

**Kitsap Public Health District
Consent Agenda
May 7, 2024**

KPHD Contract Number	Their Contract Number	Contractor and Agreement Name	Type of Agreement	Term of Agreement	Amount to District	Amount to Other Agency
2408	CLH28878	Washington State Department of Health <i>Water Recreation Facilities</i>	Joint Plan of Responsibility	05/07/2024-10/31/2025	\$0	\$0
Description: Joint Plan of Responsibility for the District to regulate water recreation facility operating permits.						
2210 Amendment 3 (2409)	N-21-060-A3	Jefferson County <i>Nurse Family Partnership (NFP)</i> <i>Department of Children Youth & Families (DCYF)</i>	Amendment	07/01/2023-06/30/2024	\$5,636	\$0
Description: Amendment shall increase funding by \$5,636 from a total of \$191,868 for a revised total of \$197,504 for services rendered during the term of July 1, 2023 through June 30, 2024.						
2410	DSA 22-01	Office of the Washington State Auditor (SAO) <i>SAO Audits</i>	Interagency DSA	05/7/2024-05/23/2027	\$0	\$0
Description: To provide the requirements and authorization for the District to exchange confidential information with SAO and SAO to share confidential information with the District in support of their audits, investigations, and related statutory responsibilities as described in RCW 43.09 and 42.40.						



JOINT PLAN OF RESPONSIBILITY Agreement
Between
STATE OF WASHINGTON
DEPARTMENT OF HEALTH
And
KITSAP PUBLIC HEALTH DISTRICT
FOR REGULATION OF WATER RECREATION FACILITIES IN KITSAP COUNTY

THIS AGREEMENT is made and entered into by and between the DEPARTMENT OF HEALTH, hereinafter referred to as DOH, and Kitsap Public Health District, hereinafter referred to as KPHD.

THE PURPOSE OF THIS AGREEMENT is to provide for a joint plan of responsibility (JPR) which delineates the responsibilities of DOH and KPHD with respect to the regulation of water recreation facilities (WRF) in Kitsap County pursuant to Chapters 70.90 RCW and Chapters 246-260 and 246-262 WAC. This Agreement supersedes and replaces all prior Joint Plan of Responsibility Agreements between DOH and KPHD regarding water recreation facilities.

THEREFORE, IT IS MUTUALLY AGREED THAT:

GENERAL

Enforcement of Chapter 70.90 RCW and administrative rules, Chapters 246-260 and 246-262 WAC, authorized by Chapter 70.90 RCW, shall be achieved by a joint plan of responsibility between DOH and any local health jurisdiction. DOH and KPHD agree that they will administer the provisions of these chapters within Kitsap County according to the provisions of this joint plan of responsibility.

COMMUNICATIONS

DOH and KPHD agree to maintain an open dialogue between agencies in order to keep each other informed of significant policies being developed and actions being taken. The parties shall evaluate, at least annually, the implementation of this joint plan of responsibility and amend by mutual agreement as needed. The parties shall work together to ensure that there is an effective communications strategy when dealing with water recreation emergencies, security incidents and health risk situations related to water recreation facilities in Kitsap County.

STATEMENT OF RESPONSIBILITIES

KPHD and DOH agree to carry out this joint plan of responsibility as set forth in Exhibit A, Statement of Responsibilities; attached hereto and incorporated herein. Subject to any qualification or clarification provided in the text of this agreement, primary responsibility for carrying out program functions shall be allocated between the parties as indicated in Exhibit A. The party with primary responsibility for a function shall perform that function on a day-to-day basis. The other party may provide advice or assistance as resources allow. Nothing herein shall preclude either party from taking primary responsibility, consistent with their statutory authority, for a function described in Exhibit A by mutual agreement or where an emergency exists.

PERIOD OF PERFORMANCE

Subject to its other provisions, the period of performance of this Agreement shall be from the date last executed and shall terminate on October 31, 2025, unless terminated sooner as provided herein.

COSTS

Unless otherwise specified within the Agreement, any and all expenses incurred by the parties to this Agreement are the sole responsibility of the incurring party.

ASSIGNMENT

The work to be provided under this Agreement, and any claim arising there under, is not assignable or delegable by either party in whole or in part.

AGREEMENT MANAGEMENT

The program manager for each of the parties shall be responsible for and shall be the contact person for all communications regarding the performance of this Agreement. Either party may change its contact person by giving written notice to the other party.

The WRF Program Manager for DOH is:

Todd Phillips
Office Director
Office of Environmental Public Health
P.O. Box 47825
Olympia, WA 98504-7825
Phone: (360) 236-3302
E-Mail: Todd.Phillips@doh.wa.gov

The WRF Program Manager / Contact for KPHD is:

Dayna Katula
Food Safety & Living Environment Program Manager
Kitsap Public Health District
345 6th Street, Suite #300
Bremerton, WA 98337
Phone: (360) 728-2301
E-Mail: dayna.katula@kitsappublichealth.org

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.

DISPUTES

In the event that a dispute arises under this Agreement, it shall be resolved at the lowest possible management level. If resolution is not achieved through discussion by the parties, it shall be determined in the following manner: The Office Director of the Office of Environmental Health, Safety and Toxicology at DOH shall meet with the Environmental Health Director at KPHD to try and resolve the dispute. Failing a resolution at the management level, it shall be determined by a Dispute Board in the following manner: Each party to this agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review the facts, contract terms and applicable statutes and rules and make a determination of the dispute. The determination of the Dispute Board shall be final and binding on the parties hereto.

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 and local 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:

- a. applicable state and federal laws and regulations;
- b. applicable local laws;
- c. Exhibit A, Statement of Responsibilities; and
- d. any other provisions of the Agreement, including materials incorporated by reference.

INDEPENDENT CAPACITY

The employees or agents of each party who are engaged in the performance of this Agreement shall continue to be employees or agents of that party and shall not be considered for any purpose to be employees or agents of the other party.

PRIVACY/SAFEGUARDING OF INFORMATION

“Personal Information” means information identifiable to any person, including, but not limited to, information that relates to a person’s name, health, finances, education, business, use or receipt of governmental services or other activities, addresses, telephone numbers, social security numbers, driver license numbers, other identifying numbers, and any financial identifiers. “Personal Information” includes information protected from disclosure under Chapters 42.17, 70.02, 70.24, and 71.05 RCW, but does not include publicly available information that is lawfully made available to the general public from federal, state, or local government records.

Neither KPHD nor DOH shall use or disclose Personal Information in any manner that would constitute a violation of federal or Washington State law. The parties agree to comply with all federal and state laws and regulations, as currently enacted or revised, regarding data security and electronic data interchange of all Personal Information.

KPHD and DOH shall protect Personal Information collected, used, or acquired in connection with this Agreement, against unauthorized use, disclosure, modification or loss and shall use it solely for the purposes of accomplishing the services set forth in this Agreement. Both parties agree to implement physical, electronic, and managerial policies, procedures, and safeguards to prevent unauthorized access, use, or disclosure of data in any form.

RECORDS MAINTENANCE

The parties to this joint plan of responsibility shall each maintain documents and other records which sufficiently and properly reflect the performance of their respective duties described herein. All documents and other material related to permitting and regulatory activities regarding specific water recreation facilities shall be retained in accordance with each party's record retention plan or for a period of six years following the document date.

These records shall be subject to inspection, review or audit by personnel of both parties, other personnel duly authorized by either party, the Office of the State Auditor, and federal officials so authorized by law during this period. These records are subject to disclosure according to the state's public disclosure statutes and rules.

Records and other documents, in any medium, furnished by one party to this Agreement to the other party, will remain the property of the furnishing party, unless otherwise agreed. Each party will utilize reasonable security procedures and protections to assure that records and documents provided by the other party are not erroneously disclosed to third parties.

SEVERABILITY

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.

TERMINATION

Either party may terminate this Agreement upon 30 days prior written notification to the other party.

TERMINATION FOR CAUSE

If either party does not fulfill in a timely and proper manner its obligations under this Agreement, or if either party violates any of these terms and conditions, the aggrieved party will give the other party written notice of such failure or violation. The responsible party will be given the opportunity to correct the violation or failure within 15 working days. If the failure or violation is not corrected, this Agreement may be terminated immediately by written notice of the aggrieved party to the other.

WAIVER

A failure by either party to exercise its rights under this Agreement shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this Agreement unless stated to be such in a writing signed by an authorized representative of the party and attached to the original Agreement.

ALL WRITINGS CONTAINED HEREIN

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

IN WITNESS WHEREOF, the parties have executed this Agreement.

State of Washington
Department of Health

Kitsap Public Health District

Brad Halstead
Contracting Officer

Yolanda Fong
administrator

Date

Date

EXHIBIT A
STATEMENT OF RESPONSIBILITIES

(HEALTH JURISDICTION) shall:

1. Have primarily responsibility for all program elements relating to operating permits for water recreation facilities as defined in chapters 246-260 WAC and 246-262 WAC. DOH is available to assist KPHD with activities that normally fall within the scope of their primary responsibilities, upon request. Activities under this provision include but are not limited to:
 - Issuing permits for operating a water recreation facility
 - Enforcing state rules
 - Issuing variances to chapter 246-260 WAC
2. Inspect and evaluate permitted water recreation facilities and investigate complaints.
3. Respond to serious injury, death and illnesses associated with water recreation facilities; evaluate facilities for compliance with state rules at the time of the event, as appropriate. Provide copies of all injury reports submitted by WRF operators to DOH. For drowning, near drowning, severe injury, or illness outbreak, alert DOH within 72 hours of the event. Forms for reporting injury and illness and for evaluating facilities are available from DOH.
4. Follow the procedures outlined in WAC 246-260-201 for handling and processing requests for variances relating to water recreation facility operating permits.
5. Refer applicants requesting a variance or an equipment substitution for a recreational water contact facility (regulated by Chapter 246-262 WAC) to DOH for processing
6. Conduct pre-opening inspections of water recreation facilities based on DOH approved construction plan materials and pre-opening inspection guidance (see Department of Health responsibilities #5 below).
7. Participate, as local resources are available, in DOH sponsored meetings, workshops and training sessions that provide technical, and program development training.
8. By February 1st, provide DOH with an annual summary for the previous calendar year of the following:
 - a. The number of general use versus limited use permits issued
 - b. The number of facilities, including the number of pool types (swimming, spa, wading, spray, water park feature)
 - c. The total number of inspections
 - d. A list of closures (voluntary or formal) including the related violation(s)
 - e. A list of the variances to Chapter 246-260 WAC granted or denied, including:
 - Facility name and address
 - WAC # (specific section and sub-section) and requirement being waived
 - Mitigation measure(s) accepted in lieu of the WAC requirement
 - Action taken: granted or denied

Department of Health shall:

1. Be responsible for all program elements relating to construction permits, including but not limited to: plan review, enforcement and issuance of variances related to construction permits.
2. Assist KPHD with activities that normally fall within the scope of their primary responsibilities, upon request.
3. Provide a written summary of variances granted by DOH and KPHD to the State Board of Health each year to meet the reporting obligation of WAC 246-260-201(2) Variance.
4. Provide copies of DOH pertinent water recreation-related forms, guides, and correspondence to KPHD.
5. Provide technical assistance to KPHD through various means including:
 - Technical training through workshops and other training events, as DOH resources allow

- Technical guidance, code interpretations, forms, pre-operational inspection checklists and guidance, and informational publications
 - Consultation, upon request
6. Be responsible for working directly with facility representatives to resolve construction report violations identified by KPHD during the pre-operational inspection.
 7. Follow the procedures outlined in Chapter 246-260 WAC for handling and processing requests for variances relating to construction permits. DOH will notify KPHD of variances approved or denied within 30 days of issuing the response.

**Contract Amendment #3
Between
Kitsap Public Health District
And
Jefferson County Public Health

Nurse Family Partnership**

WHEREAS, Kitsap Public Health District (Contractor) and Jefferson County Public Health entered into an agreement on July 1, 2021 for Professional Services and Amendments #1 and #2 to that agreement on July 1, 2022, July 1, 2023 respectively to share Nurse Family Partnership staff, training, and supervision through the Department of Children Youth and Families (DCYF) Grant

WHEREAS, the parties desire to amend this agreement

IT IS AGREED BETWEEN BOTH PARTIES AS NAMED HEREIN AS FOLLOWS:

- 1.) This amendment shall increase Contractor's July 1, 2023 - June 30, 2024 award by \$5,636.00 from a total of \$191,868.00 for a total of \$197,504.00 for services rendered during the term of July 1, 2023 through June 30, 2024.
- 2.) Performance pay may be awarded for meeting milestones set by DCYF. Contractor may receive performance payments upon completion of milestones and authorization from DCYF.
- 3.) All other terms and conditions of the agreement will remain the same.

Dated this 8th day of April, 2024

(SIGNATURES FOLLOW ON THE NEXT PAGE)

JEFFERSON COUNTY WASHINGTON

Board of County Commissioners
Jefferson County, Washington

By:  4/8/24
Kate Dean, Chair Date

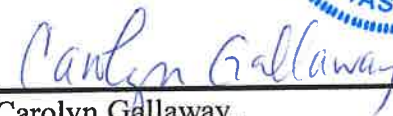
By:  4/8/24
Greg Brotherton, Commissioner Date

By:  4/8/24
Heidi Eisenhour, Commissioner Date


SEAL:



ATTEST:

 4/8/24
Carolyn Gallaway, Date
Clerk of the Board

Approved as to form only:

 March 28, 2024
Philip C. Hunsucker, Date
Chief Civil Deputy Prosecuting Attorney

KITSAP PUBLIC HEALTH DISTRICT

Keith Gellner, RS Administrator
Kitsap County, WA

By: _____
Signature

Name: _____

Title: _____

Date: _____

INTERAGENCY DATA SHARING AGREEMENT

Between

Kitsap Public Health District

And the Office of the Washington State Auditor

This Interagency Data Sharing Agreement (DSA) is entered into by and between Kitsap Public Health District hereinafter referred to as “Agency”, and the Office of the Washington State Auditor, hereinafter referred to as “SAO”, pursuant to the authority granted by Chapter 39.34 RCW, 42.40 RCW, 43.101 RCW and 43.09 RCW.

Agency

Agency Name: Kitsap Public Health District
Contact Name: Melissa Laird
Title: Finance Manager
Address: 345 6th St, Suite 300
Bremerton, WA 98337
Phone: (360) 728-2283
E-mail: melissa.laird@kitsappublichealth.org

SAO

Agency Name: Office of the Washington State Auditor
Contact Name: Amy Strzalka, CPA
Title: Program Manager
Address: 451 SW Sedgwick Rd, Suite 200
Port Orchard, WA 98367
Phone: (360) 845-1476
E-mail: amy.strzalka@sao.wa.gov

The SAO and Agency agree that they will have the right, at any time with reasonable notice, to monitor, audit, and review activities and methods in implementing this Agreement in order to assure compliance.

1. PURPOSE OF THE DSA

The purpose of the DSA is to provide the requirements and authorization for the Agency to exchange confidential information with SAO and SAO to share confidential information with the Agency. This agreement is entered into between Agency and SAO to ensure compliance with legal requirements and Executive Directives (Executive Order 16-01, RCW 42.56, and OCIO policy 141, OCIO standard 141.10) in the handling of information considered confidential.

2. DEFINITIONS

“Agreement” means this Interagency Data Sharing Agreement, including all documents attached or incorporated by reference.

“Data Access” refers to rights granted to SAO employees to directly connect to Agency systems, networks and/ or applications combined with required information needed to implement these rights.

“Data Transmission” refers to the methods and technologies to be used to move a copy of the data between systems, networks and/ or employee workstations.

“Data Storage” refers to the place data is in when at rest. Data can be stored on removable or portable media devices such as a USB drive or SAO managed systems or OCIO/ State approved services.

“Data Encryption” refers to enciphering data with a NIST-approved algorithm or cryptographic module using a NIST-approved key length. Encryption must be applied in such a way that it renders data unusable to anyone but the authorized users.

“Personal Information” means information defined in RCW 42.56.590(10).

The State classifies data into categories based on the sensitivity of the data pursuant to the Security policy and standards promulgated by the Office of the state of Washington Chief Information Officer. The Data that is the subject of this DSA is classified as indicated below:

Category 1 – Public Information Public information is information that can be or currently is released to the public. It does not need protection from unauthorized disclosure, but does need integrity and availability protection controls.

Category 2 – Sensitive Information Sensitive information may not be specifically protected from disclosure by law and is for official use only. Sensitive information is generally not released to the public unless specifically requested.

Category 3 – Confidential Information Confidential information is information that is specifically protected from disclosure by law. It may include but is not limited to: a. Personal Information about individuals, regardless of how that information is obtained; b. Information concerning employee personnel records; c. Information regarding IT infrastructure and security of computer and telecommunications systems; d. List of individuals for commercial purposes.

Category 4 – Confidential Information Requiring Special Handling Confidential information requiring special handling is information that is specifically protected from disclosure by law and for which: a. Especially strict handling requirements are dictated, such as by statutes, regulations, agreements, or other compliance mandates; b. Serious consequences could arise from unauthorized disclosure, such as threats to health and safety, or legal sanctions.

3. PERIOD OF AGREEMENT

This agreement shall begin on May 24, 2024, or date of execution, whichever is later, and end on May 23, 2027, unless terminated sooner or extended as provided herein.

4. JUSTIFICATION FOR DATA SHARING

SAO is the auditor of all public accounts in Washington State. SAO's authority is broad and includes both explicit and implicit powers to review records, including confidential records, during the course of an audit or investigation.

5. DESCRIPTION OF DATA TO BE SHARED

The data to be shared includes information and data related to audit results, financial activity, operation and compliance with contractual, state and federal programs, security of computer systems, performance and accountability for agency programs as applicable to the audit(s) performed. Specific data requests will be limited to information needed for SAO audits, investigations and related statutory authorities as identified through auditor requests.

6. DATA TRANSMISSION

Transmission of data between Agency and SAO will use a secure method that is commensurate to the sensitivity of the data being transmitted.

7. DATA STORAGE AND HANDLING REQUIREMENTS

Agency and SAO will notify each other if they are providing confidential data. All confidential data provided by Agency will be stored using data encryption with access limited to the least number of SAO staff needed to complete the purpose of the DSA.

8. INTENDED USE OF DATA

The Office of the Washington State Auditor will utilize this data in support of their audits, investigations, and related statutory responsibilities as described in RCW 43.09 and 42.40.

9. CONSTRAINTS ON USE OF DATA

The Office of the Washington State Auditor agrees to strictly limit use of information obtained under this Agreement to the purpose of carrying out our audits, investigations and related statutory responsibilities as described in RCW 43.09 and 42.40.

10. SECURITY OF DATA

SAO shall take due care and take reasonable precautions to protect Agency's data from unauthorized physical and electronic access. SAO complies with the requirements of the OCIO 141.10 policies and standards for data security and access controls to ensure the confidentiality, and integrity of all data shared.

11. NON-DISCLOSURE OF DATA

SAO staff shall not disclose, in whole or in part, the confidential data provided by Agency to any individual or agency, unless this Agreement specifically authorizes the disclosure. Confidential data may be disclosed only to persons and entities that have the need to use the data to achieve the stated purposes of this Agreement. In the event of a public disclosure request for the Agency's Confidential data, SAO will notify the Agency

- a. SAO shall not access or use the data for any commercial or personal purpose.
- b. Any exceptions to these limitations must be approved in writing by Agency.

- c. The SAO shall ensure that all staff with access to the data described in this Agreement are aware of the use and disclosure requirements of this Agreement and will advise new staff of the provisions of this Agreement.

Agency staff shall not disclose, in whole or in part, the confidential data provided by SAO to any individual or agency, unless this Agreement specifically authorizes the disclosure. Confidential data may be disclosed only to persons and entities that have the need to use the data to achieve the stated purposes of this Agreement. In the event of a public disclosure request for the SAO's data, Agency will notify the SAO

- a. Agency shall not access or use the data for any commercial or personal purpose.
- b. Any exceptions to these limitations must be approved in writing by SAO.
- c. The Agency shall ensure that all staff with access to the data described in this Agreement are aware of the use and disclosure requirements of this Agreement and will advise new staff of the provisions of this Agreement.

12. DATA DISPOSAL

Upon request by the SAO or Agency, or at the end of the DSA term, or when no longer needed, Confidential Information/Data must be returned or destroyed, except as required to be maintained for compliance or accounting purposes.

13. INCIDENT NOTIFICATION AND RESPONSE

The compromise of Confidential Information or reasonable belief that confidential information has been acquired and/or accessed by an unauthorized person that may be a breach that requires timely notice to affected individuals under RCW 42.56.590 or any other applicable breach notification law or rule must be reported to the [Agency contact].

