenues | \$ 341,550 | \$ 53,541 | \$ 341,550 | \$ - | N/A |
| TOTAL REVENUES | \$ 490,550 | \$ 131,643 | \$ 490,550 | \$ - | N/A |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 1,979,817 | \$ 916,739 | \$ 1,994,346 | \$ 14,529 | 0.73% |
| Payroll Taxes | 162,220 | 102,549 | 163,333 | 1,113 | 0.69% |
| Benefits | 596,828 | 221,520 | 613,764 | 16,936 | 2.84% |
| Unemployment | 11,832 | - | 11,921 | 89 | 0.75% |
| Subtotal Personnel Costs | \$ 2,750,697 | \$ 1,240,808 | \$ 2,783,364 | \$ 32,667 | 1.19% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 73,150 | \$ 27,106 | \$ 73,150 | \$ - | N/A |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | 19,546 | 680 | 19,546 | - | N/A |
| Computer Hardware <\$5,000 | 12,500 | 20,054 | 12,500 | - | N/A |
| Professional Services | 96,090 | 18,800 | 96,090 | - | N/A |
| Legal Services | 47,500 | 1,770 | 47,500 | - | N/A |
| Communications | 92,464 | 33,587 | 92,464 | - | N/A |
| Travel & Mileage | 4,560 | 395 | 4,560 | - | N/A |
| Parking & Commute Trip Reduction | 3,600 | (5,196) | 3,600 | - | N/A |
| Advertising | 500 | 90 | 500 | - | N/A |
| Rentals & Leases | 29,460 | 19,043 | 29,460 | - | N/A |
| Insurance | 160,000 | - | 160,000 | - | N/A |
| Utilities | 1,800 | 823 | 1,800 | - | N/A |
| Repairs & Maintenance | 108,836 | 38,712 | 108,336 | (500) | -0.46% |
| Operations & Maintenance: NDGC | - | 5 | - | - | N/A |
| Training | 18,300 | 3,024 | 18,300 | - | N/A |
| Miscellaneous | 86,825 | 53,434 | 86,825 | - | N/A |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | 10,000 | - | 10,000 | - | N/A |
| Government Center Debt Principal | 180,000 | 90,000 | 180,000 | - | N/A |
| Government Center Debt Interest | 122,750 | 61,374 | 122,750 | - | N/A |
| Non-Expenditures | 240,000 | - | 240,000 | - | N/A |
| Subtotal Non-Personnel Costs | \$ 1,307,881 | \$ 363,701 | \$ 1,307,381 | \$ (500) | -0.04% |
| PROGRAM EXPENDITURES | \$ 4,058,578 | \$ 1,604,509 | \$ 4,090,745 | \$ 32,167 | 0.79% |
| Administrative Services Overhead | (3,570,528) | (1,233,688) | (3,603,195) | (32,667) | 0.91% |
| TOTAL EXPENDITURES | \$ 488,050 | \$ 370,821 | \$ 487,550 | \$ (500) | -0.10% |

Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
PUBLIC HEALTH EMERGENCY PREPAREDNESS AND RESPONSE PROGRAM

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|-------------------------------------|-------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DOH Con Con PHEPR LHJ Funding | \$ 295,345 | \$ 143,339 | \$ 295,345 | \$ - | 0.00% |
| DOH CC COVID LHJ CARES | - | 1,546,752 | 1,546,752 | 1,546,752 | #DIV/0! |
| DOH CC CDC COVID-19 CRISIS RESP | - | 340,263 | 340,263 | 340,263 | #DIV/0! |
| Other - PHEPR | - | - | - | - | N/A |
| DIRECT PROGRAM REVENUES | \$ 295,345 | \$ 2,030,354 | \$ 2,182,360 | \$ 1,887,015 | 638.92% |
| Government Contributions | 274,977 | (1,680,015) | (1,608,553) | (1,883,530) | -684.98% |
| TOTAL REVENUES | \$ 570,322 | \$ 350,339 | \$ 573,807 | \$ 3,485 | 0.61% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 279,937 | \$ 191,364 | \$ 284,539 | \$ 4,602 | 1.64% |
| Payroll Taxes | 23,207 | 20,424 | 23,566 | 359 | 1.55% |
| Benefits | 92,533 | 51,497 | 93,130 | 597 | 0.65% |
| Unemployment | 1,676 | - | 1,703 | 27 | 1.61% |
| Subtotal Personnel Costs | \$ 397,353 | \$ 263,285 | \$ 402,938 | \$ 5,585 | 1.41% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 480 | \$ 370 | \$ 480 | \$ - | N/A |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | 545 | - | - | N/A |
| Computer Hardware <\$5,000 | - | 2,138 | - | - | N/A |
| Professional Services | - | - | - | - | N/A |
| Legal Services | - | - | - | - | N/A |
| Communications | 4,200 | 3,091 | 4,200 | - | N/A |
| Travel & Mileage | 2,000 | 1,576 | 2,000 | - | N/A |
| Parking & Commute Trip Reduction | - | - | - | - | N/A |
| Advertising | - | - | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 360 | 126 | 360 | - | N/A |
| Operations & Maintenance: NDGC | 15,191 | 10,181 | 14,998 | (193) | -1.27% |
| Training | 2,000 | 960 | 2,000 | - | N/A |
| Miscellaneous | - | 378 | - | - | N/A |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 24,231 | \$ 19,365 | \$ 24,038 | \$ (193) | -0.80% |
| PROGRAM EXPENDITURES | \$ 421,584 | \$ 282,650 | \$ 426,976 | \$ 5,392 | 1.28% |
| Administrative Services Overhead | 148,738 | 67,689 | 146,831 | (1,907) | -1.28% |
| TOTAL EXPENDITURES | \$ 570,322 | \$ 350,339 | \$ 573,807 | \$ 3,485 | 0.61% |

Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
COMMUNITY HEALTH DIVISION - SUMMARY

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|----------------------------------|---------------------|-------------------------|----------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DIRECT PROGRAM REVENUES | \$ 5,146,654 | \$ 2,481,903 | \$ 8,386,627 | \$ 3,239,973 | 62.95% |
| Government Contributions | 2,934,010 | 2,250,774 | 1,963,330 | (970,680) | -33.08% |
| Draw from (Increase) Reserves | (20,229) | (54,412) | (20,387) | (158) | 0.78% |
| TOTAL REVENUES | \$ 8,060,435 | \$ 4,678,265 | \$ 10,329,570 | \$ 2,269,135 | 28.15% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 3,754,445 | \$ 2,083,869 | \$ 4,056,660 | \$ 302,215 | 8.05% |
| Payroll Taxes | 294,538 | 233,460 | 337,879 | 43,341 | 14.71% |
| Benefits | 1,254,693 | 511,371 | 1,221,449 | (33,244) | -2.65% |
| Unemployment | 22,384 | - | 24,119 | 1,735 | 7.75% |
| Subtotal Personnel Costs | \$ 5,326,060 | \$ 2,828,700 | \$ 5,640,107 | \$ 314,047 | 5.90% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 34,572 | \$ 50,242 | \$ 46,572 | \$ 12,000 | 34.71% |
| Office Equipment <\$5,000 | - | 3,136 | - | - | N/A |
| Computer Software <\$5,000 | - | 1,700 | - | - | N/A |
| Computer Hardware <\$5,000 | 6,300 | 24,201 | 31,300 | 25,000 | 396.83% |
| Professional Services | 363,644 | 857,942 | 2,214,204 | 1,850,560 | 508.89% |
| Legal Services | 5,600 | 2,686 | 5,600 | - | N/A |
| Communications | 40,568 | 27,123 | 40,568 | - | N/A |
| Travel & Mileage | 19,000 | 3,696 | 19,000 | - | N/A |
| Parking & Commute Trip Reduction | 6,096 | 5,881 | 6,096 | - | N/A |
| Advertising | - | 2,822 | - | - | N/A |
| Rentals & Leases | 56,550 | 30,742 | 56,550 | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 39,240 | 3,408 | 39,240 | - | N/A |
| Operations & Maintenance: NDGC | 197,161 | 108,566 | 203,440 | 6,279 | 3.18% |
| Training | 21,200 | 2,568 | 21,200 | - | N/A |
| Miscellaneous | 13,655 | 6,814 | 13,655 | - | N/A |
| Equipment >\$5,000 | - | (200) | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal NON-LABOR COSTS | \$ 803,586 | \$ 1,131,327 | \$ 2,697,425 | \$ 1,893,839 | 235.67% |
| PROGRAM EXPENDITURES | \$ 6,129,646 | \$ 3,960,027 | \$ 8,337,532 | \$ 2,207,886 | 36.02% |
| Administrative Services Overhead | 1,930,788 | 718,238 | 1,992,038 | 61,250 | 3.17% |
| Community Health Overhead | 1 | - | - | (1) | -100.00% |
| TOTAL EXPENDITURES | \$ 8,060,435 | \$ 4,678,265 | \$ 10,329,570 | \$ 2,269,135 | 28.15% |

Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
COMMUNITY HEALTH DIVISION ADMINISTRATION

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|-------------------------------------|-------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| Other Revenues | | | | | |
| DSHS Medicaid Match - CH Admin | \$ 150,000 | \$ - | \$ 150,000 | \$ - | 0.0% |
| OCH CBOSS DSRIP | 45,302 | 88,451 | 45,302 | - | N/A |
| Mason County Nightingale Notes | - | - | - | - | N/A |
| Olympic College Teaching Contract | - | - | - | - | N/A |
| Non-Revenue | - | - | - | - | N/A |
| TOTAL REVENUES | \$ 195,302 | \$ 88,451 | \$ 195,302 | \$ - | N/A |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 123,548 | \$ 25,244 | \$ 127,577 | \$ 4,029 | 3.26% |
| Payroll Taxes | 10,057 | 3,333 | 10,371 | 314 | 3.12% |
| Benefits | 34,449 | 6,458 | 34,938 | 489 | 1.42% |
| Unemployment | 739 | - | 762 | 23 | 3.11% |
| Subtotal Personnel Costs | \$ 168,793 | \$ 35,035 | \$ 173,648 | \$ 4,855 | 2.88% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 500 | \$ 353 | \$ 500 | \$ - | N/A |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | 1,800 | 464 | 1,800 | - | N/A |
| Professional Services | 2,600 | - | 2,600 | - | N/A |
| Legal Services | 600 | - | 600 | - | N/A |
| Communications | 2,700 | 1,189 | 2,700 | - | N/A |
| Travel & Mileage | - | - | - | - | N/A |
| Parking & Commute Trip Reduction | - | - | - | - | N/A |
| Advertising | - | - | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | - | - | - | - | N/A |
| Operations & Maintenance: NDGC | - | - | - | - | N/A |
| Training | 1,000 | - | 1,000 | - | N/A |
| Miscellaneous | 10,315 | 106 | 10,315 | - | N/A |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 19,515 | \$ 2,112 | \$ 19,515 | \$ - | N/A |
| PROGRAM EXPENDITURES | \$ 188,308 | \$ 37,147 | \$ 193,163 | \$ 4,855 | 2.58% |
| Administrative Services Overhead | - | - | - | - | N/A |
| Community Health Overhead | 6,994 | 51,304 | 2,139 | (4,855) | -69.42% |
| TOTAL EXPENDITURES | \$ 195,302 | \$ 88,451 | \$ 195,302 | \$ - | N/A |

Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
ASSESSMENT AND EPIDEMIOLOGY PROGRAM

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|---|-------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| Clallam County Assessment Work | \$ 33,182 | \$ - | \$ 33,182 | \$ - | N/A |
| Jefferson County Health Department | 12,360 | - | 12,360 | - | N/A |
| KCR Kitsap Interagency Coordinating Council | 10,000 | 8,650 | 10,000 | - | N/A |
| Kitsap Mental Health Services | - | - | - | - | N/A |
| OCH EPI Support | 60,000 | 15,343 | 60,000 | - | 0.00% |
| KCF Kitsap Strong Initiative | - | - | - | - | N/A |
| Jefferson County CHA CHIP | - | - | - | - | N/A |
| Jefferson County Assessment | - | 9,257 | - | - | N/A |
| Clallam County Assessment Work | - | 5,075 | - | - | N/A |
| OESD Behavioral Health Counseling Enhancement | 15,611 | 1,101 | 15,611 | - | N/A |
| OCH Oral Health | - | - | - | - | N/A |
| 1/10 of 1%: Assessment | 41,200 | 8,522 | 41,200 | - | N/A |
| New Unassigned Revenue | - | - | - | - | N/A |
| DIRECT PROGRAM REVENUES | \$ 172,353 | \$ 47,948 | \$ 172,353 | \$ - | N/A |
| Government Contributions | 261,491 | 60,364 | 259,416 | (2,075) | -0.79% |
| TOTAL REVENUES | \$ 433,844 | \$ 108,312 | \$ 431,769 | \$ (2,075) | -0.48% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 210,945 | \$ 63,057 | \$ 211,383 | \$ 438 | 0.21% |
| Payroll Taxes | 17,496 | 5,618 | 17,531 | 35 | 0.20% |
| Benefits | 61,666 | 13,193 | 61,723 | 57 | 0.09% |
| Unemployment | 1,266 | - | 1,268 | 2 | 0.16% |
| Subtotal Personnel Costs | \$ 291,373 | \$ 81,868 | \$ 291,905 | \$ 532 | 0.18% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 600 | \$ - | \$ 600 | \$ - | 0.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | - | - | - | N/A |
| Professional Services | - | - | - | - | N/A |
| Legal Services | - | - | - | - | N/A |
| Communications | 2,980 | 1,420 | 2,980 | - | N/A |
| Travel & Mileage | 3,600 | - | 3,600 | - | 0.00% |
| Parking & Commute Trip Reduction | 3,216 | 431 | 3,216 | - | N/A |
| Advertising | - | - | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 4,120 | - | 4,120 | - | 0.00% |
| Operations & Maintenance: NDGC | 11,139 | 2,824 | 10,864 | (275) | -2.47% |
| Training | 8,000 | - | 8,000 | - | 0.00% |
| Miscellaneous | 160 | 2,224 | 160 | - | 0.00% |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 33,815 | \$ 6,899 | \$ 33,540 | \$ (275) | -0.81% |
| PROGRAM EXPENDITURES | \$ 325,188 | \$ 88,767 | \$ 325,445 | \$ 257 | 0.08% |
| Administrative Services Overhead | 109,110 | 21,048 | 106,404 | (2,706) | -2.48% |
| Community Health Overhead | (454) | (1,503) | (80) | 374 | N/A |
| TOTAL EXPENDITURES | \$ 433,844 | \$ 108,312 | \$ 431,769 | \$ (2,075) | -0.48% |

Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
HEALTHY COMMUNITIES - ROLL-UP

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|----------------------------------|---------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DIRECT PROGRAM REVENUES | \$ 1,107,954 | \$ 442,744 | \$ 1,107,954 | \$ - | N/A |
| Government Contributions | 721,164 | 284,336 | 721,201 | 37 | 0.01% |
| Draw from (Increase) Reserves | - | - | - | - | N/A |
| TOTAL REVENUES | \$ 1,829,118 | \$ 727,080 | \$ 1,829,155 | \$ 37 | 0.00% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 789,073 | \$ 350,437 | \$ 803,201 | \$ 14,128 | 1.79% |
| Payroll Taxes | 65,352 | 40,027 | 66,528 | 1,176 | 1.80% |
| Benefits | 231,771 | 85,018 | 223,966 | (7,805) | -3.37% |
| Unemployment | 4,710 | - | 4,788 | 78 | 1.66% |
| Subtotal Personnel Costs | \$ 1,090,906 | \$ 475,482 | \$ 1,098,483 | \$ 7,577 | 0.69% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 4,500 | \$ 2,024 | \$ 4,500 | \$ - | N/A |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | 2,102 | - | - | N/A |
| Professional Services | 240,844 | 109,367 | 240,844 | - | N/A |
| Legal Services | - | - | - | - | N/A |
| Communications | 9,208 | 5,018 | 9,208 | - | N/A |
| Travel & Mileage | 7,500 | 334 | 7,500 | - | N/A |
| Parking & Commute Trip Reduction | 1,800 | 994 | 1,800 | - | N/A |
| Advertising | - | 45 | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 18,360 | - | 18,360 | - | N/A |
| Operations & Maintenance: NDGC | 41,706 | 16,695 | 40,888 | (818) | -1.96% |
| Training | 5,500 | 998 | 5,500 | - | N/A |
| Miscellaneous | 1,900 | 509 | 1,900 | - | N/A |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal NON-LABOR COSTS | \$ 331,318 | \$ 138,086 | \$ 330,500 | \$ (818) | -0.25% |
| PROGRAM EXPENDITURES | \$ 1,422,224 | \$ 613,568 | \$ 1,428,983 | \$ 6,759 | 0.48% |
| Administrative Services Overhead | 408,417 | 122,244 | 400,348 | (8,069) | -1.98% |
| Community Health Overhead | (1,523) | (8,732) | (176) | 1,347 | -88.44% |
| TOTAL EXPENDITURES | \$ 1,829,118 | \$ 727,080 | \$ 1,829,155 | \$ 37 | 0.00% |

Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
CHRONIC DISEASE PREVENTION PROGRAM

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|--|-------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DOH ConCon USDA Snap-Ed Fini | \$ - | \$ - | \$ - | \$ - | N/A |
| DOH Youth Tobacco 7 Vapor Product Prevention | 62,691 | 29,690 | 62,691 | - | N/A |
| DOH CC LSPAN | 60,000 | 25,183 | 60,000 | - | N/A |
| DOH Tobacco Prevention | - | - | - | - | N/A |
| DOH Marijuana & Tobacco Education Provision | 253,275 | 122,507 | 253,275 | - | N/A |
| DOH ConCon Snap-Ed IAR | 95,450 | 48,079 | 95,450 | - | 0.00% |
| CDP Other | - | - | - | - | N/A |
| New Unassigned Revenue | 24,482 | - | 24,482 | - | N/A |
| DIRECT PROGRAM REVENUES | \$ 495,898 | \$ 225,459 | \$ 495,898 | \$ - | N/A |
| Government Contributions | 283,254 | 92,502 | 234,798 | (48,456) | -17.11% |
| TOTAL REVENUES | \$ 779,152 | \$ 317,961 | \$ 730,696 | \$ (48,456) | -6.22% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 307,058 | \$ 124,130 | \$ 291,340 | \$ (15,718) | -5.12% |
| Payroll Taxes | 25,487 | 14,380 | 24,225 | (1,262) | -4.95% |
| Benefits | 103,668 | 28,927 | 89,223 | (14,445) | -13.93% |
| Unemployment | 1,839 | - | 1,748 | (91) | -4.95% |
| Subtotal Personnel Costs | \$ 438,052 | \$ 167,437 | \$ 406,536 | \$ (31,516) | -7.19% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 1,500 | \$ 579 | \$ 1,500 | \$ - | 0.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | 2,102 | - | - | N/A |
| Professional Services | 152,144 | 98,974 | 152,144 | - | N/A |
| Legal Services | - | - | - | - | N/A |
| Communications | 3,130 | 1,707 | 3,130 | - | N/A |
| Travel & Mileage | 2,000 | 27 | 2,000 | - | N/A |
| Parking & Commute Trip Reduction | - | 172 | - | - | N/A |
| Advertising | - | 45 | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | - | - | - | - | N/A |
| Operations & Maintenance: NDGC | 16,747 | 6,578 | 15,131 | (1,616) | -9.65% |
| Training | 2,000 | 199 | 2,000 | - | N/A |
| Miscellaneous | 200 | 169 | 200 | - | N/A |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 177,721 | \$ 110,552 | \$ 176,105 | \$ (1,616) | -0.91% |
| PROGRAM EXPENDITURES | \$ 615,773 | \$ 277,989 | \$ 582,641 | \$ (33,132) | -5.38% |
| Administrative Services Overhead | 164,012 | 43,047 | 148,156 | (15,856) | -9.67% |
| Community Health Overhead | (633) | (3,075) | (101) | 532 | -84.04% |
| TOTAL EXPENDITURES | \$ 779,152 | \$ 317,961 | \$ 730,696 | \$ (48,456) | -6.22% |

Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
PARENT CHILD HEALTH PROGRAM

