

**Kitsap Public Health District
Consent Agenda
October 1, 2024**

KPHD Contract Number	Their Contract Number	Contractor and Agreement Name	Type of Agreement	Term of Agreement	Amount to District	Amount to Other Agency
2428	GVL29765-0	Washington State Department of Health <i>Opioid Dashboard Data Sharing Agreement</i>	Contract	10/5/2024-08/31/2027	\$0	\$0
Description: DOH to provide access to the DOH Opioid and Drug Use Data Dashboard providing access to timely, standardized, coordinated data products that support response efforts to address the impacts of this epidemic on our communities.						
2429	KC-489-24	Kitsap County <i>Clean Water Kitsap</i>	Interlocal Agreement	01/01/2025-12/31/2025	\$1,548,300	\$0
Description: Provides a mechanism for implementation of programs within the Clean Water Kitsap (CWK) partnership to coordinate stormwater management programs and services to achieve a comprehensive approach to surface water management.						

**DATA SHARING AGREEMENT
FOR
CONFIDENTIAL INFORMATION OR LIMITED DATASET(S)
BETWEEN
STATE OF WASHINGTON
DEPARTMENT OF HEALTH
AND
LOCAL HEALTH JURISDICTIONS AND
EMS COUNTY MEDICAL PROGRAM DIRECTORS (MPDs)**

This Agreement documents the conditions under which the Washington State Department of Health (DOH) shares confidential information or limited Dataset(s) with other entities.

CONTACT INFORMATION FOR ENTITIES RECEIVING AND PROVIDING INFORMATION

	INFORMATION RECIPIENT <i>*Please fill out the information below*</i>	INFORMATION PROVIDER
Organization Name	Kitsap Public Health District	Washington State Department of Health (DOH)
Business Contact Name	Yoland Fong	Cynthia Harry
Title	Administrator	Deputy Chief Data Officer
Address	345 6th Street, Suite 300 Bremerton, WA 98337	18 155 th Street NW Lynnwood, WA 98087
Telephone #	360-535-9290	206-472-4530
Email Address	yolanda.fong@kitsappublichealth.org	Cynthia.harry@doh.wa.gov
IT Security Contact	Ed North	John Weeks
Title	Information Technology Program Manager	Chief Information Security Officer
Address	345 6th Street, Suite 300 Bremerton, WA 98337	PO Box 47890 Olympia, WA 98504-7890
Telephone #	360-728-2268	360-999-3454
Email Address	IT.Manager@kitsappublichealth.org	Security@doh.wa.gov

Privacy Contact Name	April Fisk	Michael Paul
Title	Program Coordinator	DOH Chief Privacy Officer
Address	345 6th Street, Suite 300 Bremerton, WA 98337	PO Box 47890 Olympia, WA 98504-7890
Telephone #	360-728-2232	564-669-9692
Email Address	contract.administrator@kitsappublic health.org	Privacy.officer@doh.wa.gov

DEFINITIONS

Aggregate Data is data that has been gathered, processed, and expressed in a summary or report form for reporting purposes such as making comparisons, predicting trends or other statistical analyses. Aggregate data is collected from multiple sources and/or measures, variables, or individual human subjects. Since aggregate data is the consolidation of data from multiple sources, it is typically not able to be traced back to a specific human subject.

Anonymous Data is unidentified (i.e., personally identifiable information was not collected, or if collected, identifiers were not retained and cannot be retrieved) data that cannot be linked directly or indirectly by anyone to their source(s).

Authorized user means a recipient's employees, agents, assigns, representatives, independent contractors, or other persons or entities authorized by the data recipient to access, use, or disclose information through this agreement.

Authorized user agreement means the confidentiality agreement a recipient requires each of its Authorized Users to sign prior to gaining access to Public Health Information.

Breach of confidentiality means unauthorized access, use or disclosure of information received under this agreement. Disclosure may be oral or written, in any form or medium.

Breach of security means an action (either intentional or unintentional) that bypasses security controls or violates security policies, practices, or procedures.

Coded Data is when direct personal identifiers have been removed from the data and replaced with words, letters, figures, symbols, or a combination of these (not derived from or related to the personal information) for purposes of protecting the identity of the source(s). The original identifiers are retained in such a way that they can be traced back to the source(s) by someone with the code. A code is sometimes also referred to as a "key," "link," or "map."

Confidential information means information that is protected from public disclosure by law. There are many state and federal laws that make different kinds of information confidential. In Washington State, the two most common are the Public Records Act RCW 42.56, and the Healthcare Information Act, RCW 70.02.

Data storage means electronic media with information recorded on it, such as CDs/DVDs, computers, and similar devices.

Data transmission means the process of transferring information across a network from a sender (or source) to one or more destinations.

De-Identified Data is when all direct personal identifiers are permanently removed from the data, no code or key exists to link the data to their original source(s), and the remaining information cannot reasonably be used by anyone to identify the source(s).

Direct identifier Direct identifiers in research data or records include names; postal address information (other than town or city, state and zip code); telephone numbers, fax numbers, e-mail addresses; social security numbers; medical record numbers; health plan beneficiary numbers; account numbers; certificate /license numbers; vehicle identifiers and serial numbers, including license plate numbers; device identifiers and serial numbers; web universal resource locators (URLs); internet protocol (IP) address numbers; biometric identifiers, including finger and voice prints; and full face photographic images and any comparable images.

Disclosure means to permit access to or release, transfer, or other communication of confidential information by any means including oral, written, or electronic means, to any party except the party identified or the party that provided or created the record.

Encryption means the use of algorithms to encode data making it impossible to read without a specific piece of information, which is commonly referred to as a “key”. Depending on the type of information shared, encryption may be required during data transmissions, and/or data storage.

Health care information means any information, whether oral or recorded in any form or medium, that identifies or can readily be associated with the identity of a patient and directly relates to the patient's health care....” RCW 70.02.010(7)

Health information is any information that pertains to health behaviors, human exposure to environmental contaminants, health status, and health care. Health information includes health care information as defined by RCW 70.02.010 and health related data as defined in RCW 43.70.050.

Health Information Exchange (HIE) means the statewide hub that provides technical services to support the secure exchange of health information between HIE participants.

Human research review is the process used by institutions that conduct human subject research to ensure that:

- the rights and welfare of human subjects are adequately protected;
- the risks to human subjects are minimized, are not unreasonable, and are outweighed by the potential benefits to them or by the knowledge gained; and
- the proposed study design and methods are adequate and appropriate in light of the stated research objectives.

Research that involves human subjects or their identifiable personal records should be reviewed and approved by an institutional review board (IRB) per requirements in federal and state laws and regulations and state agency policies.

Human subjects research/human subject means a living individual about whom an investigator (whether professional or student) conducting research obtains (1) data through intervention or interaction with the individual, or (2) identifiable private information.

Identifiable data or records contains information that reveals or can likely associate the identity of the person or persons to whom the data or records pertain. Research data or records with direct identifiers removed, but which retain indirect identifiers, are still considered identifiable.

Indirect identifiers are indirect identifiers in research data or records that include all geographic identifiers smaller than a state, including street address, city, county, precinct, Zip code, and their equivalent postal codes, except for the initial three digits of a ZIP code; all elements of dates (except year) for dates directly related to an individual, including birth date, admission date, discharge date, date of death; and all ages over 89 and all elements of dates (including year) indicative of such age, except that such age and elements may be aggregated into a single category of age 90 or older.

Limited dataset means a data file that includes potentially identifiable information. A limited dataset does not contain direct identifiers.

Normal business hours are state business hours Monday through Friday from 8:00 a.m. to 5:00 p.m. except state holidays.

Public Health Authority is an agency or authority of the United States government, a State, a territory, a political subdivision of a State or territory, or Indian tribe that is responsible for public health matters as part of its official mandate, as well as a person or entity acting under a grant of authority from, or under a contract with, a public health agency. See 45 CFR 164.501.

Public Health Surveillance Activities are limited to activities conducted, supported, requested, ordered, required, or authorized by a “public health authority” and:

- Are necessary to allow a public health authority to identify, monitor, assess, or investigate potential public health signals, onsets of disease outbreaks, or conditions of public health

importance, including trends, signals, risk factors, patterns of diseases, or increases in injuries from consumer products.

- Provide timely situational awareness and priority setting during the course of an event or crisis that threatens public health.

Potentially identifiable information means information that includes indirect identifiers which may permit linking an individual to that person's health care information. Examples of potentially identifiable information include:

- birth dates;
- admission, treatment, or diagnosis dates;
- healthcare facility codes;
- other data elements that may identify an individual. These vary depending on factors such as the geographical location and the rarity of a person's health condition, age, or other characteristic.

Prescription monitoring program direct identifiers means direct identifiers in the Prescription Monitoring Program may include the following: patient's first name; middle name; last name; social security number; control or medical record number; zip code plus four digits; dates that include day, month, and year; or admission and discharge date in combination; and "Prescribing profession" as defined by RCW 70.22.040(5)(c)(i) and RCW 70.22.040(5)(c)(ii).

Prescription monitoring program indirect identifiers means indirect identifiers in the Prescription Monitoring Program may include the following: Hospital or provider identifiers, a five-digit zip code, county, state, and country of resident; dates that include month and year; age in years; and race and ethnicity as defined by RCW 70.22.040(5)(c)(i).

Research refers to a systematic investigation, including research development, testing, and evaluation, designed to develop or contribute to generalizable knowledge.

Restricted confidential information means confidential information where especially strict handling requirements are dictated by statutes, rules, regulations, or contractual agreements. Violations may result in enhanced legal sanctions.

State holidays State legal holidays, as provided in [RCW 1.16.050](#).

GENERAL TERMS AND CONDITIONS

I. USE OF INFORMATION

The Information Recipient agrees to strictly limit use of information obtained or created under this Agreement to the purposes stated in Exhibit I (and all other Exhibits subsequently attached to this Agreement). For example, unless the Agreement specifies to the contrary the Information Recipient agrees not to:

- Link information received under this Agreement with any other information.
- Use information received under this Agreement to identify or contact individuals.

The Information Recipient shall construe this clause to provide the maximum protection of the information that the law allows.

II. SAFEGUARDING INFORMATION

A. CONFIDENTIALITY

Information Recipient agrees to:

- Follow DOH small numbers guidelines as well as dataset specific small numbers requirements (Appendix D)
- Limit access and use of the information:
 - To the minimum amount of information.
 - To the fewest people.
 - For the least amount of time required to do the work.
- Ensure that all people with access to the information understand their responsibilities regarding it.
- Ensure that every person (e.g., employee or agent) with access to the information signs and dates the "Use and Disclosure of Confidential Information Form" (Appendix A) before accessing the information.
 - Retain a copy of the signed and dated form as long as required in Data Disposition Section.

The Information Recipient acknowledges the obligations in this section survive completion, cancellation, expiration or termination of this Agreement.

B. SECURITY

The Information Recipient assures that its security practices and safeguards meet Washington State Office of the Chief Information Officer (OCIO) security standard 141.10 [Securing Information Technology Assets](#).

For the purposes of this Agreement, compliance with the HIPAA Security Standard and all subsequent updates meets OCIO standard 141.10 "Securing Information Technology Assets."

The Information Recipient agrees to adhere to the Data Security Requirements in Appendix B. The Information Recipient further assures that it has taken steps necessary to prevent unauthorized access, use, or modification of the information in any form.

Note: The DOH Chief Information Security Officer must approve any changes to this section prior to Agreement execution. IT Security Officer will send approval/denial directly to DOH Contracts Office and DOH Business Contact.

C. BREACH NOTIFICATION

The Information Recipient shall notify the DOH Chief Information Security Officer (security@doh.wa.gov) within one (1) business days of any suspected or actual breach of security or confidentiality of information covered by the Agreement.

III. RE-DISCLOSURE OF INFORMATION

Information Recipient agrees to not disclose in any manner all or part of the information identified in this Agreement except as the law requires, this Agreement permits, or with specific prior written permission by the Secretary of the Department of Health.

If the Information Recipient must comply with state or federal public record disclosure laws, and receives a records request where all or part of the information subject to this Agreement is responsive to the request: the Information Recipient will notify the DOH Privacy Officer of the request ten (10) business days prior to disclosing to the requestor. The notice must:

- Be in writing;
- Include a copy of the request or some other writing that shows the:
 - Date the Information Recipient received the request; and
 - The DOH records that the Information Recipient believes are responsive to the request and the identity of the requestor, if known.

IV. ATTRIBUTION REGARDING INFORMATION

Information Recipient agrees to cite "Washington State Department of Health" or other citation as specified, as the source of the information subject of this Agreement in all text, tables and references in reports, presentations, and scientific papers.

Information Recipient agrees to cite its organizational name as the source of interpretations, calculations, or manipulations of the information subject of this Agreement.

V. OTHER PROVISIONS

With the exception of agreements with British Columbia for sharing health information, all data must be stored within the United States.

VI. AGREEMENT ALTERATIONS AND AMENDMENTS

This Agreement may be amended by mutual agreement of the parties. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties

VII. CAUSE FOR IMMEDIATE TERMINATION

The Information Recipient acknowledges that unauthorized use or disclosure of the data/information or any other violation of sections II or III, and appendices A or B, may result in the immediate termination of this Agreement.

VIII. CONFLICT OF INTEREST

The DOH may, by written notice to the Information Recipient:

Terminate the right of the Information Recipient to proceed under this Agreement if it is found, after due notice and examination by the Contracting Office that gratuities in the form of entertainment, gifts or otherwise were offered or given by the Information Recipient, or an agency or representative of the Information Recipient, to any officer or employee of the DOH, with a view towards securing this Agreement or securing favorable treatment with respect to the awarding or amending or the making of any determination with respect to this Agreement.

In the event this Agreement is terminated as provided in (a) above, the DOH shall be entitled to pursue the same remedies against the Information Recipient as it could pursue in the event of a breach of the Agreement by the Information Recipient. The rights and remedies of the DOH provided for in this section are in addition to any other rights and remedies provided by law. Any determination made by the Contracting Office under this clause shall be an issue and may be reviewed as provided in the "disputes" clause of this Agreement.

IX. DISPUTES

Except as otherwise provided in this Agreement, when a genuine dispute arises between the DOH and the Information Recipient and it cannot be resolved, either party may submit a request for a dispute resolution to the Contracts and Procurement Unit. The parties agree that this resolution process shall precede any action in a judicial and quasi-judicial tribunal. A party's request for a dispute resolution must:

- Be in writing and state the disputed issues, and
- State the relative positions of the parties, and
- State the information recipient's name, address, and his/her department agreement number, and

- Be mailed to the DOH contracts and procurement unit, P. O. Box 47905, Olympia, WA 98504-7905 within thirty (30) calendar days after the party could reasonably be expected to have knowledge of the issue which he/she now disputes.

This dispute resolution process constitutes the sole administrative remedy available under this Agreement.

X. EXPOSURE TO DOH BUSINESS INFORMATION NOT OTHERWISE PROTECTED BY LAW AND UNRELATED TO CONTRACT WORK

During the course of this contract, the information recipient may inadvertently become aware of information unrelated to this agreement. Information recipient will treat such information respectfully, recognizing DOH relies on public trust to conduct its work. This information may be handwritten, typed, electronic, or verbal, and come from a variety of sources.

XI. GOVERNANCE

This Agreement is entered into pursuant to and under the authority granted by the laws of the state of Washington and any applicable federal laws. The provisions of this Agreement shall be construed to conform to those laws.

In the event of an inconsistency in the terms of this Agreement, or between its terms and any applicable statute or rule, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable Washington state and federal statutes and rules;
- Any other provisions of the Agreement, including materials incorporated by reference.

XII. HOLD HARMLESS

Each party to this Agreement shall be solely responsible for the acts and omissions of its own officers, employees, and agents in the performance of this Agreement. Neither party to this Agreement will be responsible for the acts and omissions of entities or individuals not party to this Agreement. DOH and the Information Recipient shall cooperate in the defense of tort lawsuits, when possible.

XIII. LIMITATION OF AUTHORITY

Only the Authorized Signatory for DOH shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this Agreement on behalf of the DOH. No alteration, modification, or waiver of any clause or condition of this Agreement is effective or binding unless made in writing and signed by the Authorized Signatory for DOH.

XIV. RIGHT OF INSPECTION

The Information Recipient shall provide the DOH and other authorized entities the right of access to its facilities at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this Agreement on behalf of the DOH.

XV. SEVERABILITY

If any term or condition of this Agreement is held invalid, such invalidity shall not affect the validity of the other terms or conditions of this Agreement, provided, however, that the remaining terms and conditions can still fairly be given effect.

XVI. SURVIVORSHIP

The terms and conditions contained in this Agreement which by their sense and context, are intended to survive the completion, cancellation, termination, or expiration of the Agreement shall survive.

XVII. TERMINATION

Either party may terminate this Agreement upon 30 days prior written notification to the other party. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

XVIII. WAIVER OF DEFAULT

This Agreement, or any term or condition, may be modified only by a written amendment signed by the Information Provider and the Information Recipient. Either party may propose an amendment.

Failure or delay on the part of either party to exercise any right, power, privilege, or remedy provided under this Agreement shall not constitute a waiver. No provision of this Agreement may be waived by either party except in writing signed by the Information Provider or the Information Recipient.

XIX. ALL WRITINGS CONTAINED HEREIN

This Agreement and attached Exhibit(s) contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement and attached Exhibit(s) shall be deemed to exist or to bind any of the parties hereto.

XX. PERIOD OF PERFORMANCE

This Agreement shall be effective from date the agreement is signed by both parties until August 31, 2027.

Special Terms and Conditions

I. Medical Program Director Access

Medical Program Directors (MPD) shall be permitted access to the dashboard as described in this agreement until the end of the period of performance of their service as an MPD ends, whichever comes first.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date of last signature below.

INFORMATION PROVIDER

State of Washington Department of Health

INFORMATION RECIPIENT

Kitsap Public Health District

Signature

Signature

Print Name

Print Name

Date

Date

EXHIBIT I

1. PURPOSE AND JUSTIFICATION FOR SHARING THE DATA

Provide a detailed description of the purpose and justification for sharing the data, including specifics on how the data will be used.

The effects of substance, opioid, and stimulant use pose a public health challenge that touches the lives of every Washingtonian. Communities across the state have demanded a coordinated response to the persistent and evolving epidemic of drug-related harms. This coordination includes access to timely, standardized, coordinated data products that support the establishment of response efforts to address the impacts of this epidemic on our communities. The restricted access Opioid and Drug Use Data Dashboard for local, Tribal and State public health partners fulfills this goal by consolidating historically isolated DOH data products into a single data dashboard to guide the state and local overdose response efforts.

This dashboard is designed collaboratively with local health partners to support their opioid and drug use data needs. Without this dashboard, most local and Tribal partners will lose the ability to monitor the impacts of substance, opioid, and stimulant use in their communities and their ability to respond to these impacts will be diminished.

The dashboard provides aggregated overdose and use data at the county, region, and state level with some granularity by broad demographic groups such as age groups, race and ethnicity and sex at birth. While this dashboard does not contain any personal health information, it does contain aggregated demographic data by county that could be used to triangulate the identity of individuals. This dashboard also contains aggregated Prescription Monitoring Program data to demonstrate the number of people receiving opioid prescriptions to inform surveillance. For that reason, access to this dashboard is restricted to staff from local and Tribal entities and state opioid and overdose response plan and opioid settlement partners, which are the Governor's Office, OFM, Attorney General's Office, DOH, HCA, DSHS, L&I, UW and DCYF. Local staff may consist of Medical Program Director's (MPD's) that are prescribed duties by the Department of Health under RCW 18.71.212 and WAC 246-976-920. The dashboard is protected by a security group managed by the agency IT team.

Only approved users can access the dashboard after they sign the DSA and agree to follow the [DOH guidelines for reporting small numbers](#) when presenting any information from the dashboard to their constituents to inform the local and Tribal opioid and overdose response efforts. Additionally, at the point of entry to the dashboard, approved users are required to acknowledge a confidentiality disclaimer and agreement and there is user review process (including semi-annual account reviews) for anyone requesting access to the dashboard. The local and Tribal authorities need to refer to the data on the dashboard to identify the areas of the state with high or low risk or areas with inadequate service coverage, and they may need to communicate this to their constituents as part of their response efforts. When they communicate any information from the dashboard with their constituents for any response effort they may be involved, they agree to follow the state small numbers guidelines. Additionally, when partners with access to the dashboard "download" data, it is de-identified,

EXHIBIT I

aggregate data that the dashboard displays, not line-level data. As stated in this agreement, they must destroy the data after the period of performance, only use the data as permitted in this agreement, and must use the DOH and dataset-specific small numbers policy (in Appendix D) when reporting data. Data may be shared publicly in adherence with DOH small numbers guidelines and RCW 70.168.090 and will not identify any health information at the patient, provider, or facility level.

Is the purpose of this agreement for human subjects research that requires Washington State Institutional Review Board (WSIRB) approval?

Yes No

If yes, has a WSIRB review and approval been received? If yes, please provide copy of approval. If No, attach exception letter.

Yes No

2. PERIOD OF PERFORMANCE

This **Exhibit** shall have the same period of performance as the **Agreement** unless otherwise noted below:

Exhibit shall be effective from the date the agreement is signed by both parties until August 31, 2027.

3. DESCRIPTION OF DATA

The Information Provider has authority to add or remove data elements to the dashboard throughout the period of performance so long as the categorization of the dashboard does not change the Data Stewards approve as required in WAC 246-08-390.

Information Provider will make available the following information under this Agreement:

Database Name(s): Opioid and Drug Overdose Dashboard (see Dashboard [here](#) and Appendix E for more details)

Data Elements being provided:

- From DOH Death Registry, the number and rate of overdose deaths by drug category and by:
 - County
 - Accountable Communities of Health Region
 - Race and Ethnicity
 - Age group
 - Sex

EXHIBIT I

- From Comprehensive Hospital Abstract Reporting System (CHARS), the number and rate of overdose hospitalizations by drug category and by:
 - County
 - Accountable Communities of Health Region
 - Race and Ethnicity
 - Age group
 - Sex

- From Rapid Health Information Network (RHINO), the number and rate of overdose related hospitalizations and suspected ED visits by drug category and by:
 - County
 - Accountable Communities of Health Region
 - Race and Ethnicity
 - Age group
 - Sex

- From Washington Emergency Medical Services Information Systems (WEMSIS), the number of opioid related EMS responses, suspected opioid overdoses, and positive Naloxone responses and percent suspected opioid overdoses transported to a medical facility and response time by:
 - County
 - Accountable Communities of Health Region
 - Age groups
 - Gender

- From the Prescription Monitoring Program (PMP), population statistics (e.g., rates, numbers, confidence intervals) about patients receiving opioid prescriptions filled, long term opioid prescriptions, concurrent opioid and sedative prescriptions, new patients and their first opioid prescriptions, new patients who transition to long term opioid use, patients with high dose opioids, and patients filling prescriptions approved for medications for opioid use disorder (MOUD) reported to the Prescription Monitoring Program. These statistics exclude any prescription monitoring program direct or indirect identifiers that can be used to identify individual patients, requestors, dispensers, prescribers, and persons who received prescriptions from dispensers, but may include the following:
 - Patient's State and County of Residence
 - Accountable Communities of Health Region based on Patient's State and County of Residence
 - Patient's Age Groups
 - Patient's Reported Sex/Gender as reported to the PMP and used for population rates (e.g., Male, Female).

EXHIBIT I

The information described in this section is:

- Category 4 – Restricted Confidential Information
- Category 3– Confidential Information
 - **Potentially identifiable information**
- Category 2 – Internal [public information requiring authorized access]
- Category 1 – Public Information

Any reference to data/information in this Agreement shall be the data/information as described in this Exhibit.

4. STATUTORY AUTHORITY TO SHARE INFORMATION

DOH statutory authority to obtain and disclose the confidential information or limited Dataset(s) identified in this Exhibit to the Information Recipient:

Vital Records (Death Registry):

- RCW 70.58A.520(6) – Disclosure of vital records, data, and vital statistics – When authorized

Comprehensive Hospital Abstract Reporting System (CHARS):

- CW 43.70.052(9) - Hospital financial and patient discharge data-Confidentiality and protection

Rapid Health Information Network (RHINO):

- RCW 43.70.057(6) - Hospital emergency room patient care information-Data collection, maintenance, analysis, and dissemination-Rules

Washington Emergency Medical Services Information Systems (WEMSIS):

- RCW 70.168.090(1)(b) - Statewide electronic emergency medical services data system-Confidentiality
- Statutes defining status and authority of MPDs:
 - RCW 18.71.212: Physician's trained advanced emergency medical technician and paramedic—Certification
 - WAC 246-976-920 Medical program director
 - RCW 70.168 Statewide Trauma Care System

Prescription Monitoring Program (PMP):

- RCW 70.225.040(3)(i) and RCW 70.225.040(5)(a) - Confidentiality and exemption from disclosure of prescription monitoring program information

EXHIBIT I

5. ACCESS TO INFORMATION

METHOD OF ACCESS/TRANSFER

- DOH Web Application (indicate application name):
- Washington State Secure File Transfer Service (sft.wa.gov)
- Encrypted CD/DVD or other storage device
- Health Information Exchange (HIE)**
- Other: (describe the methods for access/transfer)**

OTHER: The dashboard is hosted on the DOH SharePoint. Approved users are invited to access the dashboard through a [SharePoint link](#).

****NOTE:** DOH Chief Information Security Officer must approve prior to Agreement execution. DOH Chief Information Security Officer will send approval/denial directly to DOH Contracts Office and DOH Business Contact.

FREQUENCY OF ACCESS/TRANSFER

- One time: DOH shall deliver information by _____ (insert date)
- Repetitive: At a continuous frequency from the date the agreement is signed by both parties until 3 years later.
- As available within the period of performance stated in Section 2.

6. REIMBURSEMENT TO DOH

Payment for services to create and provide the information is based on the actual expenses DOH incurs, including charges for research assistance when applicable.

Billing Procedure

- Information Recipient agrees to pay DOH by check or account transfer within 30 calendar days of receiving the DOH invoice.
- Upon expiration of the Agreement, any payment not already made shall be submitted within 30 days after the expiration date or the end of the fiscal year, which is earlier.

Charges for the services to create and provide the information are:

- \$ _____
- No charge.

EXHIBIT I**7. DATA DISPOSITION**

Unless otherwise directed in writing by the DOH Business Contact, at the end of this Agreement, or at the discretion and direction of DOH, the Information Recipient shall:

- Immediately destroy all copies of any data provided under this Agreement after it has been used for the purposes specified in the Agreement . Acceptable methods of destruction are described in Appendix B. Upon completion, the Information Recipient shall submit the attached Certification of Data Disposition (Appendix C) to the DOH Business Contact.
- Immediately return all copies of any data provided under this Agreement to the DOH Business Contact after the data has been used for the purposes specified in the Agreement, along with the attached Certification of Data Disposition (Appendix C)
- Retain the data for the purposes stated herein for a period of time not to exceed _____ (e.g., *one year, etc.*), after which Information Recipient shall destroy the data (as described below) and submit the attached Certification of Data Disposition (Appendix C) to the DOH Business Contact.
- Other (Describe): This data sharing agreement is mainly to view the data dashboard. In some instances, the users can download aggregated, de-identified data used on the dashboard. To prevent users from access to the Dashboard, DOH can take them off the authorized viewer list. The users will need to destroy any data they downloaded immediately after the end of this agreement. Acceptable methods of destruction are described in Appendix B. The signing of this agreement and dataset-specific small numbers policy will ensure the data dashboard remains private, safe and secure and is used for the agreed-upon purpose.

