

**Meeting of the Board of Health
St. Joseph County Department of Health**

Accessible by Zoom only

<https://zoom.us/j/95326442094?pwd=VTd3Q2NTZ1JYWWOzOFpLM2x2VkJaZz09>

Meeting ID: 953 2644 2094

Passcode: 138811

One tap mobile

+13126266799,,95326442094# US (Chicago)

Dial by your location

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Meeting ID: 953 2644 2094

Find your local number: <https://zoom.us/j/aeiSH773W1>

April 21, 2021

4:30 p.m.

I. CALL TO ORDER & ROLL CALL

II. ADOPTION OF THE AGENDA

It is recommended the Board of Health members adopt the agenda for the April 21, 2021.

Motion by _____ Seconded by _____ Vote _____

III. APPROVAL OF THE MINUTES

It is recommended the Board of Health members approve the minutes of March 17, 2021.

Motion by _____ Seconded by _____ Vote _____

It is recommended the Finance Committee of the Board of Health approve the minutes of the March 24, 2021 meeting.

Motion by _____ Seconded by _____ Vote _____

IV. BOARD PRESIDENT ANNOUNCEMENTS:

V. HEALTH OFFICER PRESENTATION and REPORT:

21-14 Discussion on March 2021 Health Officer's Report
Environmental Health
Emergency Preparedness
Finance
Food Services
Health Equity, Epidemiology and Data (HEED)
Health Outreach, Promotion & Education (HOPE)
Nursing – Immunization Clinic
Nursing – Public Health
Vital Records

VI. DEPUTY HEALTH OFFICER PRESENTATION:

21-07 COVID-19 Update

VII. NEW BUSINESS:

- 21-15 2021 Nursing Fees
- 21-16 Tech Refresh
- 21-17 Unit Spotlight – Amy Ruppe, Finance and Billing

VIII. OLD BUSINESS:

21-04 COVID-19 Vaccination Clinic Update

IX. BOARD NOTIFICATIONS:

- 1. Hirings: Taylor Martin, HEED Social Worker – 04/19/21
- 2. Resignations: Allison Zandarski, Environmental Health Specialist – 04/23/21
- 3. Retirements: None
- 4. Terminations: None

X. PUBLIC COMMENT: (3 Minute Limit)

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

XI. TIME AND PLACE OF NEXT REGULAR MEETING:

May 19, 2021 – 4:30 p.m. St. Joseph County Department of Health Boardroom (Zoom only)

XII. ADJOURNMENT

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

MINUTES AND MEMORANDA
ST. JOSEPH COUNTY BOARD OF HEALTH

March 17, 2021
Regular Meeting
ALL-VIRTUAL MEETING

Present at the Meeting:

St. Joseph County Board of Health Members:

| | |
|-------------------------------------|------------------|
| Heidi Beidinger-Burnett, Ph.D., MPH | President – Zoom |
| Emily Dean | Member – Zoom |
| Ilana T. Kirsch, M.D., FACOG | Member – Zoom |
| Michelle Migliore, D.O. | Member – Zoom |
| John Linn | Member – Zoom |
| James Shoemaker, Jr., MD | Member – Zoom |

Also Present at the Meeting:

| | |
|-------------------------|---|
| Robert M. Einterz, M.D. | Health Officer |
| Mark Fox, MD, PhD, MPH | Deputy Health Officer - Zoom |
| Jennifer S. Parcell | Executive Administrative Asst. |
| Amy Ruppe | Administrator - Zoom |
| Jamie Woods | Attorney for Dept. Of Health -Zoom |
| Brett Davis | Asst. Director Environmental Health - Zoom |
| Robin Vida | Director Health Outreach Promotion and Education (HOPE) - Zoom |
| Carolyn Smith | Director Food Services - Zoom |
| Sally Dixon | FIMR Coordinator – Zoom |
| Mark Espich | Director - Environmental Health – Zoom |
| Cassy White | Director – Health Equity, Epidemiology, and Data (HEED) – Zoom |
| Karen Flanigan | Asst. Director Food Services – Zoom |

I. CALL TO ORDER & ROLL CALL

Board President, Dr. Beidinger-Burnett, called the March 17, 2021 regular Board of Health Meeting to order at 4:32 p.m. All board members and members of the public participated via audio/visual Zoom.