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|--|-------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DOH Con Con MCGBG/MCH | \$ 79,927 | \$ - | \$ 79,927 | \$ - | 0.00% |
| CC DOH Lead Environments Children | - | - | - | - | N/A |
| OESD Head Start/Early Headstart Expansion | 54,750 | 9,689 | 54,750 | - | 0.00% |
| DSHS Title Nineteen MSS First Steps | - | - | - | - | N/A |
| DSHS Workfirst Children with Special Needs | 1,000 | - | 1,000 | - | 0.00% |
| Jefferson County - Nightingale Notes | 1,650 | - | 1,650 | - | 0.00% |
| Mason County - Nightingale Notes | 1,000 | - | 1,000 | - | 0.00% |
| Child Care Centers | - | - | - | - | N/A |
| Other - PCH | - | - | - | - | N/A |
| KCR Head Start | 5,000 | - | 5,000 | - | 0.00% |
| Harrison Medical Center - New Parent Support | 25,000 | 570 | 25,000 | - | N/A |
| PCH Donations | - | - | - | - | N/A |
| New Contracts | - | - | - | - | N/A |
| DIRECT PROGRAM REVENUES | \$ 168,327 | \$ 10,259 | \$ 168,327 | \$ - | N/A |
| Government Contributions | 210,974 | 119,383 | 257,528 | 46,554 | 22.07% |
| TOTAL REVENUES | \$ 379,301 | \$ 129,642 | \$ 425,855 | \$ 46,554 | 12.27% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 183,533 | \$ 75,148 | \$ 209,825 | \$ 26,292 | 14.33% |
| Payroll Taxes | 15,120 | 8,276 | 17,281 | 2,161 | 14.29% |
| Benefits | 49,839 | 16,619 | 56,165 | 6,326 | 12.69% |
| Unemployment | 1,097 | - | 1,251 | 154 | 14.04% |
| Subtotal Personnel Costs | \$ 249,589 | \$ 100,043 | \$ 284,522 | \$ 34,933 | 14.00% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 1,500 | \$ 99 | \$ 1,500 | \$ - | 0.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | - | - | - | N/A |
| Professional Services | 1,200 | 231 | 1,200 | - | 0.00% |
| Legal Services | - | - | - | - | N/A |
| Communications | 2,898 | 1,638 | 2,898 | - | 0.00% |
| Travel & Mileage | 1,500 | 20 | 1,500 | - | 0.00% |
| Parking & Commute Trip Reduction | 720 | 329 | 720 | - | 0.00% |
| Advertising | - | - | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 16,560 | - | 16,560 | - | 0.00% |
| Operations & Maintenance: NDGC | 9,542 | 3,140 | 10,591 | 1,049 | 10.99% |
| Training | 1,500 | 100 | 1,500 | - | 0.00% |
| Miscellaneous | 1,200 | 158 | 1,200 | - | 0.00% |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 36,620 | \$ 5,715 | \$ 37,669 | \$ 1,049 | 2.86% |
| PROGRAM EXPENDITURES | \$ 286,209 | \$ 105,758 | \$ 322,191 | \$ 35,982 | 12.57% |
| Administrative Services Overhead | 93,430 | 25,721 | 103,692 | 10,262 | 10.98% |
| Community Health Overhead | (338) | (1,837) | (28) | 310 | -91.72% |
| TOTAL EXPENDITURES | \$ 379,301 | \$ 129,642 | \$ 425,855 | \$ 46,554 | 12.27% |

Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
NURSE FAMILY PARTNERSHIP PROGRAM

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|--|-------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| Jefferson County Public Health - ThrivexFive | \$ 194,719 | \$ 1,754 | \$ 194,719 | \$ - | 0.00% |
| CC DOH MCHBG NFP | 79,927 | 105,820 | 79,927 | - | 0.00% |
| KCF NFP Healthy Start Kitsap Fund | - | - | - | - | N/A |
| Kitsap County 1/10th of 1% - NFP | 169,083 | 98,547 | 169,083 | - | 0.00% |
| Other - NFP | - | 905 | - | - | N/A |
| New Unassigned Revenue | - | - | - | - | N/A |
| DIRECT PROGRAM REVENUES | \$ 443,729 | \$ 207,026 | \$ 443,729 | \$ - | N/A |
| Government Contributions | 226,936 | 72,451 | 228,875 | 1,939 | 0.85% |
| TOTAL REVENUES | \$ 670,665 | \$ 279,477 | \$ 672,604 | \$ 1,939 | 0.29% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 298,482 | \$ 151,159 | \$ 302,036 | \$ 3,554 | 1.19% |
| Payroll Taxes | 24,745 | 17,371 | 25,022 | 277 | 1.12% |
| Benefits | 78,264 | 39,472 | 78,578 | 314 | 0.40% |
| Unemployment | 1,774 | - | 1,789 | 15 | 0.85% |
| Subtotal Personnel Costs | \$ 403,265 | \$ 208,002 | \$ 407,425 | \$ 4,160 | 1.03% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 1,500 | \$ 1,346 | \$ 1,500 | \$ - | 0.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | - | - | - | N/A |
| Professional Services | 87,500 | 10,162 | 87,500 | - | 0.00% |
| Legal Services | - | - | - | - | N/A |
| Communications | 3,180 | 1,673 | 3,180 | - | 0.00% |
| Travel & Mileage | 4,000 | 287 | 4,000 | - | 0.00% |
| Parking & Commute Trip Reduction | 1,080 | 493 | 1,080 | - | 0.00% |
| Advertising | - | - | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 1,800 | - | 1,800 | - | 0.00% |
| Operations & Maintenance: NDGC | 15,417 | 6,977 | 15,166 | (251) | -1.63% |
| Training | 2,000 | 699 | 2,000 | - | 0.00% |
| Miscellaneous | 500 | 182 | 500 | - | 0.00% |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 116,977 | \$ 21,819 | \$ 116,726 | \$ (251) | -0.21% |
| PROGRAM EXPENDITURES | \$ 520,242 | \$ 229,821 | \$ 524,151 | \$ 3,909 | 0.75% |
| Administrative Services Overhead | 150,975 | 53,476 | 148,500 | (2,475) | -1.64% |
| Community Health Overhead | (552) | (3,820) | (47) | 505 | -91.49% |
| TOTAL EXPENDITURES | \$ 670,665 | \$ 279,477 | \$ 672,604 | \$ 1,939 | 0.29% |

Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
CLINICAL SERVICES - ROLL-UP

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|----------------------------------|---------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DIRECT PROGRAM REVENUES | \$ 3,671,045 | \$ 1,902,760 | \$ 6,911,018 | \$ 3,239,973 | 88.26% |
| Government Contributions | 1,951,355 | 1,906,074 | 982,713 | (968,642) | -49.64% |
| Draw from (Increase) Reserves | (20,229) | (54,412) | (20,387) | (158) | 0.78% |
| TOTAL REVENUES | \$ 5,602,171 | \$ 3,754,422 | \$ 7,873,344 | \$ 2,271,173 | 40.54% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 2,630,879 | \$ 1,645,131 | \$ 2,914,499 | \$ 283,620 | 10.78% |
| Payroll Taxes | 201,633 | 184,482 | 243,449 | 41,816 | 20.74% |
| Benefits | 926,807 | 406,702 | 900,822 | (25,985) | -2.80% |
| Unemployment | 15,669 | - | 17,301 | 1,632 | 10.42% |
| Subtotal Personnel Costs | \$ 3,774,988 | \$ 2,236,315 | \$ 4,076,071 | \$ 301,083 | 7.98% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 28,972 | \$ 47,865 | \$ 40,972 | \$ 12,000 | 41.42% |
| Office Equipment <\$5,000 | - | 3,136 | - | - | N/A |
| Computer Software <\$5,000 | - | 1,700 | - | - | N/A |
| Computer Hardware <\$5,000 | 4,500 | 21,635 | 29,500 | 25,000 | 555.56% |
| Professional Services | 120,200 | 748,575 | 1,970,760 | 1,850,560 | 1539.57% |
| Legal Services | 5,000 | 2,686 | 5,000 | - | 0.00% |
| Communications | 25,680 | 19,496 | 25,680 | - | 0.00% |
| Travel & Mileage | 7,900 | 3,362 | 7,900 | - | 0.00% |
| Parking & Commute Trip Reduction | 1,080 | 4,456 | 1,080 | - | 0.00% |
| Advertising | - | 2,777 | - | - | N/A |
| Rentals & Leases | 56,550 | 30,742 | 56,550 | - | 0.00% |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 16,760 | 3,408 | 16,760 | - | 0.00% |
| Operations & Maintenance: NDGC | 144,316 | 89,047 | 151,688 | 7,372 | 5.11% |
| Training | 6,700 | 1,570 | 6,700 | - | 0.00% |
| Miscellaneous | 1,280 | 3,975 | 1,280 | - | 0.00% |
| Equipment >\$5,000 | - | (200) | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal NON-LABOR COSTS | \$ 418,938 | \$ 984,230 | \$ 2,313,870 | \$ 1,894,932 | 452.32% |
| PROGRAM EXPENDITURES | \$ 4,193,926 | \$ 3,220,545 | \$ 6,389,941 | \$ 2,196,015 | 52.36% |
| Administrative Services Overhead | 1,413,261 | 574,946 | 1,485,286 | 72,025 | 5.10% |
| Community Health Overhead | (5,016) | (41,069) | (1,883) | 3,133 | -62.46% |
| TOTAL EXPENDITURES | \$ 5,602,171 | \$ 3,754,422 | \$ 7,873,344 | \$ 2,271,173 | 40.54% |

Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
COMMUNICABLE DISEASE PROGRAM

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|---|---------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DOH Con Con AFIX Immunization | \$ 16,500 | \$ 2,280 | \$ 16,500 | \$ - | 0.00% |
| DOH Con Con PPHF Ops Peri Hep B | 2,500 | - | 2,500 | - | 0.00% |
| Foundational Public Health Services | 212,134 | 106,067 | 212,134 | - | 0.00% |
| DSHS Title Nineteen - CD | - | - | - | - | N/A |
| DOH Con Con Increase Imm Rates | 16,000 | - | 16,000 | - | 0.00% |
| DOH CC BITV COVID CARES | - | - | 1,461,780 | 1,461,780 | N/A |
| DOH CC COVID LHJ OFM CARES | - | 1,383,125 | 3,855,248 | 3,855,248 | N/A |
| DOH CC COVID CARES | - | - | 314,824 | 314,824 | N/A |
| New Unassigned Revenue - COVID Funding | 2,433,895 | - | 42,016 | (2,391,879) | -98.27% |
| DIRECT PROGRAM REVENUES | \$ 2,681,029 | \$ 1,491,472 | \$ 5,921,002 | \$ 3,239,973 | 120.85% |
| Government Contributions | 1,828,662 | 1,857,135 | 858,548 | (970,114) | -53.05% |
| Draw from (Increase) in FPHS Designated Funds | - | - | - | - | N/A |
| TOTAL REVENUES | \$ 4,509,691 | \$ 3,348,607 | \$ 6,779,550 | \$ 2,269,859 | 50.33% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 2,177,895 | \$ 1,476,337 | \$ 2,455,827 | \$ 277,932 | 12.76% |
| Payroll Taxes | 163,538 | 164,136 | 204,898 | 41,360 | 25.29% |
| Benefits | 777,960 | 365,129 | 753,501 | (24,459) | -3.14% |
| Unemployment | 12,954 | - | 14,555 | 1,601 | 12.36% |
| Subtotal Personnel Costs | \$ 3,132,347 | \$ 2,005,602 | \$ 3,428,781 | \$ 296,434 | 9.46% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 10,000 | \$ 29,496 | \$ 22,000 | \$ 12,000 | 120.00% |
| Office Equipment <\$5,000 | - | 3,136 | - | - | N/A |
| Computer Software <\$5,000 | - | 1,700 | - | - | N/A |
| Computer Hardware <\$5,000 | 4,500 | 19,790 | 29,500 | 25,000 | 555.56% |
| Professional Services | 36,000 | 700,366 | 1,886,560 | 1,850,560 | 5140.44% |
| Legal Services | 5,000 | 2,686 | 5,000 | - | 0.00% |
| Communications | 19,220 | 15,866 | 19,220 | - | 0.00% |
| Travel & Mileage | 1,000 | 2,368 | 1,000 | - | 0.00% |
| Parking & Commute Trip Reduction | - | 3,477 | - | - | N/A |
| Advertising | - | 2,406 | - | - | N/A |
| Rentals & Leases | - | 31 | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 9,580 | 341 | 9,580 | - | 0.00% |
| Operations & Maintenance: NDGC | 119,748 | 78,286 | 127,613 | 7,865 | 6.57% |
| Training | 3,000 | 725 | 3,000 | - | 0.00% |
| Miscellaneous | 780 | 3,732 | 780 | - | 0.00% |
| Equipment >\$5,000 | - | (200) | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 208,828 | \$ 864,206 | \$ 2,104,253 | \$ 1,895,425 | 907.65% |
| PROGRAM EXPENDITURES | \$ 3,341,175 | \$ 2,869,808 | \$ 5,533,034 | \$ 2,191,859 | 65.60% |
| Administrative Services Overhead | 1,172,677 | 515,631 | 1,248,194 | 75,517 | 6.44% |
| Community Health Overhead | (4,161) | (36,832) | (1,678) | 2,483 | -59.67% |
| TOTAL EXPENDITURES | \$ 4,509,691 | \$ 3,348,607 | \$ 6,779,550 | \$ 2,269,859 | 50.33% |

**Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
SYRINGE EXCHANGE PROGRAM**

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|---|-------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DOH ConCon HIV Prevention - State | \$ 40,000 | \$ 39,920 | \$ 40,000 | \$ - | 0.00% |
| NACCHO CDC Overdose Prevention | 15,000 | 15,000 | 15,000 | - | 0.00% |
| DOH ConCon OD2A | 50,000 | 41,561 | 50,000 | - | 0.00% |
| KC Solid Waste Tipping Fees (Needle Exchange) | 85,000 | 42,500 | 85,000 | - | 0.00% |
| New Unassigned Revenue | - | - | - | - | N/A |
| DIRECT PROGRAM REVENUES | \$ 190,000 | \$ 138,981 | \$ 190,000 | \$ - | N/A |
| Government Contributions | 38,389 | (41,691) | 38,880 | 491 | 1.28% |
| Draw from (Increase) in FPHS Designated Funds | - | - | - | - | N/A |
| TOTAL REVENUES | \$ 228,389 | \$ 97,290 | \$ 228,880 | \$ 491 | 0.21% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 73,625 | \$ 27,351 | \$ 74,546 | \$ 921 | 1.25% |
| Payroll Taxes | 6,145 | 3,363 | 6,217 | 72 | 1.17% |
| Benefits | 21,607 | 6,681 | 21,719 | 112 | 0.52% |
| Unemployment | 442 | - | 447 | 5 | 1.13% |
| Subtotal Personnel Costs | \$ 101,819 | \$ 37,395 | \$ 102,929 | \$ 1,110 | 1.09% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 1,000 | \$ 127 | \$ 1,000 | \$ - | 0.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | - | - | - | N/A |
| Professional Services | 82,200 | 48,209 | 82,200 | - | 0.00% |
| Legal Services | - | - | - | - | N/A |
| Communications | 720 | 370 | 720 | - | 0.00% |
| Travel & Mileage | 200 | - | 200 | - | 0.00% |
| Parking & Commute Trip Reduction | - | - | - | - | N/A |
| Advertising | - | - | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | - | - | - | - | N/A |
| Operations & Maintenance: NDGC | 3,893 | 1,662 | 3,831 | (62) | -1.59% |
| Training | 500 | 600 | 500 | - | 0.00% |
| Miscellaneous | - | - | - | - | N/A |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 88,513 | \$ 50,968 | \$ 88,451 | \$ (62) | -0.07% |
| PROGRAM EXPENDITURES | \$ 190,332 | \$ 88,363 | \$ 191,380 | \$ 1,048 | 0.55% |
| Administrative Services Overhead | 38,123 | 9,614 | 37,510 | (613) | -1.61% |
| Community Health Overhead | (66) | (687) | (10) | 56 | -84.85% |
| Clinic Overhead | - | - | - | - | N/A |
| TOTAL EXPENDITURES | \$ 228,389 | \$ 97,290 | \$ 228,880 | \$ 491 | 0.21% |

**Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
TUBERCULOSIS PROGRAM**

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|--|-------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DSHS Medicaid Match - TB | \$ - | \$ - | \$ - | \$ - | N/A |
| DSHS Title Nineteen - TB | - | - | - | - | N/A |
| Kitsap County Tuberculosis Intergovernmental | 140,205 | 70,103 | 140,205 | - | 0.00% |
| Fees - TB | - | - | - | - | N/A |
| Fees - TB Insurance | - | - | - | - | N/A |
| Other - TB | - | - | - | - | N/A |
| DIRECT PROGRAM REVENUES | \$ 140,205 | \$ 70,103 | \$ 140,205 | \$ - | N/A |
| Government Contributions | - | - | - | - | N/A |
| Draw from (Increase) in TB Designated Funds | (20,229) | (54,412) | (20,387) | (158) | 0.78% |
| TOTAL REVENUES | \$ 119,976 | \$ 15,691 | \$ 119,818 | \$ (158) | -0.13% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 62,104 | \$ 8,931 | \$ 62,517 | \$ 413 | 0.67% |
| Payroll Taxes | 5,300 | 1,018 | 5,332 | 32 | 0.60% |
| Benefits | 12,751 | 1,493 | 12,751 | - | N/A |
| Unemployment | 372 | - | 372 | - | N/A |
| Subtotal Personnel Costs | \$ 80,527 | \$ 11,442 | \$ 80,972 | \$ 445 | 0.55% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 1,000 | \$ - | \$ 1,000 | \$ - | 0.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | - | - | - | N/A |
| Professional Services | 2,000 | - | 2,000 | - | 0.00% |
| Legal Services | - | - | - | - | N/A |
| Communications | 1,440 | 481 | 1,440 | - | 0.00% |
| Travel & Mileage | 200 | - | 200 | - | 0.00% |
| Parking & Commute Trip Reduction | - | - | - | - | N/A |
| Advertising | - | - | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 1,020 | 511 | 1,020 | - | 0.00% |
| Operations & Maintenance: NDGC | 3,078 | 494 | 3,014 | (64) | -2.08% |
| Training | 700 | - | 700 | - | 0.00% |
| Miscellaneous | - | 31 | - | - | N/A |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 9,438 | \$ 1,517 | \$ 9,374 | \$ (64) | -0.68% |
| PROGRAM EXPENDITURES | \$ 89,965 | \$ 12,959 | \$ 90,346 | \$ 381 | 0.42% |
| Administrative Services Overhead | 30,145 | 2,942 | 29,504 | (641) | -2.13% |
| Community Health Overhead | (134) | (210) | (32) | 102 | -76.12% |
| Clinic Overhead | - | - | - | - | N/A |
| TOTAL EXPENDITURES | \$ 119,976 | \$ 15,691 | \$ 119,818 | \$ (158) | -0.13% |

**Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
HIV/AIDS PROGRAM**

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|--|-------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DOH Con Con HOPWA | \$ 52,000 | \$ 9,855 | \$ 52,000 | \$ - | 0.00% |
| CC DOH Ryan White Direct Services | - | - | - | - | N/A |
| DOH Con Con Client Services ADAP | 464,583 | 120,920 | 464,583 | - | 0.00% |
| DOH Con Con RW HIV Peer Navigation | 83,228 | 38,512 | 83,228 | - | 0.00% |
| DOH Con Con Client Services Administration | - | - | - | - | N/A |
| DSHS Title Nineteen AIDS Case Management | 60,000 | 32,917 | 60,000 | - | 0.00% |
| AIDS Counseling & Testing | - | - | - | - | N/A |
| New Unassigned Revenue | - | - | - | - | N/A |
| DIRECT PROGRAM REVENUES | \$ 659,811 | \$ 202,204 | \$ 659,811 | \$ - | N/A |
| Government Contributions | 84,304 | 90,630 | 85,285 | 981 | 1.16% |
| Draw from (Increase) HIV/AIDS Designated Funds | - | - | - | - | N/A |
| TOTAL REVENUES | \$ 744,115 | \$ 292,834 | \$ 745,096 | \$ 981 | 0.13% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 317,255 | \$ 132,512 | \$ 321,609 | \$ 4,354 | 1.37% |
| Payroll Taxes | 26,650 | 15,965 | 27,002 | 352 | 1.32% |
| Benefits | 114,489 | 33,399 | 112,851 | (1,638) | -1.43% |
| Unemployment | 1,901 | - | 1,927 | 26 | 1.37% |
| Subtotal Personnel Costs | \$ 460,295 | \$ 181,876 | \$ 463,389 | \$ 3,094 | 0.67% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 16,972 | \$ 18,242 | \$ 16,972 | \$ - | 0.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | 1,845 | - | - | N/A |
| Professional Services* | - | - | - | - | N/A |
| Legal Services | - | - | - | - | N/A |
| Communications | 4,300 | 2,779 | 4,300 | - | 0.00% |
| Travel & Mileage | 6,500 | 994 | 6,500 | - | 0.00% |
| Parking & Commute Trip Reduction | 1,080 | 979 | 1,080 | - | 0.00% |
| Advertising | - | 371 | - | - | N/A |
| Rentals & Leases | 56,550 | 30,711 | 56,550 | - | 0.00% |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 6,160 | 2,556 | 6,160 | - | 0.00% |
| Operations & Maintenance: NDGC | 17,597 | 8,605 | 17,230 | (367) | -2.09% |
| Training | 2,500 | 245 | 2,500 | - | 0.00% |
| Miscellaneous | 500 | 212 | 500 | - | 0.00% |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 112,159 | \$ 67,539 | \$ 111,792 | \$ (367) | -0.33% |
| PROGRAM EXPENDITURES | \$ 572,454 | \$ 249,415 | \$ 575,181 | \$ 2,727 | 0.48% |
| Administrative Services Overhead | 172,316 | 46,759 | 170,078 | (2,238) | -1.30% |
| Community Health Overhead | (655) | (3,340) | (163) | 492 | -75.11% |
| Clinic Overhead | - | - | - | - | N/A |
| TOTAL EXPENDITURES | \$ 744,115 | \$ 292,834 | \$ 745,096 | \$ 981 | 0.13% |

Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
ENVIRONMENTAL HEALTH DIVISION - SUMMARY

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|-------------------------------------|---------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DIRECT PROGRAM REVENUES | \$ 6,549,736 | \$ 3,379,618 | \$ 6,549,736 | \$ - | N/A |
| Government Contributions | 68,879 | (241,535) | 32,230 | (36,649) | -53.21% |
| Draw from (Increase) Reserves | (116,001) | (746,291) | (69,776) | 46,225 | -39.85% |
| TOTAL REVENUES | \$ 6,502,614 | \$ 2,391,792 | \$ 6,512,190 | \$ 9,576 | 0.15% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 3,063,305 | \$ 1,300,745 | \$ 3,103,974 | \$ 40,669 | 1.33% |
| Payroll Taxes | 254,237 | 148,971 | 257,855 | 3,618 | 1.42% |
| Benefits | 934,323 | 317,011 | 928,754 | (5,569) | -0.60% |
| Unemployment | 18,308 | - | 18,548 | 240 | 1.31% |
| Subtotal Personnel Costs | \$ 4,270,173 | \$ 1,766,727 | \$ 4,309,131 | \$ 38,958 | 0.91% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 38,074 | \$ 10,309 | \$ 38,074 | \$ - | 0.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | 3,000 | - | 3,000 | - | 0.00% |
| Computer Hardware <\$5,000 | 7,400 | 2,198 | 7,400 | - | 0.00% |
| Professional Services | 76,811 | 29,618 | 76,811 | - | 0.00% |
| Legal Services | 16,104 | 1,527 | 16,104 | - | 0.00% |
| Communications | 32,240 | 16,580 | 32,240 | - | 0.00% |
| Travel & Mileage | 45,727 | 20,563 | 45,727 | - | 0.00% |
| Parking & Commute Trip Reduction | 10,080 | 5,358 | 10,080 | - | 0.00% |
| Advertising | 2,595 | 45 | 2,595 | - | 0.00% |
| Rentals & Leases | 4,960 | 1,934 | 4,960 | - | 0.00% |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 18,163 | 10,304 | 18,163 | - | 0.00% |
| Operations & Maintenance: NDGC | 152,270 | 65,253 | 149,564 | (2,706) | -1.78% |
| Training | 21,960 | 5,664 | 21,960 | - | 0.00% |
| Miscellaneous | 312,057 | 10,138 | 312,057 | - | 0.00% |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 741,441 | \$ 179,491 | \$ 738,735 | \$ (2,706) | -0.36% |
| PROGRAM EXPENDITURES | \$ 5,011,614 | \$ 1,946,218 | \$ 5,047,866 | \$ 36,252 | 0.72% |
| Administrative Services Overhead | 1,194,210 | 408,051 | 1,163,720 | (30,490) | -2.55% |
| Environmental Health Overhead | 296,790 | 37,523 | 300,604 | 3,814 | 1.29% |
| TOTAL EXPENDITURES | \$ 6,502,614 | \$ 2,391,792 | \$ 6,512,190 | \$ 9,576 | 0.15% |

Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
ENVIRONMENTAL HEALTH DIVISION ADMINISTRATION

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|-------------------------------------|-------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| N/A - None | \$ - | \$ - | \$ - | \$ - | N/A |
| TOTAL REVENUES | \$ - | \$ - | \$ - | \$ - | N/A |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 205,391 | \$ 24,406 | \$ 208,542 | \$ 3,151 | 1.53% |
| Payroll Taxes | 16,641 | 3,682 | 16,887 | 246 | 1.48% |
| Benefits | 63,911 | 5,529 | 64,310 | 399 | 0.62% |
| Unemployment | 1,228 | - | 1,246 | 18 | 1.47% |
| Subtotal Personnel Costs | \$ 287,171 | \$ 33,617 | \$ 290,985 | \$ 3,814 | 1.33% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 600 | \$ 34 | \$ 600 | \$ - | 0.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | 1,500 | 2,198 | 1,500 | - | 0.00% |
| Professional Services | - | - | - | - | N/A |
| Legal Services | 1,800 | 41 | 1,800 | - | 0.00% |
| Communications | 2,640 | 1,158 | 2,640 | - | 0.00% |
| Travel & Mileage | 600 | - | 600 | - | 0.00% |
| Parking & Commute Trip Reduction | - | - | - | - | N/A |
| Advertising | - | - | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 360 | - | 360 | - | 0.00% |
| Operations & Maintenance: NDGC | - | - | - | - | N/A |
| Training | 960 | 245 | 960 | - | 0.00% |
| Miscellaneous | 1,160 | 230 | 1,160 | - | 0.00% |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 9,620 | \$ 3,906 | \$ 9,620 | \$ - | N/A |
| PROGRAM EXPENDITURES | \$ 296,791 | \$ 37,523 | \$ 300,605 | \$ 3,814 | 1.29% |
| Environmental Health Overhead | (296,791) | (37,523) | (300,605) | (3,814) | 1.29% |
| TOTAL EXPENDITURES | \$ - | \$ - | \$ - | \$ - | N/A |

Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
SOLID & HAZARDOUS WASTE PROGRAM

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|---|---------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DOE LSWFA Grant | \$ - | \$ - | \$ - | \$ - | N/A |
| DOE Local Source Control Grant (LSC) | 200,000 | 50,212 | 200,000 | - | 0.00% |
| DOH Lead Environments for Children | - | - | - | - | N/A |
| Secure Medicine Return Fee | - | 5,050 | - | - | N/A |
| Kitsap County Solid Waste Tipping Fees | 904,000 | 431,244 | 904,000 | - | 0.00% |
| Permits | 62,000 | 37,716 | 62,000 | - | 0.00% |
| Plan Reviews | - | 2,775 | - | - | N/A |
| School Plan Reviews | 3,000 | - | 3,000 | - | 0.00% |
| New Unassigned Revenue | - | - | - | - | N/A |
| Surplus Sales | - | - | - | - | N/A |
| Other | - | 150 | - | - | N/A |
| DIRECT PROGRAM REVENUES | \$ 1,169,000 | \$ 527,147 | \$ 1,169,000 | \$ - | N/A |
| Government Contributions | - | - | - | - | N/A |
| Draw from (Increase) SHW Designated Funds | (218,989) | (235,729) | (225,639) | (6,650) | 3.04% |
| TOTAL REVENUES | \$ 950,011 | \$ 291,418 | \$ 943,361 | \$ (6,650) | -0.70% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 440,807 | \$ 157,294 | \$ 440,737 | \$ (70) | -0.02% |
| Payroll Taxes | 36,744 | 17,676 | 36,738 | (6) | -0.02% |
| Benefits | 122,449 | 35,486 | 122,371 | (78) | -0.06% |
| Unemployment | 2,641 | - | 2,637 | (4) | -0.15% |
| Subtotal Personnel Costs | \$ 602,641 | \$ 210,456 | \$ 602,483 | \$ (158) | -0.03% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 8,000 | \$ 4,223 | \$ 8,000 | \$ - | 0.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | 2,000 | - | 2,000 | - | 0.00% |
| Professional Services | 5,000 | - | 5,000 | - | 0.00% |
| Legal Services | 4,000 | 580 | 4,000 | - | 0.00% |
| Communications | 5,400 | 1,927 | 5,400 | - | 0.00% |
| Travel & Mileage | 4,500 | 3,114 | 4,500 | - | 0.00% |
| Parking & Commute Trip Reduction | 1,800 | 822 | 1,800 | - | 0.00% |
| Advertising | 2,500 | - | 2,500 | - | 0.00% |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 3,000 | 1,921 | 3,000 | - | 0.00% |
| Operations & Maintenance: NDGC | 23,039 | 8,406 | 22,425 | (614) | -2.67% |
| Training | 8,000 | 1,055 | 8,000 | - | 0.00% |
| Miscellaneous | 9,606 | 250 | 9,606 | - | 0.00% |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 76,845 | \$ 22,298 | \$ 76,231 | \$ (614) | -0.80% |
| PROGRAM EXPENDITURES | \$ 679,486 | \$ 232,754 | \$ 678,714 | \$ (772) | -0.11% |
| Administrative Services Overhead | 225,622 | 54,107 | 219,576 | (6,046) | -2.68% |
| Environmental Health Overhead | 44,903 | 4,557 | 45,071 | 168 | 0.37% |
| TOTAL EXPENDITURES | \$ 950,011 | \$ 291,418 | \$ 943,361 | \$ (6,650) | -0.70% |

**KITSAP PUBLIC HEALTH DISTRICT
2021 BUDGET AMENDMENT DRAFT
DRINKING WATER & ONSITE SEPTIC SYSTEMS**

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|---|---------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DOE Well Construction | \$ 22,200 | \$ 18,650 | \$ 22,200 | \$ - | 0.00% |
| CC Group B Water Systems | - | - | - | - | N/A |
| Installer Certifications | 32,325 | 28,300 | 32,325 | - | 0.00% |
| Sewage Permits | 473,648 | 223,700 | 473,648 | - | 0.00% |
| PUD Well Construction | 10,000 | 5,000 | 10,000 | - | 0.00% |
| DOH CC DW Group A - SS | 15,950 | - | 15,950 | - | 0.00% |
| DOH CC DW Group A - TA | 1,600 | - | 1,600 | - | 0.00% |
| Group B Operating Permits | 47,035 | 15,980 | 47,035 | - | 0.00% |
| Building Clearances | 119,145 | 65,550 | 119,145 | - | 0.00% |
| Property Conveyance Reports | 630,340 | 450,450 | 630,340 | - | 0.00% |
| Operations & Maintenance Annual Report Fees | 607,540 | 306,300 | 607,540 | - | 0.00% |
| Building Site Application Waivers | - | 3,215 | - | - | N/A |
| Building Site Applications | 519,656 | 412,720 | 519,656 | - | 0.00% |
| Local Referral Listing | - | 10,170 | - | - | N/A |
| Land Use | 25,490 | 13,430 | 25,490 | - | 0.00% |
| Other - OSS | 1,502 | 1,320 | 1,502 | - | 0.00% |
| WT Plan Reviews/New Water Systems | 2,030 | 19,845 | 2,030 | - | 0.00% |
| Well Site Inspections | 20,880 | (590) | 20,880 | - | 0.00% |
| WT Sanitary Surveys | 29,725 | 1,875 | 29,725 | - | 0.00% |
| DW Well Decommissionings | 9,240 | 9,900 | 9,240 | - | 0.00% |
| DIRECT PROGRAM REVENUES | \$ 2,568,306 | \$ 1,585,815 | \$ 2,568,306 | \$ - | N/A |
| Government Contributions | - | - | - | - | N/A |
| Draw from (Increase) OSS Designated Funds | 102,988 | (510,562) | 155,863 | 52,875 | 51.34% |
| TOTAL REVENUES | \$ 2,671,294 | \$ 1,075,253 | \$ 2,724,169 | \$ 52,875 | 1.98% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 1,236,685 | \$ 576,128 | \$ 1,282,104 | \$ 45,419 | 3.67% |
| Payroll Taxes | 102,894 | 64,429 | 106,926 | 4,032 | 3.92% |
| Benefits | 375,131 | 143,057 | 373,606 | (1,525) | -0.41% |
| Unemployment | 7,375 | - | 7,647 | 272 | 3.69% |
| Subtotal Personnel Costs | \$ 1,722,085 | \$ 783,614 | \$ 1,770,283 | \$ 48,198 | 2.80% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 11,474 | \$ 2,142 | \$ 11,474 | \$ - | 0.00% |
| Office Equipment | - | - | - | - | N/A |
| Computer Software | 3,000 | - | 3,000 | - | 0.00% |
| Computer Hardware | 3,900 | - | 3,900 | - | 0.00% |
| Professional Services | 15,311 | 10,269 | 15,311 | - | 0.00% |
| Legal Services | 3,504 | 56 | 3,504 | - | 0.00% |
| Communications | 7,920 | 6,395 | 7,920 | - | 0.00% |
| Travel & Mileage | 19,627 | 10,970 | 19,627 | - | 0.00% |
| Parking & Commute Trip Reduction | 2,820 | 1,487 | 2,820 | - | 0.00% |
| Advertising | 95 | - | 95 | - | 0.00% |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 8,803 | 6,035 | 8,803 | - | 0.00% |
| Operations & Maintenance: NDGC | 65,835 | 30,222 | 65,894 | 59 | 0.09% |
| Training | 3,500 | 345 | 3,500 | - | 0.00% |
| Miscellaneous | 30,481 | 5,290 | 30,481 | - | 0.00% |
| Equipment | - | - | - | - | N/A |
| Computer Software | - | - | - | - | N/A |
| Computer Hardware | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 176,270 | \$ 73,211 | \$ 176,329 | \$ 59 | 0.03% |
| PROGRAM EXPENDITURES | \$ 1,898,355 | \$ 856,825 | \$ 1,946,612 | \$ 48,257 | 2.54% |
| Administrative Services Overhead | 644,619 | 201,463 | 645,118 | 499 | 0.08% |
| Environmental Health Overhead | 128,320 | 16,965 | 132,439 | 4,119 | 3.21% |
| TOTAL EXPENDITURES | \$ 2,671,294 | \$ 1,075,253 | \$ 2,724,169 | \$ 52,875 | 1.98% |

Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
FOOD & LIVING ENVIRONMENT PROGRAM

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|--------------------------------------|---------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| USDA Summer Food Program OSPI | \$ 1,740 | \$ - | \$ 1,740 | \$ - | 0.00% |
| HHS FDA Food Safety Program Training | - | - | - | - | N/A |
| Establishments | 807,500 | 537,210 | 807,500 | - | 0.00% |
| Food Handler Permits | 10,000 | 90 | 10,000 | - | 0.00% |
| Food Handler Permits - TPCHD | 85,000 | 34,629 | 85,000 | - | 0.00% |
| Temporary Permits | 38,000 | 12,815 | 38,000 | - | 0.00% |
| Camps | 3,630 | 3,560 | 3,630 | - | 0.00% |
| Pools/Spas | 86,000 | 57,950 | 86,000 | - | 0.00% |
| LE Reinspections | - | - | - | - | N/A |
| Other - Food & Living Environment | - | - | - | - | N/A |
| Food Establishment Reinspections | 22,000 | 1,180 | 22,000 | - | 0.00% |
| Plan Reviews - Food & LE | 47,500 | 21,875 | 47,500 | - | 0.00% |
| DIRECT PROGRAM REVENUES | \$ 1,101,370 | \$ 669,309 | \$ 1,101,370 | \$ - | N/A |
| Government Contributions | (8,891) | (209,565) | (18,091) | (9,200) | 103.48% |
| TOTAL REVENUES | \$ 1,092,479 | \$ 459,744 | \$ 1,083,279 | \$ (9,200) | -0.84% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 512,885 | \$ 242,955 | \$ 511,970 | \$ (915) | -0.18% |
| Payroll Taxes | 42,732 | 29,896 | 42,660 | (72) | -0.17% |
| Benefits | 151,703 | 64,814 | 151,583 | (120) | -0.08% |
| Unemployment | 3,070 | - | 3,065 | (5) | -0.16% |
| Subtotal Personnel Costs | \$ 710,390 | \$ 337,665 | \$ 709,278 | \$ (1,112) | -0.16% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 4,000 | \$ 1,534 | \$ 4,000 | \$ - | 0.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | - | - | - | N/A |
| Professional Services | 1,000 | 109 | 1,000 | - | 0.00% |
| Legal Services | 2,000 | 14 | 2,000 | - | 0.00% |
| Communications | 7,880 | 3,655 | 7,880 | - | 0.00% |
| Travel & Mileage | 13,000 | 4,105 | 13,000 | - | 0.00% |
| Parking & Commute Trip Reduction | 2,160 | 1,788 | 2,160 | - | 0.00% |
| Advertising | - | 45 | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | - | - | - | - | N/A |
| Operations & Maintenance: NDGC | 27,158 | 13,196 | 26,400 | (758) | -2.79% |
| Training | 3,500 | 2,615 | 3,500 | - | 0.00% |
| Miscellaneous | 2,500 | 895 | 2,500 | - | 0.00% |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 63,198 | \$ 27,956 | \$ 62,440 | \$ (758) | -1.20% |
| PROGRAM EXPENDITURES | \$ 773,588 | \$ 365,621 | \$ 771,718 | \$ (1,870) | -0.24% |
| Administrative Services Overhead | 265,956 | 86,812 | 258,500 | (7,456) | -2.80% |
| Environmental Health Overhead | 52,935 | 7,311 | 53,061 | 126 | 0.24% |
| TOTAL EXPENDITURES | \$ 1,092,479 | \$ 459,744 | \$ 1,083,279 | \$ (9,200) | -0.84% |

Kitsap Public Health District
2021 BUDGET AMENDMENT DRAFT
POLLUTION IDENTIFICATION & CORRECTION PROGRAM

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET - RT 2021 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|--|---------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| Hood Canal Coordinating Council - Phase 4 | \$ 17,500 | \$ 5,152 | \$ 17,500 | \$ - | 0.00% |
| NEP BEachPS SSI 1-5 PIC Task 4 | 5,800 | - | 5,800 | - | 0.00% |
| CC Water Rec Beach IAR | 18,000 | - | 18,000 | - | 0.00% |
| DOE Kitsap County 4A & 4B Project - Federal | - | - | - | - | N/A |
| DOE CCWF Kitsap County 4A & 4B Project - State | - | - | - | - | N/A |
| DOH CC Swim Beach ACT IAR | - | - | - | - | N/A |
| Rec Shellfish/Biotxin PSAA | 14,000 | 3,479 | 14,000 | - | 0.00% |
| DOH CC LMP Implementation | 60,000 | 14,924 | 60,000 | - | 0.00% |
| City of Poulsbo Stormwater | 11,250 | 8,583 | 11,250 | - | 0.00% |
| Clean Water Kitsap | 1,230,000 | 476,894 | 1,230,000 | - | 0.00% |
| Kitsap County Septic Tipping Fees | 130,000 | 88,315 | 130,000 | - | 0.00% |
| Surplus Sales | - | - | - | - | N/A |
| PIC Other | 224,510 | - | 224,510 | - | 0.00% |
| New Unassigned Revenue | - | - | - | - | N/A |
| DIRECT PROGRAM REVENUES | \$ 1,711,060 | \$ 597,347 | \$ 1,711,060 | \$ - | N/A |
| Government Contributions | 77,770 | (31,970) | 50,321 | (27,449) | -35.30% |
| TOTAL REVENUES | \$ 1,788,830 | \$ 565,377 | \$ 1,761,381 | \$ (27,449) | -1.53% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 667,537 | \$ 299,962 | \$ 660,621 | \$ (6,916) | -1.04% |
| Payroll Taxes | 55,226 | 33,288 | 54,644 | (582) | -1.05% |
| Benefits | 221,129 | 68,125 | 216,884 | (4,245) | -1.92% |
| Unemployment | 3,994 | - | 3,953 | (41) | -1.03% |
| Subtotal Personnel Costs | \$ 947,886 | \$ 401,375 | \$ 936,102 | \$ (11,784) | -1.24% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 14,000 | \$ 2,376 | \$ 14,000 | \$ - | 0.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | - | - | - | N/A |
| Professional Services | 55,500 | 19,240 | 55,500 | - | 0.00% |
| Legal Services | 4,800 | 836 | 4,800 | - | 0.00% |
| Communications | 8,400 | 3,445 | 8,400 | - | 0.00% |
| Travel & Mileage | 8,000 | 2,374 | 8,000 | - | 0.00% |
| Parking & Commute Trip Reduction | 3,300 | 1,261 | 3,300 | - | 0.00% |
| Advertising | - | - | - | - | N/A |
| Rentals & Leases | 4,960 | 1,934 | 4,960 | - | 0.00% |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 6,000 | 2,348 | 6,000 | - | 0.00% |
| Operations & Maintenance: NDGC | 36,238 | 13,429 | 34,845 | (1,393) | -3.84% |
| Training | 6,000 | 1,404 | 6,000 | - | 0.00% |
| Miscellaneous | 268,310 | 3,473 | 268,310 | - | 0.00% |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 415,508 | \$ 52,120 | \$ 414,115 | \$ (1,393) | -0.34% |
| PROGRAM EXPENDITURES | \$ 1,363,394 | \$ 453,495 | \$ 1,350,217 | \$ (13,177) | -0.97% |
| Administrative Services Overhead | 354,804 | 103,192 | 341,131 | (13,673) | -3.85% |
| Environmental Health Overhead | 70,632 | 8,690 | 70,033 | (599) | -0.85% |
| TOTAL EXPENDITURES | \$ 1,788,830 | \$ 565,377 | \$ 1,761,381 | \$ (27,449) | -1.53% |

MEMO

To: Kitsap Public Health Board
From: Keith Grellner, Administrator
Date: December 7, 2021
Re: Resolution 2021-05, Approving 2022 Budget for Kitsap Public Health District

Please find attached for your review and approval:

1. Draft Resolution 2021-05, Approving 2022 Budget for Kitsap Public Health District (Attachment 1);
2. 2022 Budget Draft (Attachment 2).