8. RIGHTS IN INFORMATION

Information Recipient agrees to provide, if requested, copies of any research papers or reports prepared as a result of access to DOH information under this Agreement for DOH review prior to publishing or distributing.

In no event shall the Information Provider be liable for any damages, including, without limitation, damages resulting from lost information or lost profits or revenue, the costs of recovering such Information, the costs of substitute information, claims by third parties or for other similar costs, or any special, incidental, or consequential damages, arising out of the use of the information. The accuracy or reliability of the Information is not guaranteed or warranted in any way and the information Provider's disclaim liability of any kind whatsoever,

EXHIBIT I

including, without limitation, liability for quality, performance, merchantability, and fitness for a particular purpose arising out of the use, or inability to use the information.

9. ALL WRITINGS CONTAINED HEREIN

This Agreement and attached Exhibit(s) contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement and attached Exhibit(s) shall be deemed to exist or to bind any of the parties hereto.

IN WITNESS WHEREOF, the parties have executed this Exhibit as of the date of last signature below.

INFORMATION PROVIDER

INFORMATION RECIPIENT

State of Washington Department of Health

Kitsap Public Health District

Signature

Signature

Print Name

Print Name

Date

Date

APPENDIX A**USE AND DISCLOSURE OF CONFIDENTIAL INFORMATION**

People with access to confidential information are responsible for understanding and following the laws, policies, procedures, and practices governing it. Below are key elements:

A. CONFIDENTIAL INFORMATION

Confidential information is information federal and state law protects from public disclosure. Examples of confidential information are social security numbers, and healthcare information that is identifiable to a specific person under RCW 70.02. The general public disclosure law identifying exemptions is RCW 42.56.

B. ACCESS AND USE OF CONFIDENTIAL INFORMATION

1. Access to confidential information must be limited to people whose work specifically requires that access to the information.
2. Use of confidential information is limited to purposes specified elsewhere in this Agreement.

C. DISCLOSURE OF CONFIDENTIAL INFORMATION

1. An Information Recipient may disclose an individual's confidential information received or created under this Agreement to that individual or that individual's personal representative consistent with law.
2. An Information Recipient may disclose an individual's confidential information, received, or created under this Agreement only as permitted under the Re-Disclosure of Information section of the Agreement, and as state and federal laws allow.

D. CONSEQUENCES OF UNAUTHORIZED USE OR DISCLOSURE

An Information Recipient's unauthorized use or disclosure of confidential information is the basis for the Information Provider immediately terminating the Agreement. The Information Recipient may also be subject to administrative, civil, and criminal penalties identified in law.

E. ADDITIONAL DATA USE RESTRICTIONS: (if necessary)

Signature: _____

Date: _____

APPENDIX B**DATA SECURITY REQUIREMENTS****Protection of Data**

The storage of Category 3 and 4 information outside of the State Governmental Network requires organizations to ensure that encryption is selected and applied using industry standard algorithms validated by the NIST Cryptographic Algorithm Validation Program. Encryption must be applied in such a way that it renders data unusable to anyone but authorized personnel, and the confidential process, encryption key or other means to decipher the information is protected from unauthorized access. All manipulations or transmissions of data within the organization's network must be done securely.

The Information Recipient agrees to store information received under this Agreement (the data) within the United States on one or more of the following media, and to protect it as described below:

A. Passwords

1. Passwords must always be encrypted. When stored outside of the authentication mechanism, passwords must be in a secured environment that is separate from the data and protected in the same manner as the data. For example, passwords stored on mobile devices or portable storage devices must be protected as described under section F. Data storage on mobile devices or portable storage media.
2. Complex Passwords are:
 - At least 8 characters in length.
 - Contain at least three of the following character classes: uppercase letters, lowercase letters, numerals, special characters.
 - Do not contain the user's name, user ID or any form of their full name.
 - Do not consist of a single complete dictionary word but can include a passphrase.
 - Do not consist of personal information (e.g., birthdates, pets' names, addresses, etc.).
 - Are unique and not reused across multiple systems and accounts.
 - Changed at least every 120 days.

B. Hard Disk Drives / Solid State Drives – Data stored on workstation drives:

1. The data must be encrypted as described under section F. Data storage on mobile devices or portable storage media. Encryption is not required when Potentially Identifiable Information is stored temporarily on local workstation Hard Disk Drives/Solid State Drives. Temporary storage is thirty (30) days or less.
2. Access to the data is restricted to authorized users by requiring logon to the local workstation using a unique user ID and Complex Password, or other authentication mechanisms which provide equal or greater security, such as biometrics or smart

APPENDIX B**DATA SECURITY REQUIREMENTS**

cards. Accounts must lock after 5 unsuccessful access attempts and remain locked for at least 15 minutes, or require administrator reset.

C. Network server and storage area networks (SAN)

1. Access to the data is restricted to authorized users through the use of access control lists which will grant access only after the authorized user has authenticated to the network.
2. Authentication must occur using a unique user ID and Complex Password, or other authentication mechanisms which provide equal or greater security, such as biometrics or smart cards. Accounts must lock after 5 unsuccessful access attempts, and remain locked for at least 15 minutes, or require administrator reset.
3. The data is located in a secured computer area, which is accessible only by authorized personnel with access controlled through use of a key, card key, or comparable mechanism.
4. If the servers or storage area networks are not located in a secured computer area **or** if the data is classified as Confidential or Restricted it must be encrypted as described under F. Data storage on mobile devices or portable storage media.

D. Optical discs (CDs or DVDs)

1. Optical discs containing the data must be encrypted as described under F. Data storage on mobile devices or portable storage media.
2. When not in use for the purpose of this Agreement, such discs must be locked in a drawer, cabinet, or other physically secured container to which only authorized users have the key, combination or mechanism required to access the contents of the container.

E. Access over the Internet or the State Governmental Network (SGN).

1. When the data is transmitted between DOH and the Information Recipient, access is controlled by the DOH, who will issue authentication credentials.
2. Information Recipient will notify DOH immediately whenever:
 - a. An authorized person in possession of such credentials is terminated or otherwise leaves the employ of the Information Recipient;
 - b. Whenever a person's duties change such that the person no longer requires access to perform work for this Contract.
3. The data must not be transferred or accessed over the Internet by the Information Recipient in any other manner unless specifically authorized within the terms of the Agreement.
 - a. If authorized, the data must be encrypted during transmissions using a key length of at least 128 bits. Industry standard mechanisms and algorithms, such as those validated by the National Institute of Standards and Technology (NIST) are required.

APPENDIX B**DATA SECURITY REQUIREMENTS**

- b. Authentication must occur using a unique user ID and Complex Password (of at least 10 characters). When the data is classified as Confidential or Restricted, authentication requires secure encryption protocols and multi-factor authentication mechanisms, such as hardware or software tokens, smart cards, digital certificates, or biometrics.
- c. Accounts must lock after 5 unsuccessful access attempts, and remain locked for at least 15 minutes, or require administrator reset.

F. Data storage on mobile devices or portable storage media

1. Examples of mobile devices are: smart phones, tablets, laptops, notebook or netbook computers, and personal media players.
2. Examples of portable storage media are: flash memory devices (e.g. USB flash drives), and portable hard disks.
3. The data must not be stored by the Information Recipient on mobile devices or portable storage media unless specifically authorized within the terms of this Agreement. If so authorized:
 - a. The devices/media must be encrypted with a key length of at least 128 bits, using industry standard mechanisms validated by the National Institute of Standards and Technologies (NIST).
 - Encryption keys must be stored in a secured environment that is separate from the data and protected in the same manner as the data.
 - b. Access to the devices/media is controlled with a user ID and a Complex Password (of at least 6 characters), or a stronger authentication method such as biometrics.
 - c. The devices/media must be set to automatically wipe or be rendered unusable after no more than 10 failed access attempts.
 - d. The devices/media must be locked whenever they are left unattended and set to lock automatically after an inactivity activity period of 3 minutes or less.
 - e. The data must not be stored in the Cloud. This includes backups.
 - f. The devices/ media must be physically protected by:
 - Storing them in a secured and locked environment when not in use;
 - Using check-in/check-out procedures when they are shared; and
 - Taking frequent inventories.
4. When passwords and/or encryption keys are stored on mobile devices or portable storage media they must be encrypted and protected as described in this section.

G. Backup Media

The data may be backed up as part of Information Recipient's normal backup process provided that the process includes secure storage and transport, and the data is encrypted as described under *F. Data storage on mobile devices or portable storage media*.

APPENDIX B

DATA SECURITY REQUIREMENTS

H. Paper documents

Paper records that contain data classified as Confidential or Restricted must be protected by storing the records in a secure area which is only accessible to authorized personnel. When not in use, such records are stored in a locked container, such as a file cabinet, locking drawer, or safe, to which only authorized persons have access.

I. Data Segregation

1. The data must be segregated or otherwise distinguishable from all other data. This is to ensure that when no longer needed by the Information Recipient, all the data can be identified for return or destruction. It also aids in determining whether the data has or may have been compromised in the event of a security breach.
2. When it is not feasible or practical to segregate the data from other data, then *all* commingled data is protected as described in this Exhibit.

J. Data Disposition

If data destruction is required by the Agreement, the data must be destroyed using one or more of the following methods:

Data stored on:	Is destroyed by:
Hard Disk Drives / Solid State Drives	Using a “wipe” utility which will overwrite the data at least three (3) times using either random or single character data, or Degaussing sufficiently to ensure that the data cannot be reconstructed, or Physically destroying the disk, or Delete the data and physically and logically secure data storage systems that continue to be used for the storage of Confidential or Restricted information to prevent any future access to stored information. One or more of the preceding methods is performed before transfer or surplus of the systems or media containing the data.
Paper documents with Confidential or Restricted information	On-site shredding, pulping, or incineration, or Recycling through a contracted firm provided the Contract with the recycler is certified for the secure destruction of confidential information.

APPENDIX B

DATA SECURITY REQUIREMENTS

Optical discs (e.g. CDs or DVDs)	Incineration, shredding, or completely defacing the readable surface with a course abrasive.
Magnetic tape	Degaussing, incinerating or crosscut shredding.
Removable media (e.g. floppies, USB flash drives, portable hard disks, Zip, or similar disks)	Using a “wipe” utility which will overwrite the data at least three (3) times using either random or single character data. Physically destroying the disk. Degaussing magnetic media sufficiently to ensure that the data cannot be reconstructed.

K. Notification of Compromise or Potential Compromise

The compromise or potential compromise of the data is reported to DOH as required in Section II.C.

APPENDIX C

CERTIFICATION OF DATA DISPOSITION

Date of Disposition _____

- All copies of any Datasets related to agreement DOH# _____ have been deleted from all data storage systems. These data storage systems continue to be used for the storage of confidential data and are physically and logically secured to prevent any future access to stored information. Before transfer or surplus, all data will be eradicated from these data storage systems to effectively prevent any future access to previously stored information.
- All copies of any Datasets related to agreement DOH# _____ have been eradicated from all data storage systems to effectively prevent any future access to the previously stored information.
- All materials and computer media containing any data related to agreement DOH # _____ have been physically destroyed to prevent any future use of the materials and media.
- All paper copies of the information related to agreement DOH # _____ have been destroyed on-site by cross cut shredding.
- All copies of any Datasets related to agreement DOH # _____ that have not been disposed of in a manner described above, have been returned to DOH.
- Other

The data recipient hereby certifies, by signature below, that the data disposition requirements as provided in agreement DOH # _____, Section J, Disposition of Information, have been fulfilled as indicated above.

Signature of data recipient

Date

APPENDIX D**DOH SMALL NUMBERS GUIDELINES**

- Aggregate data so that the need for suppression is minimal. Suppress all non-zero counts which are less than ten.
- Suppress rates or proportions derived from those suppressed counts.
- Assure that suppressed cells cannot be recalculated through subtraction, by using secondary suppression as necessary. Survey data from surveys in which 80% or more of the eligible population is surveyed should be treated as non-survey data.
- When a survey includes less than 80% of the eligible population, and the respondents are unequally weighted, so that cell sample sizes cannot be directly calculated from the weighted survey estimates, then there is no suppression requirement for the weighted survey estimates.
- When a survey includes less than 80% of the eligible population, but the respondents are equally weighted, then survey estimates based on fewer than 10 respondents should be “top-coded” (estimates of less than 5% or greater than 95% should be presented as 0-5% or 95-100%).

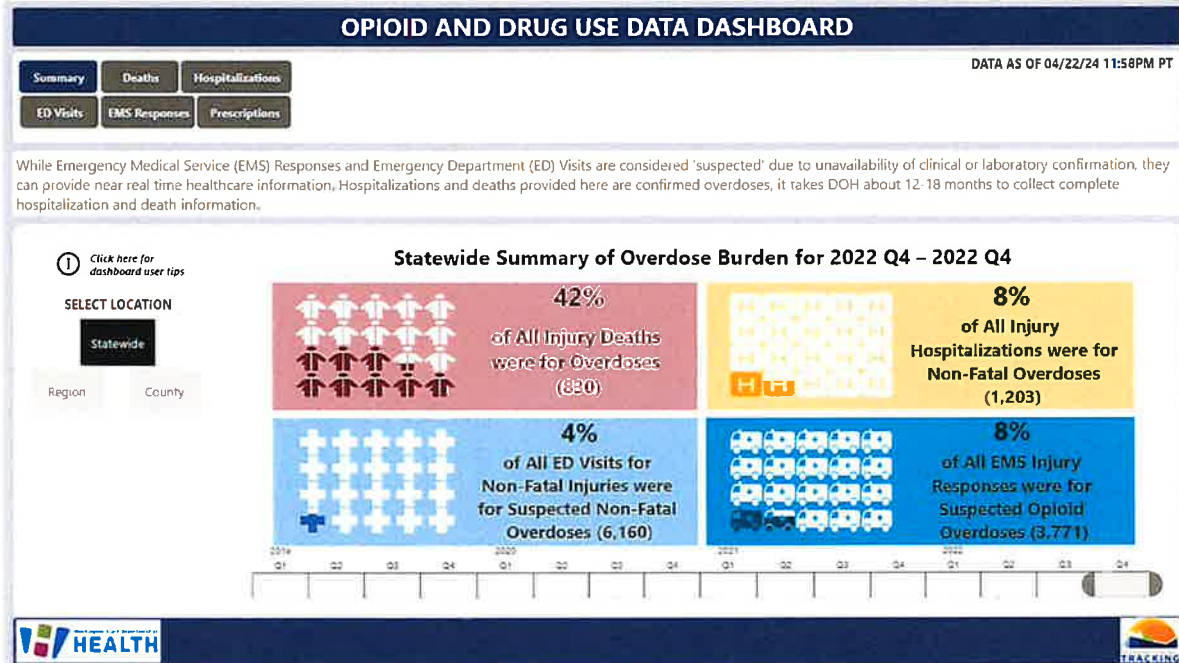
ADDITIONAL DATASET SPECIFIC SMALL NUMBERS REQUIREMENTS

- When presenting any information from the dashboard publicly, follow the **DOH guidelines for reporting small numbers**.
 - When possible, aggregate data so that no single number, “cell size,” is less than 10.
 - Suppress all non-zero counts less than 10, unless they are in a category labeled “unknown.”
 - Suppress rates or proportions derived from those suppressed counts.

APPENDIX E

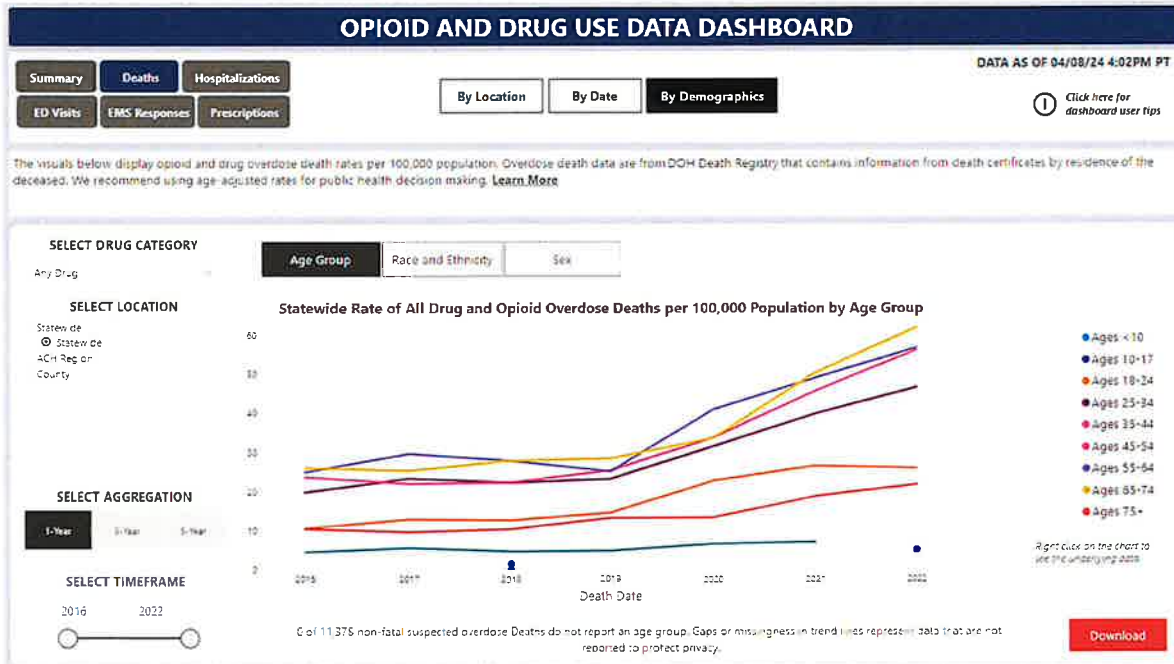
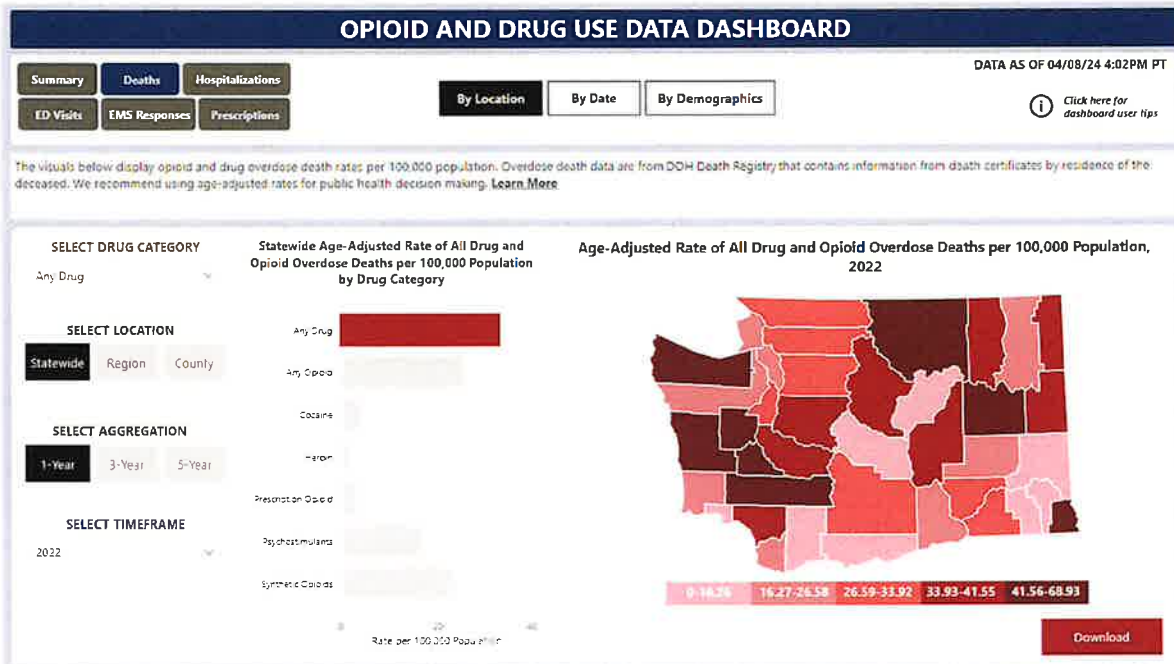
DATA ELEMENTS – OPIOID AND DRUG OVERDOSE DASHBOARD

- View the current public-facing dashboard here
- The dashboard for this DSA (the current internal dashboard found here) is the same as the public-facing dashboard, except the numbers are not suppressed to allow public health professionals to be able to do their work



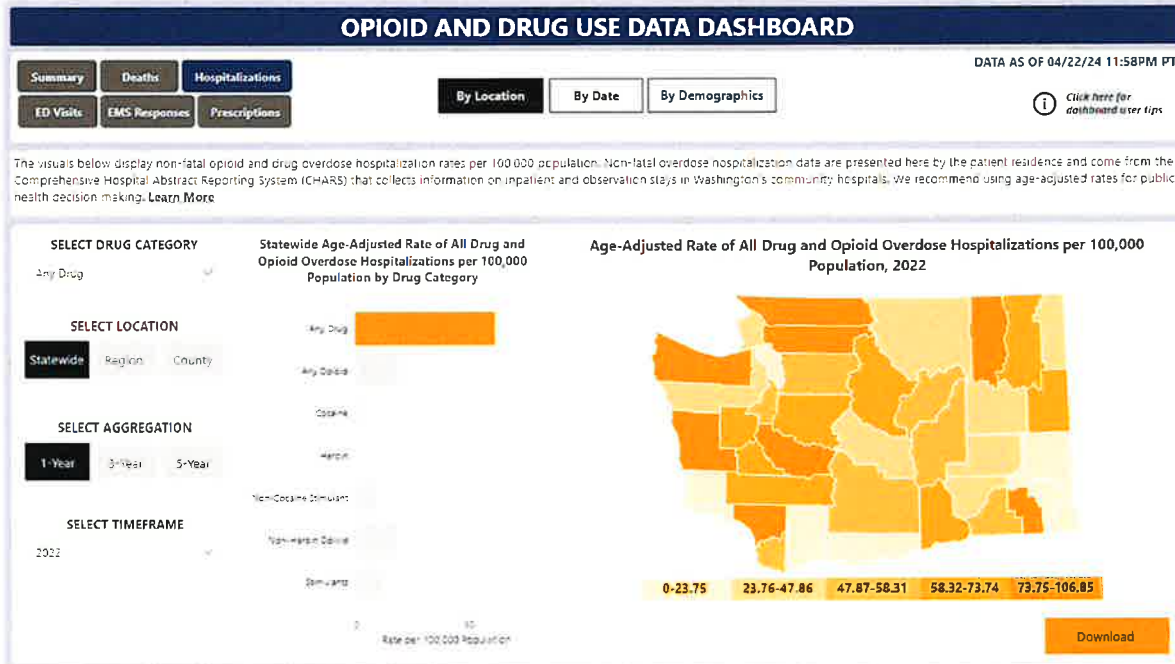
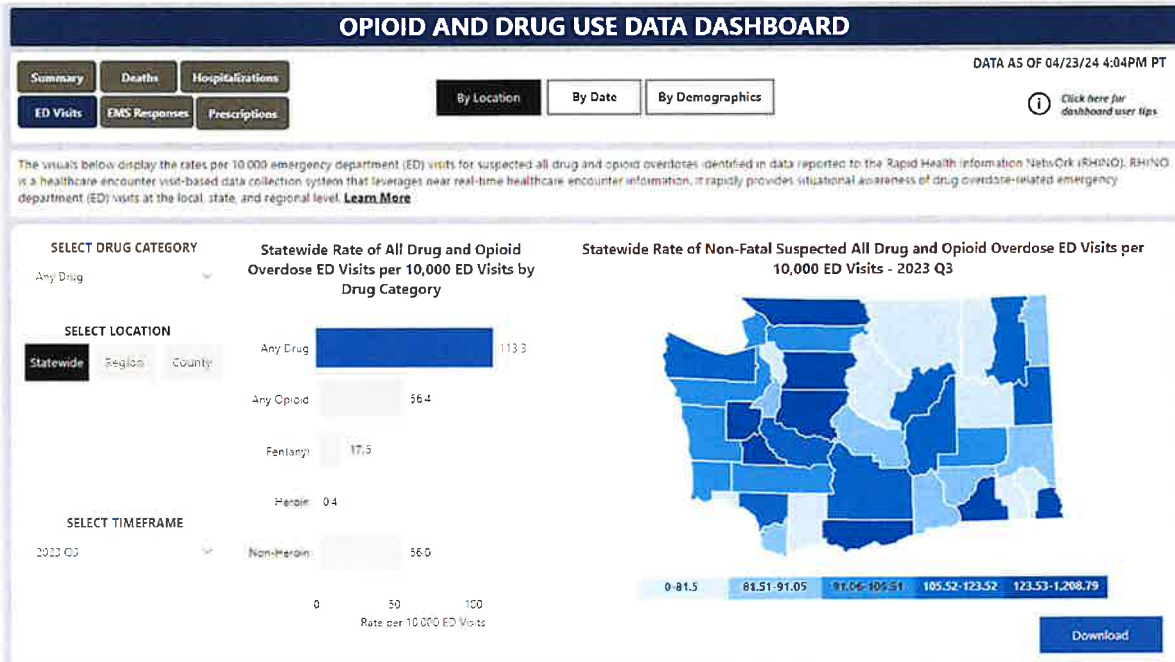
APPENDIX E

DATA ELEMENTS – OPIOID AND DRUG OVERDOSE DASHBOARD



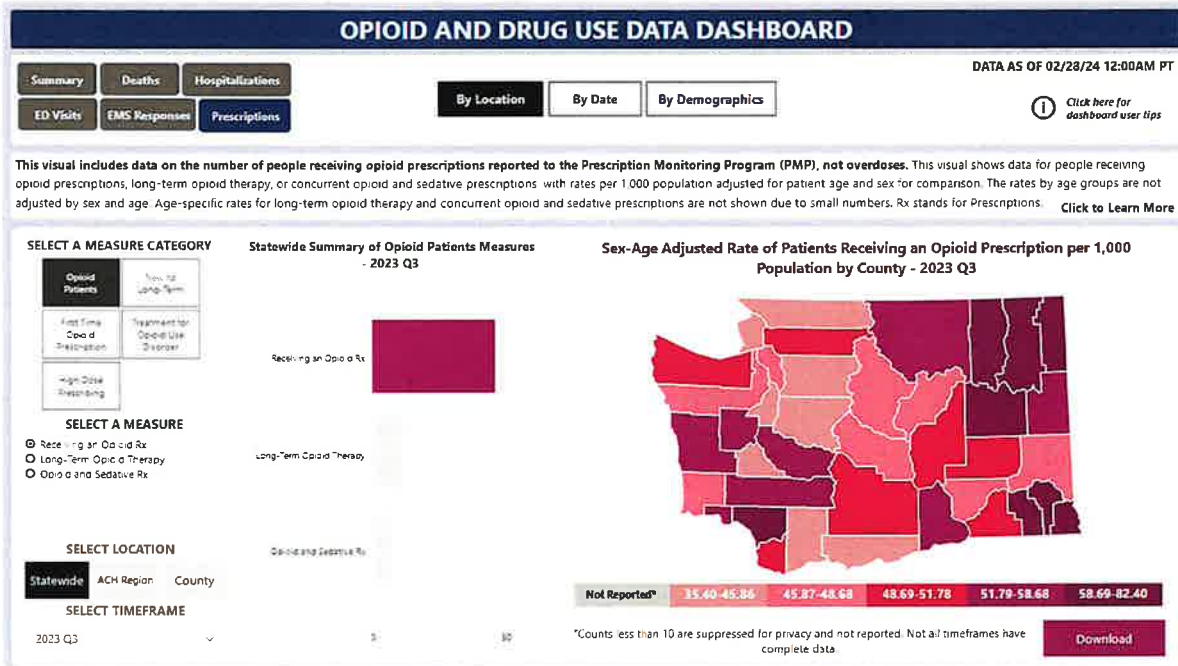
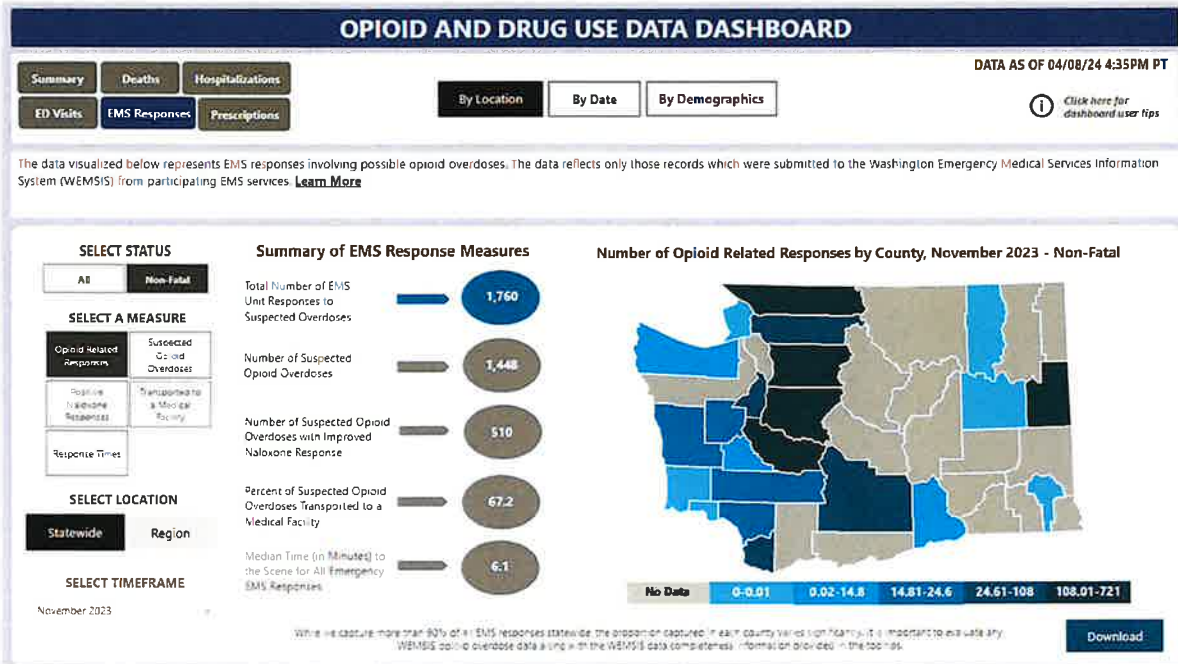
APPENDIX E

DATA ELEMENTS – OPIOID AND DRUG OVERDOSE DASHBOARD



APPENDIX E

DATA ELEMENTS – OPIOID AND DRUG OVERDOSE DASHBOARD



**CONTRACT NO. KC-489-24
INTERLOCAL AGREEMENT**

**BETWEEN KITSAP COUNTY AND
KITSAP PUBLIC HEALTH DISTRICT**

I. PREAMBLE

This Interlocal Agreement (AGREEMENT) is by and between Kitsap County (COUNTY), a political subdivision, whose principal offices are located at 614 Division Street, Port Orchard, Washington 98366 and Kitsap Public Health District (DISTRICT), whose principal offices are at 345 6th Street, Suite 300, Bremerton, Washington 98337.

II. RECITALS

Kitsap County Board of Commissioners enacted Chapter 12.36 of the Kitsap County Code (KCC) for the purpose of establishing a comprehensive approach to stormwater management pursuant to Chapter 36.89 RCW. Chapter 12.36 KCC, called the County's "Stormwater Management Program," authorizes the coordination of stormwater management programs and services through interlocal or other operating agreements with other departments, governmental entities or special districts in order to achieve a comprehensive approach to surface water management.

A multi-agency partnership, called Clean Water Kitsap, operates through interlocal agreements between Kitsap County Public Works Department, Kitsap Public Health District, Kitsap Conservation District, Washington State University Extension Program, and Kitsap Public Utility District. Each member has identified areas of responsibility, program elements, and budgets consistent with Chapter 12.36 KCC for the purpose of coordinating program implementation and administration.

COUNTY and DISTRICT now desire to enter into an AGREEMENT to provide funding, collected by Kitsap County through Chapter 12.40 KCC, to assist in the implementation of DISTRICT programs through Clean Water Kitsap. Mutual benefits will accrue to the parties hereto and the people that each serves in the cooperative implementation of Clean Water Kitsap. The Interlocal Cooperation Act, Chapter 39.34 RCW, further authorizes the parties hereto to enter into this AGREEMENT.

This AGREEMENT consists of the following documents:

1. Interlocal Agreement
2. Kitsap Public Health District 2025 Scope of Work and Budget

ACCORDINGLY, THE PARTIES AGREE AS FOLLOWS:

III. AGREEMENT

1. Purpose

The purpose of the AGREEMENT will provide a mechanism for implementation of programs within the Clean Water Kitsap (CWK) partnership.

2. Funding

Funding for services provided shall be obtained from revenues derived from service charges authorized under Chapter 12.36 KCC and assessed annually on parcels of real property in unincorporated Kitsap County. The COUNTY and the DISTRICT shall endeavor to seek and obtain, whenever possible, grants or other external funding sources to minimize the financial burden to the citizens of unincorporated Kitsap County.

3. Scope of Work

DISTRICT shall perform such duties and services as are listed on Attachment A, attached hereto and incorporated herein by reference. Said services shall be performed in accordance with the approved Scope of Work and Budget specified in Attachment A and as provided for in AGREEMENT. All services funded under this AGREEMENT shall be provided exclusively within the boundaries of unincorporated Kitsap County.

4. Kitsap County Representative

The Director of Public Works, or his/her designee, shall represent the Department of Public Works and the COUNTY in all matters pertaining to the services to be rendered under this AGREEMENT. All requirements of COUNTY pertaining to the services and materials to be rendered under this AGREEMENT shall be coordinated through said County representative. Pursuant to RCW 39.34.030(4)(a) the representative shall act as an administrator.

5. Kitsap Public Health District Representative

The Director of Environmental Health for DISTRICT, or his/her designee, shall represent the DISTRICT in all matters pertaining to the services and materials to be rendered under this AGREEMENT. All requirements of DISTRICT pertaining to the services or materials to be rendered under this AGREEMENT shall be coordinated through said District representative. Pursuant to RCW 39.34.030(4)(a) the representative shall act as an administrator.

6. Program Reporting

DISTRICT shall produce a mid-year progress update and a year-end report summarizing the work performed and evaluating the performance and results of the work performed pertaining to this AGREEMENT.

Progress update shall include, but not be limited to, the following information:

- a. An update of the work performed during the period and progress made to date, including performance indicators that reflect effectiveness of the program elements as set forth in ATTACHMENT A – Scope of Work and Budget.
- b. Status of the project schedule.
- c. Description of any adverse conditions that have affected the program objectives and/or time schedules, and actions taken to resolve these issues.

Progress update and report shall be submitted as follows:

- Semi-annual update report (January 1 to June 30) due July 31, 2025
- Annual Year-end report (January 1 to December 31) due January 31, 2026

The Year End Report shall contain a summary of major accomplishments realized during the year. The report will be written in such a manner so as to allow a summary paragraph to be excerpted from the report and incorporated into the CWK Annual Executive Summary Report. DISTRICT shall also be responsible for submitting additional information to be included in the Annual Executive Summary Report. This information shall include, but not be limited to, photographs, slides, and any other graphics that would enhance the content and/or appearance of the Annual Executive Summary Report.

7. Performance Analysis

COUNTY Representative shall complete a semi-annual performance analysis evaluating the services provided under the AGREEMENT for effectiveness and compliance with the program elements set forth in Chapter 12.36 KCC and shall report to the CWK partnership.

8. CWK Partnership Committee

DISTRICT shall participate on the existing CWK Partnership Committee.

DISTRICT representative shall represent the DISTRICT on the CWK Partnership Committee. The Director of Public Works and the Stormwater Division Water Quality Manager shall represent the COUNTY on the CWK Partnership Committee. A representative of the Washington State University Extension Program shall represent that agency on the CWK Partnership Committee. A representative of the Kitsap Conservation District shall represent that agency on the CWK Partnership Committee. A representative of the Kitsap Public Utility District shall represent that agency on the CWK Partnership Committee.

The CWK Partnership Committee shall hold quarterly meetings which shall focus on the following:

- a. Evaluating program performance to ensure that the program funding is used in the most effective manner.
- b. Ensuring that the CWK programs address water quality issues of most concern to the public.
- c. Providing a means to coordinate water quality programs among agencies to capitalize on each other's efforts and avoid duplication of activities.
- d. Providing a direct and effective means of communication among CWK agencies.
- e. Making recommendations for program revisions to the Director of Public Works and the Kitsap County Board of Commissioners.

9. Reimbursement

COUNTY shall reimburse DISTRICT only for actual incurred costs upon presentation of a properly executed invoice in a form approved by COUNTY. Costs shall be charged, and funds reimbursed based upon appropriate program elements and cost categories as defined in Attachment A. The sum of DISTRICT'S reimbursement requests during the duration of this Agreement shall not exceed **\$1,548,300.00** the budget for all program elements combined as identified in Attachment A.

The Kitsap County Board of Commissioners must approve any payment request by DISTRICT exceeding this maximum reimbursement amount in advance of the payment. DISTRICT may exceed line item amounts within individual program element budgets but shall not exceed the total budget for each individual program element without the approval of the Director of Public Works.

Reimbursement requests shall not be made more frequently than once a month. COUNTY reserves the right to withhold payments pending timely delivery of progress reports or documents as may be required under this AGREEMENT. COUNTY shall reimburse DISTRICT within 30 days of receipt of a properly executed District invoice.

10. Documentation of Costs and Maintenance of Records

DISTRICT shall maintain all books, documents, receipts, invoices and records including payroll records necessary to sufficiently and properly reflect the expenditure of COUNTY funds. The accounting records must provide for a separate recording and reporting of all CWK program receipts and expenditures.

Financial records pertaining to matters authorized by this AGREEMENT are subject to inspection and audit by representatives of COUNTY or the State Auditor upon request. Financial records shall be preserved and made available to COUNTY and its agents for a period of six (6) years after the end of this AGREEMENT or, in the event of an audit, records shall be kept until the audit is completely resolved.

11. Property

Title to property purchased by DISTRICT, the cost of which DISTRICT has been reimbursed as a direct item of cost under this AGREEMENT, shall pass to and vest to DISTRICT. Property purchased with funds delivered pursuant to this AGREEMENT may be used only for the performance of this AGREEMENT and shall be purchased in accordance with applicable state law and COUNTY purchasing policies.

12. Assignment

DISTRICT shall not assign or subcontract any portion of the services provided within the terms of this AGREEMENT without obtaining prior written approval of COUNTY. All terms and conditions of the AGREEMENT shall apply to any approved subcontract or assignment related to this AGREEMENT.

13. Nondiscrimination

DISTRICT and COUNTY agree to comply with all applicable local, state, and/or federal laws and ordinances, and agree that they shall not discriminate in their employment practices or delivery of services or other activities on the grounds of race, color, religion, national origin, age, sex, marital status, veteran status, sexual orientation, or the presence of any sensory, mental or physical handicap. DISTRICT and KITSAP COUNTY shall ensure that any subcontractor shall fully comply with this paragraph.

14. Compliance with Laws

DISTRICT shall comply with all federal, state, and local laws, statutes, ordinances, rules, and regulations applicable to the performance of this AGREEMENT. DISTRICT agrees to comply with all the provisions of the Americans with Disabilities Act and all regulations interpreting or enforcing such act.

15. Indemnity

It is understood and agreed that this AGREEMENT is solely for the benefit of the parties hereto and gives no right to any other party. No joint venture or partnership is formed as a result of this AGREEMENT. Each party hereto agrees to be responsible and assumes liability for its own negligent acts or omissions, and those of its officers, agents, and employees to the fullest extent required by law, and agrees to save, indemnify, defend, and hold the other party harmless from any such liability. In the case of negligence of both the COUNTY and DISTRICT, any damages allowed shall be levied in proportion to the percentage of negligence attributable to each party, and each party shall have the right to seek contribution from the other party in proportion to the percentage of negligence attributable to the other party.

This indemnification clause shall also apply to any and all causes of action arising out of the performance of work activities under this AGREEMENT. Each contract for services or activities utilizing funds provided in whole or in part by this AGREEMENT shall include a

provision that KITSAP COUNTY is not liable for damages or claims from damages arising from any subcontractor's performance or activities under the terms of the contracts.

For the purposes of this indemnification, the parties specifically and expressly waive any immunity granted under the Washington Industrial Insurance Act, Title 51 RCW. This waiver has been mutually negotiated and agreed to by the parties. The provision of this section shall survive the expiration or termination of the Agreement.

16. Insurance

The DISTRICT certifies that it is part of a liability insurance pool or maintains appropriate liability insurance policies and agrees to pay for all losses for which DISTRICT is found liable.

Insurance carried by the DISTRICT shall be primary insurance with respect to any insurance or self-insurance programs maintained by the COUNTY and shall not contribute with it.

The policy shall provide, and the certificate shall reflect the insurance afforded applies separately to each insured against which a claim is made, or a suit is brought except with respect to the limits of the insurer's liability.

Upon request of the County, the DISTRICT shall furnish proof of liability insurance including policy limits.

The DISTRICT agrees to comply with all State requirements related to Workers Compensation Insurance.

17. Amendments to Agreement

The parties hereby further agree that this AGREEMENT cannot be amended or modified without the written concurrence of both parties.

18. Modification for Funding Reasons

COUNTY may negotiate modification of the AGREEMENT at any time if funding is reduced or limited in any way after the effective date of this agreement.

19. Termination

Either party to this AGREEMENT may elect to terminate this AGREEMENT for any reason by delivering a thirty (30) day written notice of intent to terminate to the other party. In the event of such termination, DISTRICT shall be compensated for the actual costs incurred prior to the time of notification of contract termination.

20. Duration of Agreement

This Agreement is in effect from the January 1, 2025 through December 31, 2025.

21. Filing

This AGREEMENT shall be filed with the County Auditor following execution by all parties.

Dated this ____ day of _____, 2024

Dated this ____ day of _____, 2024

KITSAP PUBLIC HEALTH DISTRICT

**BOARD OF COUNTY COMMISSIONERS
KITSAP COUNTY, WASHINGTON**

YOLANDA FONG, ADMINISTRATOR

KATHERINE T. WALTERS, CHAIR

CHRISTINE ROLFES, COMMISSIONER

CHARLOTTE GARRIDO, COMMISSIONER

ATTEST:

DANA DANIELS, CLERK OF THE BOARD

***Approved as to form by the Kitsap
County Prosecuting Attorney's Office***

ATTACHMENT A SCOPE OF WORK & BUDGET

Clean Water Kitsap Partnership Kitsap Public Health District Scope of Work and Budget, 2025		Total Budget: \$1,548,300	
Tasks	Activities	Performance Criteria	Target / Benchmark Budget: 1,423,300
Program Element: Pollution Identification and Correction Program			
Goal 1: Protect Public Health and the Environment from Fecal Pollution of Surface Waters			
Identify and correct EC pollution sources in high priority surface waters.	Develop and implement the 2025 PIC priority workplan. Conduct PIC surveys according to current PIC Protocols through public complaints, DPR response, and priority work areas.	Priority workplan memo delivered to KCPW Number of PIC property inspections % of properties with identified fecal pollution sources found during inspections % of identified fecal pollution sources found that have been corrected within 12 months	11/30/2025 350 NA 100%
Conduct Shoreline Monitoring in accordance with the Shoreline Monitoring Plan and Health District protocols.	Complete shoreline survey work in accordance with the Shoreline Monitoring Plan. Identify bacterial hotspots for shoreline discharges Investigate all newly identified shoreline "hot spots" within 12 months in accordance with Health District protocols.	Shoreline surveys completed Number of new hotspots confirmed this year % of new hotspots investigated within 12 months	Hood Canal 1, Port Gamble Bay NA 100%
Investigate public sewage complaints in a timely and efficient fashion.	Respond to public sewage complaints within 7 days of receipt. Track and manage sewage complaints, and identify and correct failing OSS.	Number of complaints Percent of complaints responded to within 7 days Number of failures found during complaint inspection	NA 90% NA
Investigate OSS deficient pump reports (DPR) from certified septic pumpers in a timely and efficient fashion.	Respond to selected DPRs within 7 days of assignment. Track and manage DPR response, and identify and correct failing OSS.	Number of reports responded to with field inspections Percent of reports responded to within 7 days Number of failures found	NA 90% NA
Investigate agricultural complaints in a timely and efficient fashion.	Respond to public agricultural complaints within 7 days of receipt. Track and manage agricultural complaints. Identify and correct agricultural sources.	Number of complaints Percent of complaints responded to within 7 days Number of pollution sources found % of found pollution sources corrected within 12 months	NA 90% NA 100%
Investigate IDDE complaints in a timely and efficient fashion.	Coordinate with the Kitsap Conservation District on correcting EC pollution caused by livestock waste, pursuant to existing interlocal agreement.	Number of referrals to KCD for technical assistance	NA
Investigate citizen complaints related to water quality concerns in a timely and efficient fashion.	Coordinate with Kitsap County Public Works on the correction of EC sources discharging to (or from) the county's stormwater system. Conduct work in compliance with "KPHD/KCPW/ stormwater Illicit Discharge Detection and Elimination (IDDE) Protocol."	Number of referrals to KCPW Number of complaints Percent of complaints responded to within 7 days Number of pollution sources found % of found pollution sources corrected within 12 months	NA NA 90% NA 100%
Support financial options for Kitsap County residents to promote voluntary correction of failing on-site sewage systems.	Respond to public water quality complaints within 7 days of receipt. Track and manage water quality complaints. Identify and correct pollution sources. Issue advisories for lake algae blooms. Track and respond to reports of waterborne illness in cooperation with the Health District's Communicable Disease Program and the Washington State Department of Health.	Number of owners of septic failures informed that Craft3 loans are available.	100%
Protect the public from spills from public sewer systems.	Participate in Ecology's Regional Loan Program. Respond to sewage spills in unincorporated Kitsap County pursuant to Health District's "Sewage Spill Reporting and Response Procedures". Report spills into or from the public storm drainage system to Kitsap 1. Post signage and issue health advisories to protect public health.	Number of sewage spill advisories.	NA

Tasks	Activities	Performance Criteria	Target / Benchmark
Program Element: Monitoring Program			
Goal 1: Monitor and Assess Pollution of Kitsap County Waters			
Determine fecal pollution levels (improvement and declines) in Kitsap County streams.	Collect water quality samples monthly to monitor for bacterial contamination in streams.	% of planned events completed.	100%
Promote healthy water recreation at Kitsap County lakes.	Notify the public of potential health risks and provide a summary of water quality monitoring results and highlight from the prior water year. Prepare a lake monitoring program technical memo analysing the effectiveness of the lake swimming beach monitoring program. Include recommendations on how the program may be improved or modified. This should include an assessment of conducting monitoring and providing safe swimming education at Kitsap County lake public access areas and swimming beaches.	Publish Annual Water Quality Monitoring Report. # of streams sampled # of streams that meet standard	12/31/2025 66 NA
Conduct monitoring of Kitsap County lake public access areas and swimming beaches for water quality according to the program plan and technical memo. Conduct monitoring of Kitsap County lakes for cyanobacteria, trophic status and other water quality concerns.	Issue advisories for cyanobacteria or elevated bacteria or other water quality concerns in Kitsap lakes, as needed. Review and update Lake Trophic Assessment Plan Conduct lake trophic assessments in Kitsap County lakes.	Lake monitoring review technical memo Number of advisories Provide updated Lake Trophic Assessment Plan Provide technical memo reporting on lake trophic assessment work in Kitsap County lakes.	4/1/2025 NA 3/1/2025 12/31/2025
Respond to requests for water quality data from the public.	Provide stream, lake, and shoreline data to the public and other agencies upon request.	Number of data requests	NA
Goal 2: Protect the Public From Illnesses Related to Shellfish and Biotoxins			
Protect public health in Kitsap County by providing oversight, environmental monitoring, public information, and emergency investigative response for public areas known to be frequented by recreational shellfish harvesters.	Monitor shellfish for marine biotoxin at sentinel sites throughout Kitsap County. Issue shellfish harvest safety advisories. Post signs, update web page, and update information hotline (1-800-2BE-WELL).	% of planned events completed. Number of shellfish biotoxin health advisories.	100% NA
Goal 3: Address or Assist with Federal, State and County Water Quality Mandates			
Assist Kitsap County with compliance with Federal Clean Water Act Section 303(d) and associated Total Maximum Daily Load Studies.	Provide data and comment to the State Department of Ecology to evaluate classification of Kitsap County water bodies for the state's ongoing water quality assessments.	Submit WQ data to Ecology.	12/31/2025
Assist Kitsap County with response to Washington State Department of Health commercial shellfish harvest classification changes.	Provide data and comment to the WA State Department of Health for use in shellfish area classification.	Number of data requests	NA
Coordinate with Washington State Department of Health on shellfish growing area reclassification.	Find and correct bacterial pollution sources affecting shellfish growing areas. Implement Chico Bay Closure Response Plan	Number of shellfish growing areas in a threatened status or reclassification downgrades responded to. Number of responses to DOH parcel closure inquiries. Provide technical memo on status of implementing Chico Bay Closure Response Plan	NA NA NA 12/31/2025
Goal 4: Inform and Educate the Public About Surface Water Quality and Pollution			
Prevent failing onsite sewage systems (OSS) by promoting and providing education on the use of OSS to homeowners, community groups, the OSS industry, realtors, developers, builders, lenders, etc.	Conduct OSS Workshops in partnership with CWK. Issue septic pumping vouchers as incentive for inspection of septic and provide education to property owners.	Number of workshops completed Number of vouchers (maximum 40)	3 40 Vouchers at \$350/each (\$14,000 Total)
Educate the public about water quality and sources of water pollution that impact public health	Participate in public education events related to water quality and water pollution prevention (e.g. water festival, salmon in the classroom)	Number of events	3
Inform and educate the public about health and safety issues at lake swimming beaches.	Engage with the public on swimming health and safety at least one event at each of the top swimming lakes: Island, Wildcat, and Horseshoe.	Number of educational events and estimated number of educational contacts at lakes	3 events, 100 contacts

Tasks	Activities	Performance Criteria	Target / Benchmark
Inform and educate the public about health and safety issues for polluted streams.	Assess annual stream bacteria data to determine if posting of warning signs is necessary, as per policy. Post warning signs as appropriate.	Number of stream advisories posted	NA

New or Renewed Contracts for the Period of 08/01/2024 through 08/31/2024

KPHD Contract ID	KPHD Program	Contract Type	Contract Length	KPHB Approved	Contract Amount	Signed Date	Start Date	End Date	Client Contract ID
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Active (1 contracts)

Washington State University

ID: 2415	Health Promotion, Dana Bierman	Amendment	Closed	06/04/24	\$40,000.00	08/28/24	06/01/22	07/30/25	142908-001
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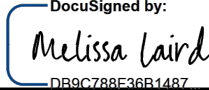
Description: The District requires the expertise of this Contractor to develop and implement cannabis intervention strategies to prevent and reduce cannabis use by youth in Clallam County.