If the Receiving Party does not have full details about the incident, it will report what information it has and provide full details within 15 business days of discovery. To the extent possible, these initial reports must include at least: A. The nature of the unauthorized use or disclosure, including a brief description of what happened, the date of the event(s), and the date of discovery; B. A description of the types of information involved; C. The investigative and remedial actions the Receiving Party or its Subcontractor took or will take to prevent and mitigate harmful effects and protect against recurrence; D. Any details necessary for a determination of whether the incident is a breach that requires notification under RCW 42.56.590, or any other applicable breach notification law or rule. E. Any other information SAO or Agency reasonably requests.

14. OVERSIGHT

The SAO and Agency agree that they will have the right, at any time with reasonable notice, to monitor, audit, and review activities and methods in implementing this Agreement in order to assure compliance.

15. TERMINATION

Either party may terminate this Agreement with 30 days written notice to the other party's Agency Contact named on Page 1. However, once data is accessed by the SAO or Agency, this Agreement is binding as to the confidentiality, use of the data, and disposition of all data received as a result of access, unless otherwise amended by the mutual agreement of both parties.

16. AWARENESS AND TRAINING

SAO and the agency shall ensure that all staff with access to the data shared through this Agreement are aware of the use and disclosure requirements of OCIO 141.10 and RCW 42.56.590. SAO will comply with all state requirements and training regarding handling, storage and transmission of confidential data.

17. DISPUTE RESOLUTION

In the event that a dispute arises under this Agreement, a Dispute Board shall determine resolution in the following manner. Each party to this Agreement shall appoint one member to the Dispute Board. The members so appointed shall jointly appoint an additional member to the Dispute Board. The Dispute Board shall review facts, contract terms, and applicable statutes and rules and make a determination of the dispute.

18. GOVERNANCE

- a. The provisions of this Interagency Data Sharing Agreement are severable. If any provision of this Agreement is held invalid by any court that invalidity shall not affect the other provisions of this Interagency Data Sharing Agreement and the invalid provision shall be considered modified to conform to the existing law.
- b. In the event of a lawsuit involving this Interagency Data Sharing Agreement, venue shall be proper only in Thurston County, Washington.

19. SIGNATURES

The signatures below indicate agreement between the parties.

Agency

Office of the Washington State Auditor

Signature

Date

Signature

Date

Title: _____

Title: _____

New or Renewed Contracts for the Period of 03/01/2024 through 03/31/2024

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 (2 contracts)

Alzheimer's Association

ID: 2396	Chronic Disease Prevention, Dana Bierman	Agreement	Closed		\$48,000.00	03/22/24	01/31/24	09/29/24	
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Description: KPHD to complete a community assessment, staff training, and complete and submit a Road Map implementation plan on dementia, informed by guidance from the "Health Brain Initiative State and Local Road Map for Public Health 2023-2027."

DOH, Washington State



ID: 2377	Administration, Yolanda Fong	Interlocal/Interagency	Closed	03/05/24		03/11/24	03/11/24	03/10/25	
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Description: Pursuant to RCW 39.34.080. Interlocal agreement for acting Health Officer coverage between Washington State Department of Health and Kitsap Public Health.

**Kitsap Public Health Board Meeting
Date: May 7, 2024**

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

Approvals:

	Signature	Date
Administrator	DocuSigned by:  04B011B7E67B465...	4/26/2024
Finance Manager	DocuSigned by:  DB9C788F36B1487...	4/22/2024

Recommended Motion: Approval

Items:

Type	Warrant/EFT Date	Total Amount
Accounts Payable	3/7/2024	\$ 40,101.06
Accounts Payable	3/14/2024	32,905.30
Accounts Payable	3/21/2024	88,137.26
Accounts Payable	3/28/2024	234,285.27
NDGC Mortgage	3/6/2024	25,013.00
Miscellaneous	03/04/2024 - 03/31/2024	5,462.22
Vital Records Transfer	3/1-3/20/2024	58,250.00
Accounts Payable Total		\$ 484,154.11
Payroll	3/31/2024	579,821.97
Payroll Taxes and Benefits	3/15-3/29/2024	350,976.43
Payroll Total		\$ 930,798.40
Grand Total		\$ 1,414,952.51

Kitsap Public Health Board Action:

- Approve
- Deny
- Table / Continue

	Signature	Date
Kitsap Public Health Board Chair		



View Settlement Run

Settlement Run Information

Settlement Run STL-00003224
 Name Kitsap Public Health Dist JS
 Number STL-00003224
 Status Complete
 Date 03/07/2024
 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 40,101.06
 Inbound Total 0.00
 Expense Report Count 9
 Supplier Invoice Count 12

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	03/07/2024	1	42.88 USD	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 03/07/2024	Successfully Completed
Expense Payment(Direct Deposit) for Treasurer's Main account	Expense Payment	Treasurer's Main account	Direct Deposit	03/07/2024	8	1,494.84 USD	USD	Payment Message: ID 2526 for Kitsap Public Health District on 03/07/2024	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	03/07/2024	7	36,879.30	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 03/07/2024	Successfully Completed
Supplier Payment(EFT) for Treasurer's Main account	Supplier Payment	Treasurer's Main account	EFT	03/07/2024	2	1,684.04	USD	Payment Message: ID 2525 for Kitsap Public Health District on 03/07/2024	Successfully Completed

Expense Reports

Expense Report	Company	Pay To	Type	Document Number	Expense Report Date	Memo	Reimbursable Amount	Currency
Expense Report: EXP-0008051	Kitsap Public Health District	Zachary Ahlin (434420)	Employee	EXP-0008051	03/07/2024		229.58	USD
Expense Report: EXP-0008053	Kitsap Public Health District	Caille Burton (434296)	Employee	EXP-0008053	03/07/2024		88.44	USD
Expense Report: EXP-0008054	Kitsap Public Health District	Paul Giuntoli (337331)	Employee	EXP-0008054	03/07/2024		42.88	USD
Expense Report: EXP-0008055	Kitsap Public Health District	Kimberly Jones (358933)	Employee	EXP-0008055	03/07/2024		52.26	USD
Expense Report: EXP-0008056	Kitsap Public Health District	Thomas Jury (434709)	Employee	EXP-0008056	03/07/2024		361.54	USD
Expense Report: EXP-0008057	Kitsap Public Health District	Martha May (434674)	Employee	EXP-0008057	03/07/2024		114.84	USD
Expense Report: EXP-0008058	Kitsap Public Health District	Alexandra Moore (434254)	Employee	EXP-0008058	03/07/2024		431.48	USD
Expense Report: EXP-0008059	Kitsap Public Health District	Gabriel Outlaw-Spencer (434984)	Employee	EXP-0008059	03/07/2024		156.80	USD
Expense Report: EXP-0008060	Kitsap Public Health District	Jacob Wimpenny (434923)	Employee	EXP-0008060	03/07/2024		59.90	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-2024-07262	Kitsap Public Health District	BLUE OUTDOOR	2024-1-20997	BLUE OUTDOOR	Net 30	SINV-2024-07262	03/07/2024		04/06/2024	0.00	0.00	1,500.00	USD
Supplier Invoice: SINV-2024-07263	Kitsap Public Health District	Canon Financial Services, Inc.	32083082	Canon Financial Services, Inc.	Net 30	SINV-2024-07263	03/07/2024		04/06/2024	0.00	0.00	1,474.04	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-2024-07264	Kitsap Public Health District	Citiesdigital	58965	Citiesdigital	Net 30	SINV-2024-07264	03/07/2024		04/06/2024	0.00	0.00	10,918.91	USD
Supplier Invoice: SINV-2024-07265	Kitsap Public Health District	Laboratory Corporation of America	78777057	Laboratory Corporation of America	Net 30	SINV-2024-07265	03/07/2024		04/06/2024	0.00	0.00	33.08	USD
Supplier Invoice: SINV-2024-07266	Kitsap Public Health District	Lamar Companies	115679748	Lamar Companies	Net 30	SINV-2024-07266	03/07/2024		04/06/2024	0.00	0.00	300.00	USD
Supplier Invoice: SINV-2024-07267	Kitsap Public Health District	Staples	3560223623	Staples - Remit-To: Staples	Net 30	SINV-2024-07267	03/07/2024		04/06/2024	0.00	0.00	108.36	USD
Supplier Invoice: SINV-2024-07268	Kitsap Public Health District	Summit Law Group, PLLC	152041	Summit Law Group, PLLC	Net 30	SINV-2024-07268	03/07/2024		04/06/2024	0.00	0.00	210.00	USD
Supplier Invoice: SINV-2024-07269	Kitsap Public Health District	US Bank National Association	4246 0445 5568 8591 02/26/24 STMNT	US Bank National Association - Remit-To: US Bank Junior Dist's Only	Net 30	SINV-2024-07269	03/07/2024		04/06/2024	0.00	0.00	22,443.53	USD
Supplier Invoice: SINV-2024-07270	Kitsap Public Health District	WA State Environmental Health Assoc	1264	WA State Environmental Health Assoc	Net 30	SINV-2024-07270	03/07/2024		04/06/2024	0.00	0.00	419.43	USD
Supplier Invoice: SINV-2024-07271	Kitsap Public Health District	WA State Environmental Health Assoc	1278	WA State Environmental Health Assoc	Net 30	SINV-2024-07271	03/07/2024		04/06/2024	0.00	0.00	419.43	USD
Supplier Invoice: SINV-2024-07272	Kitsap Public Health District	WA State Environmental Health Assoc	1277	WA State Environmental Health Assoc	Net 30	SINV-2024-07272	03/07/2024		04/06/2024	0.00	0.00	368.28	USD
Supplier Invoice: SINV-2024-07273	Kitsap Public Health District	WA State Environmental Health Assoc	1279	WA State Environmental Health Assoc	Net 30	SINV-2024-07273	03/07/2024		04/06/2024	0.00	0.00	368.28	USD

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	03/07/2024 09:15:49 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 2526 for Kitsap Public Health District on 03/07/2024		Successfully Completed
Payment Message: ID 2525 for Kitsap Public Health District on 03/07/2024		Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 03/07/2024		Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 03/07/2024		Successfully Completed
Remittance File: For Summit Law Group, PLLC on 03/07/2024		Successfully Completed
Remittance File: For Canon Financial Services, Inc. on 03/07/2024		Successfully Completed

Background Processes

Created Date and Time	Started Date and Time	Process Type	Process	Request	Status	Total Processing Time	Submitted by	Errors & Warnings
03/07/2024 09:15 AM	03/07/2024 09:15 AM	Job	Settlement Run Complete	Settlement Run Complete for STL-00003224	Completed	00:00:13	Junille Schmeling	