Overview of 2022 Budget

Attachment 2 contains the proposed budget for 2022 for the Kitsap Public Health District. As with the 2021 budget amendment, the 2022 budget is enlarged above typical due to the Health District's continued work response to the COVID-19 pandemic. Although larger than typical, the budget is balanced as our COVID-19 response work is fully funded at the proposed operational level for 2022. The number of employees the Health District has budgeted for 2022 is also larger than typical due to the COVID-19 workload and associated revenue. The proposed 2022 budget is approximately \$18.95M with just over 140 full-time equivalent (FTE) positions.

The proposed 2022 budget remains in line with an earlier version of the budget shared with the Finance & Operations Committee on September 30, 2021, and as summarized and presented to the full Health Board during my Administrator's report to you during the October 5, 2021, meeting. The proposed 2022 budget in your meeting packet for today was shared with the Finance & Operations Committee on November 30th. The Finance & Operations Committee recommends approval of the proposed 2022 budget.

As the Health Board is aware, the collective bargaining agreement between the Health District and our represented employees' union, PROTEC 17, expires at the end of this year. Negotiations are underway for a new three-year contract, but negotiations were not completed prior to today's meeting. Once negotiations are completed and approved by PROTEC 17 and the Health Board, a revised 2022 amended budget will be brought back to the Health Board for approval. We expect that this will happen in January or February 2022.

The proposed budget does include an interim wage adjustment of 4% for the Health District's non-represented employees. If the Health Board approves the budget, Agenda Item 9, Resolution 2021-06, Approving 2022 Salary Adjustments for Non-Represented Employees, will be presented to the Health Board for consideration and possible approval as described in the materials for that agenda item. But in short, this wage adjustment for non-represented employees is included for your consideration now because while represented employees are eligible for retroactive pay increases associated with an approved labor agreement that is ratified after January 1, 2022, our legal advisors have informed us that retroactive pay adjustments for non-represented employees are problematic. In accordance with the Health Board's past practices, non-represented employees are extended the same salary adjustments as represented employees to maintain competitiveness in the marketplace and to eliminate salary schedule compression issues.

The Finance & Operations Committee recommends approval of the wage adjustment for non-represented employees, too.

During today's meeting, I will present a summary of the proposed 2022 budget in advance of the Health Board's consideration of Resolution 2021-05.

Recommended Action

In accordance with the recommendation from the Finance & Operations Committee, the Health District seeks the Health Board's approval of the proposed 2022 budget and recommends approval of Resolution 2021-05.

Please contact me with any questions or concerns about this matter at (360) 728-2284, or keith.grellner@kitsappublichealth.org.

Attachments (2)

Approving 2022 Budget for Kitsap Public Health District

The attached 2022 Budget for Kitsap Public Health District, with total projected sources and uses of funds equal to \$18,522,695 and with 140.45 full-time equivalent employees, is hereby approved by the Kitsap Public Health Board, and constitutes the authorized 2022 Budget for the Kitsap Public Health District.

APPROVED: December 7, 2021

Commissioner Charlotte Garrido, Chair
Kitsap Public Health Board



KITSAP PUBLIC HEALTH DISTRICT

2022 BUDGET DRAFT
As of December 7, 2021

Kitsap Public Health District

2022 BUDGET DRAFT

| | <u>PAGE</u> |
|---|-------------|
| Agencywide Revenues and Other Sources of Funds | 3 |
| Agencywide Expenditures and Other Uses of Funds | 4 |
| ADMINISTRATIVE SERVICES DIVISION | |
| <u>Administrative Services Division Summary</u> | 5 |
| Administrative Services Programs (Health Officer, Administrator, Accounting, IT, PIO, Clerical, & Facilities) | 6 |
| Public Health Emergency Preparedness and Response | 7 |
| Equity | 8 |
| COMMUNITY HEALTH DIVISION | |
| <u>Community Health Division Summary</u> | 9 |
| Community Health Division Administration | 10 |
| Assessment and Epidemiology | 11 |
| <u>Healthy Communities Roll-Up</u> | 12 |
| Chronic Disease Prevention | 13 |
| Nurse Family Partnership | 14 |
| Parent Child Health | 15 |
| <u>Clinical Services Roll-Up</u> | 16 |
| Communicable Disease | 17 |
| COVID | 18 |
| Syringe Exchange | 19 |
| Tuberculosis | 20 |
| HIV/AIDS | 21 |
| ENVIRONMENTAL HEALTH DIVISION | |
| <u>Environmental Health Division Summary</u> | 22 |
| Environmental Health Division Administration | 23 |
| Solid and Hazardous Waste | 24 |
| Drinking Water and Onsite Sewage | 25 |
| Food and Living Environment | 26 |
| Pollution Identification and Correction | 27 |

Kitsap Public Health District
2022 BUDGET DRAFT
AGENCYWIDE REVENUES & OTHER SOURCES OF FUNDS

| REVENUES | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|--|----------------------|-------------------------|----------------------|------------------------------|-----------------------------|
| CONTRACTS & GRANTS | | | | | |
| Admin Services: Kitsap Connect/Equity | \$ - | \$ 44,287 | \$ 150,000 | \$ 150,000 | #DIV/0! |
| Admin Services: PHEPR & Assessment/Epidemiology | 295,345 | 2,030,354 | 325,345 | 30,000 | 10.16% |
| Community Health | 4,601,214 | 2,278,746 | 7,515,793 | 2,914,579 | 63.34% |
| Environmental Health | 339,240 | 92,417 | 840,653 | 501,413 | 147.80% |
| Total Contracts & Grants | \$ 5,235,799 | \$ 4,445,804 | \$ 8,831,791 | \$ 3,595,992 | 68.68% |
| FEES | | | | | |
| Admin Services: General Services & Vital Statistics | \$ 149,000 | \$ 78,102 | \$ 166,000 | \$ 17,000 | 11.41% |
| Community Health: Assessment/Epidemiology | 172,353 | 47,948 | 169,702 | (2,651) | -1.54% |
| Community Health: Other | 232,882 | 85,106 | 217,113 | (15,769) | -6.77% |
| Environmental Health | 6,210,496 | 3,287,201 | 6,531,547 | 321,051 | 5.17% |
| Total Fees | \$ 6,764,731 | \$ 3,498,357 | \$ 7,084,362 | \$ 319,631 | 4.72% |
| GOVERNMENT FLEXIBLE FUNDING - GENERAL PUBLIC HEALTH | | | | | |
| Bainbridge Island | \$ 85,000 | \$ 79,423 | \$ 81,970 | \$ (3,030) | -3.56% |
| Bremerton | 115,963 | 115,963 | 115,963 | - | N/A |
| Kitsap County | 1,338,964 | 669,482 | 1,338,964 | - | N/A |
| Kitsap County - Allocated to Tuberculosis Control | 140,205 | 70,103 | 100,000 | (40,205) | -28.68% |
| Port Orchard | 39,884 | 44,310 | 39,884 | - | N/A |
| Poulsbo | 33,494 | 33,494 | 33,494 | - | N/A |
| State Public Health Assistance Funds | 997,476 | 498,738 | 997,476 | - | N/A |
| Total Local Government Flexible Funding | \$ 2,750,986 | \$ 1,511,513 | \$ 2,707,751 | \$ (43,235) | -1.57% |
| GOVERNMENT CONTRIBUTIONS - NDGC MORTGAGE | | | | | |
| Bainbridge Island | \$ 5,577 | \$ 5,577 | \$ 5,580 | \$ 3 | 0.05% |
| Bremerton | 9,287 | 9,287 | 9,167 | (120) | -1.29% |
| Kitsap County | 39,831 | 19,916 | 40,333 | 502 | 1.26% |
| Port Orchard | 3,286 | 3,286 | 3,286 | - | N/A |
| Poulsbo | 2,569 | 2,569 | 2,569 | - | N/A |
| Total Local Government NDGC Mortgage | \$ 60,550 | \$ 40,635 | \$ 60,935 | \$ 385 | 0.64% |
| MISCELLANEOUS INCOME | | | | | |
| Interest Income | \$ 35,000 | \$ 10,209 | \$ 21,000 | \$ (14,000) | -40.00% |
| Other Income | 246,000 | 2,697 | 246,000 | - | N/A |
| Total Miscellaneous Income | \$ 281,000 | \$ 12,906 | \$ 267,000 | \$ (14,000) | -4.98% |
| TOTAL REVENUES | \$ 15,093,066 | \$ 9,509,215 | \$ 18,951,839 | \$ 3,858,773 | 25.57% |
| FUND BALANCE | | | | | |
| Use or (Designate): Drinking Water | \$ - | \$ - | \$ - | \$ - | N/A |
| Use or (Designate): Foundational Public Health Services | - | - | - | - | N/A |
| Use or (Designate): HIV/AIDS | - | - | - | - | N/A |
| Use or (Designate): On-Site Sewage | 102,988 | (510,562) | (148,716) | (251,704) | -244.40% |
| Use or (Designate): Solid & Hazardous Waste | (218,989) | (235,729) | (323,534) | (104,545) | 47.74% |
| Use or (Designate): Tuberculosis | (20,229) | (54,412) | 10,637 | 30,866 | -152.58% |
| Use or (Source) of Unrestricted/Undesignated Funds | 664,586 | (902,044) | 32,469 | (632,117) | -95.11% |
| Total Change in Fund Balance | \$ 528,356 | \$ (1,702,747) | \$ (429,144) | \$ (957,500) | -181.22% |
| TOTAL REVENUES & OTHER SOURCES OF FUNDS | \$ 15,621,422 | \$ 7,806,468 | \$ 18,522,695 | \$ 2,901,273 | 18.57% |
| TOTAL REVENUES OVER (SHORT) OF EXPENDITURES | \$ - | \$ - | \$ - | | |

Kitsap Public Health District
2022 BUDGET DRAFT
AGENCYWIDE EXPENDITURES & OTHER USES OF FUNDS

| EXPENDITURES | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|-------------------------------------|----------------------|-------------------------|----------------------|------------------------------|-----------------------------|
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 9,077,504 | \$ 4,499,370 | \$ 10,307,987 | \$ 1,230,483 | 13.56% |
| Payroll Taxes | 734,202 | 505,919 | 961,590 | 227,388 | 30.97% |
| Benefits | 2,878,377 | 1,102,737 | 2,959,011 | 80,634 | 2.80% |
| Unemployment | 54,200 | - | 63,872 | 9,672 | 17.85% |
| Subtotal Personnel Costs | \$ 12,744,283 | \$ 6,108,026 | \$ 14,292,460 | \$ 1,548,177 | 12.15% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 146,276 | \$ 88,069 | \$ 172,404 | \$ 26,128 | 17.86% |
| Office Equipment <\$5,000 | - | 3,136 | 5,000 | 5,000 | N/A |
| Computer Software <\$5,000 | 22,546 | 2,925 | 24,346 | 1,800 | 7.98% |
| Computer Hardware <\$5,000 | 26,200 | 48,591 | 43,300 | 17,100 | 65.27% |
| Professional Services | 536,545 | 910,876 | 1,855,993 | 1,319,448 | 245.92% |
| Legal Services | 69,204 | 5,983 | 42,358 | (26,846) | -38.79% |
| Communications | 169,472 | 80,381 | 173,856 | 4,384 | 2.59% |
| Travel & Mileage | 71,287 | 26,230 | 79,869 | 8,582 | 12.04% |
| Parking & Commute Trip Reduction | 19,776 | 6,043 | 19,512 | (264) | -1.33% |
| Advertising | 3,095 | 2,957 | 2,045 | (1,050) | -33.93% |
| Rentals & Leases | 90,970 | 51,719 | 91,090 | 120 | 0.13% |
| Insurance | 160,000 | - | 206,000 | 46,000 | 28.75% |
| Utilities | 1,800 | 823 | 1,800 | - | 0.00% |
| Repairs & Maintenance | 166,599 | 52,550 | 199,955 | 33,356 | 20.02% |
| Operations & Maintenance: NDGC | 364,622 | 184,005 | 384,000 | 19,378 | 5.31% |
| Training | 63,460 | 12,216 | 72,260 | 8,800 | 13.87% |
| Miscellaneous | 412,537 | 70,764 | 277,697 | (134,840) | -32.69% |
| Equipment >\$5,000 | - | (200) | - | - | N/A |
| Computer Software >\$5,000 | - | - | 16,000 | 16,000 | N/A |
| Computer Hardware >\$5,000 | 10,000 | - | 20,000 | 10,000 | 100.00% |
| Government Center Debt Principal | 180,000 | 90,000 | 180,000 | - | 0.00% |
| Government Center Debt Interest | 122,750 | 61,374 | 122,750 | - | 0.00% |
| Non-Expenditures | 240,000 | - | 240,000 | - | 0.00% |
| Subtotal Non-Personnel Costs | \$ 2,877,139 | \$ 1,698,442 | \$ 4,230,235 | \$ 1,353,096 | 47.03% |
| TOTAL EXPENDITURES | \$ 15,621,422 | \$ 7,806,468 | \$ 18,522,695 | \$ 2,901,273 | 18.57% |

Kitsap Public Health District
2022 BUDGET DRAFT
ADMINISTRATIVE SERVICES DIVISION - SUMMARY

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|-------------------------------------|---------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DIRECT PROGRAM REVENUES | \$ 785,895 | \$ 2,206,284 | \$ 939,280 | \$ 153,385 | 19.52% |
| Government Contributions | 272,477 | (1,471,376) | (56,215) | (328,692) | -120.63% |
| TOTAL REVENUES | \$ 1,058,372 | \$ 734,908 | \$ 883,065 | (175,307) | -16.56% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 2,259,754 | \$ 1,114,756 | \$ 2,579,796 | \$ 320,042 | 14.16% |
| Payroll Taxes | 185,427 | 123,488 | 210,336 | 24,909 | 13.43% |
| Benefits | 689,361 | 274,355 | 716,060 | 26,699 | 3.87% |
| Unemployment | 13,508 | - | 15,437 | 1,929 | 14.28% |
| Subtotal Personnel Costs | \$ 3,148,050 | \$ 1,512,599 | \$ 3,521,629 | \$ 373,579 | 11.87% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 73,630 | \$ 27,518 | \$ 73,830 | \$ 200 | 0.27% |
| Office Equipment <\$5,000 | - | - | 5,000 | 5,000 | #DIV/0! |
| Computer Software <\$5,000 | 19,546 | 1,225 | 19,846 | 300 | 1.53% |
| Computer Hardware <\$5,000 | 12,500 | 22,192 | 17,500 | 5,000 | 40.00% |
| Professional Services | 96,090 | 23,316 | 121,090 | 25,000 | 26.02% |
| Legal Services | 47,500 | 1,770 | 27,500 | (20,000) | -42.11% |
| Communications | 96,664 | 36,678 | 98,484 | 1,820 | 1.88% |
| Travel & Mileage | 6,560 | 1,971 | 6,350 | (210) | -3.20% |
| Parking & Commute Trip Reduction | 3,600 | (5,196) | 3,600 | - | N/A |
| Advertising | 500 | 90 | 500 | - | N/A |
| Rentals & Leases | 29,460 | 19,043 | 29,580 | 120 | 0.41% |
| Insurance | 160,000 | - | 206,000 | 46,000 | 28.75% |
| Utilities | 1,800 | 823 | 1,800 | - | N/A |
| Repairs & Maintenance | 109,196 | 38,838 | 148,834 | 39,638 | 36.30% |
| Operations & Maintenance: NDGC | 15,191 | 10,186 | 9,470 | (5,721) | -37.66% |
| Training | 20,300 | 3,984 | 21,300 | 1,000 | 4.93% |
| Miscellaneous | 86,825 | 53,812 | 86,975 | 150 | 0.17% |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | 16,000 | 16,000 | N/A |
| Computer Hardware >\$5,000 | 10,000 | - | 20,000 | 10,000 | 100.00% |
| Government Center Debt Principal | 180,000 | 90,000 | 180,000 | - | N/A |
| Government Center Debt Interest | 122,750 | 61,374 | 122,750 | - | N/A |
| Non-Expenditures | 240,000 | - | 240,000 | - | N/A |
| Subtotal Non-Personnel Costs | \$ 1,332,112 | \$ 387,624 | \$ 1,456,409 | \$ 124,297 | 9.33% |
| PROGRAM EXPENDITURES | \$ 4,480,162 | \$ 1,900,223 | \$ 4,978,038 | \$ 497,876 | 11.11% |
| Administrative Services Overhead | (3,421,790) | (1,165,315) | (4,094,973) | (673,183) | 19.67% |
| TOTAL EXPENDITURES | \$ 1,058,372 | \$ 734,908 | \$ 883,065 | \$ (175,307) | -16.56% |

Kitsap Public Health District
2022 BUDGET DRAFT
ADMIN SERVICES (Health Officer, Administrator, Acctg, HR, IT, PIO, Clerical, & Facilities)