Amendment 2: adds \$50,000 and extends term to 06/30/2025

**Kitsap Public Health Board Meeting
Date: September 3, 2024**

CONSENT AGENDA ITEM: Warrant and Electronic Fund Transfer (EFT) Registers

Approvals:

	Signature	Date
Administrator	 DocuSigned by: <i>Yolanda Fong</i> 04B011B7E67B465...	8/21/2024
Finance Manager	 DocuSigned by: <i>Melissa Laird</i> DB9C788E36B1487	8/19/2024

Recommended Motion: Approval

Items:

Type	Warrant/EFT Date	Total Amount
Accounts Payable	6/6/2024	\$ 52,372.50
Accounts Payable	6/13/2024	43,751.34
Accounts Payable	6/20/2024	35,510.77
Accounts Payable	6/27/2024	268,712.84
NDGC Mortgage	6/4/2024	25,013.00
Miscellaneous	6/3-6/18/2024	6,066.82
Vital Records Transfer	6/20/2024	28,476.00
Accounts Payable Total		\$ 459,903.27
Payroll	6/30/2024	596,164.21
Payroll Taxes	6/28/2024	224,731.15
Payroll PERS	6/14/2024	136,286.73
Payroll Total		\$ 957,182.09
Grand Total		\$ 1,417,085.36

Kitsap Public Health Board Action:

- Approve
- Deny
- Table / Continue

	Signature	Date
Kitsap Public Health Board Chair		



View Settlement Run

Settlement Run Information

Settlement Run Name STL-00003527
Kit sap Public Health District JS
Number STL-00003527
Status Complete
Date 06/06/2024
Include Payments On Behalf Of No
Exclude Negative Payments No
Express Settlement No

Additional Information

Organization Kit sap Public Health District
Currency USD
Filters Used

Payment Information

Display Currency USD
Outbound Total 52,372.50
Inbound Total 0.00
Expense Report Count 7
Supplier Invoice Count 18

Payment Groups

View	Category	Bank Account	Payment Type	Date	Payments	Amount	Currency	Business Process	Status
Expense Payment(Direct Deposit) for Treasurer's Main account	Expense Payment	Treasurer's Main account	Direct Deposit	06/06/2024	7	1,489.80	USD	Payment Message: ID 2780 for Kit sap Public Health District on 06/06/2024	Successfully Completed
Supplier Payment(Check) for Kit sap County Claims Fund Warrant Account	Supplier Payment	Kit sap County Claims Fund Warrant Account	Check	06/06/2024	11	43,941.06	USD	Print Checks: Kit sap County Claims Fund Warrant Account for Supplier Payment (Check) on 06/06/2024	Successfully Completed
Supplier Payment(EFT) for Treasurer's Main account	Supplier Payment	Treasurer's Main account	EFT	06/06/2024	1	6,941.64	USD	Payment Message: ID 2781 for Kit sap Public Health District on 06/06/2024	Successfully Completed

Expense Reports



View Settlement Run

Expense Report	Company	Pay To	Type	Document Number	Expense Report Date	Memo	Reimbursable Amount	Currency
Expense Report: EXP-0009093	Kitsap Public Health District	Nancy Acosta (278956)	Employee	EXP-0009093	06/06/2024		89.13 USD	USD
Expense Report: EXP-0009094	Kitsap Public Health District	Sam Ader (413193)	Employee	EXP-0009094	06/06/2024		110.55 USD	USD
Expense Report: EXP-0009095	Kitsap Public Health District	Amy Anderson (419470)	Employee	EXP-0009095	06/06/2024		570.72 USD	USD
Expense Report: EXP-0009096	Kitsap Public Health District	Callie Burton (434296)	Employee	EXP-0009096	06/06/2024		102.51 USD	USD
Expense Report: EXP-0009097	Kitsap Public Health District	Dara Deseamus (434593)	Employee	EXP-0009097	06/06/2024		206.72 USD	USD
Expense Report: EXP-0009098	Kitsap Public Health District	Eric Evans (4565)	Employee	EXP-0009098	06/06/2024		313.69 USD	USD
Expense Report: EXP-0009100	Kitsap Public Health District	Ross Lytle (285038)	Employee	EXP-0009100	06/06/2024		96.48 USD	USD

Supplier Invoices

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-18083	Kitsap Public Health District	Kitsap County	MJTOB - FEB 2024	Kitsap County - Remit-To: KC Human Services	Net 30	SINV-2024-18083	06/06/2024		07/06/2024	0.00	0.00	4,286.20 USD	USD
Supplier Invoice: SINV-2024-18084	Kitsap Public Health District	Kitsap County	MJTOB - MAR 2024	Kitsap County - Remit-To: KC Human Services	Net 30	SINV-2024-18084	06/06/2024		07/06/2024	0.00	0.00	2,138.81 USD	USD
Supplier Invoice: SINV-2024-18085	Kitsap Public Health District	Kitsap County	MJ.TOB - APR 2024	Kitsap County - Remit-To: KC Human Services	Net 30	SINV-2024-18085	06/06/2024		07/06/2024	0.00	0.00	947.17 USD	USD
Supplier Invoice: SINV-2024-18088	Kitsap Public Health District	Jefferson County	CON# 2262 - APR 2024	Jefferson County - Remit-To: Health/Human Svc	Net 30	SINV-2024-18088	06/06/2024		07/06/2024	0.00	0.00	6,941.64 USD	USD
Supplier Invoice: SINV-2024-18090	Kitsap Public Health District	Cascadia Youth Mental Health PLLC	2024 MINI GRANT	Cascadia Youth Mental Health PLLC	Net 30	SINV-2024-18090	06/06/2024		07/06/2024	0.00	0.00	2,740.00 USD	USD
Supplier Invoice: SINV-2024-18092	Kitsap Public Health District	ChildStrive	APRIL - 2024	ChildStrive	Net 30	SINV-2024-18092	06/06/2024		07/06/2024	0.00	0.00	224.00 USD	USD



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-18094	Kitsap Public Health District	Comcast	CCAST 4737 - 5,26,24 STMNT	Comcast - Remit-To: PO Box 60533	Net 30	SINV-2024-18094	06/06/2024		07/06/2024	0.00	0.00	141.30	USD
Supplier Invoice: SINV-2024-18096	Kitsap Public Health District	ODP Business Solutions, LLC	#3688994156001	ODP Business Solutions, LLC	Net 30	SINV-2024-18096	06/06/2024		07/06/2024	0.00	0.00	429.07	USD
Supplier Invoice: SINV-2024-18097	Kitsap Public Health District	Propio LS, LLC	#0310070424 PT 2	Propio LS, LLC	Immediate	SINV-2024-18097	06/06/2024		06/06/2024	0.00	0.00	58.05	USD
Supplier Invoice: SINV-2024-18099	Kitsap Public Health District	Quadient Leasing USA, Inc	#Q1338836	Quadient Leasing USA, Inc	Net 30	SINV-2024-18099	06/06/2024		07/06/2024	0.00	0.00	1,437.42	USD
Supplier Invoice: SINV-2024-18100	Kitsap Public Health District	Staples	#6002788581	Staples - Remit-To: Staples	Net 30	SINV-2024-18100	06/06/2024		07/06/2024	0.00	0.00	26.82	USD
Supplier Invoice: SINV-2024-18101	Kitsap Public Health District	Staples	#7000730816	Staples - Remit-To: Staples	Net 30	SINV-2024-18101	06/06/2024		07/06/2024	0.00	0.00	264.65	USD
Supplier Invoice: SINV-2024-18104	Kitsap Public Health District	Starbucks Coffee Company	#04088023	Starbucks Coffee Company	Immediate	SINV-2024-18104	06/06/2024		06/06/2024	0.00	0.00	2,000.00	USD
Supplier Invoice: SINV-2024-18105	Kitsap Public Health District	US Bank National Association	ACCT 4246,0445,5568,8591	US Bank National Association - Remit-To: US Bank Junior Dist's Only	Net 30	SINV-2024-18105	06/06/2024		07/06/2024	0.00	0.00	27,127.57	USD
Supplier Invoice: SINV-2024-18107	Kitsap Public Health District	Washington State Public Health Assoc	#7506	Washington State Public Health Assoc	Net 30	SINV-2024-18107	06/06/2024		07/06/2024	0.00	0.00	530.00	USD
Supplier Invoice: SINV-2024-18109	Kitsap Public Health District	Washington State Public Health Assoc	#7512	Washington State Public Health Assoc	Net 30	SINV-2024-18109	06/06/2024		07/06/2024	0.00	0.00	530.00	USD
Supplier Invoice: SINV-2024-18111	Kitsap Public Health District	Washington State Public Health Assoc	#7507	Washington State Public Health Assoc	Net 30	SINV-2024-18111	06/06/2024		07/06/2024	0.00	0.00	530.00	USD



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-18112	Kitsap Public Health District	Washington State Public Health Assoc	#7498	Washington State Public Health Assoc	Net 30	SINV-2024-18112	06/06/2024		07/06/2024	0.00	0.00	530.00	USD

Remittance

Remittance	Process	Date
Payment Message: ID 2781 for Kitsap Public Health District on 06/06/2024		06/06/2024
		1

Process History

Settlement Run Process History			
Process	Step	Status	Completed On
Settlement Run Event	Settlement Run Event	Step Completed	06/06/2024 08:55:44 AM
Settlement Run Event	To Do: Settlement Run has Payment Handling Instruction	Not Required	
Settlement Run Event	To Do: AP Wire was Settled	Not Required	
Settlement Run Event	To Do: Wire Payment Settled	Not Required	

Related Business Processes History

Business Process		Status
Payment Message: ID 2781 for Kitsap Public Health District on 06/06/2024		Successfully Completed
Payment Message: ID 2780 for Kitsap Public Health District on 06/06/2024		Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 06/06/2024		Successfully Completed
Remittance File: For Jefferson County - Remit-To: Health/Human Svc on 06/06/2024		Successfully Completed

Background Processes

Created Date and Time	Started Date and Time	Process Type	Process	Request	Status	Total Processing Time	Submitted by	Errors & Warnings
06/06/2024 08:55 AM	06/06/2024 08:55 AM	Job	Settlement Run Complete	Settlement Run Complete for STL-00003527	Completed	00:00:11	Junille Schmeling	



View Settlement Run

Settlement Run Information

Settlement Run Name: STL-00003552
 Kitsap Public Health District HH
 Number: STL-00003552
 Status: Complete
 Date: 06/13/2024
 Include Payments On Behalf Of: No
 Exclude Negative Payments: Yes
 Express Settlement: No

Additional Information

Organization: Kitsap Public Health District
 Currency: USD
 Filters Used:

Payment Information

Display Currency: USD
 Outbound Total: 43,751.34
 Inbound Total: 0.00
 Expense Report Count: 23
 Supplier Invoice Count: 28

Payment Groups

View	Category	Bank Account	Payment Type	Date	Payments	Amount	Currency	Business Process	Status
Expense Payment(Check) for Kitsap County Claims Fund Warrant Account	Expense Payment	Kitsap County Claims Fund Warrant Account	Check	06/13/2024	1	95.14 USD	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 06/13/2024	Successfully Completed
Expense Payment(Direct Deposit) for Treasurer's Main account	Expense Payment	Treasurer's Main account	Direct Deposit	06/13/2024	22	4,244.70 USD	USD	Payment Message: ID 2802 for Kitsap Public Health District on 06/13/2024	Successfully Completed



View Settlement Run

View	Category	Bank Account	Payment Type	Date	Payments	Amount	Currency	Business Process	Status
Supplier Payment(Check) for Kitsap County Claims Fund Warrant Account	Supplier Payment	Kitsap County Claims Fund Warrant Account	Check	06/13/2024	18	28,374.10	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 06/13/2024	Successfully Completed
Supplier Payment(EFT) for Treasurer's Main account	Supplier Payment	Treasurer's Main account	EFT	06/13/2024	5	11,037.40	USD	Payment Message: ID 2801 for Kitsap Public Health District on 06/13/2024	Successfully Completed

Expense Reports

Expense Report	Company	Pay To	Type	Document Number	Expense Report Date	Memo	Reimbursable Amount	Currency
Expense Report: EXP-0009186	Kitsap Public Health District	Nancy Acosta (278956)	Employee	EXP-0009186	06/13/2024		76.47	USD
Expense Report: EXP-0009187	Kitsap Public Health District	Katie Baker (435044)	Employee	EXP-0009187	06/13/2024		87.86	USD
Expense Report: EXP-0009188	Kitsap Public Health District	Brian Burchett (409212)	Employee	EXP-0009188	06/13/2024		523.10	USD
Expense Report: EXP-0009189	Kitsap Public Health District	Callie Burton (434296)	Employee	EXP-0009189	06/13/2024		40.20	USD
Expense Report: EXP-0009190	Kitsap Public Health District	Maria Fergus (434648)	Employee	EXP-0009190	06/13/2024		74.96	USD
Expense Report: EXP-0009191	Kitsap Public Health District	Paul Giuntoli (337331)	Employee	EXP-0009191	06/13/2024		95.14	USD
Expense Report: EXP-0009192	Kitsap Public Health District	Joaquin Hubert (435172)	Employee	EXP-0009192	06/13/2024		253.86	USD
Expense Report: EXP-0009195	Kitsap Public Health District	Kimberly Jones (358933)	Employee	EXP-0009195	06/13/2024		43.55	USD
Expense Report: EXP-0009196	Kitsap Public Health District	Thomas Jury (434709)	Employee	EXP-0009196	06/13/2024		356.98	USD
Expense Report: EXP-0009197	Kitsap Public Health District	Albert Lawver (434888)	Employee	EXP-0009197	06/13/2024		115.17	USD
Expense Report: EXP-0009198	Kitsap Public Health District	Gabriel Outlaw-Spencer (434984)	Employee	EXP-0009198	06/13/2024		529.32	USD
Expense Report: EXP-0009199	Kitsap Public Health District	Kayla Petersen (434695)	Employee	EXP-0009199	06/13/2024		216.13	USD
Expense Report: EXP-0009200	Kitsap Public Health District	Antonio Romaele (435094)	Employee	EXP-0009200	06/13/2024		223.85	USD
Expense Report: EXP-0009201	Kitsap Public Health District	Khushnum Sauna (435096)	Employee	EXP-0009201	06/13/2024		94.40	USD
Expense Report: EXP-0009202	Kitsap Public Health District	Emmy Shelby (434658)	Employee	EXP-0009202	06/13/2024		298.82	USD



View Settlement Run

Expense Report	Company	Pay To	Type	Document Number	Expense Report Date	Memo	Reimbursable Amount	Currency
Expense Report: EXP-0009203	Kitsap Public Health District	Susan Van Ort (392243)	Employee	EXP-0009203	06/13/2024		213.73 USD	
Expense Report: EXP-0009204	Kitsap Public Health District	Lisa Warren (434273)	Employee	EXP-0009204	06/13/2024		77.12 USD	
Expense Report: EXP-0009205	Kitsap Public Health District	Jan Wendt (397255)	Employee	EXP-0009205	06/13/2024		87.74 USD	
Expense Report: EXP-0009206	Kitsap Public Health District	Laura Westervelt (434382)	Employee	EXP-0009206	06/13/2024		71.69 USD	
Expense Report: EXP-0009207	Kitsap Public Health District	Jacob Wimpenny (434923)	Employee	EXP-0009207	06/13/2024		96.75 USD	
Expense Report: EXP-0009208	Kitsap Public Health District	Layken Winchester (431493)	Employee	EXP-0009208	06/13/2024		219.70 USD	
Expense Report: EXP-0009209	Kitsap Public Health District	Janet Wyatt (434415)	Employee	EXP-0009209	06/13/2024		48.30 USD	
Expense Report: EXP-0009210	Kitsap Public Health District	Melissa Laird (416539)	Employee	EXP-0009210	06/13/2024		495.00 USD	

Supplier Invoices

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-15756	Kitsap Public Health District	NSE Kitsap Fee Owner, LLC	JUNE 2024 RENT	NSE Kitsap Fee Owner, LLC	Net 30	SINV-2024-15756	05/16/2024		06/15/2024	0.00	0.00	660.00 USD	
Supplier Invoice: SINV-2024-18898	Kitsap Public Health District	Griffin Glen Apartments LLC	JULY 2024 RENT	Griffin Glen Apartments LLC	Net 30	SINV-2024-18898	06/13/2024		07/13/2024	0.00	0.00	1,360.00 USD	
Supplier Invoice: SINV-2024-18899	Kitsap Public Health District	The Heights at Sherridan Road	JULY 2024 RENT	The Heights at Sherridan Road	Immediate	SINV-2024-18899	06/13/2024		06/13/2024	0.00	0.00	585.00 USD	
Supplier Invoice: SINV-2024-18901	Kitsap Public Health District	NSE Kitsap Fee Owner, LLC	JULY 2024 RENT	NSE Kitsap Fee Owner, LLC	Immediate	SINV-2024-18901	06/13/2024		06/13/2024	0.00	0.00	660.00 USD	
Supplier Invoice: SINV-2024-18902	Kitsap Public Health District	Kania, Sharon Faye	JULY 2024 RENT	Kania, Sharon Faye	Net 30	SINV-2024-18902	06/13/2024		07/13/2024	0.00	0.00	635.00 USD	
Supplier Invoice: SINV-2024-18904	Kitsap Public Health District	Daniel R. Niblock	JULY 2024 RENT	Daniel R. Niblock	Immediate	SINV-2024-18904	06/13/2024		06/13/2024	0.00	0.00	1,080.00 USD	



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-18905	Kitsap Public Health District	Post Cottage Bay, LP	JULY 2024 RENT	Post Cottage Bay, LP	Immediate	SINV-2024-18905	06/13/2024		06/13/2024	0.00	0.00	1,221.00	USD
Supplier Invoice: SINV-2024-18906	Kitsap Public Health District	Paul Simmons	JULY 2024 RENT	Paul Simmons	Immediate	SINV-2024-18906	06/13/2024		06/13/2024	0.00	0.00	950.00	USD
Supplier Invoice: SINV-2024-18908	Kitsap Public Health District	Washington Home Solutions	JULY 2024 RENT	Washington Home Solutions	Immediate	SINV-2024-18908	06/13/2024		06/13/2024	0.00	0.00	696.00	USD
Supplier Invoice: SINV-2024-18910	Kitsap Public Health District	Bainbridge Chorale	2024 MJ/TOB MINI GRANT	Bainbridge Chorale	Immediate	SINV-2024-18910	06/13/2024		06/13/2024	0.00	0.00	1,800.00	USD
Supplier Invoice: SINV-2024-18912	Kitsap Public Health District	Kitsap Children's Musical Theatre	2024 MJ/TOB MINI GRANT	Kitsap Children's Musical Theatre	Immediate	SINV-2024-18912	06/13/2024		06/13/2024	0.00	0.00	2,000.00	USD
Supplier Invoice: SINV-2024-18914	Kitsap Public Health District	Comcast	06-2024 STMNT	Comcast - Remit-To: PO Box 60533	Net 30	SINV-2024-18914	06/13/2024		07/13/2024	0.00	0.00	449.37	USD
Supplier Invoice: SINV-2024-18916	Kitsap Public Health District	EKang Consulting	#401	EKang Consulting	Immediate	SINV-2024-18916	06/13/2024		06/13/2024	0.00	0.00	1,040.00	USD
Supplier Invoice: SINV-2024-18917	Kitsap Public Health District	Grainger	#9126359083	Grainger - Remit-To: Dept 833517998	Net 30	SINV-2024-18917	06/13/2024		07/13/2024	0.00	0.00	163.41	USD
Supplier Invoice: SINV-2024-18919	Kitsap Public Health District	Loomis	#13495718	Loomis - Remit-To: Palatine, IL	Net 30	SINV-2024-18919	06/13/2024		07/13/2024	0.00	0.00	616.92	USD
Supplier Invoice: SINV-2024-18921	Kitsap Public Health District	Outfront Media LLC	#P0023331	Outfront Media LLC	Immediate	SINV-2024-18921	06/13/2024		06/13/2024	0.00	0.00	6,300.00	USD
Supplier Invoice: SINV-2024-18923	Kitsap Public Health District	Outfront Media LLC	#P0023327	Outfront Media LLC	Immediate	SINV-2024-18923	06/13/2024		06/13/2024	0.00	0.00	5,000.00	USD



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-18924	Kitsap Public Health District	Quadient Finance Usa Inc	METER RESET 31232765	Quadient Finance Usa Inc	Net 30	SINV-2024-18924	06/13/2024		07/13/2024	0.00	0.00	2,500.00	USD
Supplier Invoice: SINV-2024-18927	Kitsap Public Health District	Propio LS, LLC	#0310070524	Propio LS, LLC	Immediate	SINV-2024-18927	06/13/2024		06/13/2024	0.00	0.00	167.40	USD
Supplier Invoice: SINV-2024-18928	Kitsap Public Health District	Hummingbird Insights LLC	#0156	Hummingbird Insights LLC	Immediate	SINV-2024-18928	06/13/2024		06/13/2024	0.00	0.00	275.00	USD
Supplier Invoice: SINV-2024-18929	Kitsap Public Health District	Spectra Laboratories - Kitsap, LLC	#24-04335	Spectra Laboratories - Kitsap, LLC - Remit-To: 2221 Ross Way Tacoma	Net 30	SINV-2024-18929	06/13/2024		07/13/2024	0.00	0.00	2,179.00	USD
Supplier Invoice: SINV-2024-18930	Kitsap Public Health District	Summit Law Group, PLLC	#154331	Summit Law Group, PLLC	Net 30	SINV-2024-18930	06/13/2024		07/13/2024	0.00	0.00	882.00	USD
Supplier Invoice: SINV-2024-18933	Kitsap Public Health District	United Business Machines of WA	#INV518200	United Business Machines of WA	Net 30	SINV-2024-18933	06/13/2024		07/13/2024	0.00	0.00	631.74	USD
Supplier Invoice: SINV-2024-18934	Kitsap Public Health District	United Business Machines of WA	#INV517967	United Business Machines of WA	Net 30	SINV-2024-18934	06/13/2024		07/13/2024	0.00	0.00	113.57	USD
Supplier Invoice: SINV-2024-18935	Kitsap Public Health District	United Business Machines of WA	#INV517955	United Business Machines of WA	Net 30	SINV-2024-18935	06/13/2024		07/13/2024	0.00	0.00	4,096.09	USD
Supplier Invoice: SINV-2024-18936	Kitsap Public Health District	Woodpecker Hill Farms	2024 MJ/TQB MIN GRANT	Woodpecker Hill Farms	Immediate	SINV-2024-18936	06/13/2024		06/13/2024	0.00	0.00	2,280.00	USD
Supplier Invoice: SINV-2024-18938	Kitsap Public Health District	Washington State Public Health Assoc	#7505	Washington State Public Health Assoc	Net 30	SINV-2024-18938	06/13/2024		07/13/2024	0.00	0.00	530.00	USD



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-18940	Kitsap Public Health District	Washington State Public Health Assoc	#7553	Washington State Public Health Assoc	Net 30	SINV-2024-18940	06/13/2024		07/13/2024	0.00	0.00	540.00	USD

Remittance
Remittance

Process	Date	Remittance Events
Payment Message: ID 2801 for Kitsap Public Health District on 06/13/2024	06/13/2024	5

Process History

Settlement Run Process History

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Settlement Run Event	Settlement Run Event	Step Completed	06/13/2024 10:28:33 AM		Heather Hunsaker (434069)	1	
Settlement Run Event	To Do: Settlement Run has Payment Handling Instruction	Not Required				0	
Settlement Run Event	To Do: AP Wire was Settled	Not Required				0	
Settlement Run Event	To Do: Wire Payment Settled	Not Required				0	

Related Business Processes History

Business Process	Status
Payment Message: ID 2801 for Kitsap Public Health District on 06/13/2024	Successfully Completed
Payment Message: ID 2802 for Kitsap Public Health District on 06/13/2024	Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 06/13/2024	Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 06/13/2024	Successfully Completed
Remittance File: For Quaidant Finance Usa Inc on 06/13/2024	Successfully Completed
Remittance File: For Kania, Sharon Faye on 06/13/2024	Successfully Completed
Remittance File: For United Business Machines of WA on 06/13/2024	Successfully Completed
Remittance File: For Spectra Laboratories - Kitsap, LLC - Remit-To: 2221 Ross Way Tacoma on 06/13/2024	Successfully Completed
Remittance File: For Summit Law Group, PLLC on 06/13/2024	Successfully Completed

Background Processes

Created Date and Time	Started Date and Time	Process Type	Process	Request	Status	Total Processing Time	Submitted by	Errors & Warnings
06/13/2024 10:28 AM	06/13/2024 10:28 AM	Job	Settlement Run Complete	Settlement Run Complete for STL-00003552	Completed	00:00:12	Heather Hunsaker	



View Settlement Run

Settlement Run Information

Settlement Run STL-00003713
Name Kitsap Public Health District JS
Number STL-00003713
Status Complete
Date 06/20/2024
Include Payments On Behalf Of No
Exclude Negative Payments No
Express Settlement No

Additional Information

Organization Kitsap Public Health District
Currency USD
Filters Used

Payment Information

Display Currency USD
Outbound Total 35,510.77
Inbound Total 0.00
Expense Report Count 12
Miscellaneous Payment Request Count 3
Supplier Invoice Count 27

Payment Groups

View	Category	Bank Account	Payment Type	Date	Payments	Amount	Currency	Business Process	Status
Expense Payment(Check) for Kitsap County Claims Fund Warrant Account	Expense Payment	Kitsap County Claims Fund Warrant Account	Check	06/20/2024	1	9.76 USD	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 06/20/2024	Successfully Completed
Expense Payment(Direct Deposit) for Treasurer's Main account	Expense Payment	Treasurer's Main account	Direct Deposit	06/20/2024	11	1,185.19 USD	USD	Payment Message: ID 2819 for Kitsap Public Health District on 06/20/2024	Successfully Completed



View Settlement Run

View	Category	Bank Account	Payment Type	Date	Payments	Amount	Currency	Business Process	Status
Miscellaneous Payment(Check) for Kitsap County Claims Fund Warrant Account	Miscellaneous Payment	Kitsap County Claims Fund Warrant Account	Check	06/20/2024	3	1,050.00	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Miscellaneous Payment (Check) on 06/20/2024	Successfully Completed
Supplier Payment(Check) for Kitsap County Claims Fund Warrant Account	Supplier Payment	Kitsap County Claims Fund Warrant Account	Check	06/20/2024	18	24,832.88	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 06/20/2024	Successfully Completed
Supplier Payment(EFT) for Treasurer's Main account	Supplier Payment	Treasurer's Main account	EFT	06/20/2024	5	8,432.94	USD	Payment Message: ID 2818 for Kitsap Public Health District on 06/20/2024	Successfully Completed

Expense Reports

Expense Report	Company	Pay To	Type	Document Number	Expense Report Date	Memo	Reimbursable Amount	Currency
Expense Report: EXP-0009252	Kitsap Public Health District	Katie Baker (435044)	Employee	EXP-0009252	06/20/2024		213.29	USD
Expense Report: EXP-0009253	Kitsap Public Health District	Dana Bierman (404611)	Employee	EXP-0009253	06/20/2024		38.09	USD
Expense Report: EXP-0009254	Kitsap Public Health District	Callie Burton (434296)	Employee	EXP-0009254	06/20/2024		70.35	USD
Expense Report: EXP-0009255	Kitsap Public Health District	George Fine (421693)	Employee	EXP-0009255	06/20/2024		51.66	USD
Expense Report: EXP-0009256	Kitsap Public Health District	Jessica Guidry (355732)	Employee	EXP-0009256	06/20/2024		119.54	USD
Expense Report: EXP-0009259	Kitsap Public Health District	Ross Lytle (285038)	Employee	EXP-0009259	06/20/2024		82.41	USD
Expense Report: EXP-0009260	Kitsap Public Health District	Martha May (434674)	Employee	EXP-0009260	06/20/2024		155.91	USD
Expense Report: EXP-0009261	Kitsap Public Health District	Melissa O'Brien (433907)	Employee	EXP-0009261	06/20/2024		274.23	USD
Expense Report: EXP-0009262	Kitsap Public Health District	Carin Onarheim (426938)	Employee	EXP-0009262	06/20/2024		70.00	USD
Expense Report: EXP-0009263	Kitsap Public Health District	Kelly Snow (435021)	Employee	EXP-0009263	06/20/2024		9.76	USD
Expense Report: EXP-0009264	Kitsap Public Health District	Jan Wendt (397255)	Employee	EXP-0009264	06/20/2024		94.47	USD
Expense Report: EXP-0009265	Kitsap Public Health District	Erica Whares (434641)	Employee	EXP-0009265	06/20/2024		15.24	USD

Miscellaneous Payment Requests



View Settlement Run

Miscellaneous Payment Request	Company	Payee	Document Number	Payment Type	Request Category	Document Date	Payment Amount	Currency
MPR-16414	Kitsap Public Health District	WILLIAM BJORKLUND (Inactive)	MPR-16414	Check	One-Time Payment	06/20/2024	350.00	USD
MPR-16416	Kitsap Public Health District	STEVE HAAVIG (Inactive)	MPR-16416	Check	One-Time Payment	06/20/2024	350.00	USD
MPR-16417	Kitsap Public Health District	AMY ROSZAK (Inactive)	MPR-16417	Check	One-Time Payment	06/20/2024	350.00	USD

Supplier Invoices

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: 19884	Kitsap Public Health District	Eagles Wings Coordinated Care	JUNE 2024 RENT - #18629	Eagles Wings Coordinated Care	Net 30	SINV-2024-19884	06/20/2024		07/20/2024	0.00	0.00	1,106.67	USD
Supplier Invoice: 19885	Kitsap Public Health District	Olympic NW Property Management	JULY 2024 RENT	Olympic NW Property Management	Net 30	SINV-2024-19885	06/20/2024		07/20/2024	0.00	0.00	1,380.00	USD
Supplier Invoice: 19887	Kitsap Public Health District	Acrant Cbs Branch	#26141	Acrant Cbs Branch	Net 30	SINV-2024-19887	06/20/2024		07/20/2024	0.00	0.00	344.50	USD
Supplier Invoice: 19888	Kitsap Public Health District	A.W. Rehn & Associates, Inc	#15324	A.W. Rehn & Associates, Inc	Immediate	SINV-2024-19888	06/20/2024		06/20/2024	0.00	0.00	95.00	USD
Supplier Invoice: 19889	Kitsap Public Health District	City of Bremerton	#0008441	City of Bremerton - Remit-To: Parks & Recreation	Net 30	SINV-2024-19889	06/20/2024		07/20/2024	0.00	0.00	96.00	USD
Supplier Invoice: 19890	Kitsap Public Health District	CashStar, Inc.	#CBD6KRX4XW	CashStar, Inc.	Immediate	SINV-2024-19890	06/20/2024		06/20/2024	0.00	0.00	2,935.10	USD
Supplier Invoice: 19893	Kitsap Public Health District	City of Bremerton	#BKAT000846	City of Bremerton - Remit-To: Finance Dept BKAT	Net 30	SINV-2024-19893	06/20/2024		07/20/2024	0.00	0.00	510.27	USD
Supplier Invoice: 19895	Kitsap Public Health District	Comcast	JUNE 9 2024 STMT	Comcast - Remit-To: PO Box 60553	Net 30	SINV-2024-19895	06/20/2024		07/20/2024	0.00	0.00	449.37	USD



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-19902	Kitsap Public Health District	Comcast	JUNE 7 2024 STMNT	Comcast - Remit-To: PO Box 60533	Net 30	SINV-2024-19902	06/20/2024		07/20/2024	0.00	0.00	27.84	USD
Supplier Invoice: SINV-2024-19904	Kitsap Public Health District	Compensation Connections LLC	#3289	Compensation Connections LLC	Net 30	SINV-2024-19904	06/20/2024		07/20/2024	0.00	0.00	3,300.00	USD
Supplier Invoice: SINV-2024-19906	Kitsap Public Health District	King County	#8004222	King County - Remit-To: 201 s Jackson St, Ste 710	Net 30	SINV-2024-19906	06/20/2024		07/20/2024	0.00	0.00	364.00	USD
Supplier Invoice: SINV-2024-19910	Kitsap Public Health District	Iron Mountain	#202878998	Iron Mountain - Remit-To: Po Box 27128	Net 30	SINV-2024-19910	06/20/2024		07/20/2024	0.00	0.00	234.49	USD
Supplier Invoice: SINV-2024-19911	Kitsap Public Health District	Lingo	#0-33982856	Lingo - Remit-To: PO Box 660344	Net 30	SINV-2024-19911	06/20/2024		07/20/2024	0.00	0.00	17.62	USD
Supplier Invoice: SINV-2024-19913	Kitsap Public Health District	Mckesson Medical Surgical	#22196663	Mckesson Medical Surgical	Net 30	SINV-2024-19913	06/20/2024		07/20/2024	0.00	0.00	237.33	USD
Supplier Invoice: SINV-2024-19914	Kitsap Public Health District	Mckesson Medical Surgical	#22174047	Mckesson Medical Surgical	Net 30	SINV-2024-19914	06/20/2024		07/20/2024	0.00	0.00	5.06	USD
Supplier Invoice: SINV-2024-19916	Kitsap Public Health District	New West Technologies	#19365	New West Technologies	Net 30	SINV-2024-19916	06/20/2024		07/20/2024	0.00	0.00	1,646.19	USD
Supplier Invoice: SINV-2024-19918	Kitsap Public Health District	ODP Business Solutions, LLC	#368996017001	ODP Business Solutions, LLC	Net 30	SINV-2024-19918	06/20/2024		07/20/2024	0.00	0.00	45.65	USD
Supplier Invoice: SINV-2024-19919	Kitsap Public Health District	ODP Business Solutions, LLC	#368996018001	ODP Business Solutions, LLC	Net 30	SINV-2024-19919	06/20/2024		07/20/2024	0.00	0.00	24.02	USD
Supplier Invoice: SINV-2024-19921	Kitsap Public Health District	Salesforce, Inc.	#29747898	Salesforce, Inc.	Immediate	SINV-2024-19921	06/20/2024		06/20/2024	0.00	0.00	5,896.80	USD



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-19924	Kitsap Public Health District	Spectra Laboratories - Kitsap, LLC	CWK MAY 2024 TESTING	Spectra Laboratories - Kitsap, LLC - Remit-To: 2221 Ross Way Tacoma	Net 30	SINV-2024-19924	06/20/2024		07/20/2024	0.00	0.00	6,070.20	USD
Supplier Invoice: SINV-2024-19933	Kitsap Public Health District	Staples	#7000814422	Staples - Remit-To: Staples	Net 30	SINV-2024-19933	06/20/2024		07/20/2024	0.00	0.00	82.16	USD
Supplier Invoice: SINV-2024-19938	Kitsap Public Health District	Stericycle Inc	#8007314551	Stericycle Inc - Remit-To: Stericycle Inc	Net 30	SINV-2024-19938	06/20/2024		07/20/2024	0.00	0.00	189.66	USD
Supplier Invoice: SINV-2024-19941	Kitsap Public Health District	Stericycle Inc	#8007309249	Stericycle Inc - Remit-To: Stericycle Inc	Net 30	SINV-2024-19941	06/20/2024		07/20/2024	0.00	0.00	487.42	USD
Supplier Invoice: SINV-2024-19944	Kitsap Public Health District	Toyota Financial Services	JUNE 2024 PAYMENT	Toyota Financial Services	Net 30	SINV-2024-19944	06/20/2024		07/20/2024	0.00	0.00	460.71	USD
Supplier Invoice: SINV-2024-19948	Kitsap Public Health District	Verizon Wireless	#9966379715	Verizon Wireless - Remit-To: Treasurer - PO Box 660108	Net 30	SINV-2024-19948	06/20/2024		07/20/2024	0.00	0.00	6,435.67	USD
Supplier Invoice: SINV-2024-19952	Kitsap Public Health District	Wex Bank	#97603017	Wex Bank	Net 30	SINV-2024-19952	06/20/2024		07/20/2024	0.00	0.00	774.09	USD
Supplier Invoice: SINV-2024-19961	Kitsap Public Health District	Wa State Board Of Registered	P GIUNTOLI MEMBERSHIP	Wa State Board Of Registered	Net 30	SINV-2024-19961	06/20/2024		07/20/2024	0.00	0.00	50.00	USD

Remittance

Remittance

Process	Date	Remittance Events
Payment Message: ID 2818 for Kitsap Public Health District on 06/20/2024	06/20/2024	5

Process History

Settlement Run Process History



View Settlement Run

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Settlement Run Event	Settlement Run Event	Step Completed	06/20/2024 09:48:18 AM		Junille Schmelting (430378)	1	
Settlement Run Event	To Do: Settlement Run has Payment Handling Instruction	Not Required				0	
Settlement Run Event	To Do: AP Wire was Settled	Not Required				0	
Settlement Run Event	To Do: Wire Payment Settled	Not Required				0	
Related Business Processes History							
Business Process				Status			
Payment Message: ID 2818 for Kitsap Public Health District on 06/20/2024							
Payment Message: ID 2819 for Kitsap Public Health District on 06/20/2024							
Print Checks: Kitsap County Claims Fund Warrant Account for Miscellaneous Payment (Check) on 06/20/2024							
Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 06/20/2024							
Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 06/20/2024							
Remittance File: For Acranet Cbs Branch on 06/20/2024							
Remittance File: For Iron Mountain - Remit-To: Po Box 27128 on 06/20/2024							
Remittance File: For Stericycle Inc - Remit-To: Stericycle Inc on 06/20/2024							
Remittance File: For Eagles Wings Coordinated Care on 06/20/2024							
Remittance File: For Spectra Laboratories - Kitsap, LLC - Remit-To: 2221 Ross Way Tacoma on 06/20/2024							

Background Processes

Created Date and Time	Started Date and Time	Process Type	Process	Request	Status	Total Processing Time	Submitted by	Errors & Warnings
06/20/2024 09:48 AM	06/20/2024 09:48 AM	Job	Settlement Run Complete	Settlement Run Complete for STL-00003713	Completed	00:00:12	Junille Schmelting	



View Settlement Run

Settlement Run Information

Settlement Run STL-00003738
 Name Kitsap Public Health District HH
 Number STL-00003738
 Status Complete
 Date 06/27/2024
 Include Payments On Behalf Of No
 Exclude Negative Payments Yes
 Express Settlement No

Additional Information

Organization Kitsap Public Health District
 Currency USD
 Filters Used

Payment Information

Display Currency USD
 Outbound Total 268,712.84
 Inbound Total 0.00
 Expense Report Count 7
 Miscellaneous Payment Request Count 1
 Supplier Invoice Count 29

Payment Groups

View	Category	Bank Account	Payment Type	Date	Payments	Amount	Currency	Business Process	Status
Expense Payment(Check) for Kitsap County Claims Fund Warrant Account	Expense Payment	Kitsap County Claims Fund Warrant Account	Check	06/27/2024	1	60.30	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 06/27/2024	Successfully Completed
Expense Payment(Direct Deposit) for Treasurer's Main account	Expense Payment	Treasurer's Main account	Direct Deposit	06/27/2024	6	1,339.46	USD	Payment Message: ID 2841 for Kitsap Public Health District on 06/27/2024	Successfully Completed



View Settlement Run

View	Category	Bank Account	Payment Type	Date	Payments	Amount	Currency	Business Process	Status
Miscellaneous Payment(Check) for Kitsap County Claims Fund Warrant Account	Miscellaneous Payment	Kitsap County Claims Fund Warrant Account	Check	06/27/2024	1	350.00	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Miscellaneous Payment (Check) on 06/27/2024	Successfully Completed
Supplier Payment(Check) for Kitsap County Claims Fund Warrant Account	Supplier Payment	Kitsap County Claims Fund Warrant Account	Check	06/27/2024	25	262,902.18	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 06/27/2024	Successfully Completed
Supplier Payment(EFT) for Treasurer's Main account	Supplier Payment	Treasurer's Main account	EFT	06/27/2024	3	4,060.90	USD	Payment Message: ID 2840 for Kitsap Public Health District on 06/27/2024	Successfully Completed

Expense Reports

Expense Report	Company	Pay To	Type	Document Number	Expense Report Date	Memo	Reimbursable Amount	Currency
Expense Report: EXP-0009312	Kitsap Public Health District	Callie Burton (434296)	Employee	EXP-0009312	06/27/2024		59.63	USD
Expense Report: EXP-0009313	Kitsap Public Health District	Cheryl Clark (435043)	Employee	EXP-0009313	06/27/2024		104.99	USD
Expense Report: EXP-0009314	Kitsap Public Health District	Paul Giuntoli (337331)	Employee	EXP-0009314	06/27/2024		60.30	USD
Expense Report: EXP-0009315	Kitsap Public Health District	Yaneisy Griego (410072)	Employee	EXP-0009315	06/27/2024		89.45	USD
Expense Report: EXP-0009316	Kitsap Public Health District	Jakob Hughes (434256)	Employee	EXP-0009316	06/27/2024		249.25	USD
Expense Report: EXP-0009318	Kitsap Public Health District	Martha May (434674)	Employee	EXP-0009318	06/27/2024		744.75	USD
Expense Report: EXP-0009319	Kitsap Public Health District	Jacob Wimpenny (434923)	Employee	EXP-0009319	06/27/2024		91.39	USD

Miscellaneous Payment Requests

Miscellaneous Payment Request	Company	Payee	Document Number	Payment Type	Request Category	Document Date	Payment Amount	Currency
MPR-16610	Kitsap Public Health District	STEVEN ALLEN (Inactive)	MPR-16610	Check	One-Time Payment	06/27/2024	350.00	USD

Supplier Invoices



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-12561	Kitsap Public Health District	Kania, Sharon Faye	MAY 2024 RENT	Kania, Sharon Faye	Net 30	SINV-2024-12561	04/18/2024		05/18/2024	0.00	0.00	635.00	USD
Supplier Invoice: SINV-2024-20767	Kitsap Public Health District	American Family Life Assurance Company	JUNE 2024 BENEFITS	American Family Life Assurance Company	Net 30	SINV-2024-20767	06/27/2024		07/27/2024	0.00	0.00	2,196.98	USD
Supplier Invoice: SINV-2024-20768	Kitsap Public Health District	WA State Employment Security	JUNE 2024 PFML BENEFITS	WA State Employment Security - Remit-To: PO Box 84249 Paid Family & Medical	Net 30	SINV-2024-20768	06/27/2024		07/27/2024	0.00	0.00	6,453.62	USD
Supplier Invoice: SINV-2024-20769	Kitsap Public Health District	WA State Employment Security	JUNE 2024 WA CARES	WA State Employment Security - Remit-To: WA Cares Fund PO Box 3537	Net 30	SINV-2024-20769	06/27/2024		07/27/2024	0.00	0.00	3,549.92	USD
Supplier Invoice: SINV-2024-20770	Kitsap Public Health District	Health Equity	JUNE 2024 BENEFITS	Health Equity	Net 30	SINV-2024-20770	06/27/2024		07/27/2024	0.00	0.00	2,115.00	USD
Supplier Invoice: SINV-2024-20771	Kitsap Public Health District	Hra Vebe Trust	JUNE 2024 BENEFITS	Hra Vebe Trust	Net 30	SINV-2024-20771	06/27/2024		07/27/2024	0.00	0.00	11,301.89	USD
Supplier Invoice: SINV-2024-20772	Kitsap Public Health District	Nationwide Retirement Solutions	JUNE 2024 BENEFITS	Nationwide Retirement Solutions	Net 30	SINV-2024-20772	06/27/2024		07/27/2024	0.00	0.00	7,645.00	USD
Supplier Invoice: SINV-2024-20773	Kitsap Public Health District	A.W. Rehn & Associates, Inc	JUNE 2024 PARKING	A.W. Rehn & Associates, Inc	Immediate	SINV-2024-20773	06/27/2024		06/27/2024	0.00	0.00	625.25	USD
Supplier Invoice: SINV-2024-20774	Kitsap Public Health District	A.W. Rehn & Associates, Inc	JUNE 2024 DCFSA	A.W. Rehn & Associates, Inc	Immediate	SINV-2024-20774	06/27/2024		06/27/2024	0.00	0.00	2,296.67	USD
Supplier Invoice: SINV-2024-20775	Kitsap Public Health District	Prof & Technical Eng XPH	JUNE 2024 UNION BENEFITS	Prof & Technical Eng XPH - Remit-To: Local Union 17	Net 30	SINV-2024-20775	06/27/2024		07/27/2024	0.00	0.00	3,843.60	USD



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-20776	Kitsap Public Health District	Prof & Technical Eng XPH	JUNE 2024 UNION PAC	Prof & Technical Eng XPH - Remit-To: Local 17 Union/PAC	Net 30	SINV-2024-20776	06/27/2024		07/27/2024	0.00	0.00	49.00	USD
Supplier Invoice: SINV-2024-20777	Kitsap Public Health District	Voya Institutional Trust Company	JUNE 2024 BENEFITS	Voya Institutional Trust Company - Remit-To: Voya Institutional Trust Co (Public Health Payroll)	Net 30	SINV-2024-20777	06/27/2024		07/27/2024	0.00	0.00	575.00	USD
Supplier Invoice: SINV-2024-20778	Kitsap Public Health District	WA State Dept of Labor & Industries	JUNE 2024 BENEFITS	WA State Dept of Labor & Industries - Remit-To: Industrial Insurance Po Box 34022	Net 30	SINV-2024-20778	06/27/2024		07/27/2024	0.00	0.00	6,440.89	USD
Supplier Invoice: SINV-2024-20779	Kitsap Public Health District	Wash State Dept Of Retirement	JUNE 2024 BENEFITS	Wash State Dept Of Retirement	Net 30	SINV-2024-20779	06/27/2024		07/27/2024	0.00	0.00	13,003.80	USD
Supplier Invoice: SINV-2024-20780	Kitsap Public Health District	Wa Health Care Authority - Uniform	JUNE 2024 BENEFITS	Wa Health Care Authority - Uniform	Net 30	SINV-2024-20780	06/27/2024		07/27/2024	0.00	0.00	142,076.97	USD
Supplier Invoice: SINV-2024-20781	Kitsap Public Health District	Vimly Benefit Solutions Inc	JUNE 2024 BENEFITS	Vimly Benefit Solutions Inc	Net 30	SINV-2024-20781	06/27/2024		07/27/2024	0.00	0.00	6,613.08	USD
Supplier Invoice: SINV-2024-20783	Kitsap Public Health District	Whit-Delta Dental Of Washington	JUNE 2024 BENEFITS	Whit-Delta Dental Of Washington	Net 30	SINV-2024-20783	06/27/2024		07/27/2024	0.00	0.00	12,147.14	USD
Supplier Invoice: SINV-2024-20805	Kitsap Public Health District	Bremerton Government Center Association	#1161	Bremerton Government Center Association	Net 30	SINV-2024-20805	06/27/2024		07/27/2024	0.00	0.00	35,720.61	USD
Supplier Invoice: SINV-2024-20806	Kitsap Public Health District	ChildStrive	MAY 2024	ChildStrive	Immediate	SINV-2024-20806	06/27/2024		06/27/2024	0.00	0.00	1,716.00	USD
Supplier Invoice: SINV-2024-20807	Kitsap Public Health District	Kitsap County	RECEIPT #5291	Kitsap County - Remit-To: KC Public Works MRW Fund	Net 30	SINV-2024-20807	06/27/2024		07/27/2024	0.00	0.00	16.78	USD



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-20808	Kitsap Public Health District	Madison Web Works	#000622	Madison Web Works	Immediate	SINV-2024-20808	06/27/2024		06/27/2024	0.00	0.00	200.00	USD
Supplier Invoice: SINV-2024-20809	Kitsap Public Health District	Clifford A Silliman	JULY_2024 RENT	Clifford A Silliman	Immediate	SINV-2024-20809	06/27/2024		06/27/2024	0.00	0.00	700.00	USD
Supplier Invoice: SINV-2024-20813	Kitsap Public Health District	Staples	#7000824399	Staples - Remit-To: Staples	Net 30	SINV-2024-20813	06/27/2024		07/27/2024	0.00	0.00	26.82	USD
Supplier Invoice: SINV-2024-20817	Kitsap Public Health District	Staples	#7000925141	Staples - Remit-To: Staples	Net 30	SINV-2024-20817	06/27/2024		07/27/2024	0.00	0.00	63.16	USD
Supplier Invoice: SINV-2024-20819	Kitsap Public Health District	Washington State Auditor's Office	#L161790	Washington State Auditor's Office	Net 30	SINV-2024-20819	06/27/2024		07/27/2024	0.00	0.00	1,460.55	USD
Supplier Invoice: SINV-2024-20824	Kitsap Public Health District	United Business Machines of WA	#INV518766	United Business Machines of WA	Net 30	SINV-2024-20824	06/27/2024		07/27/2024	0.00	0.00	1,965.35	USD
Supplier Invoice: SINV-2024-20825	Kitsap Public Health District	Wa State Board Of Registered	D KATULA RS RENEWAL	Wa State Board Of Registered	Net 30	SINV-2024-20825	06/27/2024		07/27/2024	0.00	0.00	50.00	USD
Supplier Invoice: SINV-2024-20826	Kitsap Public Health District	Washington State Public Health Assoc	#7582	Washington State Public Health Assoc	Net 30	SINV-2024-20826	06/27/2024		07/27/2024	0.00	0.00	475.00	USD
Supplier Invoice: SINV-2024-20827	Kitsap Public Health District	We Are Better Together Foundation	2024 MINI GRANT	We Are Better Together Foundation	Immediate	SINV-2024-20827	06/27/2024		06/27/2024	0.00	0.00	3,000.00	USD

Remittance Remittance

Process	Date	Remittance Events
Payment Message: ID 2840 for Kitsap Public Health District on 06/27/2024	06/27/2024	3

Process History



View Settlement Run

Settlement Run Process History

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Settlement Run Event	Settlement Run Event	Step Completed	06/27/2024 09:25:10 AM		Heather Hunsaker (434069)	1	
Settlement Run Event	To Do: Settlement Run has Payment Handling Instruction	Not Required				0	
Settlement Run Event	To Do: AP Wire was Settled	Not Required				0	
Settlement Run Event	To Do: Wire Payment Settled	Not Required				0	

Related Business Processes History

Business Process	Status
Payment Message: ID 2840 for Kitsap Public Health District on 06/27/2024	Successfully Completed
Payment Message: ID 2841 for Kitsap Public Health District on 06/27/2024	Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 06/27/2024	Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Miscellaneous Payment (Check) on 06/27/2024	Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 06/27/2024	Successfully Completed
Remittance File: For Kania, Sharon Faye on 06/27/2024	Successfully Completed
Remittance File: For United Business Machines of WA on 06/27/2024	Successfully Completed
Remittance File: For Washington State Auditor's Office on 06/27/2024	Successfully Completed

Background Processes

Created Date and Time	Started Date and Time	Process Type	Process	Request	Status	Total Processing Time	Submitted by	Errors & Warnings
06/27/2024 09:25 AM	06/27/2024 09:25 AM	Job	Settlement Run Complete	Settlement Run Complete for STL-00003738	Completed	00:00:12	Heather Hunsaker	

TREAS RPT - Detail Cash Report - Cash

Treasurer's Detail Report
 For 2024 - Jun

Fund: FD00969 Kitsap Public Health General

Ledger Account	Revenue or Spend (Journal	Posting Date	Debit	Credit	Balance
5780 - Intergovernmental		JE-00059209 - Kitsap Public Health District - 06/04/2024 - 2024	6/4/2024	0.00	16,667.00	-16,667.00
5700:Debt Service Loans		Mortgage Payment - June				
5830 - Interest on Long-Term		JE-00059209 - Kitsap Public Health District - 06/04/2024 - 2024	6/4/2024	0.00	8,346.00	-8,346.00
5800:Debt Service External Debt		Mortgage Payment - June				

-25,013.00

TREAS RPT - Detail Cash Report - Cash

Treasurer's Detail Report
 For 2024 - Jun

Fund: FD00969 Kitsap Public Health General

Ledger Account	Revenue or Spend (Journal	Posting Date	Debit	Credit	Balance
	5493 - Bank and Credit Card Service Fees	JE-00059977 - Kitsap Public Health District - 06/18/2024 - Correction - PH - R00229332 - 2024-06-18	6/18/2024	0.00	5.00	-5.00
5400:Other Serv						
	5493 - Bank and Credit Card Service Fees	Operational Journal: Kitsap Public Health District - 06/03/2024	6/3/2024	0.00	4,339.95	-4,339.95
5400:Other Serv						
	5493 - Bank and Credit Card Service Fees	Operational Journal: Kitsap Public Health District - 06/04/2024	6/4/2024	0.00	62.75	-62.75
5400:Other Serv						
	5493 - Bank and Credit Card Service Fees	Operational Journal: Kitsap Public Health District - 06/05/2024	6/5/2024	0.00	1,659.12	-1,659.12
5400:Other Serv						

-6,066.82

TREAS RPT - Detail Cash Report - Cash

Treasurer's Detail Report
For 2024 - Jun

Fund: FD00969 Kitsap Public Health General

Ledger Account	Revenue or Spend (Journal	Posting Date	Debit	Credit	Balance
3860 - Agency Deposits		JE-00059378 - Kitsap Public Health District - 06/20/2024 - Public Health monthly vital stats transfer	6/20/2024	0.00	28,476.00	-28,476.00
3800:Other Incre						

-28,476.00

Kitsap Public Health District - 6/30/2024

Name	Hours	Gross Pay	Employer Paid Taxes	Employer Paid Benefits	Net Pay
Acosta (278956) Nancy	156.57	\$8,710.47			\$5,418.46
Ader (413193) Sam	173.33	\$6,539.00			\$4,457.72
Ahlin (434420) Zachary	173.33	\$5,380.00			\$4,034.40
Alexander (435070) Katharine	173.33	\$6,596.00			\$4,452.06
Anderson (419470) Amy	196.33	\$8,350.21			\$5,517.89
Anderson-Hobbs (435083) Nathan	173.33	\$5,246.00			\$3,958.50
Archer (434384) James	79.07	\$2,106.42			\$1,845.16
Armstrong (434291) Jami	173.33	\$6,402.00			\$4,490.87
Atisme-Bevins (433909) Kandice	173.33	\$8,747.00			\$5,476.18
Baker (435044) Katie	173.33	\$5,508.00			\$4,203.49
Banigan (215189) Leslie	173.33	\$7,614.00			\$5,464.00
Baum (434397) Rudy	173.33	\$6,282.00			\$4,630.24
Bazzell (328436) Richard	173.33	\$7,614.00			\$5,385.24
Bell (419805) Gus	156.58	\$6,985.78			\$4,680.14
Berger (407902) Angeline	173.33	\$6,282.00			\$4,463.99
Bierman (404611) Dana	173.33	\$9,643.00			\$7,125.28
Borja (426250) Windie	173.33	\$6,402.00			\$4,451.45
Boysen-Knapp (2058) Karen	173.33	\$7,636.00			\$5,276.52
Bronder (434436) Christine	173.33	\$5,649.00			\$4,303.67
Brown (271677) Steven	173.33	\$9,643.00			\$5,748.08
Burchett (409212) Brian	173.33	\$6,131.00			\$4,452.62
Burke (434463) Lenore	173.33	\$4,814.00			\$3,481.38
Burton (434296) Callie	173.33	\$4,880.00			\$3,586.12
Byrd (434085) Stephanie	173.33	\$4,574.00			\$3,675.53
Cadorna (434932) Jessi	173.33	\$3,789.00			\$2,671.09
Calderon (434768) Brenda	172.25	\$4,270.23			\$3,249.49
Camarena (434536) Daniel	173.33	\$5,760.00			\$3,950.83
Chang (411387) Margo	173.33	\$5,427.00			\$3,915.92
Chen (434841) Jessica	173.33	\$6,596.00			\$5,128.20
Clark (435043) Cheryl	175.83	\$6,974.53			\$4,985.76
Collins (434101) Lori	173.33	\$7,351.00			\$5,089.13
Currie (400651) Krista	173.33	\$5,077.00			\$3,800.89
Davis (433997) Elizabeth	173.33	\$9,184.00			\$6,386.46
Degracia (435196) Allison	173.33	\$5,783.00			\$4,191.12
Deseamus (434593) Dara	173.33	\$4,648.00			\$3,494.35
Dowless (340919) Kelly	173.33	\$7,636.00			\$5,237.08
Duren (430735) Ashley	173.33	\$6,402.00			\$4,711.10
Evans (4565) Eric	173.33	\$11,163.00			\$2,820.77
Fergus (434648) Maria	48.00	\$1,416.48			\$730.40
Fine (421693) George	86.67	\$2,287.00			\$1,774.53
Fisk (321284) April	173.33	\$8,840.00			\$5,006.73
Fong (356883) Yolanda	173.33	\$12,903.00			\$8,400.95
Fuchs (435045) Molly	172.83	\$4,591.71			\$3,359.96
Fucini (434997) Heather	173.33	\$6,228.00			\$4,999.62
Giuntoli (337331) Paul	173.33	\$8,014.00			\$4,972.03
Gress (421427) Nicole	173.33	\$5,308.00			\$3,908.97
Griego (410072) Yaneisy	173.33	\$5,778.00			\$4,425.14
Guidry (355732) Jessica	173.33	\$10,125.00			\$7,223.53
Hammond (434978) Gabriel	173.33	\$6,596.00			\$4,503.29
Hampton (434838) Adrienne	173.33	\$8,018.00			\$5,800.45
Hansen (435085) Isabella	173.33	\$4,666.00			\$3,376.35
Harmon (434977) William	173.33	\$7,883.00			\$6,120.48
Hartman (434642) Melissa	173.33	\$6,072.00			\$4,578.85
Holdcroft (270783) Jodie	89.25	\$3,920.75			\$3,170.83
Holdcroft (4579) Grant	173.33	\$9,643.00			\$5,647.13
Holt (2726) Karen	173.33	\$10,631.00			\$6,955.41
Howard (434057) Anne	138.67	\$4,537.00			\$3,463.56
Hubert (435172) Joaquin	168.08	\$5,237.41			\$3,952.52
Hughes (434256) Jakob	173.33	\$5,931.00			\$4,384.04
Hunter (409213) Kari	173.33	\$9,843.00			\$6,348.62
Inga Dominguez (434769) Cristian	173.33	\$4,878.00			\$3,670.16
Inouye (434255) Wendy	173.33	\$8,840.00			\$6,068.52
Jenkins (434053) Andrea	173.33	\$4,814.00			\$3,628.01
Jones (358933) Kimberly	173.33	\$9,643.00			\$6,578.76
Jury (434709) Thomas	173.33	\$5,649.00			\$4,317.45
Karis Crail (435213) Rebekah	173.33	\$4,899.00			\$3,714.53
Katula (393427) Dayna	173.33	\$9,184.00			\$5,670.05
Kench (245476) Donald	173.33	\$4,481.00			\$2,657.13

Kitsap Public Health District - 6/30/2024

Name	Hours	Gross Pay	Employer Paid Taxes	Employer Paid Benefits	Net Pay
Kiess (250913) John	173.33	\$11,721.00			\$8,724.83
Kimes (433908) Alexandra	173.33	\$8,120.00			\$5,678.78
Kindschy (421430) Brandon	173.33	\$6,866.00			\$4,822.03
Kinnear (434099) Sarah	173.33	\$6,316.00			\$4,849.71
Knoop (16125) Melina	173.33	\$7,614.00			\$5,023.51
Kruse (243184) Charles	173.33	\$8,319.00			\$5,456.35
Kushner (327580) Siri	173.33	\$11,721.00			\$7,165.83
Laird (416539) Melissa	173.33	\$10,631.00			\$6,269.22
Lawver (434888) Albert	173.33	\$5,931.00			\$4,459.39
Levine (435209) Naomi	205.33	\$7,125.40			\$5,576.07
Lytte (285038) Ross	173.33	\$7,614.00			\$5,178.50
Madden (434318) Shannon	173.33	\$4,814.00			\$3,520.66
May (434674) Martha	173.33	\$4,694.00			\$3,257.81
Mazur (388104) Karina	173.33	\$8,995.00			\$5,950.99
McMillan (434052) Michelle	173.33	\$5,983.00			\$4,332.52
Miller (435008) Christopher	173.33	\$8,510.00			\$5,621.37
Moen (279971) Anne	173.33	\$7,614.00			\$5,129.37
Moore (434254) Alexandra	173.33	\$5,649.00			\$4,210.96
Morris (312378) Dawn	173.33	\$7,555.00			\$5,305.26
Morris (434567) Amanda	173.33	\$4,814.00			\$3,573.48
Morrow (433895) Nathan	173.33	\$17,214.00			\$8,848.04
Neff Warner (435082) Leah	173.33	\$6,596.00			\$3,734.92
Nguyen (295033) Loan	173.33	\$5,598.00			\$4,034.68
Nielson (434638) Brian	173.33	\$6,852.00			\$5,107.87
Noriega (435095) Yolanda	173.33	\$4,098.00			\$3,215.36
North (22459) Edwin	173.33	\$10,631.00			\$240.35
O'Brien (433907) Melissa	173.33	\$5,124.00			\$4,043.65
Onarheim (426938) Carin	173.33	\$5,983.00			\$4,508.83
Outlaw-Spencer (434984) Gabreiel	173.33	\$6,072.00			\$4,586.96
Pandino (419118) Linda	173.33	\$5,077.00			\$3,838.87
Perry (306605) Rachel	173.33	\$4,605.00			\$3,336.71
Petersen (434695) Kayla	173.33	\$4,648.00			\$3,374.24
Pittsinger (435173) Lynn	173.33	\$11,721.00			\$7,781.38
Romaelle (435094) Antonio	173.33	\$5,649.00			\$4,239.12
Rork (404613) Ian	173.33	\$6,906.00			\$5,043.44
Sample (434976) Brittany	173.33	\$5,456.00			\$4,120.00
Sauna (435096) Khushnum	141.33	\$4,491.04			\$3,294.27
Shelby (434658) Emmy	156.00	\$7,068.00			\$4,808.28
Sherman (434949) Linnea	173.33	\$4,585.00			\$3,298.71
Shoriz (434893) Justin	173.33	\$5,019.00			\$3,844.57
Shuhler (425553) Yana	173.33	\$4,775.00			\$3,183.54
Sidell (435084) Nathan	173.33	\$4,996.00			\$3,009.21
Simmons (434365) Nolan	173.33	\$5,649.00			\$4,274.89
Smith (361388) Terri	173.33	\$8,510.00			\$5,952.35
Snow (435021) Kelly	173.33	\$5,551.00			\$4,209.95
Sooter (427776) Thaddeus	173.33	\$9,643.00			\$6,895.00
Stedman (347366) Kelsey	173.33	\$9,643.00			\$6,226.09
Stewart (423168) Tobbi	173.33	\$6,428.00			\$4,497.04
Taveras (435217) Orpa	80.00	\$2,307.20			\$1,855.51
Turner (1682) Denise	173.33	\$5,598.00			\$3,458.41
Van Ort (392243) Susan	173.33	\$7,614.00			\$5,255.61
Villahermosa II (435216) Aldrin	173.33	\$5,456.00			\$3,569.13
Wagner (426251) Mary	121.34	\$3,224.00			\$2,317.78
Warren (434273) Lisa	151.23	\$7,267.87			\$4,719.75
Wellborn (14545) Brian	173.33	\$4,481.00			\$2,960.74
Wendt (397255) Jan	173.33	\$7,733.00			\$5,719.78
Westervelt (434382) Laura	176.33	\$6,708.79			\$4,569.43
Whares (434641) Erica	173.33	\$6,926.00			\$5,429.23
Whitford (434292) Tiffany	173.33	\$4,574.00			\$3,371.62
Wickhamshire (434070) Mark	86.67	\$2,287.00			\$1,820.12
Wimpenny (434923) Jacob	173.33	\$6,866.00			\$4,964.13
Winchester (431493) Layken	173.33	\$5,649.00			\$4,122.70
Wyatt (434415) Janet	169.91	\$7,580.43			\$4,756.13
	21,994.57	\$872,119.72	\$71,228.43	\$235,958.04	\$596,164.21

TREAS RPT - Detail Cash Report - Cash

Treasurer's Detail Report
For 2024 - Jun

Fund: FD00969 Kitsap Public Health General

Ledger Account	Revenue or Spend (Journal	Posting Date	Debit	Credit	Balance
		Operational Journal: Kitsap Public Health District - 06/28/2024	6/28/2024	0.00	224,731.15	-224,731.15

2317:Payroll Tax Payable

-224,731.15

TREAS RPT - Detail Cash Report - Cash

Treasurer's Detail Report
For 2024 - Jun

Fund: FD00969 Kitsap Public Health General

Ledger Account	Revenue or Spend (Journal	Posting Date	Debit	Credit	Balance
		Operational Journal: Kitsap Public Health District - 06/14/2024	6/14/2024	0.00	136,286.73	-136,286.73

2315:Employee Benefits Payable

-136,286.73

Kitsap Public Health Board Meeting
Date: October 1, 2024

CONSENT AGENDA ITEM: Warrant and Electronic Fund Transfer (EFT) Registers

Approvals:

	Signature	Date
Administrator Yolanda Fong	DocuSigned by: <i>Yolanda Fong</i> 04B011B7E67B465...	9/23/2024
Finance Manager Melissa Laird	DocuSigned by: <i>Melissa Laird</i> DB9C788F36B1487...	9/23/2024

Recommended Motion: Approval

Items:

Type	Warrant/EFT Date	Total Amount
Accounts Payable	8/1/2024	\$ 37,347.36
Accounts Payable	8/8/2024	14,660.79
Accounts Payable	8/15/2024	287,196.56
Accounts Payable	8/22/2024	305,702.89
Accounts Payable	8/29/2024	49,796.55
NDGC Mortgage	8/1/2024	25,013.00
Miscellaneous	8/5/2024	7,284.61
Vital Records Transfer	8/20/2024	27,753.00
Accounts Payable Total		\$ 754,754.76
Payroll	8/30/2024	598,959.81
Payroll Taxes	8/30/2024	219,673.43
Payroll Benefits (PERS)	8/15/2024	136,107.94
Payroll Total		\$ 954,741.18
Grand Total		\$ 1,709,495.94

Kitsap Public Health Board Action:

- Approve
- Deny
- Table / Continue

	Signature	Date
Kitsap Public Health Board Chair		



View Settlement Run

Settlement Run Information

Settlement Run Name STL-00003845
Kitap Public Health District JS
Number STL-00003845
Status Complete
Date 08/01/2024
Include Payments On Behalf Of No
Exclude Negative Payments No
Express Settlement No

Additional Information

Organization Kitap Public Health District
Currency USD
Filters Used

Payment Information

Display Currency USD
Outbound Total 37,347.36
Inbound Total 0.00
Expense Report Count 7
Miscellaneous Payment Request Count 4
Supplier Invoice Count 15

Payment Groups

View	Category	Bank Account	Payment Type	Date	Payments	Amount	Currency	Business Process	Status
Expense Payment(Direct Deposit) for Treasurer's Main account	Expense Payment	Treasurer's Main account	Direct Deposit	08/01/2024	7	1,209.02	USD	Payment Message: ID 2920 for Kitsap Public Health District on 08/01/2024	Failed
Miscellaneous Payment(Check) for Kitsap County Claims Fund Warrant Account	Miscellaneous Payment	Kitsap County Claims Fund Warrant Account	Check	08/01/2024	4	4,785.00	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Miscellaneous Payment (Check) on 08/01/2024	Successfully Completed
Supplier Payment(Check) for Kitsap County Claims Fund Warrant Account	Supplier Payment	Kitsap County Claims Fund Warrant Account	Check	08/01/2024	9	21,572.64	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 08/01/2024	Successfully Completed



View Settlement Run

View	Category	Bank Account	Payment Type	Date	Payments	Amount	Currency	Business Process	Status
Supplier Payment(EFT) for Treasurer's Main account	Supplier Payment	Treasurer's Main account	EFT	08/01/2024	5	9,780.70 USD	USD	Payment Message: ID 2921 for Kitsap Public Health District on 08/01/2024	Failed

Expense Reports

Expense Report	Company	Pay To	Type	Document Number	Expense Report Date	Memo	Reimbursable Amount	Currency
Expense Report: EXP-0009674	Kitsap Public Health District	Zachary Ahlin (434420)	Employee	EXP-0009674	08/01/2024		311.55 USD	USD
Expense Report: EXP-0009675	Kitsap Public Health District	Callie Burton (434296)	Employee	EXP-0009675	08/01/2024		69.68 USD	USD
Expense Report: EXP-0009676	Kitsap Public Health District	Rebekah Karis Crail (435213)	Employee	EXP-0009676	08/01/2024		8.04 USD	USD
Expense Report: EXP-0009677	Kitsap Public Health District	Cristian Inga Dominguez (434769)	Employee	EXP-0009677	08/01/2024		46.23 USD	USD
Expense Report: EXP-0009680	Kitsap Public Health District	Carol McClung (435242)	Employee	EXP-0009680	08/01/2024		670.00 USD	USD
Expense Report: EXP-0009681	Kitsap Public Health District	Laura Westervelt (434382)	Employee	EXP-0009681	08/01/2024		54.94 USD	USD
Expense Report: EXP-0009682	Kitsap Public Health District	Jacob Wimpenny (434923)	Employee	EXP-0009682	08/01/2024		48.58 USD	USD

Miscellaneous Payment Requests

Miscellaneous Payment Request	Company	Payee	External Reference	Document Number	Payment Type	Request Category	Document Date	Payment Amount	Currency
MPR-17258	Kitsap Public Health District	D FAMILY ENTERPRISES (Inactive)	DUPE PAYMENT REFUND	MPR-17258	Check	POS Customer Refund	08/01/2024	830.00 USD	USD
MPR-17259	Kitsap Public Health District	MARY O'NEIL (Inactive)		MPR-17259	Check	One-Time Payment	08/01/2024	350.00 USD	USD
MPR-17260	Kitsap Public Health District	CSC (Inactive)		MPR-17260	Check	POS Customer Refund	08/01/2024	2,465.00 USD	USD
MPR-17261	Kitsap Public Health District	BUTTER LEAF BAKING (Inactive)		MPR-17261	Check	One-Time Payment	08/01/2024	1,140.00 USD	USD

Supplier Invoices

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-24969	Kitsap Public Health District	Rebecca Helland	071724-071824 MILES	Rebecca Helland	Net 30	SINV-2024-24969	08/01/2024		08/31/2024	0.00	0.00	48.24 USD	USD



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-24975	Kitsap Public Health District	Cherbourg Operating Company LLC	SEPT 2024 RENT	Cherbourg Operating Company LLC	Immediate	SINV-2024-24975	08/01/2024		08/01/2024	0.00	0.00	1,775.00	USD
Supplier Invoice: SINV-2024-24978	Kitsap Public Health District	Eagles Wings Coordinated Care	AUGUST 2024 RENT	Eagles Wings Coordinated Care	Net 30	SINV-2024-24978	08/01/2024		08/31/2024	0.00	0.00	700.00	USD
Supplier Invoice: SINV-2024-24980	Kitsap Public Health District	A.W. Rehn & Associates, Inc	#15536	A.W. Rehn & Associates, Inc	Net 30	SINV-2024-24980	08/01/2024		08/31/2024	0.00	0.00	95.00	USD
Supplier Invoice: SINV-2024-24983	Kitsap Public Health District	Blue Sky Printing	#N18993	Blue Sky Printing	Net 30	SINV-2024-24983	08/01/2024		08/31/2024	0.00	0.00	123.04	USD
Supplier Invoice: SINV-2024-24984	Kitsap Public Health District	Canon Financial Services, Inc.	#33830182	Canon Financial Services, Inc.	Net 30	SINV-2024-24984	08/01/2024		08/31/2024	0.00	0.00	1,474.04	USD
Supplier Invoice: SINV-2024-25064	Kitsap Public Health District	EKang Consulting	June 2024	EKang Consulting	Net 30	SINV-2024-25064	08/01/2024		08/31/2024	0.00	0.00	792.00	USD
Supplier Invoice: SINV-2024-25066	Kitsap Public Health District	Gordon Sound	#2121 - DEPOSIT REMAINDER	Gordon Sound	Net 30	SINV-2024-25066	08/01/2024		08/31/2024	0.00	0.00	1,547.36	USD
Supplier Invoice: SINV-2024-25067	Kitsap Public Health District	Jefferson County	CONT#2262 JUNE 2024	Jefferson County - Remit-To: Health/Human Svc	Net 30	SINV-2024-25067	08/01/2024		08/31/2024	0.00	0.00	3,402.22	USD
Supplier Invoice: SINV-2024-25071	Kitsap Public Health District	Staples	#6006873413	Staples - Remit-To: Staples	Net 30	SINV-2024-25071	08/01/2024		08/31/2024	0.00	0.00	435.07	USD
Supplier Invoice: SINV-2024-25072	Kitsap Public Health District	Staples	#6007104675	Staples - Remit-To: Staples	Net 30	SINV-2024-25072	08/01/2024		08/31/2024	0.00	0.00	110.18	USD
Supplier Invoice: SINV-2024-25074	Kitsap Public Health District	Summit Law Group, PLLC	#155768	Summit Law Group, PLLC	Net 30	SINV-2024-25074	08/01/2024		08/31/2024	0.00	0.00	4,118.50	USD



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-25075	Kitsap Public Health District	Taylor Water Technologies, LLC	#523893	Taylor Water Technologies, LLC	Net 30	SINV-2024-25075	08/01/2024		08/31/2024	0.00	0.00	165.79	USD
Supplier Invoice: SINV-2024-25077	Kitsap Public Health District	US Bank National Association	ACCT #4246 0445 5568 8591 07.26.24 STMNT	US Bank National Association - Remit-To: US Bank Junior Dist's Only	Net 30	SINV-2024-25077	08/01/2024		08/31/2024	0.00	0.00	16,480.96	USD
Supplier Invoice: SINV-2024-25079	Kitsap Public Health District	Waxie Sanitary Supply	#82608463	Waxie Sanitary Supply	Net 30	SINV-2024-25079	08/01/2024		08/31/2024	0.00	0.00	85.94	USD

Process History

Settlement Run Process History

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Settlement Run Event	Settlement Run Event	Step Completed	08/01/2024 11:04:35 AM		Junille Schmeling (430378)	1	
Settlement Run Event	To Do: Settlement Run has Payment Handling Instruction	Not Required				0	
Settlement Run Event	To Do: AP Wire was Settled	Not Required				0	
Settlement Run Event	To Do: Wire Payment Settled	Not Required				0	

Related Business Processes History

Business Process	Status
Business Process	Status
Payment Message: ID 2920 for Kitsap Public Health District on 08/01/2024	Failed
Payment Message: ID 2921 for Kitsap Public Health District on 08/01/2024	Failed
Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 08/01/2024	Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Miscellaneous Payment (Check) on 08/01/2024	Successfully Completed

Background Processes

Created Date and Time	Started Date and Time	Process Type	Process	Request	Status	Total Processing Time	Submitted by	Errors & Warnings
08/01/2024 11:04 AM	08/01/2024 11:04 AM	Job	Settlement Run Complete	Settlement Run Complete for STL-00003845	Completed	00:00:12	Junille Schmeling	



View Settlement Run

Settlement Run Information

Settlement Run STL-00003869
Name Kitsap Public Health District JS
Number STL-00003869
Status Complete
Date 08/08/2024
Include Payments On Behalf Of No
Exclude Negative Payments No
Express Settlement No

Additional Information

Organization Kitsap Public Health District
Currency USD
Filters Used

Payment Information

Display Currency USD
Outbound Total 14,660.79
Inbound Total 0.00
Expense Report Count 11
Miscellaneous Payment Request Count 2
Supplier Invoice Count 9

Payment Groups

View	Category	Bank Account	Payment Type	Date	Payments	Amount	Currency	Business Process	Status
Expense Payment(Check) for Kitsap County Claims Fund Warrant Account	Expense Payment	Kitsap County Claims Fund Warrant Account	Check	08/08/2024	1	136.01	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 08/08/2024	Successfully Completed
Expense Payment(Direct Deposit) for Treasurer's Main account	Expense Payment	Treasurer's Main account	Direct Deposit	08/08/2024	10	1,350.94	USD	Payment Message: ID 2943 for Kitsap Public Health District on 08/08/2024	Successfully Completed
Miscellaneous Payment(Check) for Kitsap County Claims Fund Warrant Account	Miscellaneous Payment	Kitsap County Claims Fund Warrant Account	Check	08/08/2024	2	850.00	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Miscellaneous Payment (Check) on 08/08/2024	Successfully Completed



View Settlement Run

View	Category	Bank Account	Payment Type	Date	Payments	Amount	Currency	Business Process	Status
Supplier Payment(Check) for Kitsap County Claims Fund Warrant Account	Supplier Payment	Kitsap County Claims Fund Warrant Account	Check	08/08/2024	6	6,768.84	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 08/08/2024	Successfully Completed
Supplier Payment(EFT) for Treasurer's Main account	Supplier Payment	Treasurer's Main account	EFT	08/08/2024	3	5,555.00	USD	Payment Message: ID 2942 for Kitsap Public Health District on 08/08/2024	Successfully Completed

Expense Reports

Expense Report	Company	Pay To	Type	Document Number	Expense Report Date	Memo	Reimbursable Amount	Currency
Expense Report: EXP-0009729	Kitsap Public Health District	Sam Ader (413193)	Employee	EXP-0009729	08/08/2024		243.02	USD
Expense Report: EXP-0009731	Kitsap Public Health District	Leslie Banigan (215189)	Employee	EXP-0009731	08/08/2024		19.08	USD
Expense Report: EXP-0009733	Kitsap Public Health District	Paul Giuntoli (337331)	Employee	EXP-0009733	08/08/2024		136.01	USD
Expense Report: EXP-0009734	Kitsap Public Health District	Joaquin Hubert (435172)	Employee	EXP-0009734	08/08/2024		519.99	USD
Expense Report: EXP-0009735	Kitsap Public Health District	Ross Lytle (285038)	Employee	EXP-0009735	08/08/2024		205.69	USD
Expense Report: EXP-0009736	Kitsap Public Health District	Kayla Petersen (434695)	Employee	EXP-0009736	08/08/2024		67.67	USD
Expense Report: EXP-0009737	Kitsap Public Health District	Orpa Taveras (435217)	Employee	EXP-0009737	08/08/2024		73.57	USD
Expense Report: EXP-0009738	Kitsap Public Health District	Nolan Simmons (434365)	Employee	EXP-0009738	08/08/2024		35.44	USD
Expense Report: EXP-0009739	Kitsap Public Health District	Erica Whares (434641)	Employee	EXP-0009739	08/08/2024		70.30	USD
Expense Report: EXP-0009741	Kitsap Public Health District	Layken Winchester (431493)	Employee	EXP-0009741	08/08/2024		50.12	USD
Expense Report: EXP-0009742	Kitsap Public Health District	Janet Wyatt (434415)	Employee	EXP-0009742	08/08/2024		66.06	USD

Miscellaneous Payment Requests

Miscellaneous Payment Request	Company	Payee	Document Number	Payment Type	Request Category	Document Date	Payment Amount	Currency
MPR-17423	Kitsap Public Health District	LYLA BYERS (Inactive)	MPR-17423	Check	One-Time Payment	08/08/2024	350.00	USD
MPR-17424	Kitsap Public Health District	WINSLOW WHARF MARINA (Inactive)	MPR-17424	Check	One-Time Payment	08/08/2024	500.00	USD

Supplier Invoices



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-25763	Kitsap Public Health District	Rebecca Helland	070824-072624 MILES	Rebecca Helland	Net 30	SINV-2024-25763	08/08/2024		09/07/2024	0.00	0.00	120.06 USD	USD
Supplier Invoice: SINV-2024-25764	Kitsap Public Health District	1510 High Ave LLC	AUGUST 2024 RENT	1510 High Ave LLC	Net 30	SINV-2024-25764	08/08/2024		09/07/2024	0.00	0.00	1,400.00 USD	USD
Supplier Invoice: SINV-2024-25789	Kitsap Public Health District	Acranet Cbs Branch	#26565	Acranet Cbs Branch	Net 30	SINV-2024-25789	08/08/2024		09/07/2024	0.00	0.00	1,984.00 USD	USD
Supplier Invoice: SINV-2024-25790	Kitsap Public Health District	CashStar, Inc.	#CBD6K4KSNS	CashStar, Inc.	Net 30	SINV-2024-25790	08/08/2024		09/07/2024	0.00	0.00	2,321.20 USD	USD
Supplier Invoice: SINV-2024-25791	Kitsap Public Health District	Cleverbridge, Inc.	#475151505	Cleverbridge, Inc.	Net 30	SINV-2024-25791	08/08/2024		09/07/2024	0.00	0.00	627.90 USD	USD
Supplier Invoice: SINV-2024-25792	Kitsap Public Health District	Comcast	#4737 07.26.24 STMNT	Comcast - Remit-To: PO Box 60533	Net 30	SINV-2024-25792	08/08/2024		09/07/2024	0.00	0.00	299.68 USD	USD
Supplier Invoice: SINV-2024-25793	Kitsap Public Health District	Dynamic Budgets LLC	#INV01767	Dynamic Budgets LLC	Net 30	SINV-2024-25793	08/08/2024		09/07/2024	0.00	0.00	2,000.00 USD	USD
Supplier Invoice: SINV-2024-25794	Kitsap Public Health District	Ozark Underground Laboratory	#20240730WA51	Ozark Underground Laboratory	Net 30	SINV-2024-25794	08/08/2024		09/07/2024	0.00	0.00	1,071.00 USD	USD
Supplier Invoice: SINV-2024-25795	Kitsap Public Health District	Quadient Finance Usa Inc	07.23.24 POSTAGE	Quadient Finance Usa Inc	Net 30	SINV-2024-25795	08/08/2024		09/07/2024	0.00	0.00	2,500.00 USD	USD

Remittance
Remittance

Process	Date	Remittance Events
	08/08/2024	3

Process History



View Settlement Run

Settlement Run Process History

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Settlement Run Event	Settlement Run Event	Step Completed	08/08/2024 09:48:23 AM		Junille Schmeling (430378)	1	
Settlement Run Event	To Do: Settlement Run has Payment Handling Instruction	Not Required				0	
Settlement Run Event	To Do: AP Wire was Settled	Not Required				0	
Settlement Run Event	To Do: Wire Payment Settled	Not Required				0	

Related Business Processes History

Business Process	Status
Payment Message: ID 2943 for Kitsap Public Health District on 08/08/2024	Successfully Completed
Payment Message: ID 2942 for Kitsap Public Health District on 08/08/2024	Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 08/08/2024	Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 08/08/2024	Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Miscellaneous Payment (Check) on 08/08/2024	Successfully Completed
Remittance File: For Acranet Cbs Branch on 08/08/2024	Successfully Completed
Remittance File: For Quadiant Finance Usa Inc on 08/08/2024	Successfully Completed
Remittance File: For Ozark Underground Laboratory on 08/08/2024	Successfully Completed

Background Processes

Created Date and Time	Started Date and Time	Process Type	Process	Request	Status	Total Processing Time	Submitted by	Errors & Warnings
08/08/2024 09:48 AM	08/08/2024 09:48 AM	Job	Settlement Run Complete	Settlement Run Complete for STL-00003869	Completed	00:00:15	Junille Schmeling	



View Settlement Run

Settlement Run Information

Settlement Run STL-00003890
 Name Kitsap Public Health District HH
 Number STL-00003890
 Status Approved
 Date 08/15/2024
 Include Payments On Behalf Of No
 Exclude Negative Payments No
 Express Settlement No

Additional Information

Organization Kitsap Public Health District
 Currency USD
 Filters Used

Payment Information

Display Currency USD
 Outbound Total 287,196.56
 Inbound Total 0.00
 Expense Report Count 21
 Miscellaneous Payment Request Count 2
 Supplier Invoice Count 30

Payment Groups

View	Category	Bank Account	Payment Type	Date	Payments	Amount	Currency	Business Process	Status
Expense Payment(Check) for Kitsap County Claims Fund Warrant Account	Expense Payment	Kitsap County Claims Fund Warrant Account	Check	08/15/2024	1	76.38	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 08/15/2024	In Progress
Expense Payment(Direct Deposit) for Treasurer's Main account	Expense Payment	Treasurer's Main account	Direct Deposit	08/15/2024	20	3,562.96	USD	Payment Message: ID 2961 for Kitsap Public Health District on 08/15/2024	Successfully Completed



View Settlement Run

View	Category	Bank Account	Payment Type	Date	Payments	Amount	Currency	Business Process	Status
Miscellaneous Payment(Check) for Kitsap County Claims Fund Warrant Account	Miscellaneous Payment	Kitsap County Claims Fund Warrant Account	Check	08/15/2024	2	700.00	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Miscellaneous Payment (Check) on 08/15/2024	In Progress
Supplier Payment(Check) for Kitsap County Claims Fund Warrant Account	Supplier Payment	Kitsap County Claims Fund Warrant Account	Check	08/15/2024	22	281,987.73	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 08/15/2024	In Progress
Supplier Payment(EFT) for Treasurer's Main account	Supplier Payment	Treasurer's Main account	EFT	08/15/2024	2	869.49	USD	Payment Message: ID 2960 for Kitsap Public Health District on 08/15/2024	Successfully Completed

Expense Reports

Expense Report	Company	Pay To	Type	Document Number	Expense Report Date	Memo	Reimbursable Amount	Currency
Expense Report: EXP-0009791	Kitsap Public Health District	Katie Baker (435044)	Employee	EXP-0009791	08/15/2024		80.11	USD
Expense Report: EXP-0009792	Kitsap Public Health District	Christine Bronder (434436)	Employee	EXP-0009792	08/15/2024		328.30	USD
Expense Report: EXP-0009793	Kitsap Public Health District	Callie Burton (434296)	Employee	EXP-0009793	08/15/2024		163.48	USD
Expense Report: EXP-0009794	Kitsap Public Health District	Cheryl Clark (435043)	Employee	EXP-0009794	08/15/2024		334.82	USD
Expense Report: EXP-0009795	Kitsap Public Health District	Dara Deseamus (434593)	Employee	EXP-0009795	08/15/2024		121.20	USD
Expense Report: EXP-0009796	Kitsap Public Health District	Ashley Duren (430735)	Employee	EXP-0009796	08/15/2024		43.68	USD
Expense Report: EXP-0009797	Kitsap Public Health District	Maria Fergus (434648)	Employee	EXP-0009797	08/15/2024		237.18	USD
Expense Report: EXP-0009798	Kitsap Public Health District	George Fine (421693)	Employee	EXP-0009798	08/15/2024		29.28	USD
Expense Report: EXP-0009799	Kitsap Public Health District	Paul Giuntoli (337331)	Employee	EXP-0009799	08/15/2024		76.38	USD
Expense Report: EXP-0009800	Kitsap Public Health District	Yaneisy Griego (410072)	Employee	EXP-0009800	08/15/2024		161.45	USD
Expense Report: EXP-0009801	Kitsap Public Health District	Kimberly Jones (358933)	Employee	EXP-0009801	08/15/2024		35.51	USD
Expense Report: EXP-0009802	Kitsap Public Health District	Thomas Jury (434709)	Employee	EXP-0009802	08/15/2024		382.32	USD
Expense Report: EXP-0009803	Kitsap Public Health District	Albert Lawver (434888)	Employee	EXP-0009803	08/15/2024		64.52	USD



View Settlement Run

Expense Report	Company	Pay To	Type	Document Number	Expense Report Date	Memo	Reimbursable Amount	Currency
Expense Report: EXP-0009804	Kitsap Public Health District	Ross Lytle (285038)	Employee	EXP-0009804	08/15/2024		155.44	USD
Expense Report: EXP-0009805	Kitsap Public Health District	Gabrieil Outlaw+Spencer (434984)	Employee	EXP-0009805	08/15/2024		516.74	USD
Expense Report: EXP-0009806	Kitsap Public Health District	Antonio Romaele (435094)	Employee	EXP-0009806	08/15/2024		174.34	USD
Expense Report: EXP-0009807	Kitsap Public Health District	Khushnum Sauna (435096)	Employee	EXP-0009807	08/15/2024		95.14	USD
Expense Report: EXP-0009808	Kitsap Public Health District	Nolan Simmons (434365)	Employee	EXP-0009808	08/15/2024		45.49	USD
Expense Report: EXP-0009809	Kitsap Public Health District	Laura Westervelt (434382)	Employee	EXP-0009809	08/15/2024		64.99	USD
Expense Report: EXP-0009810	Kitsap Public Health District	Jacob Wimpenny (434923)	Employee	EXP-0009810	08/15/2024		72.89	USD
Expense Report: EXP-0009824	Kitsap Public Health District	Elizabeth Davis (433997)	Employee	EXP-0009824	08/15/2024		456.08	USD

Miscellaneous Payment Requests

Miscellaneous Payment Request	Company	Payee	Document Number	Payment Type	Request Category	Document Date	Payment Amount	Currency
MPR-17542	Kitsap Public Health District	MARY A HICKS (Inactive)	MPR-17542	Check	One-Time Payment	08/15/2024	350.00	USD
MPR-17543	Kitsap Public Health District	EVELYN SPARKS (Inactive)	MPR-17543	Check	One-Time Payment	08/15/2024	350.00	USD

Supplier Invoices

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-26592	Kitsap Public Health District	Griffin Glen Apartments LLC	SEPTEMBER 2024 RENT	Griffin Glen Apartments LLC	Immediate	SINV-2024-26592	08/15/2024		08/15/2024	0.00	0.00	1,471.00	USD
Supplier Invoice: SINV-2024-26594	Kitsap Public Health District	The Heights at Sheridan Road	SEPTEMBER 2024 RENT	The Heights at Sheridan Road	Immediate	SINV-2024-26594	08/15/2024		08/15/2024	0.00	0.00	585.00	USD
Supplier Invoice: SINV-2024-26595	Kitsap Public Health District	Kania, Sharon Faye	SEPTEMBER 2024 RENT	Kania, Sharon Faye	Net 30	SINV-2024-26595	08/15/2024		09/14/2024	0.00	0.00	635.00	USD
Supplier Invoice: SINV-2024-26597	Kitsap Public Health District	Daniel R. Niblock	SEPTEMBER 2024 RENT	Daniel R. Niblock	Immediate	SINV-2024-26597	08/15/2024		08/15/2024	0.00	0.00	1,080.00	USD



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-26599	Kitsap Public Health District	NSE Kitsap Fee Owner, LLC	SEPTEMBER 2024 RENT	NSE Kitsap Fee Owner, LLC	Immediate	SINV-2024-26599	08/15/2024		08/15/2024	0.00	0.00	660.00	USD
Supplier Invoice: SINV-2024-26601	Kitsap Public Health District	Post Cottage Bay, LP	SEPTEMBER 2024 RENT	Post Cottage Bay, LP	Immediate	SINV-2024-26601	08/15/2024		08/15/2024	0.00	0.00	1,221.00	USD
Supplier Invoice: SINV-2024-26605	Kitsap Public Health District	Paul Simmons	SEPTEMBER 2024 RENT	Paul Simmons	Immediate	SINV-2024-26605	08/15/2024		08/15/2024	0.00	0.00	950.00	USD
Supplier Invoice: SINV-2024-26608	Kitsap Public Health District	Pottery Creek	SEPTEMBER 2024 RENT	Pottery Creek	Immediate	SINV-2024-26608	08/15/2024		08/15/2024	0.00	0.00	1,204.00	USD
Supplier Invoice: SINV-2024-26613	Kitsap Public Health District	Diverzify Buyer LLC	#554036	Diverzify Buyer LLC	Immediate	SINV-2024-26613	08/15/2024		08/15/2024	0.00	0.00	1,889.00	USD
Supplier Invoice: SINV-2024-26614	Kitsap Public Health District	Blue Sky Printing	#N19379	Blue Sky Printing	Net 30	SINV-2024-26614	08/15/2024		09/14/2024	0.00	0.00	178.05	USD
Supplier Invoice: SINV-2024-26615	Kitsap Public Health District	Compensation Connections LLC	#3396	Compensation Connections LLC	Net 30	SINV-2024-26615	08/15/2024		09/14/2024	0.00	0.00	7,860.00	USD
Supplier Invoice: SINV-2024-26616	Kitsap Public Health District	Department Of Ecology	#CW-96160204	Department Of Ecology - Remit-To: Cashiering Unit Po Box 47611	Net 30	SINV-2024-26616	08/15/2024		09/14/2024	0.00	0.00	295.00	USD
Supplier Invoice: SINV-2024-26618	Kitsap Public Health District	Docusign, Inc	#111100363410	Docusign, Inc	Net 30	SINV-2024-26618	08/15/2024		09/14/2024	0.00	0.00	3,013.92	USD
Supplier Invoice: SINV-2024-26647	Kitsap Public Health District	Enduris Washington	#R25-012-1	Enduris Washington	Net 30	SINV-2024-26647	08/15/2024		09/14/2024	0.00	0.00	240,100.00	USD
Supplier Invoice: SINV-2024-26648	Kitsap Public Health District	Granicus	#188307	Granicus	Net 30	SINV-2024-26648	08/15/2024		09/14/2024	0.00	0.00	16,759.11	USD



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-26649	Kitsap Public Health District	Iron Mountain	#202894741	Iron Mountain - Remit-To: Po Box 27128	Net 30	SINV-2024-26649	08/15/2024		09/14/2024	0.00	0.00	234.49	USD
Supplier Invoice: SINV-2024-26651	Kitsap Public Health District	Laboratory Corporation of America	#80892905	Laboratory Corporation of America	Net 30	SINV-2024-26651	08/15/2024		09/14/2024	0.00	0.00	73.24	USD
Supplier Invoice: SINV-2024-26654	Kitsap Public Health District	Loomis	#13535230	Loomis - Remit-To: Palatine, IL	Net 30	SINV-2024-26654	08/15/2024		09/14/2024	0.00	0.00	1,123.44	USD
Supplier Invoice: SINV-2024-26655	Kitsap Public Health District	ODP Business Solutions, LLC	#376091718001	ODP Business Solutions, LLC	Net 30	SINV-2024-26655	08/15/2024		09/14/2024	0.00	0.00	272.13	USD
Supplier Invoice: SINV-2024-26656	Kitsap Public Health District	ODP Business Solutions, LLC	#377734274001	ODP Business Solutions, LLC	Net 30	SINV-2024-26656	08/15/2024		09/14/2024	0.00	0.00	95.44	USD
Supplier Invoice: SINV-2024-26657	Kitsap Public Health District	ODP Business Solutions, LLC	#377878200001	ODP Business Solutions, LLC	Net 30	SINV-2024-26657	08/15/2024		09/14/2024	0.00	0.00	75.46	USD
Supplier Invoice: SINV-2024-26660	Kitsap Public Health District	ODP Business Solutions, LLC	#379105535001	ODP Business Solutions, LLC	Net 30	SINV-2024-26660	08/15/2024		09/14/2024	0.00	0.00	71.20	USD
Supplier Invoice: SINV-2024-26662	Kitsap Public Health District	ODP Business Solutions, LLC	#373216474001	ODP Business Solutions, LLC	Net 30	SINV-2024-26662	08/15/2024		09/14/2024	0.00	0.00	36.57	USD
Supplier Invoice: SINV-2024-26663	Kitsap Public Health District	ODP Business Solutions, LLC	#373220378001	ODP Business Solutions, LLC	Net 30	SINV-2024-26663	08/15/2024		09/14/2024	0.00	0.00	32.79	USD
Supplier Invoice: SINV-2024-26664	Kitsap Public Health District	Propio LS, LLC	#0310070724	Propio LS, LLC	Net 30	SINV-2024-26664	08/15/2024		09/14/2024	0.00	0.00	39.15	USD
Supplier Invoice: SINV-2024-26665	Kitsap Public Health District	Propio LS, LLC	#0310070324	Propio LS, LLC	Net 30	SINV-2024-26665	08/15/2024		09/14/2024	0.00	0.00	83.70	USD



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-26666	Kitsap Public Health District	Quest Diagnostics	#9210936601	Quest Diagnostics	Net 30	SINV-2024-26666	08/15/2024		09/14/2024	0.00	0.00	1,251.80	USD
Supplier Invoice: SINV-2024-26667	Kitsap Public Health District	Staples	#6007686952	Staples - Remit-To: Staples	Net 30	SINV-2024-26667	08/15/2024		09/14/2024	0.00	0.00	283.73	USD
Supplier Invoice: SINV-2024-26669	Kitsap Public Health District	University of Florida	#13820	University of Florida	Immediate	SINV-2024-26669	08/15/2024		08/15/2024	0.00	0.00	225.00	USD
Supplier Invoice: SINV-2024-26671	Kitsap Public Health District	Wex Bank	#98914148	Wex Bank	Net 30	SINV-2024-26671	08/15/2024		09/14/2024	0.00	0.00	1,058.00	USD

Remittance

Remittance

Process	Date	Remittance Events
Payment Message: ID 2960 for Kitsap Public Health District on 08/15/2024	08/15/2024	2

Process History

Settlement Run Process History

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Settlement Run Event	Settlement Run Event	Step Completed	08/15/2024 08:02:51 AM		Heather Hunsaker (434069)	1	
Settlement Run Event	To Do: Settlement Run has Payment Handling Instruction	Not Required				0	
Settlement Run Event	To Do: AP Wire was Settled	Not Required				0	
Settlement Run Event	To Do: Wire Payment Settled	Not Required				0	

Related Business Processes History

Business Process	Status
Payment Message: ID 2961 for Kitsap Public Health District on 08/15/2024	Successfully Completed
Payment Message: ID 2960 for Kitsap Public Health District on 08/15/2024	Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 08/15/2024	In Progress
Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 08/15/2024	In Progress
Print Checks: Kitsap County Claims Fund Warrant Account for Miscellaneous Payment (Check) on 08/15/2024	In Progress



View Settlement Run

Business Process		Status
Remittance File: For Kania, Sharon Faye on 08/15/2024		Successfully Completed
Remittance File: For Iron Mountain - Remit-To: Po Box 27128 on 08/15/2024		Successfully Completed

Background Processes

Created Date and Time	Started Date and Time	Process Type	Process	Request	Status	Total Processing Time	Submitted by	Errors & Warnings
08/15/2024 08:02 AM	08/15/2024 08:02 AM	Job	Settlement Run Complete	Settlement Run Complete for STL-00003890	Completed	00:00:12	Heather Hunsaker	



View Settlement Run

Settlement Run Information

Settlement Run Name: STL-00003916
 Kitsap Public Health District JS
 Number: STL-00003916
 Status: Complete
 Date: 08/22/2024
 Include Payments On Behalf Of: No
 Exclude Negative Payments: No
 Express Settlement: No

Additional Information

Organization: Kitsap Public Health District
 Currency: USD
 Filters Used:

Payment Information

Display Currency: USD
 Outbound Total: 305,702.89
 Inbound Total: 0.00
 Expense Report Count: 11
 Miscellaneous Payment Request Count: 4
 Supplier Invoice Count: 34

Payment Groups
 Payment Groups

View	Category	Bank Account	Payment Type	Date	Payments	Amount	Currency	Business Process	Status
Expense Payment(Check) for Kitsap County Claims Fund Warrant Account	Expense Payment	Kitsap County Claims Fund Warrant Account	Check	08/22/2024	2	992.83	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 08/22/2024	Successfully Completed
Expense Payment(Direct Deposit) for Treasurer's Main account	Expense Payment	Treasurer's Main account	Direct Deposit	08/22/2024	9	1,498.22	USD	Payment Message: ID 2981 for Kitsap Public Health District on 08/22/2024	Successfully Completed
Miscellaneous Payment(Check) for Kitsap County Claims Fund Warrant Account	Miscellaneous Payment	Kitsap County Claims Fund Warrant Account	Check	08/22/2024	4	1,682.54	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Miscellaneous Payment (Check) on 08/22/2024	Successfully Completed



View Settlement Run

View	Category	Bank Account	Payment Type	Date	Payments	Amount	Currency	Business Process	Status
Supplier Payment(Check) for Kitsap County Claims Fund Warrant Account	Supplier Payment	Kitsap County Claims Fund Warrant Account	Check	08/22/2024	25	268,269.45	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 08/22/2024	Successfully Completed
Supplier Payment(EFT) for Treasurer's Main account	Supplier Payment	Treasurer's Main account	EFT	08/22/2024	4	33,259.85	USD	Payment Message: ID: 2982 for Kitsap Public Health District on 08/22/2024	Successfully Completed

Expense Reports

Expense Report	Company	Pay To	Type	Document Number	Expense Report Date	Memo	Reimbursable Amount	Currency
Expense Report: EXP-0009859	Kitsap Public Health District	Katie Baker (435044)	Employee	EXP-0009859	08/22/2024		37.67	USD
Expense Report: EXP-0009860	Kitsap Public Health District	Jennifer Breitmayer (435259)	Employee	EXP-0009860	08/22/2024		862.18	USD
Expense Report: EXP-0009862	Kitsap Public Health District	George Fine (421693)	Employee	EXP-0009862	08/22/2024		28.61	USD
Expense Report: EXP-0009863	Kitsap Public Health District	Paul Giuntoli (337331)	Employee	EXP-0009863	08/22/2024		130.65	USD
Expense Report: EXP-0009864	Kitsap Public Health District	Gabriel Hammond (434978)	Employee	EXP-0009864	08/22/2024		399.37	USD
Expense Report: EXP-0009867	Kitsap Public Health District	Siri Kushner (327580)	Employee	EXP-0009867	08/22/2024		68.68	USD
Expense Report: EXP-0009868	Kitsap Public Health District	Alexandra Moore (434254)	Employee	EXP-0009868	08/22/2024		509.87	USD
Expense Report: EXP-0009869	Kitsap Public Health District	Nolan Simmons (434365)	Employee	EXP-0009869	08/22/2024		30.28	USD
Expense Report: EXP-0009870	Kitsap Public Health District	Orpa Taveras (435217)	Employee	EXP-0009870	08/22/2024		51.66	USD
Expense Report: EXP-0009871	Kitsap Public Health District	Aldrin Villahermosa II (435216)	Employee	EXP-0009871	08/22/2024		119.53	USD
Expense Report: EXP-0009875	Kitsap Public Health District	Jacob Wimpenny (434923)	Employee	EXP-0009875	08/22/2024		252.55	USD

Miscellaneous Payment Requests

Miscellaneous Payment Request	Company	Payee	Document Number	Payment Type	Request Category	Document Date	Payment Amount	Currency
MPR-17741	Kitsap Public Health District	THE COFFEE OASIS (Inactive)	MPR-17741	Check	POS Customer Refund	08/22/2024	537.50	USD
MPR-17742	Kitsap Public Health District	JOHN CRAVEN (Inactive)	MPR-17742	Check	One-Time Payment	08/16/2024	350.00	USD
MPR-17743	Kitsap Public Health District	TRACYTON MOVIE HOUSE (Inactive)	MPR-17743	Check	One-Time Payment	08/16/2024	445.04	USD



View Settlement Run

Miscellaneous Payment Request	Company	Payee	Document Number	Payment Type	Request Category	Document Date	Payment Amount	Currency
MPR-17744	Kitsap Public Health District	BRIDGET ROBINSON (Inactive)	MPR-17744	Check	One-Time Payment	08/22/2024	350.00 USD	USD

Supplier Invoices

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-27708	Kitsap Public Health District	American Family Life Assurance Company	AUGUST 2024 BENEFITS	American Family Life Assurance Company	Net 30	SINV-2024-27708	08/22/2024		09/21/2024	0.00	0.00	1,989.54 USD	USD
Supplier Invoice: SINV-2024-27709	Kitsap Public Health District	Health Equity	AUGUST 2024 BENEFITS	Health Equity	Net 30	SINV-2024-27709	08/22/2024		09/21/2024	0.00	0.00	1,765.00 USD	USD
Supplier Invoice: SINV-2024-27710	Kitsap Public Health District	Hira Veba Trust	AUGUST 2024 BENEFITS	Hira Veba Trust	Net 30	SINV-2024-27710	08/22/2024		09/21/2024	0.00	0.00	11,124.93 USD	USD
Supplier Invoice: SINV-2024-27711	Kitsap Public Health District	Nationwide Retirement Solutions	AUGUST 2024 BENEFITS	Nationwide Retirement Solutions	Net 30	SINV-2024-27711	08/22/2024		09/21/2024	0.00	0.00	7,645.00 USD	USD
Supplier Invoice: SINV-2024-27714	Kitsap Public Health District	A.W. Rehn & Associates, Inc	AUGUST 2024 BENEFITS PARKING	A.W. Rehn & Associates, Inc	Net 30	SINV-2024-27714	08/22/2024		09/21/2024	0.00	0.00	625.25 USD	USD
Supplier Invoice: SINV-2024-27715	Kitsap Public Health District	A.W. Rehn & Associates, Inc	AUG 2024 DCFSA	A.W. Rehn & Associates, Inc	Net 30	SINV-2024-27715	08/22/2024		09/21/2024	0.00	0.00	2,296.67 USD	USD
Supplier Invoice: SINV-2024-27716	Kitsap Public Health District	Prof & Technical Eng XPH	AUGUST 2024 BENEFITS UNION	Prof & Technical Eng XPH - Remit-To: Local Union 17	Net 30	SINV-2024-27716	08/22/2024		09/21/2024	0.00	0.00	3,895.49 USD	USD
Supplier Invoice: SINV-2024-27717	Kitsap Public Health District	Prof & Technical Eng XPH	AUGUST 2024 BENEFITS PAC	Prof & Technical Eng XPH - Remit-To: Local 17 Union/PAC	Net 30	SINV-2024-27717	08/22/2024		09/21/2024	0.00	0.00	49.00 USD	USD
Supplier Invoice: SINV-2024-27718	Kitsap Public Health District	Voya Institutional Trust Company	AUGUST 2024 BENEFITS	Voya Institutional Trust Company - Remit-To: Voya Institutional Trust Co (South Kitsap Fire Payroll)	Net 30	SINV-2024-27718	08/22/2024		09/21/2024	0.00	0.00	575.00 USD	USD



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-27720	Kitsap Public Health District	Wash State Dept Of Retirement	AUGUST 2024 BENEFITS	Wash State Dept Of Retirement	Net 30	SINV-2024-27720	08/22/2024		09/21/2024	0.00	0.00	12,042.88	USD
Supplier Invoice: SINV-2024-27723	Kitsap Public Health District	Wa Health Care Authority - Uniform	AUGUST 2024 BENEFITS	Wa Health Care Authority - Uniform	Net 30	SINV-2024-27723	08/22/2024		09/21/2024	0.00	0.00	138,974.52	USD
Supplier Invoice: SINV-2024-27724	Kitsap Public Health District	Vimly Benefit Solutions Inc	AUGUST 2024 BENEFITS	Vimly Benefit Solutions Inc	Net 30	SINV-2024-27724	08/22/2024		09/21/2024	0.00	0.00	6,330.42	USD
Supplier Invoice: SINV-2024-27725	Kitsap Public Health District	Whit-Delta Dental Of Washington	AUGUST 2024 BENEFITS	Whit-Delta Dental Of Washington	Net 30	SINV-2024-27725	08/22/2024		09/21/2024	0.00	0.00	12,079.13	USD
Supplier Invoice: SINV-2024-27729	Kitsap Public Health District	1510 High Ave LLC	SEPTEMBER 2024 RENT	1510 High Ave LLC	Net 30	SINV-2024-27729	08/22/2024		09/21/2024	0.00	0.00	1,220.00	USD
Supplier Invoice: SINV-2024-27730	Kitsap Public Health District	A.W. Rehn & Associates, Inc	#15749	A.W. Rehn & Associates, Inc	Net 30	SINV-2024-27730	08/22/2024		09/21/2024	0.00	0.00	95.00	USD
Supplier Invoice: SINV-2024-27731	Kitsap Public Health District	Bremerton Government Center Association	#1187	Bremerton Government Center Association	Net 30	SINV-2024-27731	08/22/2024		09/21/2024	0.00	0.00	35,720.61	USD
Supplier Invoice: SINV-2024-27732	Kitsap Public Health District	Champ Software, Inc.	#6179	Champ Software, Inc.	Net 30	SINV-2024-27732	08/22/2024		09/21/2024	0.00	0.00	21,580.96	USD
Supplier Invoice: SINV-2024-27733	Kitsap Public Health District	Comcast	CCAST 1975 8.9.24	Comcast - Remit-To: PO Box 60533	Net 30	SINV-2024-27733	08/22/2024		09/21/2024	0.00	0.00	449.80	USD
Supplier Invoice: SINV-2024-27734	Kitsap Public Health District	Comcast	#211478818	Comcast - Remit-To: PO Box 37601	Net 30	SINV-2024-27734	08/22/2024		09/21/2024	0.00	0.00	591.54	USD
Supplier Invoice: SINV-2024-27735	Kitsap Public Health District	Comcast	#203446238	Comcast - Remit-To: PO Box 37601	Net 30	SINV-2024-27735	08/22/2024		09/21/2024	0.00	0.00	579.29	USD



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-27738	Kitsap Public Health District	Lingo	#34068972	Lingo - Remit-To: PO Box 660344	Net 30	SINV-2024-27738	08/22/2024		09/21/2024	0.00	0.00	16.26	USD
Supplier Invoice: SINV-2024-27739	Kitsap Public Health District	Mt Zion Missionary Baptist Church	AUG 2024 HALF PAGE AD	Mt Zion Missionary Baptist Church	Net 30	SINV-2024-27739	08/22/2024		09/21/2024	0.00	0.00	75.00	USD
Supplier Invoice: SINV-2024-27740	Kitsap Public Health District	New West Technologies	#19556	New West Technologies	Net 30	SINV-2024-27740	08/22/2024		09/21/2024	0.00	0.00	90.09	USD
Supplier Invoice: SINV-2024-27747	Kitsap Public Health District	Spectra Laboratories - Kitsap, LLC	#24-06163	Spectra Laboratories - Kitsap, LLC - Remit-To: 2221 Ross Way Tacoma	Net 30	SINV-2024-27747	08/22/2024		09/21/2024	0.00	0.00	1,816.00	USD
Supplier Invoice: SINV-2024-27749	Kitsap Public Health District	Spectra Laboratories - Kitsap, LLC	JULY 2024 - PIC TESTING	Spectra Laboratories - Kitsap, LLC - Remit-To: 2221 Ross Way Tacoma	Net 30	SINV-2024-27749	08/22/2024		09/21/2024	0.00	0.00	9,144.60	USD
Supplier Invoice: SINV-2024-27750	Kitsap Public Health District	Washington State Auditor's Office	#L 162876	Washington State Auditor's Office	Net 30	SINV-2024-27750	08/22/2024		09/21/2024	0.00	0.00	20,079.94	USD
Supplier Invoice: SINV-2024-27751	Kitsap Public Health District	Taylor Communications Inc	#V2023535	Taylor Communications Inc	Net 30	SINV-2024-27751	08/22/2024		09/21/2024	0.00	0.00	729.24	USD
Supplier Invoice: SINV-2024-27752	Kitsap Public Health District	Taylor Communications Inc	#V2023534	Taylor Communications Inc	Net 30	SINV-2024-27752	08/22/2024		09/21/2024	0.00	0.00	364.62	USD
Supplier Invoice: SINV-2024-27753	Kitsap Public Health District	Toyota Financial Services	08.08.24 INVOICE	Toyota Financial Services	Net 30	SINV-2024-27753	08/22/2024		09/21/2024	0.00	0.00	460.71	USD
Supplier Invoice: SINV-2024-27754	Kitsap Public Health District	United Business Machines of WA	#INV522141	United Business Machines of WA	Net 30	SINV-2024-27754	08/22/2024		09/21/2024	0.00	0.00	1,209.11	USD
Supplier Invoice: SINV-2024-27756	Kitsap Public Health District	United Business Machines of WA	#INV521967	United Business Machines of WA	Net 30	SINV-2024-27756	08/22/2024		09/21/2024	0.00	0.00	885.20	USD



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-27758	Kitsap Public Health District	University of Washington	#CE000165916	University of Washington	Net 30	SINV-2024-27758	08/22/2024		09/21/2024	0.00	0.00	125.00	USD
Supplier Invoice: SINV-2024-27760	Kitsap Public Health District	Verizon Wireless	#9971226225	Verizon Wireless - Remit-To: Treasurer - PO Box 660108	Net 30	SINV-2024-27760	08/22/2024		09/21/2024	0.00	0.00	6,323.45	USD
Supplier Invoice: SINV-2024-27769	Kitsap Public Health District	Comcast	#208948154	Comcast - Remit-To: PO Box 37601	Net 30	SINV-2024-27769	08/22/2024		09/21/2024	0.00	0.00	580.05	USD

Remittance
Remittance

Process	Date	Remittance Events
Payment Message: ID 2982 for Kitsap Public Health District on 08/22/2024	08/22/2024	4

Process History

Settlement Run Process History

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Settlement Run Event	Settlement Run Event	Step Completed	08/22/2024 09:11:07 AM		Junille Schmelting (430378)	1	
Settlement Run Event	To Do: Settlement Run has Payment Handling Instruction	Not Required				0	
Settlement Run Event	To Do: AP Wire was Settled	Not Required				0	
Settlement Run Event	To Do: Wire Payment Settled	Not Required				0	

Related Business Processes History

Business Process	Status
Payment Message: ID 2981 for Kitsap Public Health District on 08/22/2024	Successfully Completed
Payment Message: ID 2982 for Kitsap Public Health District on 08/22/2024	Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 08/22/2024	Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Miscellaneous Payment (Check) on 08/22/2024	Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 08/22/2024	Successfully Completed
Remittance File: For United Business Machines of WA on 08/22/2024	Successfully Completed
Remittance File: For Spectra Laboratories - Kitsap, LLC - Remit-To: 2221 Ross Way Tacoma on 08/22/2024	Successfully Completed
Remittance File: For University of Washington on 08/22/2024	Successfully Completed
Remittance File: For Washington State Auditor's Office on 08/22/2024	Successfully Completed



View Settlement Run

Background Processes

Created Date and Time	Started Date and Time	Process Type	Process	Request	Status	Total Processing Time	Submitted by	Errors & Warnings
08/22/2024 09:11 AM	08/22/2024 09:11 AM	Job	Settlement Run Complete	Settlement Run Complete for STL-00003916	Completed	00:00:12	Junille Schmeling	



View Settlement Run

Settlement Run Information

Settlement Run Name STL-00003938
 Kitsap Public Health District HH
 Number STL-00003938
 Status Complete
 Date 08/29/2024
 Include Payments On Behalf Of No
 Exclude Negative Payments Yes
 Express Settlement No

Additional Information

Organization Kitsap Public Health District
 Currency USD
 Filters Used

Payment Information

Display Currency USD
 Outbound Total 49,796.55
 Inbound Total 0.00
 Expense Report Count 11
 Supplier Invoice Count 17

Payment Groups

View	Category	Bank Account	Payment Type	Date	Payments	Amount	Currency	Business Process	Status
Expense Payment(Check) for Kitsap County Claims Fund Warrant Account	Expense Payment	Kitsap County Claims Fund Warrant Account	Check	08/29/2024	1	38.86	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 08/29/2024	Successfully Completed
Expense Payment(Direct Deposit) for Treasurer's Main account	Expense Payment	Treasurer's Main account	Direct Deposit	08/29/2024	10	1,447.64	USD	Payment Message: ID 2998 for Kitsap Public Health District on 08/29/2024	Successfully Completed
Supplier Payment(Check) for Kitsap County Claims Fund Warrant Account	Supplier Payment	Kitsap County Claims Fund Warrant Account	Check	08/29/2024	10	42,833.83	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 08/29/2024	Successfully Completed



View Settlement Run

View	Category	Bank Account	Payment Type	Date	Payments	Amount	Currency	Business Process	Status
Supplier Payment(EFT) for Treasurer's Main account	Supplier Payment	Treasurer's Main account	EFT	08/29/2024	3	5,476.22 USD	USD	Payment Message: ID 2999 for Kitsap Public Health District on 08/29/2024	Successfully Completed

Expense Reports

Expense Report	Company	Pay To	Type	Document Number	Expense Report Date	Memo	Reimbursable Amount	Currency
Expense Report: EXP-0009913	Kitsap Public Health District	Katie Baker (435044)	Employee	EXP-0009913	08/29/2024		90.00 USD	USD
Expense Report: EXP-0009914	Kitsap Public Health District	Callie Burton (434296)	Employee	EXP-0009914	08/29/2024		315.70 USD	USD
Expense Report: EXP-0009915	Kitsap Public Health District	Eric Evans (4565)	Employee	EXP-0009915	08/29/2024		116.00 USD	USD
Expense Report: EXP-0009916	Kitsap Public Health District	Paul Giuntoli (337331)	Employee	EXP-0009916	08/29/2024		38.86 USD	USD
Expense Report: EXP-0009917	Kitsap Public Health District	Brandon Kindschy (421430)	Employee	EXP-0009917	08/29/2024		74.50 USD	USD
Expense Report: EXP-0009918	Kitsap Public Health District	Martha May (434674)	Employee	EXP-0009918	08/29/2024		145.93 USD	USD
Expense Report: EXP-0009919	Kitsap Public Health District	Anne Moen (279971)	Employee	EXP-0009919	08/29/2024		26.13 USD	USD
Expense Report: EXP-0009921	Kitsap Public Health District	Melissa O'Brien (433907)	Employee	EXP-0009921	08/29/2024		417.68 USD	USD
Expense Report: EXP-0009923	Kitsap Public Health District	Emmy Shelby (434658)	Employee	EXP-0009923	08/29/2024		154.30 USD	USD
Expense Report: EXP-0009924	Kitsap Public Health District	Tobbi Stewart (423168)	Employee	EXP-0009924	08/29/2024		61.64 USD	USD
Expense Report: EXP-0009925	Kitsap Public Health District	Orpa Taveras (435217)	Employee	EXP-0009925	08/29/2024		45.76 USD	USD

Supplier Invoices

Supplier Invoice	Company	Supplier Invoice Number	Supplier	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-28440	Kitsap Public Health District	#AGYR25	American Public Health Association	American Public Health Association	Net 30	SINV-2024-28440	08/29/2024		09/28/2024	0.00	0.00	1,050.00 USD	USD
Supplier Invoice: SINV-2024-28443	Kitsap Public Health District	#34501747	Canon Financial Services, Inc.	Canon Financial Services, Inc.	Net 30	SINV-2024-28443	08/29/2024		09/28/2024	0.00	0.00	1,474.04 USD	USD



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-28444	Kitsap Public Health District	Catalyst Workplace Activation	#103111 D-INITIAL	Catalyst Workplace Activation	Net 30	SINV-2024-28444	08/29/2024		09/28/2024	0.00	0.00	26,630.83	USD
Supplier Invoice: SINV-2024-28446	Kitsap Public Health District	ChildStrive	JULY 2024	ChildStrive	Net 30	SINV-2024-28446	08/29/2024		09/28/2024	0.00	0.00	1,336.40	USD
Supplier Invoice: SINV-2024-28448	Kitsap Public Health District	Collins Computing Inc	#069862	Collins Computing Inc	Net 30	SINV-2024-28448	08/29/2024		09/28/2024	0.00	0.00	56.25	USD
Supplier Invoice: SINV-2024-28452	Kitsap Public Health District	Kitsap County	#0002169	Kitsap County - Remit-To: KC Parks & Recreation	Net 30	SINV-2024-28452	08/29/2024		09/28/2024	0.00	0.00	924.00	USD
Supplier Invoice: SINV-2024-28455	Kitsap Public Health District	Sanofi Pasteur, Inc	#1136054710	Sanofi Pasteur, Inc	Net 30	SINV-2024-28455	08/29/2024		09/28/2024	0.00	0.00	1,732.81	USD
Supplier Invoice: SINV-2024-28482	Kitsap Public Health District	Sensoscientific Inc	#0153347-IN	Sensoscientific Inc	Net 30	SINV-2024-28482	08/29/2024		09/28/2024	0.00	0.00	365.00	USD
Supplier Invoice: SINV-2024-28483	Kitsap Public Health District	Staples	#6009376340	Staples - Remit-To: Staples	Net 30	SINV-2024-28483	08/29/2024		09/28/2024	0.00	0.00	232.04	USD
Supplier Invoice: SINV-2024-28485	Kitsap Public Health District	Staples	#6008930363	Staples - Remit-To: Staples	Net 30	SINV-2024-28485	08/29/2024		09/28/2024	0.00	0.00	84.02	USD
Supplier Invoice: SINV-2024-28487	Kitsap Public Health District	Staples	#6009447999	Staples - Remit-To: Staples	Net 30	SINV-2024-28487	08/29/2024		09/28/2024	0.00	0.00	69.33	USD
Supplier Invoice: SINV-2024-28489	Kitsap Public Health District	Staples	#6008869465	Staples - Remit-To: Staples	Net 30	SINV-2024-28489	08/29/2024		09/28/2024	0.00	0.00	52.33	USD
Supplier Invoice: SINV-2024-28493	Kitsap Public Health District	Stericycle Inc	#1000820641	Stericycle Inc - Remit-To: Stericycle Inc	Net 30	SINV-2024-28493	08/29/2024		09/28/2024	0.00	0.00	299.91	USD



View Settlement Run

Supplier Invoice	Company	Supplier	Supplier's Invoice Number	Payee	Payment Terms	Document Number	Invoice Date	Discount Date	Due Date	Discount Taken	Withheld Tax Amount	Amount to Pay	Currency
Supplier Invoice: SINV-2024-28496	Kitsap Public Health District	Stericycle Inc	#1000164903	Stericycle Inc - Remit-To: Stericycle Inc	Net 30	SINV-2024-28496	08/29/2024		09/28/2024	0.00	0.00	150.47	USD
Supplier Invoice: SINV-2024-28499	Kitsap Public Health District	Structured	#0244590-IN	Structured	Net 30	SINV-2024-28499	08/29/2024		09/28/2024	0.00	0.00	4,602.79	USD
Supplier Invoice: SINV-2024-28501	Kitsap Public Health District	Summit Law Group, PLLC	#156525	Summit Law Group, PLLC	Net 30	SINV-2024-28501	08/29/2024		09/28/2024	0.00	0.00	3,551.80	USD
Supplier Invoice: SINV-2024-28503	Kitsap Public Health District	VectorUSA	#100769	VectorUSA	Net 30	SINV-2024-28503	08/29/2024		09/28/2024	0.00	0.00	5,698.03	USD

Remittance

Remittance

Process	Date	Remittance Events
Payment Message: ID 2999 for Kitsap Public Health District on 08/29/2024	08/29/2024	3

Process History

Settlement Run Process History

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
Settlement Run Event	Settlement Run Event	Step Completed	08/29/2024 09:14:41 AM		Heather Hunsaker (434069)	1	
Settlement Run Event	To Do: Settlement Run has Payment Handling Instruction	Not Required				0	
Settlement Run Event	To Do: AP Wire was Settled	Not Required				0	
Settlement Run Event	To Do: Wire Payment Settled	Not Required				0	

Related Business Processes History

Business Process	Status
Payment Message: ID 2999 for Kitsap Public Health District on 08/29/2024	Successfully Completed
Payment Message: ID 2998 for Kitsap Public Health District on 08/29/2024	Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 08/29/2024	Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 08/29/2024	Successfully Completed
Remittance File: For Summit Law Group, PLLC on 08/29/2024	Successfully Completed



View Settlement Run

Business Process	Status
Remittance File: For Canon Financial Services, Inc. on 08/29/2024	Successfully Completed
Remittance File: For Stericycle Inc - Remit-To: Stericycle Inc on 08/29/2024	Successfully Completed

Background Processes

Created Date and Time	Started Date and Time	Process Type	Process	Request	Status	Total Processing Time	Submitted by	Errors & Warnings
08/29/2024 09:14 AM	08/29/2024 09:14 AM	Job	Settlement Run Complete	Settlement Run Complete for STL-00003938	Completed	00:00:10	Heather Hunsaker	

TREAS RPT - Detail Cash Report - Cash

Treasurer's Detail Report
 For 2024 - Aug

Fund: FD00969 Kitsap Public Health General

Ledger Account	Revenue or Spend Category	Journal	Posting Date	Debit	Credit	Balance
5700:Debt Service Principal	5780 - Intergovernmental Loans	JE-00062262 - Kitsap Public Health District - 08/01/2024 - 2024 Mortgage Payment - August	8/1/2024	0.00	16,667.00	-16,667.00
5800:Debt Service Interest	5830 - Interest on Long-Term External Debt	JE-00062262 - Kitsap Public Health District - 08/01/2024 - 2024 Mortgage Payment - August	8/1/2024	0.00	8,346.00	-8,346.00

25,013.00

TREAS RPT - Detail Cash Report - Cash

Treasurer's Detail Report
 For 2024 - Aug

Fund: FD00969 Kitsap Public Health General

Ledger Account	Revenue or Spend Category	Journal	Posting Date	Debit	Credit	Balance
5400:Other Services and Charges	5493 - Financial Service Fees	Operational Journal: Kitsap Public Health District - 08/02/2024	8/2/2024	0.00	62.75	-62.75
5400:Other Services and Charges	5493 - Financial Service Fees	Operational Journal: Kitsap Public Health District - 08/05/2024	8/5/2024	0.00	5,620.23	-5,620.23
5400:Other Services and Charges	5493 - Financial Service Fees	Operational Journal: Kitsap Public Health District - 08/06/2024	8/6/2024	0.00	1,601.63	-1,601.63

7,284.61

TREAS RPT - Detail Cash Report - Cash

Treasurer's Detail Report
For 2024 - Aug

Fund: FD00969 Kitsap Public Health General

Ledger Account	Revenue or Spend Category	Journal	Posting Date	Debit	Credit	Balance
3800:Other Increases in Fund Resources	3860 - Agency Deposits	JE-00062763 - Kitsap Public Health District - 08/20/2024 - Public Health monthly vital stats transfer	8/20/2024	0.00	27,753.00	-27,753.00

27,753.00

Kitsap Public Health - 08/31/2024

Name	Hours	Gross Pay	Employer Paid Taxes	Employer Paid Benefits	Net Pay
Acosta (278956) Nancy	37.49	\$2,085.94			\$0.00
Ader (413193) Sam	173.33	\$6,539.00			\$4,457.72
Ahlin (434420) Zachary	54.50	\$1,691.68			\$1,496.00
Alexander (435070)	160.58	\$6,110.73			\$4,135.67
Anderson (419470) Amy	173.33	\$6,964.00			\$4,497.03
Anderson-Hobbs (435083)	173.33	\$5,246.00			\$3,958.49
Armstrong (434291) Jami	173.33	\$6,402.00			\$4,490.88
Atisme-Bevins (433909)	173.33	\$8,747.00			\$5,476.17
Baker (435044) Katie	173.33	\$5,508.00			\$4,148.42
Banigan (215189) Leslie	173.33	\$7,614.00			\$5,464.00
Baum (434397) Rudy	173.33	\$6,282.00			\$4,630.26
Bazzell (328436) Richard	173.33	\$7,614.00			\$5,385.24
Bell (419805) Gus	173.33	\$7,733.00			\$5,154.10
Berger (407902) Angeline	173.33	\$6,282.00			\$4,463.99
Bierman (404611) Dana	173.33	\$9,643.00			\$7,125.29
Borja (426250) Windie	173.33	\$6,402.00			\$4,451.46
Boysen-Knapp (2058)	173.33	\$7,636.00			\$5,276.52
Breitmayer (435259)	203.83	\$9,093.61			\$7,009.46
Bronder (434436) Christine	173.33	\$5,649.00			\$4,303.66
Brown (271677) Steven	173.33	\$10,143.00			\$6,119.19
Burchett (409212) Brian	173.33	\$6,228.00			\$4,512.46
Burke (434463) Lenore	173.33	\$4,814.00			\$3,481.39
Burton (434296) Callie	173.33	\$4,880.00			\$3,586.10
Byrd (434085) Stephanie	173.33	\$4,574.00			\$3,636.66
Cadorna (434932) Jessi	173.33	\$3,978.00			\$2,812.18
Calderon (434768) Brenda	173.33	\$4,297.00			\$3,268.96
Camarena (434536) Daniel	173.33	\$6,048.00			\$4,133.50
Chang (411387) Margo	173.33	\$5,427.00			\$3,915.94
Chen (434841) Jessica	173.33	\$6,926.00			\$5,345.31
Clark (435043) Cheryl	173.33	\$6,680.00			\$4,799.05
Collins (434101) Lori	173.33	\$7,351.00			\$5,089.16
Crail (435213) Rebekah	145.33	\$4,107.72			\$3,041.54
Currie (400651) Krista	173.33	\$5,077.00			\$3,800.92
Davis (433997) Elizabeth	173.33	\$9,184.00			\$6,386.47
Degracia (435196) Allison	173.33	\$5,783.00			\$4,269.23
Deseamus (434593) Dara	173.33	\$4,880.00			\$3,663.22
Dowless (340919) Kelly	173.33	\$7,636.00			\$5,237.08
Duren (430735) Ashley	173.33	\$6,402.00			\$4,711.11
Evans (4565) Eric	173.33	\$11,163.00			\$7,036.86
Fergus (434648) Maria	173.33	\$5,116.00			\$3,699.15
Fine (421693) George	86.67	\$2,287.00			\$1,774.50
Fisk (321284) April	173.33	\$8,840.00			\$5,006.73
Fong (356883) Yolanda	173.33	\$12,903.00			\$8,400.96
Fuchs (435045) Molly	173.33	\$4,605.00			\$3,369.64
Fucini (434997) Heather	173.33	\$6,228.00			\$4,999.64
Giuntoli (337331) Paul	173.33	\$7,614.00			\$4,712.58
Gress (421427) Nicole	173.33	\$5,508.00			\$4,054.26
Griego (410072) Yaneisy	173.33	\$6,253.00			\$4,711.03
Guidry (355732) Jessica	173.33	\$10,125.00			\$7,223.53
Hammond (434978)	173.33	\$6,596.00			\$4,503.30
Hampton (434838)	159.17	\$7,362.96			\$5,223.39
Hansen (435085) Isabella	173.33	\$4,666.00			\$3,376.34
Harmon (434977) William	173.33	\$7,883.00			\$6,120.47
Hartman (434642) Melissa	173.33	\$6,072.00			\$4,578.84
Holdcroft (270783) Jodie	134.11	\$5,891.45			\$4,740.57
Holdcroft (4579) Grant	27.04	\$1,504.51			\$0.00
Holt (2726) Karen	173.33	\$10,631.00			\$6,955.40
Howard (434057) Anne	138.67	\$4,537.00			\$2,986.63
Hubert (435172) Joaquin	158.33	\$4,933.60			\$4,111.52
Hughes (434256) Jakob	173.33	\$6,228.00			\$4,574.15
Hunter (409213) Kari	173.33	\$9,643.00			\$6,232.38
Inga Dominguez (434769)	173.33	\$4,878.00			\$3,670.14
Inouye (434255) Wendy	173.33	\$8,840.00			\$6,068.50
Jenkins (434053) Andrea	173.33	\$4,814.00			\$3,632.92
Jones (358933) Kimberly	173.33	\$10,043.00			\$6,831.39
Jury (434709) Thomas	173.33	\$5,649.00			\$4,317.43
Katula (393427) Dayna	173.33	\$9,184.00			\$5,670.05
Kench (245476) Donald	173.33	\$4,481.00			\$2,635.12
Kiess (250913) John	173.33	\$11,721.00			\$8,724.80

Kitsap Public Health - 08/31/2024

Name	Hours	Gross Pay	Employer Paid Taxes	Employer Paid Benefits	Net Pay
Kimes (433908) Alexandra	173.33	\$8,270.00			\$5,775.21
Kindschy (421430)	173.33	\$6,866.00			\$4,822.01
Kinnear (434099) Sarah	173.33	\$6,316.00			\$4,849.70
Knoop (16125) Melina	173.33	\$7,614.00			\$5,023.50
Kruse (243184) Charles	173.33	\$7,719.00			\$5,340.83
Kushner (327580) Siri	173.33	\$11,721.00			\$7,165.83
Laird (416539) Melissa	173.33	\$10,631.00			\$6,473.75
Lawver (434888) Albert	173.33	\$6,228.00			\$4,649.50
Levine (435209) Naomi	173.33	\$6,015.00			\$4,602.62
Lytle (285038) Ross	173.33	\$7,614.00			\$5,178.49
Madden (434318) Shannon	173.33	\$4,814.00			\$3,520.68
May (434674) Martha	173.33	\$4,694.00			\$3,257.81
Mazur (388104) Karina		\$0.00			\$0.00
McClung (435242) Carol	165.33	\$8,030.36			\$4,911.44
McMillan (434052) Michelle	173.33	\$6,133.00			\$4,424.68
Miller (435008) Christopher	173.33	\$8,510.00			\$5,621.35
Moen (279971) Anne	173.33	\$7,614.00			\$5,129.36
Moontree-Stewart (406607)	96.00	\$3,362.88			\$2,965.21
Moore (434254) Alexandra	173.33	\$5,931.00			\$4,389.81
Morris (312378) Dawn	173.33	\$7,555.00			\$5,305.27
Morris (434567) Amanda	173.33	\$4,814.00			\$3,573.49
Morrow (433895) Nathan	173.33	\$17,214.00			\$8,848.06
Neff Warner (435082) Leah	173.33	\$6,596.00			\$3,751.91
Nguyen (295033) Loan	173.33	\$5,598.00			\$4,034.67
Nielson (434638) Brian	173.33	\$6,852.00			\$5,107.88
Noriega (435095) Yolanda	173.33	\$4,098.00			\$3,215.34
North (22459) Edwin	173.33	\$10,631.00			\$240.34
O'Brien (433907) Melissa	173.33	\$5,380.00			\$4,230.02
Onarheim (426938) Carin	173.33	\$5,983.00			\$4,508.82
Outlaw-Spencer (434984)	164.46	\$5,761.28			\$4,360.76
Pandino (419118) Linda	174.33	\$5,120.94			\$3,871.48
Perry (306605) Rachel	173.33	\$5,105.00			\$3,679.50
Petersen (434695) Kayla	173.33	\$4,648.00			\$3,374.24
Pittsinger (435173) Lynn	173.33	\$11,721.00			\$7,781.39
Romaelle (435094) Antonio	173.33	\$5,649.00			\$4,239.10
Rork (404613) Ian	173.33	\$7,106.00			\$5,171.97
Sample (434976) Brittany	173.33	\$5,456.00			\$4,120.00
Sauna (435096) Khushnum	173.33	\$5,508.00			\$4,087.02
Shelby (434658) Emmy	156.00	\$7,068.00			\$4,808.28
Sherman (434949) Linnea	173.33	\$4,814.00			\$3,465.40
Shoriz (434893) Justin	173.33	\$5,264.00			\$4,025.00
Shuhler (425553) Yana	173.33	\$4,775.00			\$3,183.55
Sidell (435084) Nathan	173.33	\$4,996.00			\$3,009.23
Simmons (434365) Nolan	173.33	\$5,649.00			\$4,274.87
Smith (361388) Terri	173.33	\$8,510.00			\$5,952.32
Snow (435021) Kelly	171.58	\$5,346.47			\$4,065.10
Sooter (427776) Thaddeus	173.33	\$9,643.00			\$6,895.00
Stedman (347366) Kelsey	173.33	\$9,843.00			\$6,356.77
Stewart (423168) Tobbi	173.33	\$6,228.00			\$4,226.14
Taveras (435217) Orpa	178.58	\$5,227.12			\$3,909.53
Turner (1682) Denise	173.33	\$5,598.00			\$3,458.39
Van Ort (392243) Susan	173.33	\$7,614.00			\$5,255.61
Villahermosa II (435216)	119.33	\$3,756.08			\$2,691.62
Wagner (426251) Mary	121.34	\$3,224.00			\$2,317.78
Warren (434273) Lisa	173.33	\$8,330.00			\$5,501.96
Wellborn (14545) Brian	173.33	\$4,481.00			\$2,960.72
Wendt (397255) Jan	173.33	\$7,733.00			\$5,719.77
Westervelt (434382) Laura	173.33	\$6,539.00			\$4,443.74
Whares (434641) Erica	173.33	\$6,926.00			\$5,429.22
Whitford (434292) Tiffany	173.33	\$4,574.00			\$3,371.64
Wickhamshire (434070)	40.00	\$1,055.60			\$882.77
Wimpenny (434923) Jacob	173.33	\$7,209.00			\$5,184.61
Winchester (431493)	173.33	\$5,649.00			\$4,122.70
Wyatt (434415) Janet	149.16	\$6,654.78			\$4,169.00
	21,908.13	\$869,445.71	\$70,905.23	\$227,917.77	\$598,959.81

TREAS RPT - Detail Cash Report - Cash

Treasurer's Detail Report
For 2024 - Aug

Fund: FD00969 Kitsap Public Health General

Ledger Account	Revenue or Spend Cat	Journal	Posting Date	Debit	Credit	Balance
2315:Employee Benefits Payable		Operational Journal: Kitsap Public Health District - 08/15/2024	8/15/2024	0.00	136,107.94	-136,107.94
2317:Payroll Tax Payable		Operational Journal: Kitsap Public Health District - 08/30/2024	8/30/2024	0.00	219,673.43	-219,673.43

355,781.37