View Settlement Run

Settlement Run Information

Settlement Run STL-00003245
 Name Kitsap Public Health District HH
 Number STL-00003245
 Status Complete
 Date 03/14/2024
 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 32,905.30
 Inbound Total 0.00
 Expense Report Count 15
 Supplier Invoice Count 25

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	03/14/2024	2	132.93 USD	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 03/14/2024	Successfully Completed
Expense Payment(Direct Deposit) for Treasurer's Main account	Expense Payment	Treasurer's Main account	Direct Deposit	03/14/2024	13	1,773.48 USD	USD	Payment Message: ID 2545 for Kitsap Public Health District on 03/14/2024	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	03/14/2024	14	22,619.83	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 03/14/2024	Successfully Completed
Supplier Payment(EFT) for Treasurer's Main account	Supplier Payment	Treasurer's Main account	EFT	03/14/2024	5	8,379.06	USD	Payment Message: ID 2544 for Kitsap Public Health District on 03/14/2024	Successfully Completed

Expense Reports

Expense Report	Company	Pay To	Type	Document Number	Expense Report Date	Memo	Reimbursable Amount	Currency
Expense Report: EXP-0008112	Kitsap Public Health District	Sam Ader (413193)	Employee	EXP-0008112	03/14/2024		125.96	USD
Expense Report: EXP-0008113	Kitsap Public Health District	Leslie Banigan (215189)	Employee	EXP-0008113	03/14/2024		50.74	USD
Expense Report: EXP-0008114	Kitsap Public Health District	Callie Burton (434296)	Employee	EXP-0008114	03/14/2024		126.77	USD
Expense Report: EXP-0008115	Kitsap Public Health District	Cheryl Clark (435043)	Employee	EXP-0008115	03/14/2024		57.89	USD
Expense Report: EXP-0008116	Kitsap Public Health District	Heather Fucini (434997)	Employee	EXP-0008116	03/14/2024		21.51	USD
Expense Report: EXP-0008117	Kitsap Public Health District	Paul Giuntoli (337331)	Employee	EXP-0008117	03/14/2024		75.04	USD
Expense Report: EXP-0008118	Kitsap Public Health District	Jakob Hughes (434256)	Employee	EXP-0008118	03/14/2024		308.07	USD
Expense Report: EXP-0008119	Kitsap Public Health District	Brandon Kindschy (421430)	Employee	EXP-0008119	03/14/2024		26.20	USD
Expense Report: EXP-0008120	Kitsap Public Health District	Siri Kushner (327580)	Employee	EXP-0008120	03/14/2024		145.90	USD
Expense Report: EXP-0008121	Kitsap Public Health District	Ross Lytle (285038)	Employee	EXP-0008121	03/14/2024		229.14	USD
Expense Report: EXP-0008126	Kitsap Public Health District	Kayla Petersen (434695)	Employee	EXP-0008126	03/14/2024		135.57	USD
Expense Report: EXP-0008127	Kitsap Public Health District	Ian Rork (404613)	Employee	EXP-0008127	03/14/2024		345.00	USD
Expense Report: EXP-0008128	Kitsap Public Health District	Emmy Shelby (434658)	Employee	EXP-0008128	03/14/2024		139.36	USD
Expense Report: EXP-0008129	Kitsap Public Health District	Tobbi Stewart (423168)	Employee	EXP-0008129	03/14/2024		67.00	USD
Expense Report: EXP-0008130	Kitsap Public Health District	Laura Westervelt (434382)	Employee	EXP-0008130	03/14/2024		52.26	USD



View Settlement Run

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-2024-08103	Kitsap Public Health District	Olympic NW Property Management	MARCH 2024 RENT	Olympic NW Property Management	Net 30	SINV-2024-08103	03/14/2024		04/13/2024	0.00	0.00	1,380.00	USD
Supplier Invoice: SINV-2024-08104	Kitsap Public Health District	Acranet Cbs Branch	#25451	Acranet Cbs Branch	Net 30	SINV-2024-08104	03/14/2024		04/13/2024	0.00	0.00	343.50	USD
Supplier Invoice: SINV-2024-08107	Kitsap Public Health District	City of Bremerton	BKAT000823	City of Bremerton - Remit-To: Utility Billing PO Box 34569	Net 30	SINV-2024-08107	03/14/2024		04/13/2024	0.00	0.00	510.27	USD
Supplier Invoice: SINV-2024-08109	Kitsap Public Health District	Comcast	#196187850	Comcast - Remit-To: PO Box 37601	Net 30	SINV-2024-08109	03/14/2024		04/13/2024	0.00	0.00	519.18	USD
Supplier Invoice: SINV-2024-08112	Kitsap Public Health District	Comcast	FEB 26 2024 STMNT	Comcast - Remit-To: PO Box 60533	Net 30	SINV-2024-08112	03/14/2024		04/13/2024	0.00	0.00	458.77	USD
Supplier Invoice: SINV-2024-08114	Kitsap Public Health District	Drug Free Business Corp	#450136	Drug Free Business Corp	Net 30	SINV-2024-08114	03/14/2024		04/13/2024	0.00	0.00	150.00	USD
Supplier Invoice: SINV-2024-08117	Kitsap Public Health District	Hummingbird Insights LLC	#0143	Hummingbird Insights LLC	Net 30	SINV-2024-08117	03/14/2024		04/13/2024	0.00	0.00	550.00	USD
Supplier Invoice: SINV-2024-08118	Kitsap Public Health District	Iron Mountain	#202833468	Iron Mountain - Remit-To: Po Box 27128	Net 30	SINV-2024-08118	03/14/2024		04/13/2024	0.00	0.00	194.40	USD
Supplier Invoice: SINV-2024-08120	Kitsap Public Health District	Drayton Jackson	3/5/24 MEETING STIPEND	Drayton Jackson	Net 30	SINV-2024-08120	03/14/2024		04/13/2024	0.00	0.00	87.68	USD
Supplier Invoice: SINV-2024-08121	Kitsap Public Health District	Loomis	#13436521	Loomis - Remit-To: Palatine, IL	Net 30	SINV-2024-08121	03/14/2024		04/13/2024	0.00	0.00	616.92	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-2024-08128	Kitsap Public Health District	ODP Business Solutions, LLC	351623713001	ODP Business Solutions, LLC	Net 30	SINV-2024-08128	03/14/2024		04/13/2024	0.00	0.00	95.10 USD	USD
Supplier Invoice: SINV-2024-08131	Kitsap Public Health District	Outfront Media LLC	CONTRACT #3827299	Outfront Media LLC	Net 30	SINV-2024-08131	03/14/2024		04/13/2024	0.00	0.00	9,840.00 USD	USD
Supplier Invoice: SINV-2024-08132	Kitsap Public Health District	Spectra Laboratories - Kitsap, LLC	FEB 2024 E.COLI TESTING	Spectra Laboratories - Kitsap, LLC - Remit-To: 2221 Ross Way Tacoma	Net 30	SINV-2024-08132	03/14/2024		04/13/2024	0.00	0.00	6,076.00 USD	USD
Supplier Invoice: SINV-2024-08134	Kitsap Public Health District	Spectra Laboratories - Kitsap, LLC	INV#24-01620	Spectra Laboratories - Kitsap, LLC - Remit-To: 2221 Ross Way Tacoma	Net 30	SINV-2024-08134	03/14/2024		04/13/2024	0.00	0.00	1,123.00 USD	USD
Supplier Invoice: SINV-2024-08135	Kitsap Public Health District	Staples	#3560880877	Staples - Remit-To: Staples	Net 30	SINV-2024-08135	03/14/2024		04/13/2024	0.00	0.00	479.87 USD	USD
Supplier Invoice: SINV-2024-08137	Kitsap Public Health District	Staples	#3561331410	Staples - Remit-To: Staples	Net 30	SINV-2024-08137	03/14/2024		04/13/2024	0.00	0.00	70.77 USD	USD
Supplier Invoice: SINV-2024-08138	Kitsap Public Health District	United Business Machines Of Wa	INV512745	United Business Machines Of Wa	Net 30	SINV-2024-08138	03/14/2024		04/13/2024	0.00	0.00	492.16 USD	USD
Supplier Invoice: SINV-2024-08139	Kitsap Public Health District	VectorUSA	INV #99880	VectorUSA	Net 30	SINV-2024-08139	03/14/2024		04/13/2024	0.00	0.00	5,462.89 USD	USD
Supplier Invoice: SINV-2024-08140	Kitsap Public Health District	Wex Bank	#95654712	Wex Bank	Net 30	SINV-2024-08140	03/14/2024		04/13/2024	0.00	0.00	487.74 USD	USD
Supplier Invoice: SINV-2024-08141	Kitsap Public Health District	WA State Environmental Health Assoc	01584	WA State Environmental Health Assoc	Net 30	SINV-2024-08141	03/14/2024		04/13/2024	0.00	0.00	50.00 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-2024-08142	Kitsap Public Health District	WA State Environmental Health Assoc	1281	WA State Environmental Health Assoc	Net 30	SINV-2024-08142	03/14/2024		04/13/2024	0.00	0.00	410.00	USD
Supplier Invoice: SINV-2024-08144	Kitsap Public Health District	WA State Environmental Health Assoc	1280	WA State Environmental Health Assoc	Net 30	SINV-2024-08144	03/14/2024		04/13/2024	0.00	0.00	410.00	USD
Supplier Invoice: SINV-2024-08146	Kitsap Public Health District	WA State Environmental Health Assoc	1284	WA State Environmental Health Assoc	Net 30	SINV-2024-08146	03/14/2024		04/13/2024	0.00	0.00	410.00	USD
Supplier Invoice: SINV-2024-08147	Kitsap Public Health District	WA State Environmental Health Assoc	1288	WA State Environmental Health Assoc	Net 30	SINV-2024-08147	03/14/2024		04/13/2024	0.00	0.00	360.00	USD
Supplier Invoice: SINV-2024-08149	Kitsap Public Health District	Xiologix, Llc	10790	Xiologix, Llc	Net 30	SINV-2024-08149	03/14/2024		04/13/2024	0.00	0.00	420.64	USD

Remittance

Remittance

Process	Date	Remittance Events
Payment Message: ID 2544 for Kitsap Public Health District on 03/14/2024	03/14/2024	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	03/14/2024 09:04:47 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 2544 for Kitsap Public Health District on 03/14/2024	Successfully Completed



View Settlement Run

Business Process	Status
Payment Message: ID 2545 for Kitsap Public Health District on 03/14/2024	Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 03/14/2024	Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 03/14/2024	Successfully Completed
Remittance File: For Acramet Cbs Branch on 03/14/2024	Successfully Completed
Remittance File: For Iron Mountain - Remit-To: Po Box 27128 on 03/14/2024	Successfully Completed
Remittance File: For United Business Machines Of Wa on 03/14/2024	Successfully Completed
Remittance File: For Spectra Laboratories - Kitsap, LLC - Remit-To: 2221 Ross Way Tacoma on 03/14/2024	Successfully Completed
Remittance File: For Drug Free Business Corp on 03/14/2024	Successfully Completed

Background Processes

Created Date and Time	Started Date and Time	Process Type	Process	Request	Status	Total Processing Time	Submitted by	Errors & Warnings
03/14/2024 09:04 AM	03/14/2024 09:04 AM	Job	Settlement Run Complete	Settlement Run Complete for STL-00003245	Completed	00:00:16	Heather Hunsaker	



View Settlement Run

Settlement Run Information

Settlement Run STL-00003272
 Name Kitsap Public Health District HH
 Number STL-00003272
 Status Complete
 Date 03/21/2024
 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 88,137.26
 Inbound Total 0.00
 Expense Report Count 18
 Supplier Invoice Count 38

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	03/21/2024	2	161.45 USD	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 03/21/2024	Successfully Completed
Expense Payment(Direct Deposit) for Treasurer's Main account	Expense Payment	Treasurer's Main account	Direct Deposit	03/21/2024	16	1,791.31 USD	USD	Payment Message: ID 2566 for Kitsap Public Health District on 03/21/2024	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	03/21/2024	24	63,021.70	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 03/21/2024	Successfully Completed
Supplier Payment(EFT) for Treasurer's Main account	Supplier Payment	Treasurer's Main account	EFT	03/21/2024	4	23,162.80	USD	Payment Message: ID 2565 for Kitsap Public Health District on 03/21/2024	Successfully Completed

Expense Reports

Expense Report	Company	Pay To	Type	Document Number	Expense Report Date	Memo	Reimbursable Amount	Currency
Expense Report: EXP-0008172	Kitsap Public Health District	Jami Armstrong (434291)	Employee	EXP-0008172	03/21/2024		180.92	USD
Expense Report: EXP-0008173	Kitsap Public Health District	Leslie Banigan (215189)	Employee	EXP-0008173	03/21/2024		25.39	USD
Expense Report: EXP-0008175	Kitsap Public Health District	Heather Fucini (434997)	Employee	EXP-0008175	03/21/2024		117.79	USD
Expense Report: EXP-0008176	Kitsap Public Health District	Paul Giuntoli (337331)	Employee	EXP-0008176	03/21/2024		23.45	USD
Expense Report: EXP-0008177	Kitsap Public Health District	Yaneisy Griego (410072)	Employee	EXP-0008177	03/21/2024		67.08	USD
Expense Report: EXP-0008178	Kitsap Public Health District	Jessica Guidry (355732)	Employee	EXP-0008178	03/21/2024		79.56	USD
Expense Report: EXP-0008179	Kitsap Public Health District	William Harmon (434977)	Employee	EXP-0008179	03/21/2024		138.00	USD
Expense Report: EXP-0008181	Kitsap Public Health District	Cristian Inga Dominguez (434769)	Employee	EXP-0008181	03/21/2024		145.74	USD
Expense Report: EXP-0008182	Kitsap Public Health District	Dayna Katula (393427)	Employee	EXP-0008182	03/21/2024		100.00	USD
Expense Report: EXP-0008183	Kitsap Public Health District	Nathan Morrow (433895)	Employee	EXP-0008183	03/21/2024		59.90	USD
Expense Report: EXP-0008184	Kitsap Public Health District	Melissa O'Brien (433907)	Employee	EXP-0008184	03/21/2024		122.41	USD
Expense Report: EXP-0008185	Kitsap Public Health District	Tameka Phelps (434295)	Employee	EXP-0008185	03/21/2024		146.06	USD
Expense Report: EXP-0008186	Kitsap Public Health District	Brittany Sample (434976)	Employee	EXP-0008186	03/21/2024		26.53	USD
Expense Report: EXP-0008187	Kitsap Public Health District	Susan Van Ort (392243)	Employee	EXP-0008187	03/21/2024		331.65	USD
Expense Report: EXP-0008188	Kitsap Public Health District	Jan Wendt (397255)	Employee	EXP-0008188	03/21/2024		162.14	USD



View Settlement Run

Expense Report	Company	Pay To	Type	Document Number	Expense Report Date	Memo	Reimbursable Amount	Currency
Expense Report: EXP-0008189	Kitsap Public Health District	Jacob Wimpenny (434923)	Employee	EXP-0008189	03/21/2024		48.78 USD	USD
Expense Report: EXP-0008190	Kitsap Public Health District	Layken Winchester (431493)	Employee	EXP-0008190	03/21/2024		72.03 USD	USD
Expense Report: EXP-0008191	Kitsap Public Health District	Janet Wyatt (434415)	Employee	EXP-0008191	03/21/2024		105.33 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-2024-09210	Kitsap Public Health District	A.W. Rehn & Associates, Inc	#14686	A.W. Rehn & Associates, Inc	Net 30	SINV-2024-09210	03/21/2024		04/20/2024	0.00	0.00	90.25 USD	USD
Supplier Invoice: SINV-2024-09211	Kitsap Public Health District	Bremerton Government Center Association	#1134	Bremerton Government Center Association	Net 30	SINV-2024-09211	03/21/2024		04/20/2024	0.00	0.00	35,720.61 USD	USD
Supplier Invoice: SINV-2024-09213	Kitsap Public Health District	Collins Computing Inc	#068618	Collins Computing Inc	Net 30	SINV-2024-09213	03/21/2024		04/20/2024	0.00	0.00	450.00 USD	USD
Supplier Invoice: SINV-2024-09214	Kitsap Public Health District	Collins Computing Inc	#068752	Collins Computing Inc	Net 30	SINV-2024-09214	03/21/2024		04/20/2024	0.00	0.00	281.25 USD	USD
Supplier Invoice: SINV-2024-09215	Kitsap Public Health District	Comcast	03012024 STMT #5177	Comcast - Remit- To: PO Box 60533	Net 30	SINV-2024-09215	03/21/2024		04/20/2024	0.00	0.00	449.56 USD	USD
Supplier Invoice: SINV-2024-09216	Kitsap Public Health District	Comcast	03092024 STMT #1975	Comcast - Remit- To: PO Box 60533	Net 30	SINV-2024-09216	03/21/2024		04/20/2024	0.00	0.00	264.39 USD	USD
Supplier Invoice: SINV-2024-09220	Kitsap Public Health District	Jennifer Dorsett	#3	Jennifer Dorsett	Net 30	SINV-2024-09220	03/21/2024		04/20/2024	0.00	0.00	1,300.00 USD	USD
Supplier Invoice: SINV-2024-09222	Kitsap Public Health District	Lamar Companies	#115713576	Lamar Companies	Net 30	SINV-2024-09222	03/21/2024		04/20/2024	0.00	0.00	2,500.00 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-2024-09224	Kitsap Public Health District	Lingo	#33850559	Lingo - Remit-To: PO Box 660344	Net 30	SINV-2024-09224	03/21/2024		04/20/2024	0.00	0.00	12.32	USD
Supplier Invoice: SINV-2024-09227	Kitsap Public Health District	Mckesson Medical Surgical	#12325087	Mckesson Medical Surgical	Net 30	SINV-2024-09227	03/21/2024		04/20/2024	0.00	0.00	141.06	USD
Supplier Invoice: SINV-2024-09228	Kitsap Public Health District	New West Technologies	#18956	New West Technologies	Net 30	SINV-2024-09228	03/21/2024		04/20/2024	0.00	0.00	180.18	USD
Supplier Invoice: SINV-2024-09229	Kitsap Public Health District	ODP Business Solutions, LLC	PO 20794 pt 1	ODP Business Solutions, LLC	Net 30	SINV-2024-09229	03/21/2024		04/20/2024	0.00	0.00	126.42	USD
Supplier Invoice: SINV-2024-09230	Kitsap Public Health District	ODP Business Solutions, LLC	PO 20794 pt. 2	ODP Business Solutions, LLC	Net 30	SINV-2024-09230	03/21/2024		04/20/2024	0.00	0.00	476.08	USD
Supplier Invoice: SINV-2024-09231	Kitsap Public Health District	ODP Business Solutions, LLC	PO 20794 pt 3	ODP Business Solutions, LLC	Net 30	SINV-2024-09231	03/21/2024		04/20/2024	0.00	0.00	56.36	USD
Supplier Invoice: SINV-2024-09244	Kitsap Public Health District	Proprio LS, LLC	#0310070224	Proprio LS, LLC	Net 30	SINV-2024-09244	03/21/2024		04/20/2024	0.00	0.00	376.20	USD
Supplier Invoice: SINV-2024-09245	Kitsap Public Health District	Staples	#3561496729	Staples - Remit-To: Staples	Net 30	SINV-2024-09245	03/21/2024		04/20/2024	0.00	0.00	261.42	USD
Supplier Invoice: SINV-2024-09246	Kitsap Public Health District	Staples	#3561870074	Staples - Remit-To: Staples	Net 30	SINV-2024-09246	03/21/2024		04/20/2024	0.00	0.00	55.09	USD
Supplier Invoice: SINV-2024-09247	Kitsap Public Health District	Staples	#3561556993	Staples - Remit-To: Staples	Net 30	SINV-2024-09247	03/21/2024		04/20/2024	0.00	0.00	55.09	USD
Supplier Invoice: SINV-2024-09336	Kitsap Public Health District	Stericycle Inc	#8006376753	Stericycle Inc - Remit-To: Stericycle Inc	Net 30	SINV-2024-09336	03/21/2024		04/20/2024	0.00	0.00	234.46	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-2024-09337	Kitsap Public Health District	Toyota Financial Services	MAR 2024 LEASE PYMNT	Toyota Financial Services	Net 30	SINV-2024-09337	03/21/2024		04/20/2024	0.00	0.00	460.71 USD	USD
Supplier Invoice: SINV-2024-09338	Kitsap Public Health District	United Business Machines Of Wa	#INV513416	United Business Machines Of Wa	Net 30	SINV-2024-09338	03/21/2024		04/20/2024	0.00	0.00	1,261.92 USD	USD
Supplier Invoice: SINV-2024-09346	Kitsap Public Health District	Verizon Wireless	#9958924683	Verizon Wireless - Remit-To: Treasurer - PO Box 660108	Net 30	SINV-2024-09346	03/21/2024		04/20/2024	0.00	0.00	6,691.24 USD	USD
Supplier Invoice: SINV-2024-09352	Kitsap Public Health District	WA State Environmental Health Assoc	#01849	WA State Environmental Health Assoc	Net 30	SINV-2024-09352	03/21/2024		04/20/2024	0.00	0.00	50.00 USD	USD
Supplier Invoice: SINV-2024-09356	Kitsap Public Health District	WA State Environmental Health Assoc	#1311	WA State Environmental Health Assoc	Net 30	SINV-2024-09356	03/21/2024		04/20/2024	0.00	0.00	360.00 USD	USD
Supplier Invoice: SINV-2024-09368	Kitsap Public Health District	Kitsap County	JAN 2024 - DOC #45017	Kitsap County - Remit-To: KC Human Services	Net 30	SINV-2024-09368	03/21/2024		04/20/2024	0.00	0.00	4,122.72 USD	USD
Supplier Invoice: SINV-2024-09380	Kitsap Public Health District	Washington State University	CI00034648	Washington State University	Net 30	SINV-2024-09380	03/21/2024		04/20/2024	0.00	0.00	3,461.92 USD	USD
Supplier Invoice: SINV-2024-09385	Kitsap Public Health District	Washington State University	#CI00042337	Washington State University	Net 30	SINV-2024-09385	03/21/2024		04/20/2024	0.00	0.00	9,746.29 USD	USD
Supplier Invoice: SINV-2024-09389	Kitsap Public Health District	Washington State University	#CI00043761	Washington State University	Net 30	SINV-2024-09389	03/21/2024		04/20/2024	0.00	0.00	4,420.33 USD	USD
Supplier Invoice: SINV-2024-09393	Kitsap Public Health District	Washington State University	#CI00044815	Washington State University	Net 30	SINV-2024-09393	03/21/2024		04/20/2024	0.00	0.00	3,947.63 USD	USD
Supplier Invoice: SINV-2024-09395	Kitsap Public Health District	Griffin Glen Apartments LLC	APRIL 2024 RENT	Griffin Glen Apartments LLC	Net 30	SINV-2024-09395	03/21/2024		04/20/2024	0.00	0.00	1,360.00 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-2024-09396	Kitsap Public Health District	Indigo Apartments	APRIL 2024 RENT	Indigo Apartments	Net 30	SINV-2024-09396	03/21/2024		04/20/2024	0.00	0.00	660.00	USD
Supplier Invoice: SINV-2024-09397	Kitsap Public Health District	The Heights at Sheridan Road	APRIL 2024 RENT	The Heights at Sheridan Road	Net 30	SINV-2024-09397	03/21/2024		04/20/2024	0.00	0.00	585.00	USD
Supplier Invoice: SINV-2024-09398	Kitsap Public Health District	Kania, Sharon Faye	APRIL 2024 RENT	Kania, Sharon Faye	Net 30	SINV-2024-09398	03/21/2024		04/20/2024	0.00	0.00	635.00	USD
Supplier Invoice: SINV-2024-09399	Kitsap Public Health District	Daniel R. Niblock	APRIL 2024 RENT	Daniel R. Niblock	Net 30	SINV-2024-09399	03/21/2024		04/20/2024	0.00	0.00	1,080.00	USD
Supplier Invoice: SINV-2024-09400	Kitsap Public Health District	Olympic NW Property Management	APRIL 2024 RENT	Olympic NW Property Management	Net 30	SINV-2024-09400	03/21/2024		04/20/2024	0.00	0.00	1,380.00	USD
Supplier Invoice: SINV-2024-09402	Kitsap Public Health District	Silverdale Home Associates	APRIL 2024 RENT	Silverdale Home Associates	Net 30	SINV-2024-09402	03/21/2024		04/20/2024	0.00	0.00	1,285.00	USD
Supplier Invoice: SINV-2024-09403	Kitsap Public Health District	Paul Simmons	APRIL 2024 RENT	Paul Simmons	Net 30	SINV-2024-09403	03/21/2024		04/20/2024	0.00	0.00	950.00	USD
Supplier Invoice: SINV-2024-09406	Kitsap Public Health District	Washington Home Solutions	APRIL 2024 RENT	Washington Home Solutions	Net 30	SINV-2024-09406	03/21/2024		04/20/2024	0.00	0.00	696.00	USD

Remittance

Process	Date	Remittance Events
Payment Message: ID 2565 for Kitsap Public Health District on 03/21/2024	03/21/2024	4

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	03/21/2024 09:33:47 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 2566 for Kitsap Public Health District on 03/21/2024		Successfully Completed
Payment Message: ID 2565 for Kitsap Public Health District on 03/21/2024		Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 03/21/2024		Successfully Completed
Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 03/21/2024		Successfully Completed
Remittance File: For United Business Machines Of Wa on 03/21/2024		Successfully Completed
Remittance File: For Stericycle Inc - Remit-To: Stericycle Inc on 03/21/2024		Successfully Completed
Remittance File: For A.W. Rehn & Associates, Inc on 03/21/2024		Successfully Completed
Remittance File: For Washington State University on 03/21/2024		Successfully Completed

Background Processes

Created Date and Time	Started Date and Time	Process Type	Process	Status	Total Processing Time	Submitted by	Errors & Warnings
03/21/2024 09:33 AM	03/21/2024 09:33 AM	Job	Settlement Run Complete for STL-00003272	Completed	00:00:13	Heather Hunsaker	



View Settlement Run

Settlement Run Information

Settlement Run Name STL-00003298
Kit sap Public Health Dist. JS
Number STL-00003298
Status Complete
Date 03/28/2024
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 234,285.27
Inbound Total 0.00
Expense Report Count 8
Supplier Invoice Count 32

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	03/28/2024	1	50.92 USD	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 03/28/2024	Successfully Completed
Expense Payment(Direct Deposit) for Treasurer's Main account	Expense Payment	Treasurer's Main account	Direct Deposit	03/28/2024	7	779.31 USD	USD	Payment Message: ID 25865 for Kitsap Public Health District on 03/28/2024	Successfully Completed
Supplier Payment(Check) for Kitsap County Claims Fund Warrant Account	Supplier Payment	Kitsap County Claims Fund Warrant Account	Check	03/28/2024	23	216,881.90 USD	USD	Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 03/28/2024	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	03/28/2024	6	16,573.14 USD		Payment Message: ID 2586 for Kitsap Public Health District on 03/28/2024	Successfully Completed

Expense Reports

Expense Report	Company	Pay To	Type	Document Number	Expense Report Date	Memo	Reimbursable Amount	Currency
Expense Report: EXP-0008239	Kitsap Public Health District	Angeline Berger (407902)	Employee	EXP-0008239	03/28/2024		101.62 USD	
Expense Report: EXP-0008240	Kitsap Public Health District	Stephanie Byrd (434085)	Employee	EXP-0008240	03/28/2024		136.41 USD	
Expense Report: EXP-0008241	Kitsap Public Health District	Elizabeth Davis (433997)	Employee	EXP-0008241	03/28/2024		251.98 USD	
Expense Report: EXP-0008242	Kitsap Public Health District	Paul Giuntoli (337331)	Employee	EXP-0008242	03/28/2024		50.92 USD	
Expense Report: EXP-0008244	Kitsap Public Health District	Ross Lytle (285038)	Employee	EXP-0008244	03/28/2024		103.18 USD	
Expense Report: EXP-0008245	Kitsap Public Health District	Nolan Simmons (434365)	Employee	EXP-0008245	03/28/2024		77.65 USD	
Expense Report: EXP-0008246	Kitsap Public Health District	Lisa Warren (434273)	Employee	EXP-0008246	03/28/2024		47.70 USD	
Expense Report: EXP-0008247	Kitsap Public Health District	Jacob Wimpenny (434923)	Employee	EXP-0008247	03/28/2024		60.77 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-2024-09975	Kitsap Public Health District	BLUE OUTDOOR	2024-1-20898	BLUE OUTDOOR	Net 30	SINV-2024-09975	03/28/2024		04/27/2024	0.00	0.00	1,500.00 USD	
Supplier Invoice: SINV-2024-09977	Kitsap Public Health District	Blue Sky Printing	N17405	Blue Sky Printing	Net 30	SINV-2024-09977	03/28/2024		04/27/2024	0.00	0.00	293.04 USD	
Supplier Invoice: SINV-2024-09978	Kitsap Public Health District	Canon Financial Services, Inc.	#32254627	Canon Financial Services, Inc.	Net 30	SINV-2024-09978	03/28/2024		04/27/2024	0.00	0.00	1,474.04 USD	
Supplier Invoice: SINV-2024-09979	Kitsap Public Health District	Mckesson Medical Surgical	#21830162	Mckesson Medical Surgical	Net 30	SINV-2024-09979	03/28/2024		04/27/2024	0.00	0.00	128.48 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-2024-09982	Kitsap Public Health District	Oxford House Naval	MARCH 2024 RENT	Oxford House Naval	Net 30	SINV-2024-09982	03/28/2024		04/27/2024	0.00	0.00	528.00	USD
Supplier Invoice: SINV-2024-09983	Kitsap Public Health District	Oxford House Naval	APRIL 2024 RENT	Oxford House Naval	Net 30	SINV-2024-09983	03/28/2024		04/27/2024	0.00	0.00	550.00	USD
Supplier Invoice: SINV-2024-09985	Kitsap Public Health District	Pdq.Com	#PDQ-9935	Pdq.Com	Net 30	SINV-2024-09985	03/28/2024		04/27/2024	0.00	0.00	496.93	USD
Supplier Invoice: SINV-2024-09987	Kitsap Public Health District	Quadient Leasing USA, Inc	#Q1205654	Quadient Leasing USA, Inc	Net 30	SINV-2024-09987	03/28/2024		04/27/2024	0.00	0.00	1,437.42	USD
Supplier Invoice: SINV-2024-09989	Kitsap Public Health District	Quest Diagnostics	#1486774	Quest Diagnostics	Net 30	SINV-2024-09989	03/28/2024		04/27/2024	0.00	0.00	250.36	USD
Supplier Invoice: SINV-2024-09991	Kitsap Public Health District	Staples	#3562091599	Staples - Remit-To: Staples	Net 30	SINV-2024-09991	03/28/2024		04/27/2024	0.00	0.00	50.33	USD
Supplier Invoice: SINV-2024-09993	Kitsap Public Health District	Summit Law Group, PLLC	#152916	Summit Law Group, PLLC	Net 30	SINV-2024-09993	03/28/2024		04/27/2024	0.00	0.00	840.00	USD
Supplier Invoice: SINV-2024-09996	Kitsap Public Health District	Regents of the University of Colorado	AR-US310-20240201	Regents of the University of Colorado	Net 30	SINV-2024-09996	03/28/2024		04/27/2024	0.00	0.00	72.00	USD
Supplier Invoice: SINV-2024-10002	Kitsap Public Health District	Washington State University	C100046266	Washington State University	Net 30	SINV-2024-10002	03/28/2024		04/27/2024	0.00	0.00	4,695.31	USD
Supplier Invoice: SINV-2024-10003	Kitsap Public Health District	WA State Environmental Health Assoc	#01850	WA State Environmental Health Assoc	Net 30	SINV-2024-10003	03/28/2024		04/27/2024	0.00	0.00	50.00	USD
Supplier Invoice: SINV-2024-10004	Kitsap Public Health District	WA State Environmental Health Assoc	#1329	WA State Environmental Health Assoc	Net 30	SINV-2024-10004	03/28/2024		04/27/2024	0.00	0.00	360.00	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-2024-10005	Kitsap Public Health District	WA State Environmental Health Assoc	#1343	WA State Environmental Health Assoc	Net 30	SINV-2024-10005	03/28/2024		04/27/2024	0.00	0.00	410.00	USD
Supplier Invoice: SINV-2024-10060	Kitsap Public Health District	American Family Life Assurance Company	MARCH 2024 BENEFITS	American Family Life Assurance Company	Net 30	SINV-2024-10060	03/28/2024		04/27/2024	0.00	0.00	2,144.33	USD
Supplier Invoice: SINV-2024-10061	Kitsap Public Health District	WA State Employment Security	MARCH 2024 PFML	WA State Employment Security - Remit-To: PO Box 84249 Paid Family & Medical	Net 30	SINV-2024-10061	03/28/2024		04/27/2024	0.00	0.00	6,272.51	USD
Supplier Invoice: SINV-2024-10062	Kitsap Public Health District	WA State Employment Security	MARCH 2024 WA CARES	WA State Employment Security - Remit-To: WA Cares Fund PO Box 3537	Net 30	SINV-2024-10062	03/28/2024		04/27/2024	0.00	0.00	3,399.46	USD
Supplier Invoice: SINV-2024-10063	Kitsap Public Health District	Health Equity	MARCH 2024 BENEFITS	Health Equity	Net 30	SINV-2024-10063	03/28/2024		04/27/2024	0.00	0.00	1,865.00	USD
Supplier Invoice: SINV-2024-10064	Kitsap Public Health District	Hra Vebe Trust	MARCH 2024 BENEFITS	Hra Vebe Trust	Net 30	SINV-2024-10064	03/28/2024		04/27/2024	0.00	0.00	11,215.70	USD
Supplier Invoice: SINV-2024-10065	Kitsap Public Health District	National Association of Counties	MARCH 2024 BENEFITS	National Association of Counties	Net 30	SINV-2024-10065	03/28/2024		04/27/2024	0.00	0.00	7,570.00	USD
Supplier Invoice: SINV-2024-10066	Kitsap Public Health District	A.W. Rehn & Associates, Inc	MARCH 2024 PARKING	A.W. Rehn & Associates, Inc	Net 30	SINV-2024-10066	03/28/2024		04/27/2024	0.00	0.00	725.25	USD
Supplier Invoice: SINV-2024-10068	Kitsap Public Health District	A.W. Rehn & Associates, Inc	MARCH 2024 DCFSA	A.W. Rehn & Associates, Inc	Net 30	SINV-2024-10068	03/28/2024		04/27/2024	0.00	0.00	2,696.67	USD
Supplier Invoice: SINV-2024-10070	Kitsap Public Health District	Prof & Technical Eng XPH	MARCH 2024 UNION	Prof & Technical Eng XPH - Remit-To: Local Union 17	Net 30	SINV-2024-10070	03/28/2024		04/27/2024	0.00	0.00	3,748.12	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-2024-10071	Kitsap Public Health District	Prof & Technical Eng XPH	MARCH 2024 UNION/PAC	Prof & Technical Eng XPH - Remit-To: Local Union 17	Net 30	SINV-2024-10071	03/28/2024		04/27/2024	0.00	0.00	42.00	USD
Supplier Invoice: SINV-2024-10072	Kitsap Public Health District	Voya Institutional Trust Company	MARCH 2024 BENEFITS	Voya Institutional Trust Company - Remit-To: Voya Institutional Trust Co (Public Health Payroll)	Net 30	SINV-2024-10072	03/28/2024		04/27/2024	0.00	0.00	275.00	USD
Supplier Invoice: SINV-2024-10075	Kitsap Public Health District	WA State Dept of Labor & Industries	MARCH 2024 BENEFITS	WA State Dept of Labor & Industries - Remit-To: Industrial Insurance Po Box 34022	Net 30	SINV-2024-10075	03/28/2024		04/27/2024	0.00	0.00	6,358.65	USD
Supplier Invoice: SINV-2024-10076	Kitsap Public Health District	WA State Retirement	MARCH 2024 BENEFITS	WA State Retirement - Remit-To: Pers 2 Co	Net 30	SINV-2024-10076	03/28/2024		04/27/2024	0.00	0.00	12,687.97	USD
Supplier Invoice: SINV-2024-10077	Kitsap Public Health District	Washington State Treasurer	MARCH 2024 BENEFITS	Washington State Treasurer - Remit-To: Hca Kaiser Wa Sound Choice	Net 30	SINV-2024-10077	03/28/2024		04/27/2024	0.00	0.00	143,027.13	USD
Supplier Invoice: SINV-2024-10079	Kitsap Public Health District	WA Counties Insurance Fund	MARCH 2024 BENEFITS	WA Counties Insurance Fund - Remit-To: WCIF	Net 30	SINV-2024-10079	03/28/2024		04/27/2024	0.00	0.00	6,141.87	USD
Supplier Invoice: SINV-2024-10080	Kitsap Public Health District	Whit-Delta Dental Of Washington	MARCH 2024 BENEFITS	Whit-Delta Dental Of Washington	Net 30	SINV-2024-10080	03/28/2024		04/27/2024	0.00	0.00	12,149.47	USD

Remittance Remittance

Process	Date	Remittance Events
Payment Message: ID 2586 for Kitsap Public Health District on 03/28/2024	03/28/2024	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	03/28/2024 09:08:29 AM		Junille Schmelting (430378)	1	



View Settlement Run

Process	Step	Status	Completed On	Due Date	Person (Up to 5)	All Persons	Comment
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							
Payment Message: ID 2585 for Kitsap Public Health District on 03/28/2024							
Payment Message: ID 2586 for Kitsap Public Health District on 03/28/2024							
Print Checks: Kitsap County Claims Fund Warrant Account for Supplier Payment (Check) on 03/28/2024							
Print Checks: Kitsap County Claims Fund Warrant Account for Expense Payment (Check) on 03/28/2024							
Remittance File: For Summit Law Group, PLLC on 03/28/2024							
Remittance File: For A. W. Rehn & Associates, Inc on 03/28/2024							
Remittance File: For Washington State University on 03/28/2024							
Remittance File: For Canon Financial Services, Inc. on 03/28/2024							
Remittance File: For WA Counties Insurance Fund - Remit-To: WCIF on 03/28/2024							
Background Processes							
Created Date and Time	Started Date and Time	Process Type	Process	Request	Status	Total Processing Time	Submitted by
03/28/2024 09:08 AM	03/28/2024 09:08 AM	Job	Settlement Run Complete	Settlement Run Complete for STL-00003298	Completed	00:00:13	Junille Schmelting
						Errors & Warnings	

TREAS RPT - Detail Cash Report - Cash

Treasurer's Detail Report

For 2024 - Mar

Fund: FD00969 Kitsap Public Health General

Ledger Account	Revenue or Spenc	Journal	Posting Date	Debit	Credit	Balance
		JE-00053364 - Kitsap Public Health District - 03/06/2024 - KPHD Mortgage Payment - MAR	3/6/2024	0.00	25,013.00	-25,013.00

2291:Due to Other Government: 24

-25,013.00

TREAS RPT - Detail Cash Report - Cash

Treasurer's Detail Report

For 2024 - Mar

Fund: FD00969 Kitsap Public Health General

Ledger Account	Revenue or Spenc	Journal	Posting Date	Debit	Credit	Balance
	5493 - Bank and Credit Card	Operational Journal: Kitsap Public Health District - 03/04/2024	3/4/2024	0.00	3,418.02	-3,418.02
5400:Other Se	Service Fees					
	5493 - Bank and Credit Card	Operational Journal: Kitsap Public Health District - 03/04/2024	3/4/2024	0.00	62.25	-62.25
5400:Other Se	Service Fees					
	5493 - Bank and Credit Card	Operational Journal: Kitsap Public Health District - 03/05/2024	3/5/2024	0.00	1,374.95	-1,374.95
5400:Other Se	Service Fees					
	5494 - Filing and Recording Fees	JE-00055119 - Kitsap Public Health District - 03/31/2024 - Mar 2024 Recording Fees	3/31/2024	0.00	607.00	-607.00
5400:Other Se						

-5,462.22

TREAS RPT - Detail Cash Report - Cash

Treasurer's Detail Report
 For 2024 - Mar

Fund: FD00969 Kitsap Public Health General

Ledger Account	Revenue or Spenc	Journal	Posting Date	Debit	Credit	Balance
	3860 - Agency Deposits	JE-00054172 - Kitsap Public Health District - 03/01/2024 - Missed on 2/20/24:Public Health monthly vital stats transfer	3/1/2024	0.00	28,766.00	-28,766.00
3800:Other Inc						
	3860 - Agency Deposits	JE-00053355 - Kitsap Public Health District - 03/20/2024 - Public Health monthly vital stats transfer	3/20/2024	0.00	29,484.00	-29,484.00
3800:Other Inc						

-58,250.00

Kitsap Public Health District - Monthly (Regular) (Pay Group Detail)
03/01/2024 - 03/31/2024 (Monthly) (Period)

Name	Hours	Gross Pay	Employer Paid Taxes	Employer Paid Benefits	Net Pay
Acosta (278956) Nancy	161.99	\$9,012.04			\$5,612.33
Ader (413193) Sam	173.33	\$6,228.00			\$4,258.65
Ahlin (434420) Zachary	173.33	\$5,380.00			\$4,034.40
Alexander (435070) Katharine	159.33	\$6,063.16			\$4,905.02
Anderson (419470) Amy	173.33	\$6,964.00			\$4,561.84
Anderson-Hobbs (435083) Nathan	149.33	\$4,519.52			\$3,412.35
Archer (434384) James	173.33	\$4,617.00			\$3,527.13
Armstrong (434291) Jami	173.33	\$6,402.00			\$4,490.88
Atisme-Bevins (433909) Kandice	101.33	\$5,113.16			\$3,188.00
Baker (435044) Katie	122.83	\$3,903.11			\$3,022.77
Banigan (215189) Leslie	173.33	\$8,214.00			\$5,905.87
Baum (434397) Rudy	173.33	\$6,282.00			\$4,630.24
Bazzell (328436) Richard	173.33	\$7,614.00			\$5,385.25
Bell (419805) Gus	173.33	\$7,733.00			\$5,154.08
Berger (407902) Angeline	173.33	\$6,482.00			\$4,592.71
Bierman (404611) Dana	173.33	\$9,643.00			\$7,085.10
Borja (426250) Windie	173.33	\$6,402.00			\$4,583.40
Boysen-Knapp (2058) Karen	173.33	\$6,964.00			\$4,710.48
Bronder (434436) Christine	173.33	\$5,124.00			\$3,921.50
Brown (271677) Steven	173.33	\$9,643.00			\$5,748.08
Burchett (409212) Brian	173.33	\$5,931.00			\$4,324.05
Burke (434463) Lenore	173.33	\$4,814.00			\$3,481.38
Burton (434296) Callie	173.33	\$4,648.00			\$3,417.22
Byrd (434085) Stephanie	173.33	\$4,574.00			\$3,675.54
Cadorna (434932) Jessi	173.33	\$3,789.00			\$2,671.09
Calderon (434768) Brenda	173.33	\$4,297.00			\$3,265.32
Camarena (434536) Daniel	173.33	\$5,760.00			\$3,950.83
Chang (411387) Margo	173.33	\$5,169.00			\$3,725.93
Chen (434841) Jessica	173.33	\$6,596.00			\$5,128.20
Clark (435043) Cheryl	173.33	\$6,680.00			\$4,799.07
Collins (434101) Lori	173.33	\$7,351.00			\$5,089.13
Davis (433997) Elizabeth	173.33	\$8,747.00			\$6,105.57
Deseamus (434593) Dara	173.33	\$4,648.00			\$3,494.32
Dowless (340919) Kelly	173.33	\$7,636.00			\$5,237.09
Duren (430735) Ashley	173.33	\$6,402.00			\$4,711.10
Evans (4565) Eric	173.33	\$11,163.00			\$2,820.75
Fergus (434648) Maria	173.33	\$5,116.00			\$3,297.41
Fine (421693) George	86.67	\$2,287.00			\$1,774.53
Fisk (321284) April	173.33	\$8,840.00			\$5,006.74
Fong (356883) Yolanda	173.33	\$12,903.00			\$8,400.93
Fuchs (435045) Molly	157.58	\$4,186.52			\$3,065.01
Fucini (434997) Heather	173.33	\$6,228.00			\$4,999.62
Giuntoli (337331) Paul	173.33	\$7,614.00			\$4,712.59
Gress (421427) Nicole	173.33	\$5,055.00			\$3,727.33
Griego (410072) Yaneisy	156.00	\$5,065.00			\$3,838.14
Guidry (355732) Jessica	173.33	\$10,125.00			\$7,223.52
Hammond (434978) Gabriel	173.33	\$6,596.00			\$4,503.23
Hampton (434838) Adrienne	173.33	\$7,636.00			\$5,554.89
Hansen (435085) Isabella	173.33	\$4,666.00			\$3,419.29
Harmon (434977) William	173.33	\$7,733.00			\$6,021.96
Hartman (434642) Melissa	173.33	\$6,072.00			\$4,578.85
Holdcroft (270783) Jodie	75.50	\$3,316.72			\$2,711.80
Holdcroft (4579) Grant	173.33	\$9,643.00			\$5,647.13
Holt (2726) Karen	173.33	\$10,631.00			\$6,955.40
Howard (434057) Anne	138.67	\$4,537.00			\$3,463.58
Hughes (434256) Jakob	173.33	\$5,931.00			\$4,384.04
Hunter (409213) Kari	173.33	\$9,643.00			\$6,232.38
Inga Dominguez (434769) Cristian	173.33	\$4,878.00			\$3,670.15
Inouye (434255) Wendy	173.33	\$8,840.00			\$6,068.50
Jenkins (434053) Andrea	173.33	\$4,814.00			\$3,628.01
Johanson (400651) Krista	173.33	\$5,077.00			\$3,800.89
Jones (358933) Kimberly	173.33	\$9,643.00			\$6,578.75
Jury (434709) Thomas	173.33	\$5,649.00			\$4,317.45
Katula (393427) Dayna	173.33	\$9,184.00			\$5,670.04
Kench (245476) Donald	173.33	\$4,481.00			\$2,657.12
Kiess (250913) John	173.33	\$11,721.00			\$8,790.81

Name	Hours	Gross Pay	Employer Paid Taxes	Employer Paid Benefits	Net Pay
Kindschy (421430) Brandon	173.33	\$6,539.00			\$4,583.97
Kinnear (434099) Sarah	173.33	\$6,015.00			\$4,627.00
Knoop (16125) Melina	173.33	\$7,614.00			\$5,023.53
Kruse (243184) Charles	173.33	\$7,719.00			\$5,070.67
Kushner (327580) Siri	173.33	\$11,721.00			\$7,165.84
Laird (416539) Melissa	173.33	\$10,631.00			\$6,678.29
Lawver (434888) Albert	173.33	\$5,931.00			\$4,459.38
Lytle (285038) Ross	173.33	\$7,614.00			\$5,178.50
Madden (434318) Shannon	173.33	\$4,814.00			\$3,520.67
Main (434982) Emily	173.33	\$7,636.00			\$5,283.38
May (434674) Martha	173.33	\$4,694.00			\$3,257.81
Mazur (388104) Karina	173.33	\$8,995.00			\$5,951.00
McMillan (434052) Michelle	173.33	\$6,133.00			\$4,424.69
Miller (435008) Christopher	173.33	\$8,510.00			\$5,621.38
Moen (279971) Anne	173.33	\$7,614.00			\$5,254.38
Moontree (406607) Kaela	123.33	\$4,320.50			\$3,207.10
Moore (434254) Alexandra	173.33	\$5,380.00			\$4,024.51
Morris (312378) Dawn	173.33	\$8,055.00			\$5,627.08
Morris (434567) Amanda	173.33	\$4,814.00			\$3,573.48
Morrow (433895) Nathan	173.33	\$17,214.00			\$8,848.05
Neff Warner (435082) Leah	173.33	\$6,596.00			\$3,474.79
Nguyen (295033) Loan	173.33	\$5,598.00			\$4,034.66
Nielson (434638) Brian	173.33	\$6,852.00			\$5,107.87
Noriega (435095) Yolanda	181.33	\$4,287.12			\$3,305.57
North (22459) Edwin	173.33	\$10,631.00			\$240.36
O'Brien (433907) Melissa	173.33	\$5,124.00			\$4,043.66
Onarheim (426938) Carin	173.33	\$5,983.00			\$4,408.83
Outlaw-Spencer (434984) Gabrielei	173.33	\$6,072.00			\$4,645.56
Pandino (419118) Linda	173.33	\$5,077.00			\$3,838.87
Perales (434396) Sydney	173.33	\$6,015.00			\$4,593.21
Perry (306605) Rachel	173.33	\$4,605.00			\$3,336.71
Petersen (434695) Kayla	173.33	\$4,648.00			\$3,374.24
Phelps (434295) Tameka	173.33	\$6,830.00			\$4,861.12
Plemmons (433994) Suzanne	37.75	\$2,114.00			\$1,485.10
Romaelle (435094) Antonio	205.33	\$6,691.88			\$4,900.61
Rork (404613) Ian	173.33	\$6,906.00			\$5,043.42
Sample (434976) Brittany	173.33	\$5,456.00			\$4,119.99
Sauna (435096) Khushnum	189.33	\$6,016.48			\$4,454.44
Shelby (434658) Emmy	156.00	\$7,068.00			\$4,808.30
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			\$3,483.54
Sidell (435084) Nathan	173.33	\$4,996.00			\$3,554.27
Simmons (434365) Nolan	93.33	\$3,041.80			\$2,367.87
Smith (361388) Terri	173.33	\$8,510.00			\$5,952.32
Snow (435021) Kelly	167.33	\$5,364.04			\$4,052.93
Sooter (427776) Thaddeus	173.33	\$9,643.00			\$6,895.00
Stedman (347366) Kelsey	173.33	\$9,643.00			\$6,226.10
Stewart (423168) Tobbi	173.33	\$6,228.00			\$4,368.48
Tiemeyer (433908) Alexandra	173.33	\$8,270.00			\$4,991.96
Turner (1682) Denise	181.08	\$5,973.49			\$3,734.95
Van Ort (392243) Susan	173.33	\$7,614.00			\$5,255.62
Wagner (426251) Mary	121.34	\$3,224.00			\$2,317.78
Warren (434273) Lisa	121.33	\$5,413.26			\$3,149.01
Wellborn (14545) Brian	173.33	\$4,481.00			\$2,960.73
Wendt (397255) Jan	173.33	\$7,733.00			\$5,719.75
Westervelt (434382) Laura	173.33	\$6,539.00			\$4,707.74
White (434641) Erica	173.33	\$6,316.00			\$4,924.37
Whitford (434292) Tiffany	173.33	\$4,574.00			\$3,371.63
Wickhamshire (434070) Mark	86.67	\$2,287.00			\$1,820.12
Wimpenny (434923) Jacob	173.33	\$6,866.00			\$5,064.13
Winchester (431493) Layken	173.33	\$5,649.00			\$4,122.70
Wyatt (434415) Janet	173.33	\$7,733.00			\$4,852.91
	21,519.69	\$847,630.80	\$0.00	\$0.00	\$579,821.97

TREAS RPT - Detail Cash Report - Cash

Treasurer's Detail Report

For 2024 - Mar

Fund: FD00969 Kitsap Public Health General

Ledger Account	Revenue or Spenc	Journal	Posting Date	Debit	Credit	Balance
		Operational Journal: Kitsap Public Health District - 03/15/2024	3/15/2024	0.00	132,859.34	-132,859.34
2315:Employee Benefits Payabl		Operational Journal: Kitsap Public Health District - 03/29/2024	3/29/2024	0.00	632.00	-632.00
2315:Employee Benefits Payabl		Operational Journal: Kitsap Public Health District - 03/29/2024	3/29/2024	0.00	217,485.09	-217,485.09
2317:Payroll Tax Payable						

-350,976.43