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|-------------------------------------|---------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| Contracts & Grants | | | | | |
| Foundation Public Health Services | - | - | 150,000 | 150,000 | #DIV/0! |
| Subtotal | \$ - | \$ - | \$ 150,000 | \$ 150,000 | #DIV/0! |
| Fees | | | | | |
| Birth Certificates | \$ 85,000 | \$ 34,362 | \$ 90,000 | \$ 5,000 | 5.88% |
| Death Certificates | 50,000 | 31,846 | 60,000 | 10,000 | 20.00% |
| Vital Statistics Postage & Handling | 14,000 | 11,894 | 16,000 | 2,000 | 14.29% |
| Subtotal Vital Statistics | \$ 149,000 | \$ 78,102 | \$ 166,000 | \$ 17,000 | 11.41% |
| Other Revenues | | | | | |
| Bainbridge - NDGC | \$ 5,577 | \$ 5,577 | \$ 5,580 | \$ 3 | 0.05% |
| Bremerton - NDGC | 9,287 | 9,287 | 9,167 | (120) | -1.29% |
| Kitsap County - NDGC | 39,831 | 19,916 | 40,333 | 502 | 1.26% |
| Port Orchard - NDGC | 3,286 | 3,286 | 3,286 | - | N/A |
| Poulsbo - NDGC | 2,569 | 2,569 | 2,569 | - | N/A |
| Flex Court Restitution | 1,500 | 554 | 1,500 | - | N/A |
| Admin - Other | 1,500 | 358 | 1,500 | - | N/A |
| Sale of Surplus Property | - | 72 | - | - | N/A |
| Donations | - | 109 | - | - | N/A |
| Expenditure Reimbursements | - | - | - | - | N/A |
| Cashiers' Over/Short | - | - | - | - | N/A |
| Cash Adjustments | - | - | - | - | N/A |
| Interest | 35,000 | 10,209 | 21,000 | (14,000) | -40.00% |
| Non-Revenue | 243,000 | 1,604 | 243,000 | - | N/A |
| Non-Revenue - KCHP Passthrough | - | - | - | - | N/A |
| Subtotal Other Revenues | \$ 341,550 | \$ 53,541 | \$ 327,935 | \$ (13,615) | -3.99% |
| TOTAL REVENUES | \$ 490,550 | \$ 131,643 | \$ 643,935 | \$ 153,385 | 31.27% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 1,979,817 | \$ 916,739 | \$ 2,160,532 | \$ 180,715 | 9.13% |
| Payroll Taxes | 162,220 | 102,549 | 175,989 | 13,769 | 8.49% |
| Benefits | 596,828 | 221,520 | 608,790 | 11,962 | 2.00% |
| Unemployment | 11,832 | - | 12,924 | 1,092 | 9.23% |
| Subtotal Personnel Costs | \$ 2,750,697 | \$ 1,240,808 | \$ 2,958,235 | \$ 207,538 | 7.54% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 73,150 | \$ 27,106 | \$ 73,150 | \$ - | N/A |
| Office Equipment <\$5,000 | - | - | 5,000 | 5,000 | #DIV/0! |
| Computer Software <\$5,000 | 19,546 | 680 | 19,546 | - | N/A |
| Computer Hardware <\$5,000 | 12,500 | 20,054 | 15,900 | 3,400 | 27.20% |
| Professional Services | 96,090 | 18,800 | 121,090 | 25,000 | 26.02% |
| Legal Services | 47,500 | 1,770 | 27,500 | (20,000) | -42.11% |
| Communications | 92,464 | 33,587 | 91,344 | (1,120) | -1.21% |
| Travel & Mileage | 4,560 | 395 | 4,350 | (210) | -4.61% |
| Parking & Commute Trip Reduction | 3,600 | (5,196) | 3,600 | - | N/A |
| Advertising | 500 | 90 | 500 | - | N/A |
| Rentals & Leases | 29,460 | 19,043 | 29,580 | 120 | 0.41% |
| Insurance | 160,000 | - | 206,000 | 46,000 | 28.75% |
| Utilities | 1,800 | 823 | 1,800 | - | N/A |
| Repairs & Maintenance | 108,836 | 38,712 | 148,474 | 39,638 | 36.42% |
| Operations & Maintenance: NDGC | - | 5 | - | - | N/A |
| Training | 18,300 | 3,024 | 19,300 | 1,000 | 5.46% |
| Miscellaneous | 86,825 | 53,434 | 86,975 | 150 | 0.17% |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | 16,000 | 16,000 | N/A |
| Computer Hardware >\$5,000 | 10,000 | - | 20,000 | 10,000 | 100.00% |
| Government Center Debt Principal | 180,000 | 90,000 | 180,000 | - | N/A |
| Government Center Debt Interest | 122,750 | 61,374 | 122,750 | - | N/A |
| Non-Expenditures | 240,000 | - | 240,000 | - | N/A |
| Subtotal Non-Personnel Costs | \$ 1,307,881 | \$ 363,701 | \$ 1,432,859 | \$ 124,978 | 9.56% |
| PROGRAM EXPENDITURES | \$ 4,058,578 | \$ 1,604,509 | \$ 4,391,094 | \$ 332,516 | 8.19% |
| Administrative Services Overhead | (3,570,528) | (1,233,688) | (4,201,522) | (630,994) | 17.67% |
| TOTAL EXPENDITURES | \$ 488,050 | \$ 370,821 | \$ 189,572 | \$ (298,478) | -61.16% |

Kitsap Public Health District
2022 BUDGET DRAFT
PUBLIC HEALTH EMERGENCY PREPAREDNESS AND RESPONSE PROGRAM

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|-------------------------------------|-------------------|-------------------------|-------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DOH Con Con PHEPR LHJ Funding | \$ 295,345 | \$ 143,339 | \$ 295,345 | \$ - | 0.00% |
| DOH CC COVID LHJ CARES | - | 1,546,752 | - | - | N/A |
| DOH CC CDC COVID-19 CRISIS RESP | - | 340,263 | - | - | N/A |
| Other - PHEPR | - | - | - | - | N/A |
| DIRECT PROGRAM REVENUES | \$ 295,345 | \$ 2,030,354 | \$ 295,345 | \$ - | N/A |
| Government Contributions | 274,977 | (1,680,015) | 93,787 | (181,190) | -65.89% |
| TOTAL REVENUES | \$ 570,322 | \$ 350,339 | \$ 389,132 | \$ (181,190) | -31.77% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 279,937 | \$ 191,364 | \$ 207,230 | \$ (72,707) | -25.97% |
| Payroll Taxes | 23,207 | 20,424 | 16,968 | (6,239) | -26.88% |
| Benefits | 92,533 | 51,497 | 39,110 | (53,423) | -57.73% |
| Unemployment | 1,676 | - | 1,243 | (433) | -25.84% |
| Subtotal Personnel Costs | \$ 397,353 | \$ 263,285 | \$ 264,551 | \$ (132,802) | -33.42% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 480 | \$ 370 | \$ 480 | \$ - | N/A |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | 545 | 300 | 300 | #DIV/0! |
| Computer Hardware <\$5,000 | - | 2,138 | - | - | N/A |
| Professional Services | - | - | - | - | N/A |
| Legal Services | - | - | - | - | N/A |
| Communications | 4,200 | 3,091 | 6,420 | 2,220 | 52.86% |
| Travel & Mileage | 2,000 | 1,576 | 2,000 | - | N/A |
| Parking & Commute Trip Reduction | - | - | - | - | N/A |
| Advertising | - | - | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 360 | 126 | 360 | - | N/A |
| Operations & Maintenance: NDGC | 15,191 | 10,181 | 9,470 | (5,721) | -37.66% |
| Training | 2,000 | 960 | 2,000 | - | N/A |
| Miscellaneous | - | 378 | - | - | N/A |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 24,231 | \$ 19,365 | \$ 21,030 | \$ (3,201) | -13.21% |
| PROGRAM EXPENDITURES | \$ 421,584 | \$ 282,650 | \$ 285,581 | \$ (136,003) | -32.26% |
| Administrative Services Overhead | 148,738 | 67,689 | 103,551 | (45,187) | -30.38% |
| TOTAL EXPENDITURES | \$ 570,322 | \$ 350,339 | \$ 389,132 | \$ (181,190) | -31.77% |

**KITSAP PUBLIC HEALTH DISTRICT
2022 BUDGET DRAFT
EQUITY PROGRAM**

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|--|----------------|-------------------------|-------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| Kitsap Connects - 1/10th of 1% | \$ - | \$ 36,648 | \$ - | \$ - | N/A |
| Bremerton Salvation Army Services | - | 7,639 | - | - | N/A |
| DIRECT PROGRAM REVENUES | \$ - | \$ 44,287 | \$ - | \$ - | N/A |
| Government Contributions | - | (29,036) | 301,363 | 301,363 | #DIV/0! |
| TOTAL REVENUES | \$ - | \$ 15,251 | \$ 301,363 | \$ 301,363 | #DIV/0! |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ - | \$ 6,653 | \$ 212,034 | \$ 212,034 | #DIV/0! |
| Payroll Taxes | - | 515 | 17,379 | 17,379 | #DIV/0! |
| Benefits | - | 1,338 | 68,160 | 68,160 | #DIV/0! |
| Unemployment | - | - | 1,270 | 1,270 | #DIV/0! |
| Subtotal Personnel Costs | \$ - | \$ 8,506 | \$ 298,843 | \$ 298,843 | #DIV/0! |
| Non-Personnel Costs | | | | | |
| Supplies | \$ - | \$ 42 | \$ 200 | \$ 200 | #DIV/0! |
| Office Equipment | - | - | - | - | N/A |
| Computer Software | - | - | - | - | N/A |
| Computer Hardware | - | - | 1,600 | 1,600 | #DIV/0! |
| Professional Services | - | 4,516 | - | - | N/A |
| Legal Services | - | - | - | - | N/A |
| Communications | - | - | 720 | 720 | #DIV/0! |
| Travel & Mileage | - | - | - | - | N/A |
| Parking & Commute Trip Reduction | - | - | - | - | N/A |
| Advertising | - | - | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | - | - | - | - | N/A |
| Operations & Maintenance: Government Center | - | - | - | - | N/A |
| Training | - | - | - | - | N/A |
| Miscellaneous | - | - | - | - | N/A |
| Equipment | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ - | \$ 4,558 | \$ 2,520 | \$ 2,520 | #DIV/0! |
| TOTAL EXPENDITURES | \$ - | \$ 13,064 | \$ 301,363 | \$ 301,363 | #DIV/0! |
| Administrative Services Overhead | - | - | - | - | N/A |
| Administrative Services Overhead | - | 2,187 | - | - | N/A |
| TOTAL EXPENDITURES W/OVERHEAD DISTRIBUTED | \$ - | \$ 15,251 | \$ 301,363 | \$ 301,363 | #DIV/0! |

Kitsap Public Health District
2022 BUDGET DRAFT
COMMUNITY HEALTH DIVISION - SUMMARY

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|----------------------------------|---------------------|-------------------------|----------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DIRECT PROGRAM REVENUES | \$ 5,146,654 | \$ 2,481,903 | \$ 8,032,608 | \$ 2,885,954 | 56.07% |
| Government Contributions | 2,934,010 | 2,250,774 | 2,565,227 | (368,783) | -12.57% |
| Draw from (Increase) Reserves | (20,229) | (54,412) | 10,637 | 30,866 | -152.58% |
| TOTAL REVENUES | \$ 8,060,435 | \$ 4,678,265 | \$ 10,608,472 | \$ 2,548,037 | 31.61% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 3,754,445 | \$ 2,083,869 | \$ 4,617,203 | \$ 862,758 | 22.98% |
| Payroll Taxes | 294,538 | 233,460 | 468,488 | 173,950 | 59.06% |
| Benefits | 1,254,693 | 511,371 | 1,257,799 | 3,106 | 0.25% |
| Unemployment | 22,384 | - | 28,023 | 5,639 | 25.19% |
| Subtotal Personnel Costs | \$ 5,326,060 | \$ 2,828,700 | \$ 6,371,513 | \$ 1,045,453 | 19.63% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 34,572 | \$ 50,242 | \$ 52,422 | \$ 17,850 | 51.63% |
| Office Equipment <\$5,000 | - | 3,136 | - | - | N/A |
| Computer Software <\$5,000 | - | 1,700 | - | - | N/A |
| Computer Hardware <\$5,000 | 6,300 | 24,201 | 13,200 | 6,900 | 109.52% |
| Professional Services | 363,644 | 857,942 | 1,325,351 | 961,707 | 264.46% |
| Legal Services | 5,600 | 2,686 | - | (5,600) | -100.00% |
| Communications | 40,568 | 27,123 | 41,048 | 480 | 1.18% |
| Travel & Mileage | 19,000 | 3,696 | 21,645 | 2,645 | 13.92% |
| Parking & Commute Trip Reduction | 6,096 | 5,881 | 6,120 | 24 | 0.39% |
| Advertising | - | 2,822 | - | - | N/A |
| Rentals & Leases | 56,550 | 30,742 | 56,550 | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 39,240 | 3,408 | 29,140 | (10,100) | -25.74% |
| Operations & Maintenance: NDGC | 197,161 | 108,566 | 221,632 | 24,471 | 12.41% |
| Training | 21,200 | 2,568 | 30,500 | 9,300 | 43.87% |
| Miscellaneous | 13,655 | 6,814 | 14,305 | 650 | 4.76% |
| Equipment >\$5,000 | - | (200) | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal NON-LABOR COSTS | \$ 803,586 | \$ 1,131,327 | \$ 1,811,913 | \$ 1,008,327 | 125.48% |
| PROGRAM EXPENDITURES | \$ 6,129,646 | \$ 3,960,027 | \$ 8,183,426 | \$ 2,053,780 | 33.51% |
| Administrative Services Overhead | 1,930,788 | 718,238 | 2,425,046 | 494,258 | 25.60% |
| Community Health Overhead | 1 | - | - | (1) | -100.00% |
| TOTAL EXPENDITURES | \$ 8,060,435 | \$ 4,678,265 | \$ 10,608,472 | \$ 2,548,037 | 31.61% |

Kitsap Public Health District
2022 BUDGET DRAFT
COMMUNITY HEALTH DIVISION ADMINISTRATION

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|-------------------------------------|-------------------|-------------------------|-------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| Other Revenues | | | | | |
| DSHS Medicaid Match - CH Admin | \$ 150,000 | \$ - | \$ 150,000 | \$ - | 0.0% |
| OCH CBOSS DSRIP | 45,302 | 88,451 | - | (45,302) | N/A |
| Mason County Nightingale Notes | - | - | - | - | N/A |
| Olympic College Teaching Contract | - | - | - | - | N/A |
| Non-Revenue | - | - | - | - | N/A |
| TOTAL REVENUES | \$ 195,302 | \$ 88,451 | \$ 150,000 | \$ (45,302) | -23.20% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 123,548 | \$ 25,244 | \$ 134,838 | \$ 11,290 | 9.14% |
| Payroll Taxes | 10,057 | 3,333 | 10,767 | 710 | 7.06% |
| Benefits | 34,449 | 6,458 | 34,026 | (423) | -1.23% |
| Unemployment | 739 | - | 806 | 67 | 9.07% |
| Subtotal Personnel Costs | \$ 168,793 | \$ 35,035 | \$ 180,437 | \$ 11,644 | 6.90% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 500 | \$ 353 | \$ 500 | \$ - | N/A |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | 1,800 | 464 | 2,500 | 700 | 38.89% |
| Professional Services | 2,600 | - | 2,600 | - | N/A |
| Legal Services | 600 | - | - | (600) | -100.00% |
| Communications | 2,700 | 1,189 | 2,700 | - | N/A |
| Travel & Mileage | - | - | - | - | N/A |
| Parking & Commute Trip Reduction | - | - | - | - | N/A |
| Advertising | - | - | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | - | - | - | - | N/A |
| Operations & Maintenance: NDGC | - | - | - | - | N/A |
| Training | 1,000 | - | 5,000 | 4,000 | 400.00% |
| Miscellaneous | 10,315 | 106 | 10,315 | - | N/A |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 19,515 | \$ 2,112 | \$ 23,615 | \$ 4,100 | 21.01% |
| PROGRAM EXPENDITURES | \$ 188,308 | \$ 37,147 | \$ 204,052 | \$ 15,744 | 8.36% |
| Administrative Services Overhead | - | - | - | - | N/A |
| Community Health Overhead | 6,994 | 51,304 | (54,052) | (61,046) | -872.83% |
| TOTAL EXPENDITURES | \$ 195,302 | \$ 88,451 | \$ 150,000 | \$ (45,302) | -23.20% |

Kitsap Public Health District
2022 BUDGET DRAFT
ASSESSMENT AND EPIDEMIOLOGY PROGRAM

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|---|-------------------|-------------------------|-------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| Clallam County Assessment Work | \$ 33,182 | \$ - | \$ 34,230 | \$ 1,048 | 3.16% |
| Jefferson County Health Department | 12,360 | - | 12,360 | - | N/A |
| KCR Kitsap Interagency Coordinating Council | 10,000 | 8,650 | 10,000 | - | N/A |
| Kitsap Mental Health Services | - | - | - | - | N/A |
| OCH EPI Support | 60,000 | 15,343 | - | (60,000) | -100.00% |
| KCF Kitsap Strong Initiative | - | - | - | - | N/A |
| Jefferson County CHA CHIP | - | - | - | - | N/A |
| Jefferson County Assessment | - | 9,257 | - | - | N/A |
| Clallam County Assessment Work | - | 5,075 | - | - | N/A |
| OESD Behavioral Health Counseling Enhancement | 15,611 | 1,101 | 16,642 | 1,031 | 6.60% |
| OCH Oral Health | - | - | - | - | N/A |
| 1/10 of 1%: Assessment | 41,200 | 8,522 | 48,470 | 7,270 | 17.65% |
| Foundational Public Health Services | - | - | 30,000 | 30,000 | #DIV/0! |
| New Unassigned Revenue | - | - | 48,000 | 48,000 | #DIV/0! |
| DIRECT PROGRAM REVENUES | \$ 172,353 | \$ 47,948 | \$ 199,702 | \$ 27,349 | 15.87% |
| Government Contributions | 261,491 | 60,364 | 319,983 | 58,492 | 22.37% |
| TOTAL REVENUES | \$ 433,844 | \$ 108,312 | \$ 519,685 | \$ 85,841 | 19.79% |

| | | | | | |
|-------------------------------------|-------------------|-------------------|-------------------|------------------|---------------|
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 210,945 | \$ 63,057 | \$ 266,421 | \$ 55,476 | 26.30% |
| Payroll Taxes | 17,496 | 5,618 | 21,896 | 4,400 | 25.15% |
| Benefits | 61,666 | 13,193 | 55,858 | (5,808) | -9.42% |
| Unemployment | 1,266 | - | 1,598 | 332 | 26.22% |
| Subtotal Personnel Costs | \$ 291,373 | \$ 81,868 | \$ 345,773 | \$ 54,400 | 18.67% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 600 | \$ - | \$ 600 | \$ - | 0.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | - | - | - | N/A |
| Professional Services | - | - | - | - | N/A |
| Legal Services | - | - | - | - | N/A |
| Communications | 2,980 | 1,420 | 2,740 | (240) | -8.05% |
| Travel & Mileage | 3,600 | - | 7,200 | 3,600 | 100.00% |
| Parking & Commute Trip Reduction | 3,216 | 431 | 360 | (2,856) | -88.81% |
| Advertising | - | - | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 4,120 | - | 4,120 | - | 0.00% |
| Operations & Maintenance: NDGC | 11,139 | 2,824 | 12,378 | 1,239 | 11.12% |
| Training | 8,000 | - | 8,000 | - | 0.00% |
| Miscellaneous | 160 | 2,224 | 160 | - | 0.00% |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 33,815 | \$ 6,899 | \$ 35,558 | \$ 1,743 | 5.15% |
| PROGRAM EXPENDITURES | \$ 325,188 | \$ 88,767 | \$ 381,331 | \$ 56,143 | 17.26% |
| Administrative Services Overhead | 109,110 | 21,048 | 135,356 | 26,246 | 24.05% |
| Community Health Overhead | (454) | (1,503) | 2,998 | 3,452 | N/A |
| TOTAL EXPENDITURES | \$ 433,844 | \$ 108,312 | \$ 519,685 | \$ 85,841 | 19.79% |

Kitsap Public Health District
2022 BUDGET DRAFT
HEALTHY COMMUNITIES - ROLL-UP

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|----------------------------------|---------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DIRECT PROGRAM REVENUES | \$ 1,107,954 | \$ 442,744 | \$ 1,156,946 | \$ 48,992 | 4.42% |
| Government Contributions | 721,164 | 284,336 | 1,120,791 | 399,627 | 55.41% |
| Draw from (Increase) Reserves | - | - | - | - | N/A |
| TOTAL REVENUES | \$ 1,829,118 | \$ 727,080 | \$ 2,277,737 | \$ 448,619 | 24.53% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 789,073 | \$ 350,437 | \$ 1,021,867 | \$ 232,794 | 29.50% |
| Payroll Taxes | 65,352 | 40,027 | 84,130 | 18,778 | 28.73% |
| Benefits | 231,771 | 85,018 | 277,524 | 45,753 | 19.74% |
| Unemployment | 4,710 | - | 6,101 | 1,391 | 29.53% |
| Subtotal Personnel Costs | \$ 1,090,906 | \$ 475,482 | \$ 1,389,622 | \$ 298,716 | 27.38% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 4,500 | \$ 2,024 | \$ 4,500 | \$ - | N/A |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | 2,102 | 1,400 | 1,400 | #DIV/0! |
| Professional Services | 240,844 | 109,367 | 232,351 | (8,493) | -3.53% |
| Legal Services | - | - | - | - | N/A |
| Communications | 9,208 | 5,018 | 9,208 | - | N/A |
| Travel & Mileage | 7,500 | 334 | 6,545 | (955) | -12.73% |
| Parking & Commute Trip Reduction | 1,800 | 994 | 1,800 | - | N/A |
| Advertising | - | 45 | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 18,360 | - | 18,360 | - | N/A |
| Operations & Maintenance: NDGC | 41,706 | 16,695 | 49,747 | 8,041 | 19.28% |
| Training | 5,500 | 998 | 5,800 | 300 | 5.45% |
| Miscellaneous | 1,900 | 509 | 1,900 | - | N/A |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal NON-LABOR COSTS | \$ 331,318 | \$ 138,086 | \$ 331,611 | \$ 293 | 0.09% |
| PROGRAM EXPENDITURES | \$ 1,422,224 | \$ 613,568 | \$ 1,721,233 | \$ 299,009 | 21.02% |
| Administrative Services Overhead | 408,417 | 122,244 | 544,356 | 135,939 | 33.28% |
| Community Health Overhead | (1,523) | (8,732) | 12,148 | 13,671 | -897.64% |
| TOTAL EXPENDITURES | \$ 1,829,118 | \$ 727,080 | \$ 2,277,737 | \$ 448,619 | 24.53% |

Kitsap Public Health District
2022 BUDGET DRAFT
CHRONIC DISEASE PREVENTION PROGRAM

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|--|-------------------|-------------------------|-------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DOH ConCon USDA Snap-Ed Fini | \$ - | \$ - | \$ - | \$ - | N/A |
| DOH Youth Tobacco 7 Vapor Product Prevention | 62,691 | 29,690 | 62,884 | 193 | 0.31% |
| Foundation Public Health Services | - | - | 50,000 | 50,000 | N/A |
| DOH CC LSPAN | 60,000 | 25,183 | 60,000 | - | N/A |
| DOH Tobacco Prevention | - | - | - | - | N/A |
| DOH Marijuana & Tobacco Education Provision | 253,275 | 122,507 | 247,509 | (5,766) | -2.28% |
| DOH ConCon Snap-Ed IAR | 95,450 | 48,079 | 104,497 | 9,047 | 9.48% |
| CDP Other | - | - | 20,000 | 20,000 | #DIV/0! |
| New Unassigned Revenue | 24,482 | - | - | (24,482) | -100.00% |
| DIRECT PROGRAM REVENUES | \$ 495,898 | \$ 225,459 | \$ 544,890 | \$ 48,992 | 9.88% |
| Government Contributions | 283,254 | 92,502 | 319,008 | 35,754 | 12.62% |
| TOTAL REVENUES | \$ 779,152 | \$ 317,961 | \$ 863,898 | \$ 84,746 | 10.88% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 307,058 | \$ 124,130 | \$ 369,339 | \$ 62,281 | 20.28% |
| Payroll Taxes | 25,487 | 14,380 | 30,454 | 4,967 | 19.49% |
| Benefits | 103,668 | 28,927 | 94,013 | (9,655) | -9.31% |
| Unemployment | 1,839 | - | 2,212 | 373 | 20.28% |
| Subtotal Personnel Costs | \$ 438,052 | \$ 167,437 | \$ 496,018 | \$ 57,966 | 13.23% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 1,500 | \$ 579 | \$ 1,500 | \$ - | 0.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | 2,102 | - | - | N/A |
| Professional Services | 152,144 | 98,974 | 143,651 | (8,493) | -5.58% |
| Legal Services | - | - | - | - | N/A |
| Communications | 3,130 | 1,707 | 3,130 | - | N/A |
| Travel & Mileage | 2,000 | 27 | 1,045 | (955) | -47.75% |
| Parking & Commute Trip Reduction | - | 172 | - | - | N/A |
| Advertising | - | 45 | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | - | - | - | - | N/A |
| Operations & Maintenance: NDGC | 16,747 | 6,578 | 17,757 | 1,010 | 6.03% |
| Training | 2,000 | 199 | 2,000 | - | N/A |
| Miscellaneous | 200 | 169 | 200 | - | N/A |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 177,721 | \$ 110,552 | \$ 169,283 | \$ (8,438) | -4.75% |
| PROGRAM EXPENDITURES | \$ 615,773 | \$ 277,989 | \$ 665,301 | \$ 49,528 | 8.04% |
| Administrative Services Overhead | 164,012 | 43,047 | 194,284 | 30,272 | 18.46% |
| Community Health Overhead | (633) | (3,075) | 4,313 | 4,946 | -781.36% |
| TOTAL EXPENDITURES | \$ 779,152 | \$ 317,961 | \$ 863,898 | \$ 84,746 | 10.88% |

Kitsap Public Health District
2022 BUDGET DRAFT
PARENT CHILD HEALTH PROGRAM

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|--|-------------------|-------------------------|-------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DOH Con Con MCGBG/MCH | \$ 79,927 | \$ - | \$ 79,927 | \$ - | 0.00% |
| CC DOH Lead Environments Children | - | - | - | - | N/A |
| OESD Head Start/Early Headstart Expansion | 54,750 | 9,689 | 54,750 | - | 0.00% |
| DSHS Title Nineteen MSS First Steps | - | - | - | - | N/A |
| DSHS Workfirst Children with Special Needs | 1,000 | - | 1,000 | - | 0.00% |
| Jefferson County - Nightingale Notes | 1,650 | - | 1,650 | - | 0.00% |
| Mason County - Nightingale Notes | 1,000 | - | 1,000 | - | 0.00% |
| Child Care Centers | - | - | - | - | N/A |
| Other - PCH | - | - | - | - | N/A |
| KCR Head Start | 5,000 | - | 5,000 | - | 0.00% |
| Harrison Medical Center - New Parent Support | 25,000 | 570 | 25,000 | - | N/A |
| PCH Donations | - | - | - | - | N/A |
| New Contracts | - | - | - | - | N/A |
| DIRECT PROGRAM REVENUES | \$ 168,327 | \$ 10,259 | \$ 168,327 | \$ - | N/A |
| Government Contributions | 210,974 | 119,383 | 348,137 | 137,163 | 65.01% |
| TOTAL REVENUES | \$ 379,301 | \$ 129,642 | \$ 516,464 | \$ 137,163 | 36.16% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 183,533 | \$ 75,148 | \$ 239,787 | \$ 56,254 | 30.65% |
| Payroll Taxes | 15,120 | 8,276 | 19,690 | 4,570 | 30.22% |
| Benefits | 49,839 | 16,619 | 78,625 | 28,786 | 57.76% |
| Unemployment | 1,097 | - | 1,438 | 341 | 31.08% |
| Subtotal Personnel Costs | \$ 249,589 | \$ 100,043 | \$ 339,540 | \$ 89,951 | 36.04% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 1,500 | \$ 99 | \$ 1,500 | \$ - | 0.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | - | 1,400 | 1,400 | N/A |
| Professional Services | 1,200 | 231 | 1,200 | - | 0.00% |
| Legal Services | - | - | - | - | N/A |
| Communications | 2,898 | 1,638 | 2,898 | - | 0.00% |
| Travel & Mileage | 1,500 | 20 | 1,500 | - | 0.00% |
| Parking & Commute Trip Reduction | 720 | 329 | 720 | - | 0.00% |
| Advertising | - | - | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 16,560 | - | 16,560 | - | 0.00% |
| Operations & Maintenance: NDGC | 9,542 | 3,140 | 12,155 | 2,613 | 27.38% |
| Training | 1,500 | 100 | 1,800 | 300 | 20.00% |
| Miscellaneous | 1,200 | 158 | 1,200 | - | 0.00% |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 36,620 | \$ 5,715 | \$ 40,933 | \$ 4,313 | 11.78% |
| PROGRAM EXPENDITURES | \$ 286,209 | \$ 105,758 | \$ 380,473 | \$ 94,264 | 32.94% |
| Administrative Services Overhead | 93,430 | 25,721 | 133,011 | 39,581 | 42.36% |
| Community Health Overhead | (338) | (1,837) | 2,980 | 3,318 | -981.66% |
| TOTAL EXPENDITURES | \$ 379,301 | \$ 129,642 | \$ 516,464 | \$ 137,163 | 36.16% |

**Kitsap Public Health District
2022 BUDGET DRAFT
NURSE FAMILY PARTNERSHIP PROGRAM**

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|--|-------------------|-------------------------|-------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| Jefferson County Public Health - ThrivexFive | \$ 194,719 | \$ 1,754 | \$ 194,719 | \$ - | 0.00% |
| CC DOH MCHBG NFP | 79,927 | 105,820 | 79,927 | - | 0.00% |
| KCF NFP Healthy Start Kitsap Fund | - | - | - | - | N/A |
| Kitsap County 1/10th of 1% - NFP | 169,083 | 98,547 | 169,083 | - | 0.00% |
| Other - NFP | - | 905 | - | - | N/A |
| New Unassigned Revenue | - | - | - | - | N/A |
| DIRECT PROGRAM REVENUES | \$ 443,729 | \$ 207,026 | \$ 443,729 | \$ - | N/A |
| Government Contributions | 226,936 | 72,451 | 453,646 | 226,710 | 99.90% |
| TOTAL REVENUES | \$ 670,665 | \$ 279,477 | \$ 897,375 | \$ 226,710 | 33.80% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 298,482 | \$ 151,159 | \$ 412,741 | \$ 114,259 | 38.28% |
| Payroll Taxes | 24,745 | 17,371 | 33,986 | 9,241 | 37.34% |
| Benefits | 78,264 | 39,472 | 104,886 | 26,622 | 34.02% |
| Unemployment | 1,774 | - | 2,451 | 677 | 38.16% |
| Subtotal Personnel Costs | \$ 403,265 | \$ 208,002 | \$ 554,064 | \$ 150,799 | 37.39% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 1,500 | \$ 1,346 | \$ 1,500 | \$ - | 0.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | - | - | - | N/A |
| Professional Services | 87,500 | 10,162 | 87,500 | - | 0.00% |
| Legal Services | - | - | - | - | N/A |
| Communications | 3,180 | 1,673 | 3,180 | - | 0.00% |
| Travel & Mileage | 4,000 | 287 | 4,000 | - | 0.00% |
| Parking & Commute Trip Reduction | 1,080 | 493 | 1,080 | - | 0.00% |
| Advertising | - | - | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 1,800 | - | 1,800 | - | 0.00% |
| Operations & Maintenance: NDGC | 15,417 | 6,977 | 19,835 | 4,418 | 28.66% |
| Training | 2,000 | 699 | 2,000 | - | 0.00% |
| Miscellaneous | 500 | 182 | 500 | - | 0.00% |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 116,977 | \$ 21,819 | \$ 121,395 | \$ 4,418 | 3.78% |
| PROGRAM EXPENDITURES | \$ 520,242 | \$ 229,821 | \$ 675,459 | \$ 155,217 | 29.84% |
| Administrative Services Overhead | 150,975 | 53,476 | 217,061 | 66,086 | 43.77% |
| Community Health Overhead | (552) | (3,820) | 4,855 | 5,407 | -979.53% |
| TOTAL EXPENDITURES | \$ 670,665 | \$ 279,477 | \$ 897,375 | \$ 226,710 | 33.80% |

Kitsap Public Health District
2022 BUDGET DRAFT
CLINICAL SERVICES - ROLL-UP

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|----------------------------------|---------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DIRECT PROGRAM REVENUES | \$ 3,671,045 | \$ 1,902,760 | \$ 6,525,960 | \$ 2,854,915 | 77.77% |
| Government Contributions | 1,951,355 | 1,906,074 | 1,124,453 | (826,902) | -42.38% |
| Draw from (Increase) Reserves | (20,229) | (54,412) | 10,637 | 30,866 | -152.58% |
| TOTAL REVENUES | \$ 5,602,171 | \$ 3,754,422 | \$ 7,661,050 | \$ 2,058,879 | 36.75% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 2,630,879 | \$ 1,645,131 | \$ 3,194,077 | \$ 563,198 | 21.41% |
| Payroll Taxes | 201,633 | 184,482 | 351,695 | 150,062 | 74.42% |
| Benefits | 926,807 | 406,702 | 890,391 | (36,416) | -3.93% |
| Unemployment | 15,669 | - | 19,518 | 3,849 | 24.56% |
| Subtotal Personnel Costs | \$ 3,774,988 | \$ 2,236,315 | \$ 4,455,681 | \$ 680,693 | 18.03% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 28,972 | \$ 47,865 | \$ 46,822 | \$ 17,850 | 61.61% |
| Office Equipment <\$5,000 | - | 3,136 | - | - | N/A |
| Computer Software <\$5,000 | - | 1,700 | - | - | N/A |
| Computer Hardware <\$5,000 | 4,500 | 21,635 | 9,300 | 4,800 | 106.67% |
| Professional Services | 120,200 | 748,575 | 1,090,400 | 970,200 | 807.15% |
| Legal Services | 5,000 | 2,686 | - | (5,000) | -100.00% |
| Communications | 25,680 | 19,496 | 26,400 | 720 | 2.80% |
| Travel & Mileage | 7,900 | 3,362 | 7,900 | - | 0.00% |
| Parking & Commute Trip Reduction | 1,080 | 4,456 | 3,960 | 2,880 | 266.67% |
| Advertising | - | 2,777 | - | - | N/A |
| Rentals & Leases | 56,550 | 30,742 | 56,550 | - | 0.00% |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 16,760 | 3,408 | 6,660 | (10,100) | -60.26% |
| Operations & Maintenance: NDGC | 144,316 | 89,047 | 159,507 | 15,191 | 10.53% |
| Training | 6,700 | 1,570 | 11,700 | 5,000 | 74.63% |
| Miscellaneous | 1,280 | 3,975 | 1,930 | 650 | 50.78% |
| Equipment >\$5,000 | - | (200) | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal NON-LABOR COSTS | \$ 418,938 | \$ 984,230 | \$ 1,421,129 | \$ 1,002,191 | 239.22% |
| PROGRAM EXPENDITURES | \$ 4,193,926 | \$ 3,220,545 | \$ 5,876,810 | \$ 1,682,884 | 40.13% |
| Administrative Services Overhead | 1,413,261 | 574,946 | 1,745,334 | 332,073 | 23.50% |
| Community Health Overhead | (5,016) | (41,069) | 38,906 | 43,922 | -875.64% |
| TOTAL EXPENDITURES | \$ 5,602,171 | \$ 3,754,422 | \$ 7,661,050 | \$ 2,058,879 | 36.75% |

Kitsap Public Health District
2022 BUDGET DRAFT
COMMUNICABLE DISEASE PROGRAM

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|--|---------------------|-------------------------|-------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DOH Con Con AFIX Immunization | \$ 16,500 | \$ 2,280 | \$ 12,500 | \$ (4,000) | -24.24% |
| DOH Con Con PPHF Ops Peri Hep B | 2,500 | - | 2,500 | - | 0.00% |
| Foundational Public Health Services | 212,134 | 106,067 | 726,855 | 514,721 | 242.64% |
| DSHS Title Nineteen - CD | - | - | - | - | N/A |
| DOH Con Con Increase Imm Rates | 16,000 | - | - | (16,000) | -100.00% |
| Fees - CD | - | - | - | - | N/A |
| Fees - CD Insurance | - | - | - | - | N/A |
| DOH CC COVID LHJ OFM CARES | - | 1,383,125 | - | - | N/A |
| New Unassigned Revenue - COVID Funding | 2,433,895 | - | - | (2,433,895) | -100.00% |
| DIRECT PROGRAM REVENUES | \$ 2,681,029 | \$ 1,491,472 | \$ 741,855 | \$ (1,939,174) | -72.33% |
| Government Contributions | 1,828,662 | 1,857,135 | 173,259 | (1,655,403) | -90.53% |
| TOTAL REVENUES | \$ 4,509,691 | \$ 3,348,607 | \$ 915,114 | \$ (3,594,577) | -79.71% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 2,177,895 | \$ 1,476,337 | \$ 473,908 | \$ (1,703,987) | -78.24% |
| Payroll Taxes | 163,538 | 164,136 | 38,479 | (125,059) | -76.47% |
| Benefits | 777,960 | 365,129 | 104,642 | (673,318) | -86.55% |
| Unemployment | 12,954 | - | 2,756 | (10,198) | -78.72% |
| Subtotal Personnel Costs | \$ 3,132,347 | \$ 2,005,602 | \$ 619,785 | \$ (2,512,562) | -80.21% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 10,000 | \$ 29,496 | \$ 10,350 | \$ 350 | 3.50% |
| Office Equipment <\$5,000 | - | 3,136 | - | - | N/A |
| Computer Software <\$5,000 | - | 1,700 | - | - | N/A |
| Computer Hardware <\$5,000 | 4,500 | 19,790 | 4,800 | 300 | 6.67% |
| Professional Services | 36,000 | 700,366 | - | (36,000) | -100.00% |
| Legal Services | 5,000 | 2,686 | - | (5,000) | -100.00% |
| Communications | 19,220 | 15,866 | 3,380 | (15,840) | -82.41% |
| Travel & Mileage | 1,000 | 2,368 | 1,000 | - | 0.00% |
| Parking & Commute Trip Reduction | - | 3,477 | 1,440 | 1,440 | N/A |
| Advertising | - | 2,406 | - | - | N/A |
| Rentals & Leases | - | 31 | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 9,580 | 341 | 500 | (9,080) | -94.78% |
| Operations & Maintenance: NDGC | 119,748 | 78,286 | 22,187 | (97,561) | -81.47% |
| Training | 3,000 | 725 | 3,000 | - | 0.00% |
| Miscellaneous | 780 | 3,732 | 520 | (260) | -33.33% |
| Equipment >\$5,000 | - | (200) | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 208,828 | \$ 864,206 | \$ 47,177 | \$ (161,651) | -77.41% |
| PROGRAM EXPENDITURES | \$ 3,341,175 | \$ 2,869,808 | \$ 666,962 | \$ (2,674,213) | -80.04% |
| Administrative Services Overhead | 1,172,677 | 515,631 | 242,765 | (929,912) | -79.30% |
| Community Health Overhead | (4,161) | (36,832) | 5,387 | 9,548 | -229.46% |
| TOTAL EXPENDITURES | \$ 4,509,691 | \$ 3,348,607 | \$ 915,114 | \$ (3,594,577) | -79.71% |

Kitsap Public Health District
2022 BUDGET DRAFT
COVID PROGRAM

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|-------------------------------------|----------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DOH CC FFY19 ELC COVID | \$ - | \$ - | \$ 1,135,000 | \$ 1,135,000 | N/A |
| DOH CC FFY20 ELC COVID | - | - | 2,735,581 | 2,735,581 | N/A |
| DOH CC COVID Vaccine | - | - | 500,000 | 500,000 | N/A |
| DOH CC FEMA COVID | - | - | 470,000 | 470,000 | #DIV/0! |
| Foundational Public Health Services | - | - | - | - | N/A |
| DIRECT PROGRAM REVENUES | \$ - | \$ - | \$ 4,840,581 | \$ 4,840,581 | N/A |
| Government Contributions | - | - | 614,014 | 614,014 | N/A |
| TOTAL REVENUES | \$ - | \$ - | \$ 5,454,595 | \$ 5,454,595 | N/A |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ - | \$ - | \$ 2,153,210 | \$ 2,153,210 | N/A |
| Payroll Taxes | - | - | 265,731 | 265,731 | N/A |
| Benefits | - | - | 638,208 | 638,208 | N/A |
| Unemployment | - | - | 13,366 | 13,366 | N/A |
| Subtotal Personnel Costs | \$ - | \$ - | \$ 3,070,515 | \$ 3,070,515 | N/A |
| Non-Personnel Costs | | | | | |
| Supplies | \$ - | \$ - | \$ 18,000 | \$ 18,000 | N/A |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | - | 1,600 | 1,600 | #DIV/0! |
| Professional Services | - | - | 1,001,200 | 1,001,200 | N/A |
| Legal Services | - | - | - | - | N/A |
| Communications | - | - | 16,560 | 16,560 | N/A |
| Travel & Mileage | - | - | - | - | N/A |
| Parking & Commute Trip Reduction | - | - | 1,440 | 1,440 | #DIV/0! |
| Advertising | - | - | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | - | - | - | - | N/A |
| Operations & Maintenance: NDGC | - | - | 109,920 | 109,920 | N/A |
| Training | - | - | 5,000 | 5,000 | #DIV/0! |
| Miscellaneous | - | - | 780 | 780 | #DIV/0! |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ - | \$ - | \$ 1,154,500 | \$ 1,154,500 | N/A |
| PROGRAM EXPENDITURES | \$ - | \$ - | \$ 4,225,015 | \$ 4,225,015 | N/A |
| Administrative Services Overhead | - | - | 1,202,708 | 1,202,708 | N/A |
| Community Health Overhead | - | - | 26,872 | 26,872 | N/A |
| Clinic Overhead | - | - | - | - | N/A |
| TOTAL EXPENDITURES | \$ - | \$ - | \$ 5,454,595 | \$ 5,454,595 | N/A |

**Kitsap Public Health District
2022 BUDGET DRAFT
SYRINGE EXCHANGE PROGRAM**

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|---|-------------------|-------------------------|-------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DOH ConCon HIV Prevention - State | \$ 40,000 | \$ 39,920 | \$ 40,000 | \$ - | 0.00% |
| NACCHO CDC Overdose Prevention | 15,000 | 15,000 | - | (15,000) | -100.00% |
| DOH ConCon OD2A | 50,000 | 41,561 | 50,000 | - | 0.00% |
| KC Solid Waste Tipping Fees (Needle Exchange) | 85,000 | 42,500 | 93,713 | 8,713 | 10.25% |
| New Unassigned Revenue | - | - | - | - | N/A |
| DIRECT PROGRAM REVENUES | \$ 190,000 | \$ 138,981 | \$ 183,713 | \$ (6,287) | -3.31% |
| Government Contributions | 38,389 | (41,691) | 74,383 | 35,994 | 93.76% |
| Draw from (Increase) in FPHS Designated Funds | - | - | - | - | N/A |
| TOTAL REVENUES | \$ 228,389 | \$ 97,290 | \$ 258,096 | \$ 29,707 | 13.01% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 73,625 | \$ 27,351 | \$ 86,959 | \$ 13,334 | 18.11% |
| Payroll Taxes | 6,145 | 3,363 | 7,188 | 1,043 | 16.97% |
| Benefits | 21,607 | 6,681 | 21,729 | 122 | 0.56% |
| Unemployment | 442 | - | 521 | 79 | 17.87% |
| Subtotal Personnel Costs | \$ 101,819 | \$ 37,395 | \$ 116,397 | \$ 14,578 | 14.32% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 1,000 | \$ 127 | \$ 1,000 | \$ - | 0.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | - | 1,300 | 1,300 | N/A |
| Professional Services | 82,200 | 48,209 | 87,200 | 5,000 | 6.08% |
| Legal Services | - | - | - | - | N/A |
| Communications | 720 | 370 | 720 | - | 0.00% |
| Travel & Mileage | 200 | - | 200 | - | 0.00% |
| Parking & Commute Trip Reduction | - | - | - | - | N/A |
| Advertising | - | - | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | - | - | - | - | N/A |
| Operations & Maintenance: NDGC | 3,893 | 1,662 | 4,167 | 274 | 7.04% |
| Training | 500 | 600 | 500 | - | 0.00% |
| Miscellaneous | - | - | - | - | N/A |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 88,513 | \$ 50,968 | \$ 95,087 | \$ 6,574 | 7.43% |
| PROGRAM EXPENDITURES | \$ 190,332 | \$ 88,363 | \$ 211,484 | \$ 21,152 | 11.11% |
| Administrative Services Overhead | 38,123 | 9,614 | 45,595 | 7,472 | 19.60% |
| Community Health Overhead | (66) | (687) | 1,017 | 1,083 | -1640.91% |
| Clinic Overhead | - | - | - | - | N/A |
| TOTAL EXPENDITURES | \$ 228,389 | \$ 97,290 | \$ 258,096 | \$ 29,707 | 13.01% |

**Kitsap Public Health District
2022 BUDGET DRAFT
TUBERCULOSIS PROGRAM**

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|--|-------------------|-------------------------|-------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DSHS Medicaid Match - TB | \$ - | \$ - | \$ - | \$ - | N/A |
| DSHS Title Nineteen - TB | - | - | - | - | N/A |
| Kitsap County Tuberculosis Intergovernmental | 140,205 | 70,103 | 100,000 | (40,205) | -28.68% |
| Fees - TB | - | - | - | - | N/A |
| Fees - TB Insurance | - | - | - | - | N/A |
| Other - TB | - | - | - | - | N/A |
| DIRECT PROGRAM REVENUES | \$ 140,205 | \$ 70,103 | \$ 100,000 | \$ (40,205) | -28.68% |
| Government Contributions | - | - | - | - | N/A |
| Draw from (Increase) in TB Designated Funds | (20,229) | (54,412) | 10,637 | 30,866 | -152.58% |
| TOTAL REVENUES | \$ 119,976 | \$ 15,691 | \$ 110,637 | \$ (9,339) | -7.78% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 62,104 | \$ 8,931 | \$ 58,365 | \$ (3,739) | -6.02% |
| Payroll Taxes | 5,300 | 1,018 | 4,957 | (343) | -6.47% |
| Benefits | 12,751 | 1,493 | 9,928 | (2,823) | -22.14% |
| Unemployment | 372 | - | 348 | (24) | -6.45% |
| Subtotal Personnel Costs | \$ 80,527 | \$ 11,442 | \$ 73,598 | \$ (6,929) | -8.60% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 1,000 | \$ - | \$ 500 | \$ (500) | -50.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | - | - | - | N/A |
| Professional Services | 2,000 | - | 2,000 | - | 0.00% |
| Legal Services | - | - | - | - | N/A |
| Communications | 1,440 | 481 | 1,440 | - | 0.00% |
| Travel & Mileage | 200 | - | 200 | - | 0.00% |
| Parking & Commute Trip Reduction | - | - | - | - | N/A |
| Advertising | - | - | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 1,020 | 511 | - | (1,020) | -100.00% |
| Operations & Maintenance: NDGC | 3,078 | 494 | 2,635 | (443) | -14.39% |
| Training | 700 | - | 700 | - | 0.00% |
| Miscellaneous | - | 31 | 130 | 130 | N/A |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 9,438 | \$ 1,517 | \$ 7,605 | \$ (1,833) | -19.42% |
| PROGRAM EXPENDITURES | \$ 89,965 | \$ 12,959 | \$ 81,203 | \$ (8,762) | -9.74% |
| Administrative Services Overhead | 30,145 | 2,942 | 28,807 | (1,338) | -4.44% |
| Community Health Overhead | (134) | (210) | 627 | 761 | -567.91% |
| Clinic Overhead | - | - | - | - | N/A |
| TOTAL EXPENDITURES | \$ 119,976 | \$ 15,691 | \$ 110,637 | \$ (9,339) | -7.78% |

**Kitsap Public Health District
2022 BUDGET DRAFT
HIV/AIDS PROGRAM**

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|--|-------------------|-------------------------|-------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DOH Con Con HOPWA | \$ 52,000 | \$ 9,855 | \$ 52,000 | \$ - | 0.00% |
| CC DOH Ryan White Direct Services | - | - | - | - | N/A |
| DOH Con Con Client Services ADAP | 464,583 | 120,920 | 464,583 | - | 0.00% |
| DOH Con Con RW HIV Peer Navigation | 83,228 | 38,512 | 83,228 | - | 0.00% |
| DOH Con Con Client Services Administration | - | - | - | - | N/A |
| DSHS Title Nineteen AIDS Case Management | 60,000 | 32,917 | 60,000 | - | 0.00% |
| AIDS Counseling & Testing | - | - | - | - | N/A |
| New Unassigned Revenue | - | - | - | - | N/A |
| DIRECT PROGRAM REVENUES | \$ 659,811 | \$ 202,204 | \$ 659,811 | \$ - | N/A |
| Government Contributions | 84,304 | 90,630 | 262,797 | 178,493 | 211.73% |
| Draw from (Increase) HIV/AIDS Designated Funds | - | - | - | - | N/A |
| TOTAL REVENUES | \$ 744,115 | \$ 292,834 | \$ 922,608 | \$ 178,493 | 23.99% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 317,255 | \$ 132,512 | \$ 421,635 | \$ 104,380 | 32.90% |
| Payroll Taxes | 26,650 | 15,965 | 35,340 | 8,690 | 32.61% |
| Benefits | 114,489 | 33,399 | 115,884 | 1,395 | 1.22% |
| Unemployment | 1,901 | - | 2,527 | 626 | 32.93% |
| Subtotal Personnel Costs | \$ 460,295 | \$ 181,876 | \$ 575,386 | \$ 115,091 | 25.00% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 16,972 | \$ 18,242 | \$ 16,972 | \$ - | 0.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | 1,845 | 1,600 | 1,600 | N/A |
| Professional Services* | - | - | - | - | N/A |
| Legal Services | - | - | - | - | N/A |
| Communications | 4,300 | 2,779 | 4,300 | - | 0.00% |
| Travel & Mileage | 6,500 | 994 | 6,500 | - | 0.00% |
| Parking & Commute Trip Reduction | 1,080 | 979 | 1,080 | - | 0.00% |
| Advertising | - | 371 | - | - | N/A |
| Rentals & Leases | 56,550 | 30,711 | 56,550 | - | 0.00% |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 6,160 | 2,556 | 6,160 | - | 0.00% |
| Operations & Maintenance: NDGC | 17,597 | 8,605 | 20,598 | 3,001 | 17.05% |
| Training | 2,500 | 245 | 2,500 | - | 0.00% |
| Miscellaneous | 500 | 212 | 500 | - | 0.00% |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 112,159 | \$ 67,539 | \$ 116,760 | \$ 4,601 | 4.10% |
| PROGRAM EXPENDITURES | \$ 572,454 | \$ 249,415 | \$ 692,146 | \$ 119,692 | 20.91% |
| Administrative Services Overhead | 172,316 | 46,759 | 225,459 | 53,143 | 30.84% |
| Community Health Overhead | (655) | (3,340) | 5,003 | 5,658 | -863.82% |
| Clinic Overhead | - | - | - | - | N/A |
| TOTAL EXPENDITURES | \$ 744,115 | \$ 292,834 | \$ 922,608 | \$ 178,493 | 23.99% |

Kitsap Public Health District
2022 BUDGET DRAFT
ENVIRONMENTAL HEALTH DIVISION - SUMMARY

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|-------------------------------------|---------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DIRECT PROGRAM REVENUES | \$ 6,549,736 | \$ 3,379,618 | \$ 7,372,200 | \$ 822,464 | 12.56% |
| Government Contributions | 68,879 | (241,535) | 134,208 | 65,329 | 94.85% |
| Draw from (Increase) Reserves | (116,001) | (746,291) | (472,250) | (356,249) | 307.11% |
| TOTAL REVENUES | \$ 6,502,614 | \$ 2,391,792 | \$ 7,034,158 | \$ 531,544 | 8.17% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 3,063,305 | \$ 1,300,745 | \$ 3,410,988 | \$ 347,683 | 11.35% |
| Payroll Taxes | 254,237 | 148,971 | 282,766 | 28,529 | 11.22% |
| Benefits | 934,323 | 317,011 | 985,152 | 50,829 | 5.44% |
| Unemployment | 18,308 | - | 20,412 | 2,104 | 11.49% |
| Subtotal Personnel Costs | \$ 4,270,173 | \$ 1,766,727 | \$ 4,699,318 | \$ 429,145 | 10.05% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 38,074 | \$ 10,309 | \$ 46,152 | \$ 8,078 | 21.22% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | 3,000 | - | 4,500 | 1,500 | 50.00% |
| Computer Hardware <\$5,000 | 7,400 | 2,198 | 12,600 | 5,200 | 70.27% |
| Professional Services | 76,811 | 29,618 | 109,552 | 32,741 | 42.63% |
| Legal Services | 16,104 | 1,527 | 14,858 | (1,246) | -7.74% |
| Communications | 32,240 | 16,580 | 34,324 | 2,084 | 6.46% |
| Travel & Mileage | 45,727 | 20,563 | 51,874 | 6,147 | 13.44% |
| Parking & Commute Trip Reduction | 10,080 | 5,358 | 9,792 | (288) | -2.86% |
| Advertising | 2,595 | 45 | 1,545 | (1,050) | -40.46% |
| Rentals & Leases | 4,960 | 1,934 | 4,960 | - | 0.00% |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 18,163 | 10,304 | 21,981 | 3,818 | 21.02% |
| Operations & Maintenance: NDGC | 152,270 | 65,253 | 152,898 | 628 | 0.41% |
| Training | 21,960 | 5,664 | 20,460 | (1,500) | -6.83% |
| Miscellaneous | 312,057 | 10,138 | 176,417 | (135,640) | -43.47% |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 741,441 | \$ 179,491 | \$ 661,913 | \$ (79,528) | -10.73% |
| PROGRAM EXPENDITURES | \$ 5,011,614 | \$ 1,946,218 | \$ 5,361,231 | \$ 349,617 | 6.98% |
| Administrative Services Overhead | 1,194,210 | 408,051 | 1,235,667 | 41,457 | 3.47% |
| Environmental Health Overhead | 296,790 | 37,523 | 437,260 | 140,470 | 47.33% |
| TOTAL EXPENDITURES | \$ 6,502,614 | \$ 2,391,792 | \$ 7,034,158 | \$ 531,544 | 8.17% |

Kitsap Public Health District
2022 BUDGET DRAFT
ENVIRONMENTAL HEALTH DIVISION ADMINISTRATION

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|-------------------------------------|-------------------|-------------------------|-------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| N/A - None | \$ - | \$ - | \$ - | \$ - | N/A |
| TOTAL REVENUES | \$ - | \$ - | \$ - | \$ - | N/A |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 205,391 | \$ 24,406 | \$ 311,478 | \$ 106,087 | 51.65% |
| Payroll Taxes | 16,641 | 3,682 | 25,027 | 8,386 | 50.39% |
| Benefits | 63,911 | 5,529 | 89,891 | 25,980 | 40.65% |
| Unemployment | 1,228 | - | 1,864 | 636 | 51.79% |
| Subtotal Personnel Costs | \$ 287,171 | \$ 33,617 | \$ 428,260 | \$ 141,089 | 49.13% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 600 | \$ 34 | \$ 600 | \$ - | 0.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | 1,500 | 2,198 | 1,000 | (500) | -33.33% |
| Professional Services | - | - | - | - | N/A |
| Legal Services | 1,800 | 41 | 1,800 | - | 0.00% |
| Communications | 2,640 | 1,158 | 2,520 | (120) | -4.55% |
| Travel & Mileage | 600 | - | 600 | - | 0.00% |
| Parking & Commute Trip Reduction | - | - | - | - | N/A |
| Advertising | - | - | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 360 | - | 360 | - | 0.00% |
| Operations & Maintenance: NDGC | - | - | - | - | N/A |
| Training | 960 | 245 | 960 | - | 0.00% |
| Miscellaneous | 1,160 | 230 | 1,160 | - | 0.00% |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 9,620 | \$ 3,906 | \$ 9,000 | \$ (620) | -6.44% |
| PROGRAM EXPENDITURES | \$ 296,791 | \$ 37,523 | \$ 437,260 | \$ 140,469 | 47.33% |
| Environmental Health Overhead | (296,791) | (37,523) | (437,260) | (140,469) | 47.33% |
| TOTAL EXPENDITURES | \$ - | \$ - | \$ - | \$ - | N/A |

Kitsap Public Health District
2022 BUDGET DRAFT
SOLID & HAZARDOUS WASTE PROGRAM

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|---|---------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DOE LSWFA Grant | \$ - | \$ - | \$ 186,000 | \$ 186,000 | N/A |
| DOE Local Source Control Grant (LSC) | 200,000 | 50,212 | 112,000 | (88,000) | -44.00% |
| DOH Lead Environments for Children | - | - | - | - | N/A |
| Foundational Public Health Services | - | - | 100,000 | 100,000 | N/A |
| Secure Medicine Return Fee | - | 5,050 | - | - | N/A |
| Kitsap County Solid Waste Tipping Fees | 904,000 | 431,244 | 828,000 | (76,000) | -8.41% |
| Permits | 62,000 | 37,716 | 50,000 | (12,000) | -19.35% |
| Plan Reviews | - | 2,775 | - | - | N/A |
| School Plan Reviews | 3,000 | - | 4,000 | 1,000 | 33.33% |
| New Unassigned Revenue | - | - | - | - | N/A |
| Surplus Sales | - | - | - | - | N/A |
| Other | - | 150 | - | - | N/A |
| DIRECT PROGRAM REVENUES | \$ 1,169,000 | \$ 527,147 | \$ 1,280,000 | \$ 111,000 | 9.50% |
| Government Contributions | - | - | - | - | N/A |
| Draw from (Increase) SHW Designated Funds | (218,989) | (235,729) | (323,534) | (104,545) | 47.74% |
| TOTAL REVENUES | \$ 950,011 | \$ 291,418 | \$ 956,466 | \$ 6,455 | 0.68% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 440,807 | \$ 157,294 | \$ 429,087 | \$ (11,720) | -2.66% |
| Payroll Taxes | 36,744 | 17,676 | 35,756 | (988) | -2.69% |
| Benefits | 122,449 | 35,486 | 121,762 | (687) | -0.56% |
| Unemployment | 2,641 | - | 2,567 | (74) | -2.80% |
| Subtotal Personnel Costs | \$ 602,641 | \$ 210,456 | \$ 589,172 | \$ (13,469) | -2.23% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 8,000 | \$ 4,223 | \$ 14,500 | \$ 6,500 | 81.25% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | 2,000 | - | 3,000 | 1,000 | 50.00% |
| Professional Services | 5,000 | - | 9,000 | 4,000 | 80.00% |
| Legal Services | 4,000 | 580 | 4,000 | - | 0.00% |
| Communications | 5,400 | 1,927 | 3,960 | (1,440) | -26.67% |
| Travel & Mileage | 4,500 | 3,114 | 5,500 | 1,000 | 22.22% |
| Parking & Commute Trip Reduction | 1,800 | 822 | 1,680 | (120) | -6.67% |
| Advertising | 2,500 | - | 1,500 | (1,000) | -40.00% |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 3,000 | 1,921 | 4,000 | 1,000 | 33.33% |
| Operations & Maintenance: NDGC | 23,039 | 8,406 | 21,091 | (1,948) | -8.46% |
| Training | 8,000 | 1,055 | 6,000 | (2,000) | -25.00% |
| Miscellaneous | 9,606 | 250 | 2,000 | (7,606) | -79.18% |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 76,845 | \$ 22,298 | \$ 76,231 | \$ (614) | -0.80% |
| PROGRAM EXPENDITURES | \$ 679,486 | \$ 232,754 | \$ 665,403 | \$ (14,083) | -2.07% |
| Administrative Services Overhead | 225,622 | 54,107 | 230,747 | 5,125 | 2.27% |
| Environmental Health Overhead | 44,903 | 4,557 | 60,316 | 15,413 | 34.33% |
| TOTAL EXPENDITURES | \$ 950,011 | \$ 291,418 | \$ 956,466 | \$ 6,455 | 0.68% |

**KITSAP PUBLIC HEALTH DISTRICT
2022 BUDGET DRAFT
DRINKING WATER & ONSITE SEPTIC SYSTEMS**

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|---|---------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| DOE Well Construction | \$ 22,200 | \$ 18,650 | \$ 22,375 | \$ 175 | 0.79% |
| CC Group B Water Systems | - | - | 20,000 | 20,000 | N/A |
| Installer Certifications | 32,325 | 28,300 | 30,480 | (1,845) | -5.71% |
| Sewage Permits | 473,648 | 223,700 | 419,963 | (53,685) | -11.33% |
| PUD Well Construction | 10,000 | 5,000 | 10,000 | - | 0.00% |
| DOH CC DW Group A - SS | 15,950 | - | 22,475 | 6,525 | 40.91% |
| DOH CC DW Group A - TA | 1,600 | - | 1,600 | - | 0.00% |
| Group B Operating Permits | 47,035 | 15,980 | 49,055 | 2,020 | 4.29% |
| Building Clearances | 119,145 | 65,550 | 128,905 | 9,760 | 8.19% |
| Property Conveyance Reports | 630,340 | 450,450 | 918,495 | 288,155 | 45.71% |
| Operations & Maintenance Annual Report Fees | 607,540 | 306,300 | 639,180 | 31,640 | 5.21% |
| Building Site Application Waivers | - | 3,215 | - | - | N/A |
| Building Site Applications | 519,656 | 412,720 | 793,275 | 273,619 | 52.65% |
| Local Referral Listing | - | 10,170 | - | - | N/A |
| Land Use | 25,490 | 13,430 | 22,205 | (3,285) | -12.89% |
| Other - OSS | 1,502 | 1,320 | 745 | (757) | -50.40% |
| WT Plan Reviews/New Water Systems | 2,030 | 19,845 | 24,920 | 22,890 | 1127.59% |
| Well Site Inspections | 20,880 | (590) | 3,190 | (17,690) | -84.72% |
| WT Sanitary Surveys | 29,725 | 1,875 | 26,825 | (2,900) | -9.76% |
| DW Well Decommissionings | 9,240 | 9,900 | 18,260 | 9,020 | 97.62% |
| DIRECT PROGRAM REVENUES | \$ 2,568,306 | \$ 1,585,815 | \$ 3,151,948 | \$ 583,642 | 22.72% |
| Government Contributions | - | - | - | - | N/A |
| Draw from (Increase) OSS Designated Funds | 102,988 | (510,562) | (148,716) | (251,704) | -244.40% |
| TOTAL REVENUES | \$ 2,671,294 | \$ 1,075,253 | \$ 3,003,232 | \$ 331,938 | 12.43% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 1,236,685 | \$ 576,128 | \$ 1,354,008 | \$ 117,323 | 9.49% |
| Payroll Taxes | 102,894 | 64,429 | 112,914 | 10,020 | 9.74% |
| Benefits | 375,131 | 143,057 | 388,220 | 13,089 | 3.49% |
| Unemployment | 7,375 | - | 8,098 | 723 | 9.80% |
| Subtotal Personnel Costs | \$ 1,722,085 | \$ 783,614 | \$ 1,863,240 | \$ 141,155 | 8.20% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 11,474 | \$ 2,142 | \$ 9,852 | \$ (1,622) | -14.14% |
| Office Equipment | - | - | - | - | N/A |
| Computer Software | 3,000 | - | 4,500 | 1,500 | 50.00% |
| Computer Hardware | 3,900 | - | 7,600 | 3,700 | 94.87% |
| Professional Services | 15,311 | 10,269 | 38,952 | 23,641 | 154.41% |
| Legal Services | 3,504 | 56 | 2,258 | (1,246) | -35.56% |
| Communications | 7,920 | 6,395 | 13,680 | 5,760 | 72.73% |
| Travel & Mileage | 19,627 | 10,970 | 22,845 | 3,218 | 16.40% |
| Parking & Commute Trip Reduction | 2,820 | 1,487 | 3,600 | 780 | 27.66% |
| Advertising | 95 | - | 45 | (50) | -52.63% |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 8,803 | 6,035 | 11,621 | 2,818 | 32.01% |
| Operations & Maintenance: NDGC | 65,835 | 30,222 | 66,702 | 867 | 1.32% |
| Training | 3,500 | 345 | 4,000 | 500 | 14.29% |
| Miscellaneous | 30,481 | 5,290 | 33,742 | 3,261 | 10.70% |
| Equipment | - | - | - | - | N/A |
| Computer Software | - | - | - | - | N/A |
| Computer Hardware | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 176,270 | \$ 73,211 | \$ 219,397 | \$ 43,127 | 24.47% |
| PROGRAM EXPENDITURES | \$ 1,898,355 | \$ 856,825 | \$ 2,082,637 | \$ 184,282 | 9.71% |
| Administrative Services Overhead | 644,619 | 201,463 | 729,840 | 85,221 | 13.22% |
| Environmental Health Overhead | 128,320 | 16,965 | 190,755 | 62,435 | 48.66% |
| TOTAL EXPENDITURES | \$ 2,671,294 | \$ 1,075,253 | \$ 3,003,232 | \$ 331,938 | 12.43% |

Kitsap Public Health District
2022 BUDGET DRAFT
FOOD & LIVING ENVIRONMENT PROGRAM

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|--------------------------------------|---------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| USDA Summer Food Program OSPI | \$ 1,740 | \$ - | \$ 3,750 | \$ 2,010 | 115.52% |
| HHS FDA Food Safety Program Training | - | - | - | - | N/A |
| Foundation Public Health Services | - | - | 287,528 | 287,528 | N/A |
| Establishments | 807,500 | 537,210 | 675,000 | (132,500) | -16.41% |
| Food Handler Permits | 10,000 | 90 | 7,804 | (2,196) | -21.96% |
| Food Handler Permits - TPCHD | 85,000 | 34,629 | 73,620 | (11,380) | -13.39% |
| Temporary Permits | 38,000 | 12,815 | 52,795 | 14,795 | 38.93% |
| Camps | 3,630 | 3,560 | 3,115 | (515) | -14.19% |
| Pools/Spas | 86,000 | 57,950 | 84,645 | (1,355) | -1.58% |
| LE Reinspections | - | - | 465 | 465 | N/A |
| Other - Food & Living Environment | - | - | - | - | N/A |
| Food Establishment Reinspections | 22,000 | 1,180 | 38,280 | 16,280 | 74.00% |
| Plan Reviews - Food & LE | 47,500 | 21,875 | 48,000 | 500 | 1.05% |
| DIRECT PROGRAM REVENUES | \$ 1,101,370 | \$ 669,309 | \$ 1,275,002 | \$ 173,632 | 15.77% |
| Government Contributions | (8,891) | (209,565) | 301,559 | 310,450 | -3491.73% |
| TOTAL REVENUES | \$ 1,092,479 | \$ 459,744 | \$ 1,576,561 | \$ 484,082 | 44.31% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 512,885 | \$ 242,955 | \$ 716,279 | \$ 203,394 | 39.66% |
| Payroll Taxes | 42,732 | 29,896 | 59,584 | 16,852 | 39.44% |
| Benefits | 151,703 | 64,814 | 224,282 | 72,579 | 47.84% |
| Unemployment | 3,070 | - | 4,292 | 1,222 | 39.80% |
| Subtotal Personnel Costs | \$ 710,390 | \$ 337,665 | \$ 1,004,437 | \$ 294,047 | 41.39% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 4,000 | \$ 1,534 | \$ 6,000 | \$ 2,000 | 50.00% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | - | - | - | N/A |
| Professional Services | 1,000 | 109 | 1,200 | 200 | 20.00% |
| Legal Services | 2,000 | 14 | 2,000 | - | 0.00% |
| Communications | 7,880 | 3,655 | 7,620 | (260) | -3.30% |
| Travel & Mileage | 13,000 | 4,105 | 14,929 | 1,929 | 14.84% |
| Parking & Commute Trip Reduction | 2,160 | 1,788 | 2,160 | - | 0.00% |
| Advertising | - | 45 | - | - | N/A |
| Rentals & Leases | - | - | - | - | N/A |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | - | - | - | - | N/A |
| Operations & Maintenance: NDGC | 27,158 | 13,196 | 35,957 | 8,799 | 32.40% |
| Training | 3,500 | 2,615 | 3,500 | - | 0.00% |
| Miscellaneous | 2,500 | 895 | 2,500 | - | 0.00% |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 63,198 | \$ 27,956 | \$ 75,866 | \$ 12,668 | 20.04% |
| PROGRAM EXPENDITURES | \$ 773,588 | \$ 365,621 | \$ 1,080,303 | \$ 306,715 | 39.65% |
| Administrative Services Overhead | 265,956 | 86,812 | 393,428 | 127,472 | 47.93% |
| Environmental Health Overhead | 52,935 | 7,311 | 102,830 | 49,895 | 94.26% |
| TOTAL EXPENDITURES | \$ 1,092,479 | \$ 459,744 | \$ 1,576,561 | \$ 484,082 | 44.31% |

Kitsap Public Health District
2022 BUDGET DRAFT
POLLUTION IDENTIFICATION & CORRECTION PROGRAM

| | BUDGET 2021 | YTD ACTUAL 6/30/2021 | BUDGET 2022 | DIFFERENCE FROM 2021 (\$) | DIFFERENCE FROM 2021 (%) |
|--|---------------------|-------------------------|---------------------|------------------------------|-----------------------------|
| REVENUES | | | | | |
| Hood Canal Coordinating Council - Phase 4 | \$ 17,500 | \$ 5,152 | \$ 10,000 | \$ (7,500) | -42.86% |
| NEP BEachPS SSI 1-5 PIC Task 4 | 5,800 | - | - | (5,800) | -100.00% |
| CC Water Rec Beach IAR | 18,000 | - | 25,000 | 7,000 | 38.89% |
| DOE Kitsap County 4A & 4B Project - Federal | - | - | - | - | N/A |
| DOE CCWF Kitsap County 4A & 4B Project - State | - | - | - | - | N/A |
| DOH CC Swim Beach ACT IAR | - | - | - | - | N/A |
| Rec Shellfish/Biotxin PSAA | 14,000 | 3,479 | 14,000 | - | 0.00% |
| DOH CC LMP Implementation | 60,000 | 14,924 | 60,000 | - | 0.00% |
| City of Poulsbo Stormwater | 11,250 | 8,583 | 11,250 | - | 0.00% |
| Clean Water Kitsap | 1,230,000 | 476,894 | 1,300,000 | 70,000 | 5.69% |
| Kitsap County Septic Tipping Fees | 130,000 | 88,315 | 130,000 | - | 0.00% |
| Surplus Sales | - | - | - | - | N/A |
| PIC Other | 224,510 | - | 115,000 | (109,510) | -48.78% |
| New Unassigned Revenue | - | - | - | - | N/A |
| DIRECT PROGRAM REVENUES | \$ 1,711,060 | \$ 597,347 | \$ 1,665,250 | \$ (45,810) | -2.68% |
| Government Contributions | 77,770 | (31,970) | (167,351) | (245,121) | -315.19% |
| TOTAL REVENUES | \$ 1,788,830 | \$ 565,377 | \$ 1,497,899 | \$ (290,931) | -16.26% |
| EXPENDITURES | | | | | |
| Personnel Costs | | | | | |
| Salaries & Wages | \$ 667,537 | \$ 299,962 | \$ 600,136 | \$ (67,401) | -10.10% |
| Payroll Taxes | 55,226 | 33,288 | 49,485 | (5,741) | -10.40% |
| Benefits | 221,129 | 68,125 | 160,997 | (60,132) | -27.19% |
| Unemployment | 3,994 | - | 3,591 | (403) | -10.09% |
| Subtotal Personnel Costs | \$ 947,886 | \$ 401,375 | \$ 814,209 | \$ (133,677) | -14.10% |
| Non-Personnel Costs | | | | | |
| Supplies | \$ 14,000 | \$ 2,376 | \$ 15,200 | \$ 1,200 | 8.57% |
| Office Equipment <\$5,000 | - | - | - | - | N/A |
| Computer Software <\$5,000 | - | - | - | - | N/A |
| Computer Hardware <\$5,000 | - | - | 1,000 | 1,000 | N/A |
| Professional Services | 55,500 | 19,240 | 60,400 | 4,900 | 8.83% |
| Legal Services | 4,800 | 836 | 4,800 | - | 0.00% |
| Communications | 8,400 | 3,445 | 6,544 | (1,856) | -22.10% |
| Travel & Mileage | 8,000 | 2,374 | 8,000 | - | 0.00% |
| Parking & Commute Trip Reduction | 3,300 | 1,261 | 2,352 | (948) | -28.73% |
| Advertising | - | - | - | - | N/A |
| Rentals & Leases | 4,960 | 1,934 | 4,960 | - | 0.00% |
| Insurance | - | - | - | - | N/A |
| Utilities | - | - | - | - | N/A |
| Repairs & Maintenance | 6,000 | 2,348 | 6,000 | - | 0.00% |
| Operations & Maintenance: NDGC | 36,238 | 13,429 | 29,148 | (7,090) | -19.57% |
| Training | 6,000 | 1,404 | 6,000 | - | 0.00% |
| Miscellaneous | 268,310 | 3,473 | 137,015 | (131,295) | -48.93% |
| Equipment >\$5,000 | - | - | - | - | N/A |
| Computer Software >\$5,000 | - | - | - | - | N/A |
| Computer Hardware >\$5,000 | - | - | - | - | N/A |
| Subtotal Non-Personnel Costs | \$ 415,508 | \$ 52,120 | \$ 281,419 | \$ (134,089) | -32.27% |
| PROGRAM EXPENDITURES | \$ 1,363,394 | \$ 453,495 | \$ 1,095,628 | \$ (267,766) | -19.64% |
| Administrative Services Overhead | 354,804 | 103,192 | 318,912 | (35,892) | -10.12% |
| Environmental Health Overhead | 70,632 | 8,690 | 83,359 | 12,727 | 18.02% |
| TOTAL EXPENDITURES | \$ 1,788,830 | \$ 565,377 | \$ 1,497,899 | \$ (290,931) | -16.26% |

MEMO

To: Kitsap Public Health Board
From: Keith Grellner, Administrator
Date: December 7, 2021
Re: Resolution 2021-06, Approving Interim 2022 Salary Adjustment for Non-Represented Employees

Please find attached for your review and approval:

1. Draft Resolution 2021-06, Approving Interim 2022 Salary Adjustment for Non-Represented Employees (Attachment 1);
2. The 2021 Salary Schedule for Non-Represented Employee Job Classifications (Attachment 2); and
3. A proposed salary schedule for non-represented employees for 2022 with a 4% wage increase (Attachment 3).

Proposal for Wage Adjustments for Non-Represented Employees

Within the proposed 2022 draft budget is a 4% increase in salaries and wages for our non-represented employees. Normally, non-represented employees receive the same wage adjustments as union employees once a new contract is approved. However, negotiations for a new union agreement were not completed prior to today's meeting (the last meeting of the year).

Our legal advisors have informed us that it is problematic to do retroactive pay adjustments for non-represented employees even though that tends to be a common practice for union employees through contract negotiations and the execution of a new labor agreement. So, in order to stay competitive with our external peers (and not lose valued employees) and to preserve some level of equity in pay with represented employees, the Health District is proposing this interim wage increase for non-represented employees, effective January 1, 2022. Once a new collective bargaining agreement is approved, the Health District will amend the 2022 budget and the salary rates for the non-represented employees as applicable for Health Board approval.

Kitsap County is also taking this approach with their non-represented employees.

Memo to Kitsap Public Health Board

December 7, 2021

Page 2

The Health District met with the Health Board's Finance & Operations Committee (Chair Garrido, Mayor Erickson, and Mayor Wheeler) to review this proposal on November 30, 2021. The Finance & Operations committee recommends approval of the interim wage adjustment for non-represented employees.

Recommended Action

In accordance with the recommendation from the Finance & Operations Committee, the Health District seeks the Health Board's approval of the proposed salary adjustment for non-represented employees and recommends approval of Resolution 2021-06.

Please contact me with any questions or concerns about this matter at (360) 728-2284, or keith.grellner@kitsappublichealth.org.

Attachments (3)

Approving Interim 2022 Salary Adjustment For Non-Represented Employees

WHEREAS, the Kitsap Public Health Board (Health Board) desires to provide adequate and competitive compensation for the employees of the Kitsap Public Health District, balanced with the need to ensure that such compensation is within its funding ability and in accordance with the Health Board's Compensation Policy (Resolution 2010-05); and

WHEREAS, a new collective bargaining agreement between the Health Board and represented employees of the Health District for calendar year 2022 will not be executed before December 31, 2021; and

WHEREAS, non-represented employees are granted the same wage adjustments as represented employees to provide equitable compensation for all employees and to avoid salary schedule compression between job classifications; and

WHEREAS, once the collective bargaining agreement with represented employees has been approved, any needed wage adjustments for non-represented employees for the remainder of calendar year 2022 will be brought back to the Health Board for review and approval.

NOW, THEREFORE, BE IT RESOLVED that the Kitsap Public Health Board approves a 4% wage increase for all steps and classifications for non-represented employees effective January 1, 2022.

APPROVED: December 7, 2021

EFFECTIVE: January 1, 2022

Commissioner Charlotte Garrido, Chair
Kitsap Public Health Board



MANAGEMENT AND NON-UNION SALARY SCHEDULE

Effective 1/1/2021 through 12/31/2021

| Range | Job Classification | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 | Step 7 | Step 8 |
|-------------------|--|----------|---------------------|----------|---------------------------|----------|----------|----------|----------|
| Non-Exempt | | | | | | | | | |
| 10 | Confidential Secretary | \$ 3,106 | \$ 3,261 | \$ 3,424 | \$ 3,595 | \$ 3,775 | \$ 3,964 | \$ 4,162 | \$ 4,370 |
| 20 | Clinic Practitioner 2 | 6,096 | 6,401 | 6,721 | 7,057 | 7,409 | 7,780 | 8,169 | 8,577 |
| Exempt | | | | | | | | | |
| 30 | Administrative Assistant | 4,048 | 4,250 | 4,463 | 4,686 | 4,920 | 5,166 | 5,424 | 5,696 |
| 40 | Accountant Epidemiologist 1 Human Resources Analyst Management Analyst Program Coordinator 1 | 4,920 | 5,166 | 5,424 | 5,696 | 5,980 | 6,279 | 6,593 | 6,923 |
| 50 | Epidemiologist 2 Program Coordinator 2 | 5,696 | 5,980 | 6,279 | 6,593 | 6,923 | 7,269 | 7,632 | 8,014 |
| 60 | Program Manager 1 Support Services Program Manager | 6,212 | 6,522 | 6,848 | 7,191 | 7,550 | 7,928 | 8,324 | 8,740 |
| 70 | Program Manager 2 | 6,848 | 7,191 | 7,550 | 7,928 | 8,324 | 8,740 | 9,177 | 9,636 |
| 80 | Assistant Division Director | 7,191 | 7,550 | 7,928 | 8,324 | 8,740 | 9,177 | 9,636 | 10,118 |
| 90 | Division Director | 7,550 | 7,928 | 8,324 | 8,740 | 9,177 | 9,636 | 10,118 | 10,624 |
| * | Administrator | 12,655 | *Appointed position | | | | | | |
| * | Health Officer | 15,606 | *Appointed position | | Salary effective 2/1/2021 | | | | |



MANAGEMENT AND NON-REPRESENTED SALARY SCHEDULE

Effective 1/1/2022 through 12/31/2022

| Range | Job Classification | Step 1 | Step 2 | Step 3 | Step 4 | Step 5 | Step 6 | Step 7 | Step 8 |
|-------------------|--|----------|---------------------|----------|----------|----------|----------|----------|----------|
| Non-Exempt | | | | | | | | | |
| 10 | Confidential Secretary | \$ 3,230 | \$ 3,392 | \$ 3,562 | \$ 3,740 | \$ 3,927 | \$ 4,123 | \$ 4,329 | \$ 4,545 |
| 20 | Clinic Practitioner 2 | 6,340 | 6,657 | 6,990 | 7,340 | 7,707 | 8,092 | 8,497 | 8,922 |
| Exempt | | | | | | | | | |
| 30 | Administrative Assistant | 4,210 | 4,421 | 4,642 | 4,874 | 5,118 | 5,374 | 5,643 | 5,925 |
| 40 | Accountant Epidemiologist 1 Human Resources Analyst Management Analyst Program Coordinator 1 | 5,118 | 5,374 | 5,643 | 5,925 | 6,221 | 6,532 | 6,859 | 7,202 |
| 50 | Epidemiologist 2 Program Coordinator 2 | 5,925 | 6,221 | 6,532 | 6,859 | 7,202 | 7,562 | 7,940 | 8,337 |
| 60 | Program Manager 1 Support Services Program Manager | 6,460 | 6,783 | 7,122 | 7,478 | 7,852 | 8,245 | 8,657 | 9,090 |
| 70 | Program Manager 2 | 7,122 | 7,478 | 7,852 | 8,245 | 8,657 | 9,090 | 9,545 | 10,022 |
| 80 | Assistant Division Director | 7,478 | 7,852 | 8,245 | 8,657 | 9,090 | 9,545 | 10,022 | 10,523 |
| 90 | Division Director | 7,852 | 8,245 | 8,657 | 9,090 | 9,545 | 10,022 | 10,523 | 11,049 |
| * | Administrator | 13,161 | *Appointed position | | | | | | |
| * | Health Officer | 16,230 | *Appointed position | | | | | | |

KITSAP PUBLIC HEALTH BOARD

2022 MEETING SCHEDULE

LOCATION:

Meetings are planned to be virtual until further notice; connection information for each meeting will be posted in each meeting materials packet. Meeting materials will be posted on the District's [website](#) no later than the Friday the week before the meeting.

DAYS:

First Tuesday of the Month

DATES AND TIMES:

| Date | Time |
|-------------|--------------------|
| January 4 | 10:30 – 11:45 a.m. |
| February 1 | 12:30 – 1:45 p.m. |
| March 1 | 10:30 – 11:45 a.m. |
| April 5 | 10:30 – 11:45 a.m. |
| May 3 | 12:30 – 1:45 p.m. |
| June 7 | 12:30 – 1:45 p.m. |
| July 5 | 10:30 – 11:45 a.m. |
| August | NO MEETING |
| September 6 | 12:30 – 1:45 p.m. |
| October 4 | 10:30 – 11:45 a.m. |
| November 1 | 12:30 – 1:45 p.m. |
| December 6 | 12:30 – 1:45 p.m. |