II. ADOPTION OF THE AGENDA

On motion made by Emily Dean, seconded by John Linn, and unanimously approved, the agenda for the March 17, 2021 regular meeting of the Board of Health was adopted.

III. APPROVAL OF THE MINUTES

On motion made by Dr. Kirsch, seconded by John Linn, and unanimously approved, the minutes of the February 17, 2021 regular meeting of the Board of Health were approved.

IV. BOARD PRESIDENT ANNOUNCEMENTS

1. Dr. Beidinger-Burnett offered congratulations to the Hedwig Memorial Center crew for increasing vaccinations from 500 to over 1,100 today. Congratulations were offered to the whole team.

V. HEALTH OFFICER PRESENTATION AND REPORT

21-11 Discussion and Vote on February 2021 Health Officer's Report

Dr. Einterz congratulated the Hedwig Memorial Center team and added that the Department of Health relies on a larger number of volunteers from all walks of life. He reported that there has not been a single serious adverse reaction. He does not anticipate ramping up to more than 1,100 per day.

Nothing out of the ordinary occurred during the month for the Department of Health, business went as usual. The Department of Health is in the process of transitioning from the Moderna vaccine to Pfizer and will be giving only the Pfizer vaccine by April. Dr. Einterz commented that this will make the process easier for everyone. He noted that anyone who got a 1st vaccine of Moderna will be scheduled back in March to avoid problems and will all have their 2nd shots in by the end of March. If someone who received the 1st shot from Moderna is late or misses their March appointment, the Department of Health will assist them in getting the 2nd Moderna shot at a different facility.

There was a Board question about an increase of complaints, especially regarding the follow up of complaints, the Healthy Homes initiative. Mr. Espich said the complaints are citizen driven and more people are watching neighbors and calling in complaints.

The Board asked about a vital statistics backlog. Dr. Einterz responded that the backlog is being cleared up and is moving forward.

The Board asked about technology. Dr. Einterz said the Department still awaits a tech refresh. He noted that the Department of Health has enough tablets now to do some of its work remotely. The tech refresh process is moving forward.

VI. DEPUTY HEALTH OFFICER PRESENTATION

21-07 COVID-19 Update

Dr. Fox stated the most prominent COVID-19 related activity is immunization now. Cases have relatively plateaued, but there has been a slight uptick in cases over the last couple of days.

St. Joseph County is now at 200 cases per 100,000 people per week. The general goal and the state's goal is 100 per 100,000 people. College cases have leveled off. They have dropped from 35-40% of cases to 15-20%.

Dr. Fox reported that the B.1.1.7 variant has been found in St. Joseph County. The testing for variants is rather modest. People that test positive after vaccination are screened. Some second positives are screened as well as those that have traveled from certain countries. Still, testing capacity for the variant is modest. When a variant case is identified we are 2-3

weeks behind. It is likely far more prevalent here than we know. Thus far, the B.1.1.7 variant is the only variant identified in St. Joseph County.

Dr. Fox noted that the Department's testing capacity is reasonable, about 3,000 surveillance tests a day. Notre Dame is doing about 2,500 tests per day. The County does have a need for asymptomatic testing for people that travel. More are done outside of the University setting.

The percent positivity is down to 2.54 or less. With increased capacity in school, they continue to monitor data. The Department has seen no dramatic increases from schools reopening. Most of the transmission is from teachers to students, so vaccinating teachers has helped.

The Board asked about guidance for commencements and proms, messaging about variants, and if the Department of Health is telling people the vaccine is effective regarding variants.

Dr. Fox said they have been informing people that the vaccine is effective against variants. Dr. Fox said they have not finalized guidance about commencement or proms. Dr. