

**Meeting of the Board of Health
St. Joseph County Department of Health
4th Floor Council Chambers
June 26, 2024
4:30 p.m.**

Join Zoom Meeting

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Dial In - +1 312 626 6799 US | Meeting ID: Meeting ID: 871 4570 3217 | Passcode: 625449

I. CALL TO ORDER & ROLL CALL

A. 24-21 Vote and Discussion – Nominations for Vice President of the Board of Health

II. ADOPTION OF THE AGENDA

A. It is recommended the Board of Health members adopt the agenda for June 26, 2024.

III. ELECTION OF BOH VICE PRESIDENT

IV. APPROVAL OF MINUTES

A. It is recommended the Board of Health members approve the minutes of the regular meeting of May 15, 2024.

V. BOARD PRESIDENT ANNOUNCEMENTS:

VI. HEALTH OFFICER PRESENTATION and REPORT:

24-22 Discussion and Vote - Health Officer's Report
Community, Access, Resources, and Education (CARE)
Communications
Community Partnerships and Development
Environmental Health
Finance
Food Services
Nursing
Vital Records – Unit Spotlight
Lead Report
Health First Indiana (HFI)

VII. NEW BUSINESS:

24-23 Discussion and Vote – Job description – Perinatal Education & Program Coordinator (CARE)

24-24 Discussion and Vote – Donation of items for School Health

VIII. GRANT REQUESTS:

IX. OLD BUSINESS:

X. PUBLIC COMMENT: (3 Minute Limit)

The following statement provides guidance for the public comment portion of the meeting, as well as the expected decorum for all conversations during the meeting.

At regular meetings, the public is invited to address the Board for three minutes regarding items posted or not posted on the agenda. Individuals may only speak once during this section of the agenda. Speakers shall properly identify themselves by stating their name and address for the record. Personnel issues are not to be addressed during open sessions of the Board of Health. The Board President may interrupt, warn, or terminate a person's statement if the statement becomes personally directed, abusive, obscene, or inflammatory.

Public comment may be given in person. Input from the public can also be sent to the Board by mail or email via the St. Joseph County Department of Health.

XI. TIME AND PLACE OF NEXT REGULAR MEETING:

July 17, 2024 – 4:30 p.m. 4th Floor Council Chambers.

XII. ADJOURNMENT

The Title VI Coordinator has made available at this meeting a voluntary Public Involvement Survey to collect demographic data to monitor and demonstrate St. Joseph County's compliance with its non-discrimination obligations under Title VI and Federal Regulation 23CFR 200.9(b)(4), and more importantly, ensure that affected communities and interested persons are provided equal access to public involvement. Compliance is voluntary. However, to demonstrate compliance with the federal regulation, the information requested must be documented when provided. It will not be used for any other purpose, except to show that those who are affected or have an interest in proceedings, or the proposed project have been given an opportunity to provide input throughout the process.

ST. JOSEPH COUNTY BOARD OF HEALTH
ST. JOSEPH COUNTY, INDIANA

Regular Meeting

MINUTES

May 15, 2024,
4:30 p.m.

Council Chambers, 4th Floor
County City Building, South Bend, IN

Members Present:

John Linn, P.E.
Michelle Migliore, DO
Robert Hays, MD,
Elizabeth Lindenman, MD
Ellen Reilander, Esq.
Jill Kaps VanBrouaene
Kristin Vincent, CNM

Members Absent:

Vacant Position
Vacant Position

Also Present:

Diana Purushotham, MD
Michael Wruble
Amy Ruppe
Jennifer S. Parcell
Mark Espich
Ericka Tijerina
Alissa Balke
Carolyn Smith - Zoom
Renata Williams - Zoom

Jodie Pairitz
Danielle Sims
Lauren Gunderson
Matt Gotsch
Jenna Rose
Kim Dreibelbeis
Johnathon Carmona
Marcellus Lebbin, Counsel

I. CALL TO ORDER & ROLL CALL

The regular meeting of the St. Joseph County, Indiana Board of Health was called to order at 4:30 p.m.

II. ADOPTION OF THE AGENDA

It is recommended the Board of Health members adopt the agenda for May 15, 2024.

John Linn asked for the agenda to be amended to move up item 24-22 Discussion and Vote – Assistant Director Vital Records Job Description to before item 24-20 Discussion and Vote – 2025 Budget – County Health Department.

Upon a motion by Ellen Reilander, Esq., being seconded by Michelle Migliore, DO and unanimously carried, the agenda for May 15, 2024, was adopted as amended.

III. APPROVAL OF MINUTES

It is recommended the Board of Health members approve the minutes of the regular meeting of April 17, 2024.

Upon a motion by Ellen Reilander, ESQ., being seconded by Elizabeth Lindenman, MD and unanimously carried, the minutes of the April 17, 2024, regular meeting of the St. Joseph County Board of Health were approved.

IV. BOARD PRESIDENT ANNOUNCEMENTS

John Linn thanked Dr. Purushotham for her guidance and work with the St. Joseph County Department of Health over the past year and wishes her much success in her future endeavors.

V. HEALTH OFFICER PRESENTATION and REPORT

- 24-18 Discussion and Vote –Health Officer’s Report
 - Community Access, Resources, and Education (CARE)
 - Environmental Health
 - Finance
 - Food Services
 - Health Outreach, Promotion & Education (HOPE)
 - Nursing – Immunizations, Mobile Clinic & Public Health Nursing
 - Vital Records
 - Lead Report
 - Health First Indiana (HFI)

Dr. Purushotham stated we have two contracts that we are working on to execute for HFI, one of which should be approved next week. She also discussed the KPI’s for community partners and we should have an update by the end of the month.

Dr. Purushotham thanked the Board of Health, the Council, the Commissioners for their support throughout the year and the Staff of the Department for the excellent work they have done during her tenure.

Upon a motion by Ellen Reilander, ESQ, being seconded by Robert Hays, MD and unanimously carried, the April 2024 Health Officer’s Report was approved.

VI. NEW BUSINESS

- 24-19 Discussion and Vote - Date and time of June 2024 regular Board of Health Meeting. (June 19 is a County Holiday) (June 20th or 26th?)

Upon a motion by Ellen Reilander, Esq. being seconded by Elizabeth Lindenman, MD and unanimously carried the June Regular Board of Health Meeting will be held on June 26th at 4:30 pm in the Council Chambers on the 4th floor of the County City Building.

24-22 Discussion and Vote – Job Description – Assistant Director of Vital Records.

Amy Ruppe stated the biggest change comes on page 3, Bachelor’s Degree in Health Care Administration or related field, or five years’ experience in a Vital Records setting, is required. This is so the Assistant can step in in the absence of the Director of Vital Records, if needed.

Upon a motion by Ellen Reilander, Esq. being seconded by Rob Hays, MD and unanimously carried the job description for Assistant Director of Vital Records was approved.

24-20 Discussion and Vote on 2025 Budget- County Health Department.

Amy Ruppe highlighted some of the changes in the County Health Department budget.

- Included 5% increases at a minimum for all staff.
- Increased Assistant Director of Vital Records due to a change in job requirements in job description.
- Removed one EHS due to changes in Legislature regarding Property Transfers.
- Health Insurance increased \$1,200 per person.
- Removed vector since it has funds available in HFI for 2025.
- Liability Insurance Coverage reduced by Auditor’s office.
- Fleet Allocation increased by Commissioner’s office.

Upon a motion by Michelle Migliore, D.O., being seconded by Robert Hays, MD and unanimously carried the 2025 County Health Department Budget was given a favorable recommendation.

24-21 Discussion and Vote on 2025 Budge- Local Public Health Services Budget.

Amy Ruppe highlighted some of the changes in the Local Public Health Services Budget.

- Moved vector program and school wellness program to HFI.
- Moved the purchase of public health emergency preparedness supplies to HFI.
- Increased funds for our radon, water sampling and PFAS programs.
- Included funds to roll out new Food Code.

Upon a motion by Ellen Reilander, ESQ, being seconded by Kristin Vincent, CNM and unanimously carried the 2025 Local Public Health Services Budget was given a favorable recommendation.

24-23 Discussion and Vote- Health Officer appointment

Upon a motion by Ellen Reilander, ESQ, being seconded by Robert Hays, MD and carried the appointment of Michelle Migliore, D.O to part time Health Officer was given a favorable recommendation to the St. Joseph County Council. (Michelle Migliore, D.O. Abstained)

VII. GRANT REQUESTS

There were no grant requests.

VIII. OLD BUSINESS

There was no old business.

IX. PUBLIC COMMENT (3 Minute Limit)

There was no one who signed up for public comment.

X. TIME AND PLACE OF NEXT REGULAR MEETING

June 26, 2024 – 4:30 p.m. 4th Floor Council Chambers.

XI. ADJOURNMENT

Upon a motion by Ellen Reilander, ESQ, being seconded by Robert Hays, MD, the regular meeting of the St. Joseph County, Indiana Board of Health was adjourned at 5:17 p.m.

John W. Linn, P.E.
President of the Board

Michelle Migliore, O.D.
Secretary of the Board



ST. JOSEPH COUNTY
DEPARTMENT OF HEALTH
Prevent. Promote. Protect.

Health Officer's Report of Unit Activities

May 2024

COMMUNICATIONS AND EVENTS

April 9 - May 8 media stats

	Total Number of Releases by DoH	Media Stories Featuring DoH
Media Engagement	1 Unique 1 Public Notice 0 Media Roundtable 0 Press Conference	SB Tribune = 1 WSBT = 2 WNDU = 1 ABC57 = 2 WVPE = 1

	Total Number of Posts	Total Reach* (unique people who've seen our posts)	Total Post Engagement + Content Interactions
Social Media	36	23,105	554

May 9 - June 8 media stats

	Total Number of Releases by DoH	Media Stories Featuring DoH
Media Engagement	1 Unique 1 Public Notice 0 Media Roundtable 0 Press Conference	SB Tribune = 2 WSBT = 0 WNDU = 0 ABC57 = 0 WVPE = 1

	Total Number of Posts	Total Reach* (unique people who've seen our posts)	Total Post Engagement + Content Interactions
Social Media	32	8,368	326

COMMUNITY, ACCESS, RESOURCES AND EDUCATION (CARE)

In May 2024, our team conducted 136 social needs assessments, a total of 362 resources were requested from those assessments. The most common needs reported were transportation and food assistance. Additionally, we participated in 75 outreach events, including lead awareness/testing events, community events, canvassing, and recurrent partner site visits.

COMMUNITY PARTNERSHIPS AND DEVELOPMENT

HFI:

Met with 17 out of the 19 community partners to ensure that they are meeting their program goals and to answer any questions that they may have. In May, Purdue Extension St. Joseph County was fully executed. Still in the process of fully executing Indiana University. As of right now, Indiana University's contract is signed but the data sharing agreement is still under review by both parties (SJC and IU).

ENVIRONMENTAL HEALTH

Throughout the month of May 2024, our Environmental Health Specialists remained diligent in preventing injury and illness in our community by continuing to identify potentially hazardous conditions.

Lead risk assessments are up 44% from May of 2023, with our inspectors completing 55 assessments year to date. Looking at previous year to date totals from the month of May, this is the highest amount of risk assessments that have been completed in the history of the Department of Health.

Vector inspections are up 450% from May of 2023. Vector has started its larvicide program, including mapping and treating catch basins. By treating mosquito breeding sites in the early part of the season, we can interrupt the population cycle and have less disease-carrying mosquitoes later in the year. The Vector team also spent three days doing an educational outreach event with third and fourth graders at the Mishawaka Res' Enviro days.

Our Healthy Homes program continues to protect St Joseph County residents from unsanitary conditions that may pose hazardous to their health. Our Environmental Health Specialist, Patrick Sovinski, went above and beyond to assist a disabled elderly woman. While on a hoarding complaint, Mr. Sovinski recognized that the woman was unable to carry the bagged trash down to the trash can. He carried several bags of trash down the stairs as she was unable to do so.

County Health Department

LEAD: Dr. Purushotham - SUPPORT: Mike Wruble and Amy Ruppe

Valid: 01/01/2024-12/31/2024		Budget	March	April	May	TOTALS	
REVENUE							
Beginning Balance		\$4,288,237.52					\$4,288,237.52
Property, FIT, Excise, Vehicle Excise Tax		\$2,089,100.00	\$0.00	\$0.00	\$0.00		\$0.00
Federal Reimbursements			\$12,776.18	\$12,302.77	\$127,111.87		\$340,071.83
Miscellaneous Revenue			\$227.11	\$326.66	\$0.00		\$553.77
TOTAL Tax, Fed Reimb and Misc Revenue			\$13,003.29	\$12,629.43	\$127,111.87		\$4,628,863.12
Environmental Health			\$60,978.75	\$36,201.56	\$66,991.36		\$323,386.67
Food Services			\$18,035.00	\$23,607.50	\$12,655.00		\$367,406.50
Immunization Clinic (South Bend)			\$7,442.16	\$19,702.58	\$20,940.14		\$70,721.70
Vital Records (South Bend)			\$43,065.90	\$39,296.30	\$43,892.00		\$215,907.65
Immunization Clinic (Mishawaka)			\$4,348.00	\$6,161.00	\$6,041.00		\$25,903.00
Vital Records (Mishawaka)			\$2,563.00	\$2,851.00	\$3,263.00		\$15,497.00
Fees (Charge 2, Coroner Fee)			(\$6,148.00)	(\$5,580.00)	(\$7,205.00)		(\$34,280.50)
Total Fee Revenue			\$130,284.81	\$122,239.94	\$146,577.50		\$984,542.02
TOTAL REVENUE			\$143,288.10	\$134,869.37	\$273,689.37		\$5,613,405.14
EXPENDITURES							
10000 Series		Budget	March	April	May	Expenditures	Unexpended
11030	Administrator	\$26,166.15	\$8,722.05	\$5,814.70	\$0.00	\$26,166.15	(\$0.00)
11046	Director of Operations	\$73,000.00	\$0.00	\$0.00	\$4,211.54	\$4,211.54	\$68,788.46
11055	County Health Officer	\$250,000.00	\$28,846.14	\$19,230.76	\$19,230.76	\$105,769.18	\$144,230.82
11077	Admin. Assistant (3)	\$129,000.00	\$14,559.40	\$9,923.10	\$9,923.10	\$53,959.64	\$75,040.36
11143	Registrars (3)	\$113,673.00	\$11,347.91	\$7,578.22	\$10,060.58	\$44,949.59	\$68,723.41
11144	Nursing Registrars (2)	\$75,782.00	\$8,744.10	\$5,824.54	\$5,732.24	\$31,954.82	\$43,827.18
11145	Staff Assistants (2)	\$75,782.00	\$8,744.10	\$5,829.40	\$5,829.40	\$32,061.70	\$43,720.30
11151	Director of Vital Records	\$66,717.00	\$7,698.12	\$5,132.08	\$5,132.08	\$28,226.44	\$38,490.56
11154	Asst. Director Vital Records	\$57,750.00	\$6,663.45	\$4,442.30	\$4,442.30	\$24,432.65	\$33,317.35
11155	Nurses/Other Medical (7)	\$396,055.00	\$45,382.35	\$30,465.80	\$32,231.36	\$161,673.91	\$234,381.09
11161	Director of Env Health	\$66,717.00	\$7,698.12	\$5,132.08	\$5,132.08	\$28,226.44	\$38,490.56
11162	Asst. Dir Environmental Health	\$60,900.00	\$7,026.93	\$4,684.62	\$0.00	\$21,080.79	\$39,819.21
11163	Director of Food Services	\$66,717.00	\$7,698.12	\$5,132.08	\$5,132.08	\$28,226.44	\$38,490.56
11165	Asst Dir Food Services	\$60,900.00	\$7,026.93	\$4,684.62	\$4,684.62	\$25,765.41	\$35,134.59
11170	Director of CARE	\$66,717.00	\$7,698.12	\$5,132.08	\$5,132.08	\$28,226.44	\$38,490.56
11172	Environmental Health Specialist (10)	\$534,370.60	\$55,832.00	\$37,268.00	\$36,288.00	\$204,183.00	\$330,187.60
11174	Food Service Specialist (5)	\$273,000.00	\$31,500.00	\$21,000.00	\$21,000.00	\$115,500.00	\$157,500.00
11183	Communications and Events Specialist	\$60,900.00	\$1,171.15	\$4,684.62	\$4,684.62	\$10,540.39	\$50,359.61
11195	Public Health Coordinator	\$52,500.00	\$6,057.69	\$0.00	\$0.00	\$13,124.99	\$39,375.01
11196	Health Promotion Specialist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11197	Director of HOPE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11305	Deputy County Attorney	\$16,869.00	\$1,946.43	\$1,297.62	\$1,297.62	\$6,518.99	\$10,350.01
11650	Executive Secretary	\$48,000.00	\$5,538.45	\$3,692.30	\$3,692.30	\$20,307.65	\$27,692.35
11701	Director of Nursing	\$86,772.00	\$10,012.14	\$6,674.76	\$6,674.76	\$36,711.18	\$50,060.82
11950	Part Time	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11988	Director of Finance	\$58,463.25	\$0.00	\$0.00	\$5,615.38	\$5,615.38	\$52,847.87
12010	Data Analyst	\$60,900.00	\$7,026.93	\$4,684.62	\$4,684.62	\$25,765.41	\$35,134.59
14800	FICA Taxes @ 7.65%	\$212,491.00	\$22,076.14	\$14,545.99	\$2,795.84	\$67,785.74	\$144,705.26
14810	PERF @ 11.2%	\$309,208.00	\$31,885.48	\$21,294.52	\$21,492.73	\$115,942.92	\$193,265.08
14840	Health Insurance	\$841,800.00	\$0.00	\$0.00	\$202,825.00	\$436,150.00	\$405,650.00
Total 10000 Series		\$4,141,150.00	\$350,902.25	\$234,148.81	\$427,925.09	\$1,703,076.79	\$2,438,073.21
Acct	20000 Series	Budget	March	April	May	Expenditures	Unexpended
21030	Office Supplies	\$22,742.00	\$1,756.93	\$285.57	\$1,374.50	\$4,933.75	\$17,808.25
22120	Garage & Motor Supplies	\$11,980.00	\$424.69	\$620.77	\$1,694.05	\$3,421.21	\$8,558.79
22148	Field Supplies	\$4,000.00	\$276.91	\$834.45	\$0.00	\$1,161.34	\$2,838.66
22328	Equipment Repairs	\$2,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,250.00
22406	Immunization Supplies	\$200,000.00	\$6,068.01	\$6,775.26	\$10,447.62	\$36,656.46	\$163,343.54
Total 20000 Series		\$240,972.00	\$8,526.54	\$8,516.05	\$13,516.17	\$46,172.76	\$194,799.24
Acct	30000 Series	Budget	March	April	May	Expenditures	Unexpended
31010	Legal Services	\$75,000.00	\$3,871.00	\$4,286.30	\$5,250.00	\$17,107.30	\$57,892.70
31070	Other Contractual Services	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00
31150	Medical Services	\$3,000.00	\$0.00	\$0.00	\$0.00	\$189.46	\$2,810.54
32020	Travel/Mileage	\$13,941.00	\$180.67	\$240.00	\$558.73	\$1,534.40	\$12,406.60
32203	Cell Phones	\$20,025.00	\$1,542.40	\$1,566.95	\$3,131.80	\$8,199.15	\$11,825.85
32350	Postage	\$250.00	\$0.00	\$19.26	\$0.00	\$38.27	\$211.73
32550	Miscellaneous Costs	\$5,000.00	\$0.00	\$0.00	\$0.00	\$941.38	\$4,058.62
33128	Environmental Health	\$3,500.00	\$0.00	\$44.00	\$50.00	\$270.09	\$3,229.91
33368	Public Info & Educ	\$5,000.00	\$0.00	\$0.00	\$168.00	\$168.00	\$4,832.00
33938	Vector	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00
34030	Liability Insurance Coverage	\$663,390.00	\$0.00	\$0.00	\$0.00	\$165,847.50	\$497,542.50
36500	Service Contract	\$17,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$17,000.00
38012	Interest on Debt	\$7,821.00	\$601.59	\$601.59	\$601.59	\$3,007.95	\$4,813.05
38013	Principle on Debt	\$45,797.00	\$3,561.57	\$3,561.57	\$3,561.57	\$17,561.30	\$28,235.70
39010	Dues & Subscriptions	\$3,000.00	\$270.00	\$0.00	\$0.00	\$270.00	\$2,730.00
39600	Refunds, Awards & Indemnities	\$0.00	\$488.00	\$0.00	\$640.00	\$1,128.00	(\$1,128.00)
39750	Information Technology	\$5,000.00	\$0.00	\$517.78	\$0.00	\$517.78	\$4,482.22
Total 30000 Series		\$927,724.00	\$10,515.23	\$10,837.45	\$13,961.69	\$216,780.58	\$710,943.42
Total Budget		\$5,309,846.00					
TOTAL EXPENDITURES			\$369,944.02	\$253,502.31	\$455,402.95	\$1,966,030.13	
Total Unexpended							\$3,343,815.87
Net (Monthly)			(\$226,655.92)	(\$118,632.94)	(\$181,713.58)		
FUND BALANCE			\$3,947,721.53	\$3,829,088.59	\$3,647,375.01		

Local Public Health Services

LEAD: Dr. Purushotham - SUPPORT: Mike Wruble and Amy Ruppe

Valid: 01/01/2024-12/31/2024		Budget	March	April	May	TOTALS	
Acct	REVENUE						
00000	Beginning Balance	\$0.00				\$0.00	
01412	State Grant		\$0.00	\$0.00	\$0.00	\$3,293,255.46	
	TOTAL REVENUE	\$0.00	\$0.00	\$0.00	\$0.00	\$3,293,255.46	
	EXPENDITURES						
Acct	10000 Series	Budget	March	April	May	Expenditures	Unexpended
11155	Nurses/Other Medical	\$63,482.00	\$0.00	\$0.00	\$0.00	\$0.00	\$63,482.00
11167	Community Health Workers	\$258,661.00	\$0.00	\$0.00	\$0.00	\$0.00	\$258,661.00
11172	Environmental Health Specialist	\$27,300.00	\$0.00	\$0.00	\$0.00	\$0.00	\$27,300.00
11174	Food Service Specialist	\$54,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$54,600.00
11176	Assistant Director of CARE	\$60,900.00	\$7,026.93	\$4,216.16	\$4,684.62	\$24,360.05	\$36,539.95
11181	Lead Program Coordinator	\$4,200.00	\$323.08	\$323.08	\$323.08	\$969.24	\$3,230.76
11182	Director of Community Partnerships & Development	\$48,754.72	\$0.00	\$5,132.08	\$5,132.08	\$10,264.16	\$38,490.56
11196	Health Promotion Specialist	\$105,000.00	\$5,855.77	\$4,038.46	\$4,038.46	\$29,567.86	\$75,432.14
11197	Director of HOPE	\$17,962.28	\$7,698.12	\$6,791.46	\$0.00	\$24,753.74	(\$6,791.46)
11199	Perinatal Lead Coordinator	\$28,350.00	\$0.00	\$0.00	\$0.00	\$0.00	\$28,350.00
14800	FICA Taxes @ 7.65%	\$51,195.67	\$1,572.80	\$1,546.15	\$201.37	\$5,922.54	\$45,273.13
14810	PERF @ 11.2%	\$74,953.33	\$2,341.24	\$2,296.13	\$1,587.96	\$10,070.47	\$64,882.86
14840	Health Insurance	\$250,100.00	\$3,050.00	\$0.00	\$0.00	\$3,050.00	\$247,050.00
	Total 10000 Series	\$1,045,459.00	\$27,867.94	\$24,343.52	\$15,967.57	\$108,958.06	\$936,500.94
Acct	20000 Series	Budget	March	April	May	Expenditures	Unexpended
21030	Office Supplies	\$31,000.00	\$39.00	\$0.00	\$591.98	\$630.98	\$30,369.02
22148	Field Supplies	\$8,039.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,039.00
	Total 20000 Series	\$39,039.00	\$39.00	\$0.00	\$591.98	\$630.98	\$38,408.02
Acct	30000 Series	Budget	March	April	May	Expenditures	Unexpended
31015	Consultant Services	\$22,154.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,154.00
31059	Lead Program	\$9,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,000.00
31070	Other Contractual Services	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
32020	Travel/Mileage	\$6,900.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,900.00
32050	Conferences & Trainings	\$14,000.00	\$108.63	\$0.00	\$4,550.00	\$4,658.63	\$9,341.37
32203	Cell Phones	\$14,950.00	\$220.30	\$223.85	\$447.40	\$1,123.46	\$13,826.54
32350	Postage	\$4,504.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,504.00
32550	Miscellaneous Costs	\$35,000.00	\$0.00	\$0.00	\$298.28	\$298.28	\$34,701.72
32705	Other Services	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00
33020	Advertising	\$150,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$150,000.00
33034	Grant	\$973,755.46	\$0.00	\$0.00	\$0.00	\$0.00	\$973,755.46
33128	Environmental Health	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10,000.00
33368	Public Info & Ed	\$32,500.00	\$0.00	\$0.00	\$0.00	\$39.00	\$32,461.00
33648	Rebinding Records	\$200,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200,000.00
34030	Liability Insurance Coverage	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00
36015	Contractual Services	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$100,000.00
39262	Chronic Disease Prevention	\$196,938.00	\$0.00	\$0.00	\$0.00	\$0.00	\$196,938.00
39263	Injury Prevention	\$96,939.00	\$0.00	\$0.00	\$0.00	\$0.00	\$96,939.00
39264	Maternal and Child Health	\$196,938.00	\$0.00	\$0.00	\$0.00	\$0.00	\$196,938.00
39268	Immunization	\$66,939.00	\$0.00	\$0.00	\$0.00	\$0.00	\$66,939.00
39750	Information Technology	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,000.00
	Total 30000 Series	\$2,189,017.46	\$328.93	\$223.85	\$5,295.68	\$6,119.37	\$2,182,898.09
Acct	40000 Series	Budget	March	April	May	Expenditures	Unexpended
44010	Equipment	\$19,740.00	\$0.00	\$348.00	\$0.00	\$348.00	\$19,392.00
	Total 40000 Series	\$19,740.00	\$0.00	\$348.00	\$0.00	\$348.00	\$19,392.00
	Total Budget	\$3,293,255.46					
	TOTAL EXPENDITURES		\$28,235.87	\$24,915.37	\$21,855.23	\$116,056.41	
	Total Unexpended						\$3,177,199.05
	Net (Monthly)		(\$28,235.87)	(\$24,915.37)	(\$21,855.23)		
	FUND BALANCE		\$3,223,969.65	\$3,199,054.28	\$3,177,199.05		

MIH Initiatives

LEAD: Renata Williams - SUPPORT: Alissa Balke

No Expiration		Budget	March	April	May	TOTALS	Unexpended
Acct	REVENUE						
00000	Beginning Balance	\$7,871.60				\$7,871.60	
06400	Donations					\$0.00	
	TOTAL REVENUE	\$7,871.60	\$0.00	\$0.00	\$0.00	\$7,871.60	
	EXPENDITURES						
Acct	30000 Series					Expenditures	Unexpended
33368	Public Info & Educ	\$7,871.60	\$0.00	\$0.00	\$0.00	\$0.00	\$7,871.60
	Total 30000 Series	\$7,871.60	\$0.00	\$0.00	\$0.00	\$0.00	\$7,871.60
	Total Budget	\$7,871.60					
	Total Expenditures		\$0.00	\$0.00	\$0.00	\$0.00	
	Total Unexpended						\$7,871.60
	Net (Monthly)		\$0.00	\$0.00	\$0.00		
	FUND BALANCE		\$7,871.60	\$7,871.60	\$7,871.60		

County-Wide Lead Initiative

LEAD: Renata Williams - SUPPORT: Alissa Balke

Valid: 01/01/2024-12/31/2024		Budget	March	April	May	TOTALS	Unexpended
Acct	REVENUE						
00000	Beginning Balance	\$386,998.75				\$386,998.75	
02708	Federal Grants/Reimbursements		\$0.00	\$0.00	\$0.00	\$0.00	
	TOTAL REVENUE	\$386,998.75	\$0.00	\$0.00	\$0.00	\$386,998.75	
	EXPENDITURES						
Acct	10000 Series						
11167	Community Health Worker	\$160,124.00	\$32,632.04	\$2,245.32	\$21,640.64	\$56,518.00	\$103,606.00
14800	FICA Taxes	\$12,250.00	\$2,496.35	\$171.76	\$1,272.55	\$3,940.66	\$8,309.34
14810	PERF	\$17,934.00	\$3,654.79	\$251.48	\$2,423.75	\$6,330.02	\$11,603.98
14840	Health Insurance	\$73,200.00	\$13,725.00	\$0.00	\$0.00	\$13,725.00	\$59,475.00
	Total 10000 Series	\$263,508.00	\$52,508.18	\$2,668.56	\$25,336.94	\$80,513.68	\$182,994.32
Acct	20000 Series						
21030	Office Supplies	\$3,000.00	\$110.91	\$39.00	\$78.00	\$227.91	\$2,772.09
22148	Field Supplies	\$62,840.75	\$712.11	\$25,262.13	\$0.00	\$25,974.24	\$36,866.51
	Total 20000 Series	\$65,840.75	\$823.02	\$25,301.13	\$78.00	\$26,202.15	\$39,638.60
Acct	30000 Series						
32020	Travel/Mileage	\$4,500.00	\$926.10	(\$269.55)	\$264.15	\$920.70	\$3,579.30
32050	Conferences & Training	\$2,000.00	\$0.00	\$0.00	\$1,476.80	\$1,476.80	\$523.20
32203	Cell Phones	\$4,500.00	\$816.66	\$4.26	\$536.88	\$1,357.80	\$3,142.20
32350	Postage	\$4,560.56	\$460.38	\$392.00	\$151.87	\$1,064.81	\$3,495.75
33368	Public Information & Education	\$37,150.00	\$3,425.50	\$356.90	\$1,207.12	\$4,989.52	\$32,160.48
39750	Information Tech	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00
	Total 30000 Series	\$57,710.56	\$5,628.64	\$483.61	\$3,636.82	\$9,809.63	\$47,900.93
	Total Budget	\$387,059.31					
	Total Expenditures		\$58,959.84	\$28,453.30	\$29,051.76	\$116,525.46	
	Total Unexpended						\$270,533.85
	Net (Monthly)		(\$58,959.84)	(\$28,453.30)	(\$29,051.76)		
	FUND BALANCE		\$327,978.35	\$299,525.05	\$270,473.29		

Health Immunization CoAg

LEAD: Jodie Pairitz

Valid: 07/01/2023-06/30/2024		Budget	March	April	May	TOTALS	Unexpended
Acct	REVENUE						
00000	Beginning Balance	(\$62,224.56)				(\$62,224.56)	
02708	Federal/Grants Reimbursements		\$61,109.83	\$0.00	\$32,646.22	\$154,179.00	
05603	Return of 2 Year Warrant Funds		\$1,018.88	\$0.00	\$0.00	\$1,018.88	
	TOTAL REVENUE	(\$62,224.56)	\$62,128.71	\$0.00	\$32,646.22	\$92,973.32	
	EXPENDITURES						
Acct	10000 Series						
11077	Admin Assistant	\$17,000.00	\$4,956.04	\$3,307.70	\$3,307.70	\$11,902.29	\$5,097.71
11155	Nurses/Other Medical	\$25,000.00	\$6,893.51	\$4,883.24	\$4,883.24	\$17,392.48	\$7,607.52
11781	Imm Outreach Coordinator	\$26,250.04	\$4,038.46	\$0.00	\$3,432.69	\$15,548.07	\$10,701.97
11193	Part Time	\$134,000.00	\$26,242.37	\$18,170.57	\$19,158.26	\$97,320.84	\$36,679.16
14800	FICA Taxes	\$15,450.00	\$3,207.97	\$1,982.17	\$439.81	\$8,867.49	\$6,582.51
14810	PERF	\$7,563.00	\$1,779.44	\$917.38	\$1,301.84	\$5,022.36	\$2,540.64
14840	Health Insurance	\$21,350.00	\$4,575.00	\$0.00	\$0.00	\$4,575.00	\$16,775.00
	Total 10000 Series	\$246,613.04	\$51,692.79	\$29,261.06	\$32,523.54	\$160,628.53	\$85,984.51
Acct	20000 Series						
21030	Office Supplies	\$34,764.29	\$0.00	\$1,568.30	\$22,577.03	\$28,334.89	\$6,429.40
22406	Immunization Supplies	\$13,125.32	\$0.00	\$0.00	\$377.96	\$3,579.74	\$9,545.58
	Total 20000 Series	\$47,889.61	\$0.00	\$1,568.30	\$22,954.99	\$31,914.63	\$15,974.98
Acct	30000 Series						
32020	Travel /Mileage	\$504.18	\$0.00	\$0.00	\$0.00	\$0.00	\$504.18
32203	Cell Phones	\$3,493.04	\$280.81	\$299.86	\$599.36	\$1,502.76	\$1,990.28
33368	Public Info & Educ	\$14,788.70	\$0.00	\$903.80	\$1,587.16	\$2,540.56	\$12,248.14
36015	Contractual Services	\$14,108.44	\$451.50	\$613.20	\$519.98	\$2,674.43	\$11,434.01
	Total 30000 Series	\$32,894.36	\$732.31	\$1,816.86	\$2,706.50	\$6,717.75	\$26,176.61
Acct	40000 Series						
44010	Equipment	\$8,743.91	\$5,258.00	\$0.00	\$773.49	\$6,721.27	\$2,022.64
	Total 40000 Series	\$8,743.91	\$5,258.00	\$0.00	\$773.49	\$6,721.27	\$2,022.64
	Total Budget	\$336,140.92					
	Total Expenditures		\$57,683.10	\$32,646.22	\$58,958.52	\$205,982.18	
	Total Unexpended						\$130,158.74
	Net (Monthly)		\$4,445.61	(\$32,646.22)	(\$26,312.30)		
14	FUND BALANCE		(\$54,050.34)	(\$86,696.56)	(\$113,008.86)		

Health PHEP

LEAD: Jenna Rose

Valid: 07/01/2023-06/30/2024		Budget	March	April	May	Total	Unexpended
Acct	REVENUE						
00000	Beginning Balance	(\$609.23)				(\$609.23)	
02708	Federal/Grants Reimbursements		\$722.46	\$986.07	\$556.77	\$3,043.25	
	TOTAL REVENUE	(\$609.23)	\$722.46	\$986.07	\$556.77	\$2,434.02	
	EXPENDITURES						
Acct	30000 Series						
32550	Miscellaneous Costs	\$19,808.62	\$986.07	\$556.77	\$2,176.65	\$4,610.67	\$15,197.95
	Total 30000 Series	\$19,808.62	\$986.07	\$556.77	\$2,176.65	\$4,610.67	\$15,197.95
	Total Budget	\$19,808.62					
	Total Expenditures		\$986.07	\$556.77	\$2,176.65	\$4,610.67	
	Total Unexpended						\$15,197.95
	Net (Monthly)		(\$263.61)	\$429.30	(\$1,619.88)		
	FUND BALANCE		(\$986.07)	(\$556.77)	(\$2,176.65)		

Health Issues & Challenges Lead

LEAD: Renata Williams

Valid: 07/01/2022-06/30/2024		Budget	March	April	May	TOTALS	Unexpended
Acct	REVENUE						
00000	Beginning Balance	\$8,739.58				\$8,739.58	
02708	Federal/Grants Reimbursements		\$21,942.88	\$2,104.16	\$10,219.16	\$44,787.01	
	TOTAL REVENUE	\$8,739.58	\$21,942.88	\$2,104.16	\$10,219.16	\$53,526.59	
	EXPENDITURES						
Acct	10000 Series						
11155	Nurses/Other Medical	\$19,230.77	\$0.00	\$0.00	\$0.00	\$0.00	\$19,230.77
11172	Environmental Health Specialist	\$47,300.00	\$6,300.00	\$4,200.00	\$4,200.00	\$23,100.00	\$24,200.00
11199	Perinatal Coordinator	\$27,477.61	\$6,542.31	\$4,361.54	\$4,361.54	\$23,116.07	\$4,361.54
14800	FICA Taxes	\$7,166.92	\$945.10	\$617.62	\$117.06	\$2,848.28	\$4,318.64
14810	PERF	\$10,528.94	\$1,438.35	\$958.90	\$958.90	\$5,176.24	\$5,352.70
14840	Health Insurance	\$26,893.48	\$9,150.00	\$0.00	\$0.00	\$9,150.00	\$17,743.48
	Total 10000 Series	\$138,597.72	\$24,375.76	\$10,138.06	\$9,637.50	\$63,390.59	\$75,207.13
	Total Budget	\$138,597.72					
	Total Expenditures		\$24,375.76	\$10,138.06	\$9,637.50	\$63,390.59	
	Total Unexpended						\$75,207.13
	Net (Monthly)		(\$2,432.88)	(\$8,033.90)	\$581.66		
	FUND BALANCE		(\$2,411.76)	(\$10,445.66)	(\$9,864.00)		

Health Immun Supplemental

LEAD: Jodie Pairitz

Valid: 07/01/2023-06/30/2024		Budget	March	April	May	TOTALS	Unexpended
Acct	REVENUE						
00000	Beginning Balance	(\$10,510.79)				(\$10,510.79)	
02708	Federal/Grants Reimbursements		\$5,351.33	\$0.00	\$0.00	\$180,565.60	
	TOTAL REVENUE	(\$10,510.79)	\$5,351.33	\$0.00	\$0.00	\$170,054.81	
	EXPENDITURES						
Acct	10000 Series						
11087	Insurance Billing Specialist	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11144	Nursing Registrar	\$58,006.02	\$0.00	\$0.00	\$21,920.02	\$58,006.02	\$0.00
11155	Nurses/Other Medical	\$86,076.67	\$0.00	\$0.00	\$32,938.17	\$86,076.67	\$0.00
11701	Director of Nursing	\$67,320.32	\$0.00	\$0.00	\$26,000.32	\$67,320.32	\$0.00
11950	Part Time	\$0.00	\$0.00	(\$2,872.44)	\$2,872.44	\$0.00	\$0.00
14800	FICA Taxes	\$16,172.33	\$0.00	(\$219.74)	\$6,405.42	\$16,172.33	\$0.00
14810	PERF	\$15,265.64	\$0.00	\$0.00	\$8,616.98	\$15,265.64	\$0.00
14840	Health Insurance	\$45,750.00	\$0.00	\$0.00	\$22,875.00	\$45,750.00	\$0.00
	Total 10000 Series	\$288,590.98	\$0.00	(\$3,092.18)	\$121,628.35	\$288,590.98	\$0.00
	Total Budget	\$288,590.98					
	Total Expenditures		\$0.00	(\$3,092.18)	\$121,628.35	\$288,590.98	
	Total Unexpended						\$0.00
	Net (Monthly)		\$5,351.33	\$3,092.18	(\$121,628.35)		
	FUND BALANCE		(\$0.00)	\$3,092.18	(\$118,536.17)		

Health CHWs for COVID

LEAD: Renata Williams - SUPPORT: Alissa Balke

Valid: 08/31/2021-08/30/2024		Budget	March	April	May	TOTALS	Unexpended
Acct	REVENUE						
00000	Beginning Balance	(\$47,723.92)				(\$47,723.92)	
02708	Federal/Grants Reimbursements		\$47,723.92	\$0.00	\$0.00	\$47,723.92	
	TOTAL REVENUE	(\$47,723.92)	\$47,723.92	\$0.00	\$0.00	\$0.00	
	EXPENDITURES						
Acct	10000 Series						
11030	Administrator	\$5,081.76	\$846.96	\$564.64	\$564.64	\$3,105.52	\$1,976.24
11055	Health Officer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11077	Admin. Assistant	\$22,280.22	\$3,713.37	\$2,475.58	\$2,475.58	\$13,615.69	\$8,664.53
11167	Community Health Worker	\$364,727.13	\$33,592.36	\$23,030.01	\$24,781.22	\$123,978.03	\$240,749.10
11170	Director of CARE	\$22,713.66	\$3,785.61	\$2,523.74	\$2,523.74	\$13,880.57	\$8,833.09
11176	Assistant Dir of CARE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11196	Health Promotion Specialist	\$490.82	\$0.00	\$0.00	\$0.00	\$490.83	(\$0.01)
11197	Director of HOPE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11976	Deputy Health Officer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12014	Data Analyst	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
14800	FICA Taxes	\$28,186.37	\$3,171.35	\$2,156.10	\$779.00	\$10,156.17	\$18,030.20
14810	PERF	\$39,473.65	\$4,687.66	\$3,202.53	\$3,398.66	\$17,358.49	\$22,115.16
14840	Health Insurance	\$200,530.39	\$19,048.46	\$1,850.00	\$1,850.00	\$28,792.31	\$171,738.08
	Total 10000 Series	\$683,484.00	\$68,845.77	\$35,802.60	\$36,372.84	\$211,377.61	\$472,106.39
Acct	20000 Series						
22148	Field Supplies	\$2,431.38	\$431.43	\$0.00	\$981.40	\$1,412.83	\$1,018.55
	Total 20000 Series	\$2,431.38	\$431.43	\$0.00	\$981.40	\$1,412.83	\$1,018.55
Acct	30000 Series						
31015	Consultant Services	\$49,180.00	\$6,000.00	\$6,000.00	\$6,000.00	\$30,000.00	\$19,180.00
32020	Travel/Mileage	\$28,442.76	\$0.00	\$0.00	\$292.50	\$341.10	\$28,101.66
32050	Conferences & Training	\$39,078.49	\$0.00	\$1,672.19	\$1,308.53	\$3,271.46	\$35,807.03
32203	Cell Phones	\$5,593.10	\$337.69	\$358.16	\$715.84	\$1,859.53	\$3,733.57
33368	Public Information & Education	\$453,038.42	\$2,036.16	\$2,407.43	\$21,362.64	\$43,636.21	\$409,402.21
36015	Contractual Services	\$31,865.26	\$0.00	\$583.20	\$0.00	\$583.20	\$31,282.06
39010	Dues & Subscriptions	\$780.00	\$0.00	\$0.00	\$0.00	\$0.00	\$780.00
	Total 30000 Series	\$607,978.03	\$8,373.85	\$11,020.98	\$29,679.51	\$79,691.50	\$528,286.53
	Total Budget	\$1,293,893.41					
	Total Expenditures		\$77,651.05	\$46,823.58	\$67,033.75	\$292,481.94	
	Total Unexpended						\$1,001,411.47
	Net (Monthly)		(\$29,927.13)	(\$46,823.58)	(\$67,033.75)		
18	FUND BALANCE		(\$178,624.61)	(\$225,448.19)	(\$292,481.94)		

Health Crisis CoAg

LEAD: Dr. Purushotham - SUPPORT: Amy Ruppe and Ashley Helman

Valid: 07/01/2023-06/30/2024		Budget	March	April	May	TOTALS	Unexpended
Acct	REVENUE						
00000	Beginning Balance	\$996,265.47				\$996,265.47	
02708	Federal/Grants Reimbursements		\$0.00	\$0.00	\$0.00	\$0.00	
	TOTAL REVENUE	\$996,265.47	\$0.00	\$0.00	\$0.00	\$996,265.47	
	EXPENDITURES						
Acct	10000 Series						
11157	Epidemiologist/EP Supervisor	\$0.00	(\$52,483.54)	\$0.00	\$52,483.54	\$0.00	\$0.00
11167	Community Health Worker	\$83,885.00	\$18,475.80	\$20,804.48	(\$73,288.02)	\$0.00	\$83,885.00
11180	School Health Liasion	\$63,482.00	\$8,069.72	\$4,883.24	\$4,883.24	\$27,602.68	\$35,879.32
11781	Imm Outreach Coordinator	\$11,539.00	\$0.00	\$0.00	\$0.00	\$0.00	\$11,539.00
11782	MIH Coordinator	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00
11950	Part Time	\$19,096.00	\$0.00	\$0.00	\$0.00	\$0.00	\$19,096.00
11985	Temp/Seasonal Help	\$8,259.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,259.00
14800	FICA Taxes	\$15,851.00	(\$2,049.24)	\$1,904.76	(\$2,095.40)	\$988.28	\$14,862.72
14810	PERF	\$14,873.00	(\$2,905.07)	\$2,840.20	(\$1,783.19)	\$3,054.63	\$11,818.37
14840	Health Insurance	\$42,700.00	\$4,575.00	\$0.00	\$0.00	\$4,575.00	\$38,125.00
	Total 10000 Series	\$289,685.00	(\$26,317.33)	\$30,432.68	(\$19,799.83)	\$36,220.59	\$253,464.41
Acct	20000 Series						
21030	Office Supplies	\$3,500.00	\$39.00	\$0.00	\$0.00	\$39.00	\$3,461.00
	Total 20000 Series	\$3,500.00	\$39.00	\$0.00	\$0.00	\$39.00	\$3,461.00
Acct	30000 Series						
31015	Consultant Services	\$16,616.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,616.00
32020	Travel/Mileage	\$1,000.00	(\$738.90)	\$463.05	\$0.00	\$0.00	\$1,000.00
32203	Cell Phones	\$850.00	(\$556.18)	\$309.13	\$89.48	\$234.29	\$615.71
32550	Miscellaneous Costs	\$757,766.47	\$9,752.28	\$1,071.77	\$3,468.94	\$26,047.88	\$731,718.59
33368	Public Info & Educ	\$101,000.00	(\$53.25)	\$0.00	\$14.42	\$2,658.39	\$98,341.61
	Total 30000 Series	\$877,232.47	\$8,403.95	\$1,843.95	\$3,572.84	\$28,940.56	\$848,291.91
	Total Budget	\$1,170,417.47					
	Total Expenditures		(\$17,874.38)	\$32,276.63	(\$16,226.99)	\$65,200.15	
	Total Unexpended						\$1,105,217.32
	Net (Monthly)		\$17,874.38	(\$32,276.63)	\$16,226.99		
	PUND BALANCE		\$947,114.96	\$914,838.33	\$931,065.32		

Health Local Health Services

LEAD: Brett Davis

Valid: 01/01/2024-12/31/2024		Budget	March	April	May	TOTALS	Unexpended
Acct	REVENUE						
00000	Beginning Balance	\$81,325.75				\$81,325.75	
	TOTAL REVENUE	\$81,325.75	\$0.00	\$0.00	\$0.00	\$81,325.75	
	EXPENDITURES						
Acct	10000 Series						
11066	Vector/Env Health Specialist	\$54,600.00	\$0.00	\$0.00	\$0.00	\$0.00	\$54,600.00
14800	FICA Taxes	\$4,177.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,177.00
14810	PERF	\$6,116.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,116.00
14840	Health Insurance	\$16,439.00	\$0.00	\$0.00	\$0.00	\$0.00	\$16,439.00
	Total 10000 Series	\$81,332.00	\$0.00	\$0.00	\$0.00	\$0.00	\$81,332.00
	Total Budget	\$81,332.00					
	Total Expenditures		\$0.00	\$0.00	\$0.00	\$0.00	
	Total Unexpended						\$81,332.00
	Net (Monthly)		\$0.00	\$0.00	\$0.00		
	FUND BALANCE		\$81,325.75	\$81,325.75	\$81,325.75		

Health Trust Fund

Lead: Brett Davis

Valid: 01/01/2024-12/31/2024		Budget	March	April	May	TOTALS	Unexpended
Acct	REVENUE						
00000	Beginning Balance	\$373,482.35				\$373,482.35	
	TOTAL REVENUE	\$373,482.35	\$0.00	\$0.00	\$0.00	\$373,482.35	
	EXPENDITURES						
Acct	10000 Series						
11048	Vector Coordinator	\$56,000.00	\$0.00	\$0.00	\$4,307.70	\$4,307.70	\$51,692.30
11950	Part Time (\$17/hour)	\$12,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12,500.00
14800	FICA Taxes	\$5,241.00	\$0.00	\$0.00	\$61.38	\$61.38	\$5,179.62
14810	PERF	\$6,272.00	\$0.00	\$0.00	\$482.46	\$482.46	\$5,789.54
14840	Health Insurance	\$20,161.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,161.00
	Total 10000 Series	\$100,174.00	\$0.00	\$0.00	\$4,851.54	\$4,851.54	\$95,322.46
Acct	20000 Series						
21030	Office Supplies	\$2,000.00	\$0.00	\$23.97	\$1.98	\$25.95	\$1,974.05
22120	Field Supplies	\$3,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,500.00
22148	Gas/Motor Supplies	\$3,000.00	\$0.00	\$0.00	\$95.99	\$95.99	\$2,904.01
	Total 20000 Series	\$8,500.00	\$0.00	\$23.97	\$97.97	\$121.94	\$8,378.06
Acct	30000 Series						
32020	Travel /Mileage	\$1,000.00	\$27.00	\$0.00	\$240.00	\$267.00	\$733.00
32050	Conferences & Trainings	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
32203	Cell Phones	\$1,800.00	\$0.00	\$0.00	\$164.76	\$164.76	\$1,635.24
32350	Postage	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00
33368	Public Info & Educ	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00
33938	Vector	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,000.00
36500	Service Contract	\$3,000.00	\$2,400.00	\$0.00	\$0.00	\$2,400.00	\$600.00
39750	Information Technology	\$15,500.00	\$0.00	\$56.94	\$59.96	\$116.90	\$15,383.10
	Total 30000 Series	\$78,300.00	\$2,427.00	\$56.94	\$464.72	\$2,948.66	\$75,351.34
Acct	40000 Series						
44010	Equipment	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00
45010	Vehicles	\$127,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$127,500.00
	Total 40000 Series	\$152,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$152,500.00
	Total Budget	\$339,474.00					
	Total Expenditures		\$2,427.00	\$80.91	\$5,414.23	\$7,922.14	
	Total Unexpended						\$331,551.86
	Net (Monthly)		(\$2,427.00)	(\$80.91)	(\$5,414.23)		
	FUND BALANCE		\$371,055.35	\$370,974.44	\$365,560.21		

CHW Safety PIN

LEAD: Renata Williams - SUPPORT: Alissa Balke

Valid: 01/01/2024-12/31/2025		Budget	March	April	May	TOTALS	Unexpended
Acct	REVENUE						
00000	Beginning Balance	(\$23,172.91)				(\$23,172.91)	
01412	State Grant		\$0.00	\$0.00	\$52,650.54	\$75,823.45	
	TOTAL REVENUE	(\$23,172.91)	\$0.00	\$0.00	\$52,650.54	\$52,650.54	
	EXPENDITURES						
Acct	10000 Series						
11167	Community Health Worker	\$137,246.46	\$29,089.40	\$0.00	\$17,468.56	\$46,557.96	\$90,688.50
11782	MIH Coordinator	\$74,853.13	\$0.00	\$3,662.43	\$4,883.24	\$8,545.67	\$66,307.46
14800	FICA Taxes	\$16,125.27	\$2,225.34	\$280.17	\$1,213.56	\$3,719.07	\$12,406.20
14810	Perf	\$23,608.24	\$3,258.01	\$410.19	\$2,503.40	\$6,171.60	\$17,436.64
14840	Health Insurance	\$106,750.00	\$13,725.00	\$0.00	\$0.00	\$13,725.00	\$93,025.00
	Total 10000 Series	\$358,583.10	\$48,297.75	\$4,352.79	\$26,068.76	\$78,719.30	\$279,863.80
	Total Budget	\$358,583.10					
	Total Expenditures		\$48,297.75	\$4,352.79	\$26,068.76	\$78,719.30	
	Total Unexpended						\$279,863.80
	Net (Monthly)		(\$48,297.75)	(\$4,352.79)	\$26,581.78		
	FUND BALANCE		(\$48,297.75)	(\$52,650.54)	(\$26,068.76)		

NACCHO Mentor Program

LEAD: Jenna Rose

Valid: 11/11/2022-07/31/2023		Budget	March	April	May	TOTALS	Unexpended
Acct	REVENUE						
00000	Beginning Balance	\$51,507.69				\$51,507.69	
	TOTAL REVENUE	\$51,507.69	\$0.00	\$0.00	\$0.00	\$51,507.69	
	EXPENDITURES						
Acct	20000 Series						
21030	Office Supplies	\$1,582.00	\$0.00	\$1,581.00	\$0.00	\$1,581.00	\$1.00
	Total 20000 Series	\$1,582.00	\$0.00	\$1,581.00	\$0.00	\$1,581.00	\$1.00
Acct	30000 Series						
31015	Consultant Services	\$18,450.00	\$0.00	\$0.00	\$0.00	\$0.00	\$18,450.00
32020	Travel/Mileage	\$4,285.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,285.00
32550	Miscellaneous Costs	\$10,690.69	\$0.00	\$136.36	\$0.00	\$136.36	\$10,554.33
33020	Advertising	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$15,000.00
33100	Printing	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00
	Total 30000 Series	\$49,925.69	\$0.00	\$136.36	\$0.00	\$136.36	\$49,789.33
	Total Budget	\$51,507.69					
	Total Expenditures		\$0.00	\$1,717.36	\$0.00	\$1,717.36	
	Total Unexpended						\$49,790.33
	Net (Monthly)		\$0.00	(\$1,717.36)	\$0.00		
	FUND BALANCE		\$51,507.69	\$49,790.33	\$49,790.33		

FOOD SERVICES

Foods Unit Director, Assistant Director, and a member of Environmental's staff met with SB Venues, Parks & Arts (VPA) staff members relative to the 2024 Fusion Fest. The two-day event will be held at Howard Park on September 14 and 15 and will follow the same theme and format as last year. During this initial meeting, VPA's focus was gathering information on food vendor procedures and requirements as all their staff is new and did not work on the 2023 event.

In person training, for Interim Food Code 7-26, was attended by four (4) members of the food unit and the Communications and Events Specialist, on **5/9** in LaPorte and the other 5 (five) members of the food unit on **5/21**, in Elkhart. Roll out for the updated code is on schedule for adoption in September 2024. IDOH staff facilitated the trainings which reviewed 25 of the changes to the 7-26 from the current Indiana 20 year old code. Also, IDOH is planning a statewide web based training for food establishment owners, managers, staff, etc. to assist with communication/education of the new code. Recordings of the statewide training will be available, to all Indiana food establishments, for replay at anytime.

NURSING

Immunizations

In May, the clinics have given out 561 immunizations to 258 individuals. While providing immunizations for all the age-appropriate vaccines, the clinics are seeing more travel. The SJCDOH can provide travel consultations and immunizations such as Yellow Fever to individuals more focused on preparing for vacations abroad. If the mobile team isn't out on a clinic in the community, they are actively reaching out to community partners to get clinics on the calendar for the next availability to book.

The Mishawaka location is preparing for some minor reconstruction to help streamline service once ANCON provides a date to start. This will help continue to facilitate easier access to immunizations and vital records.

Mobile Immunization Team

In May, the mobile team continued to provide back-to-school immunizations. We also held specific clinics for Tdap and HPV to reach underserved populations.

The mobile team saw 42 patients and gave 93 vaccines in May.

Clinics

5/2/24 Liberty Elementary School

5/15/24 Maxi's Restaurant Tdap

5/20/24 La Casa HPV

5/21/24 Oaklawn

5/22/2024 Mishawaka High School 2nd dose Men B and HPV

5/22/24 Mishawaka High School Physicals

Public Health Nursing

Nursing is still working on taking over all SJCDOH communicable disease case investigations. Currently, there are 117 open case investigations in the county. 47 of these cases involve animal bites, and no positive specimens were received from samples tested for rabies. The department also has 74 additional cases under management for lead.

Tuberculosis					
	May 2024	YTD 2024	YTD 2023	YTD 2022	YTD 2021
Directly Observed Therapies	24	199	91	679	241
Nurse Visits	36	181	146	145	48
QFT Ordered	10	38	3	35	7
CXR	0	1	2	3	0
New Active Cases	0	1	1	5	0
Active TB Cases Following	0	3	2	10	2
Latent TB Cases Following	26	52	38	31	17

VITAL RECORDS

	<u>Records Filed in May 2024</u>	<u>YTD 2024 Occurrences</u>	<u>YTD 2023 Occurrences</u>	<u>YTD 2022 Occurrences</u>
Statistics*				
Total Births	341	1733	1716	1721
Total Deaths	252	1409	1446	1478

Birth & Death data reflected as of 06/10/2024.

***Statistics are subject to change. Statistics were generated from DRIVE. ***

LEAD COMBINED UNIT

Environmental lead is harmful to the physical, mental, and social development of young children. To combat the risks that lead poses to children and families, the Department utilizes a collaborative, multi-unit response that includes the Public Health Nursing, Environmental Health, and CARE Units to provide services to St. Joseph County residents.

While there is no safe level of lead in the blood, a lead level of 3.5µg/dL is considered elevated. Any confirmed result of 5µg/dL and above is enrolled in case management until there are two consecutive levels below 5. Results between 3.5 – 4.9µg/dL are monitored until the level drops to below 3.5µg/dL.

Testing

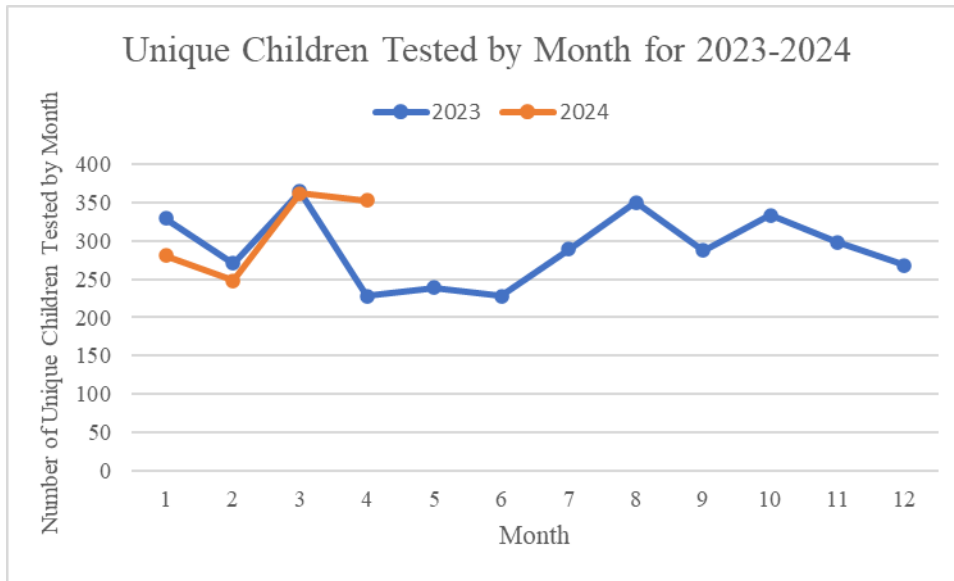
Lead Tests Across St. Joseph County

This chart is always two months behind due to when it is received from IDOH. For example, on June 1, 2024, the report will include all lead tests drawn in April of 2024.

Tests drawn from April 1, 2024 – April 30, 2024

Pb Level (ug/dL)	Venous	Capillary	Unknown	Total
0	34	58	0	92
0.1-3.4	53	172	0	225
3.5-4.9	7	7	2	16
5-9.9	5	2	2	9
10-19.9	3	2	0	5
20-29.9	2	0	0	2
30-39.9	2	0	1	3
40-49.9	1	0	0	1
≥50	0	0	0	0
Total	107	241	5	353

**There were no duplicate tests in the month of April, 353 unique children were tested.
2024 YTD = 1,244**



Elevated Tests by Zip Codes

This table provides where we are seeing the most amount of elevated lead draws in the County by zip code. For example, in 2023, the zip code of 46613 repeatedly had one of the highest amounts of elevated lead tests. This could stem from a variety of factors (i.e., population size).

Zip Code	April 2024	YTD 2024
46619	5 elevated	16 elevated
46613	4 elevated	16 elevated
46601	4 elevated	9 elevated
46628	0 elevated	7 elevated
46614	2 elevated	4 elevated
46616	2 elevated	4 elevated
46545	1 elevated	3 elevated
46637	2 elevated	3 elevated
46615	0 elevated	2 elevated
46544	0 elevated	1 elevated
46617	0 elevated	1 elevated
46554	0 elevated	1 elevated

Community Outreach Settings

One part of the lead initiative is to offer lead education and testing for children aged 6 years and younger. We provide education and testing to the community by hosting lead events at daycares, churches, elementary schools, and other community settings. We also offer lead testing and/or education at community-organized events. We aim to host at least two events per month. The events hosted by the Department of Health are organized and conducted by the Assistant Director of CARE and the CHWs from the CARE unit.

Testing and Education Events	# of events	# of tests	Education Only Events	# of events
May 2024	6	29	May 2024	1

YTD	# of events	# of tests
YTD 2024	29	111
YTD 2023	19	113
YTD 2022	7	74

Note: There were three additional tests performed at an event in April 2024, for a total of 30 children tested.

Case Numbers

Public Health Nursing receives elevated blood lead level (EBLL) reports from IDoH. They create and assign lead case investigations based on the lead level. A Public Health Nurse receives cases for management with elevated levels ≥ 10 ug/dL. Community Health Workers (CHWs) receive cases for management with levels between 5 ug/dL and 9.9 ug/dL. In addition to case management, the CHWs follow up on unconfirmed cases (those who have an initial test with a BLL above 3.5 ug/dL) and families in case monitoring (confirmed BLL of 3.5-4.9 ug/dL). For unconfirmed cases, our CHWs attempt to hand deliver education and forms for the child to receive a confirmed test at LabCorp. The Disease Investigation Specialist follows up with primary care providers and parents for repeat testing and risk assessment requirements.

Current Case Numbers as of 5/31/2024

Case Management	Case Monitoring	Unconfirmed Cases
75	80	53

Risk Assessments

The Environmental Health Unit's lead risk assessor's role is to determine potential sources of exposure to lead through dust sampling, soil sampling, water sampling, and XRF testing of paint and other miscellaneous items such as toys or furniture. The environmental risk assessment helps families understand where the lead exposure is likely coming from, how to address these hazards to mitigate further exposure, and how to prevent new lead hazards from appearing in the home.

Activity	May 2024	YTD 2024	YTD 2023	YTD 2022	YTD 2021	YTD 2020
A. Lead Risk Assessments	10	55	38	18	34	21
i. EBLL Assessments	4	20	23	3	10	6
ii. Parent Requests	6	35	15	15	24	15
B. Clearances	5	38	26	7	8	17

HEALTH OFFICER

Report in the Health Officer Presentation and Report portion.

Respectfully,

Michelle Migliore, O.D.
Health Officer

VITAL RECORDS

MEET OUR VITAL RECORDS TEAM

Registrars:

Paula Sulentic (Mishawaka)

Angelica Weatherspoon (SB, Bilingual)

Lisa Murray (SB)

Shannon Koziatek (SB)

Denise Kingsberry-Asst. Director

Ericka Tijerina-Director

OVERVIEW

- St. Joseph County begin keeping vital records in 1882, though it did not become a State law to record until 1907.
- 2 locations-Serves as a convenient location for our community, offering a parking lot and first floor service in our Mishawaka location.
- 5.5 Staff members-We now share a registrar with our nursing department in our Mishawaka office. This registrar is crossed-trained, as is our newest registrar in the South Bend office. The vital records duties and space in Mishawaka is now totally shared with the immunization clinic.

VITAL RECORDS-THEN & NOW



SERVICES

- Issuance & maintenance of birth and death records
 - \$15 fee
- Establishment of Paternity & Paternity by Marriage through signed affidavits & marriage certificates
 - \$75 fee, same day completion, adds father & may change last name
- Correction Affidavit & Correction by Notification
 - \$35
 - Evidence required over the age of 6
 - Allows minor changes to be completed through our office. Excludes amendments to sex, year of birth, and surname(s).
- Court Orders
 - Legal Name Changes, Court Ordered Paternity, Adoptions, Other (gender reassignment, change to a minor's birth cert., order to change death certificate)
- Genealogy
 - \$7 search fee, up to 6 names
 - Death records prior to 1955
- Notary
 - \$1 per page

UPDATES

- Close to securing a contract with a vendor for a rebinding & preservation project. Many books have detached spines, damaged pages, and require stabilization and restoration.
- Paperless application process has begun for in-office customers. Touchless devices arrived 6/4. We are now waiting for additional outlets to be installed and for IT to begin installation of software and mount devices.
- Purchased a new microfilm reader 2023. Allows us to enhance and modify images, even in the most distorted state.
- Implemented a new program to supplement funding for those who display a need (explanation).



GOALS & OBJECTIVES

To complete all of our “in process” projects by end of year.

To have all of our new staff fully crossed-trained by end of year.

To be prepared and efficient when House Bill 1457 begins to generate steam within the community

**POSITION DESCRIPTION
COUNTY OF ST. JOSEPH, INDIANA**

POSITION:	Perinatal Education and Program Coordinator
DIVISION or UNIT:	Community, Access, Resources, and Education (CARE)
DEPARTMENT:	Health
WORK SCHEDULE:	8:00 a.m. – 4:30 p.m., M-F
JOB CATEGORY:	PAT (Professional, Administrative, Technological)

DATE WRITTEN: July 2022
DATE REVISED: May 2024

STATUS: Full-time
FLSA STATUS: Exempt

To perform this position successfully, an individual must be able to perform each essential function of the position satisfactorily. The requirements listed in this document are representative of the knowledge, skill, and/or ability required. St. Joseph County provides reasonable accommodations to qualified employees and applicants with known disabilities who require accommodation to complete the application process or perform essential functions of the job unless those accommodations would present an undue hardship.

Incumbent serves as the Perinatal Education and Program Coordinator (PEP) for the Community, Access, Resources and Education (CARE) Unit of the St. Joseph County Department of Health.

The employee will be responsible for coordinating and implementing a public health response to address lead poisoning at the perinatal level by identifying and partnering with local organizations, particularly with local health systems and children's healthcare providers. They will be responsible for identifying pregnant individuals and families with newborns living in homes with elevated lead risks and will facilitate the involvement of the Department's Environmental Health Specialist and Community Health Workers in providing support services. The coordinator will also provide support to the Maternal Infant Health Coordinator by assisting with the development, implementation, and evaluation of maternal and child health community-based educational programming.

DUTIES:

Manages the Perinatal Lead Program, which includes collaborating with prenatal care providers to assess pregnant individuals for lead exposure risk.

Works to identify and evaluate pregnant individuals who reside in high-risk areas. Provides educational resources regarding lead and lead risk assessments offered by the St. Joseph County Department of Health Environmental Health Unit.

Provides appropriate follow up for pregnant individuals with increased risk for lead exposure with the assistance of a community health worker as needed.

Collaborates with existing community partners and establishes new partnerships to ensure coordinated outreach and prioritizing access to multiple underserved groups.

Maintains complete and accurate records of services provided, updating client records, entering data in appropriate database or software, and preparing required reports. Prepares monthly reports on program activity and submits to Director of CARE /Maternal and Infant Health Coordinator accordingly.

Collaborates with the Maternal Infant Health (MIH) Coordinator to develop programming (e.g., maternal and child health education to promote positive health behavior changes), monitor program implementation, and evaluate its effectiveness.

Maintains current knowledge on maternal child health by participating in continuing education and in-service programs, attending workshops, and reading professional articles and journals. Compiles information and prepares/updates educational materials/pamphlets in collaboration with the MIH Coordinator.

Performs related duties as assigned.

I. JOB REQUIREMENTS:

Bachelor's degree or three years of program coordination experience required. A minimum of one year community-based experience in providing advocacy and support that included significant public contact is preferred.

Strong interpersonal, communication skills, and the ability to work effectively within a diverse community.

Working knowledge of local community health disparities and local population demographics, assets, and needs.

Experience coordinating collaborative partnerships, particularly with organizations focused on public health and community engagement.

Ability to work independently and exhibit flexibility to prioritize tasks.

Practical knowledge of standard policies and practices of St Joseph County Department of Health, with ability to apply appropriate procedures accordingly.

Working knowledge of health and social services available to St. Joseph County residents, with ability to implement public health programs and facilitate referrals as appropriate.

Working knowledge of standard office policies and procedures with computer skills, including word processing, spreadsheet, presentation, email, internet, and Department-

specific software systems and online portals, and ability to apply such knowledge to a variety of interrelated processes, tasks, and operations.

Working knowledge of filing systems with ability to create and maintain accurate and complete Department files.

Working knowledge of standard English grammar, spelling, and punctuation, and ability to prepare documents, correspondence, and detailed written reports as required.

Ability to properly operate standard office equipment, including computer, laptop, calculator, telephone, copier, and fax machine.

Ability to provide public access to or maintain confidentiality of Department information and records according to state requirements and Health Insurance Portability and Accountability Act (HIPAA).

Ability to understand and carry out written or oral instructions and present findings in oral or written form.

Ability to work alone with minimum supervision and with others in a team environment.

Ability to present educational materials and maintain positive community support/public relations.

Shall comply with all employer and Department policies and work rules, including, but not limited to, attendance, safety, drug-free workplace, and personal conduct.

Ability to occasionally work extended, evening and/or weekend hours, travel out of town for meetings and workshops, sometimes overnight, and respond to emergencies on a 24-hour basis.

Possession of a valid driver's license and demonstrated safe driving record.

II. DIFFICULTY OF WORK:

Incumbent's work often requires careful consideration of complex circumstances and variables. Incumbent performs duties in accordance to established policies and procedures with clear and well-defined guidelines, exercising judgement to ensure effectiveness of division operations.

III. RESPONSIBILITY:

Incumbent makes a significant contribution to the department, assuring proper implementation of public health programs and education. Goals and objectives of incumbent's work are known, with highly unusual circumstances or sensitive problems

discussed with supervisor as needed. Work is primarily reviewed for compliance with Program requirements and Department policy.

IV. PERSONAL WORK RELATIONSHIPS:

Incumbent maintains frequent communication with co-workers, other County and municipal departments, community organizations, day cares and schools, and the public for purposes of exchanging information.

Incumbent reports directly to the Maternal Infant Health Coordinator.

V. PHYSICAL EFFORT AND WORK ENVIRONMENT:

Incumbent performs duties primarily in a standard office environment, involving sitting/walking at will, lifting/carrying objects weighing less than 50 pounds, pushing/pulling objects, keyboarding, bending, reaching, crouching/kneeling, handling/grasping/fingering objects, speaking clearly, hearing sounds/communication, and driving.

Incumbent is required to occasionally work extended, evening and/or weekend hours, travel out of town for meetings/workshops, sometimes overnight, and respond to emergencies on a 24-hour basis.

DRAFT



St. Joseph County Department of Health

"To promote health and wellness with compassion and integrity through partnerships, education, protection, and advocacy for all who reside in and visit St. Joseph County"

ST. JOSEPH COUNTY
DEPARTMENT OF HEALTH
Prevent. Promote. Protect.

June 10, 2024

St. Joseph County Board of Health
County City Building, 8th Floor
South Bend, IN 46601

Members of the Board of Health,

The Department of Health would like your support in receiving donations to support school health in St Joseph County. Items would be received through donation drives or directly through an Amazon Wishlist, communicated as available to St. Joseph County schools, for distribution. Donations would be accepted between July 1, 2024, through June 30, 2025.

Items would include such items as:

- Hygiene Items (Soap, Toothpaste, Deodorant, etc.)
- Diabetic Support Snacks (Protein bars, Granola Bars, Nut Butter, Crackers, etc.)
- Clothing (Underwear, Pants, Socks)
- Menstrual Products (Menstrual Pads, Tampons)

If you have any questions, I can be reached at 574-235-9750 Ext. 7957.

Thank you for your consideration of our request.

Sincerely,

Michael Wruble
Director of Operations

MW:AH:jsp


APPROVED X DENIED

This 26th Day of June 2024 by a vote of (Aye) 6 to (Nay) 0 Abstain 0

John W. Linn. P.E.
President, Board of Health

Elizabeth Lindenman, MD
Vice President, Board of Health

227 W. Jefferson Blvd. | 8th Fl. | South Bend, IN 46601
P: (574) 235-9750 | F: (574) 235-9960

 @stjosephcountyhealth

 @sjchealth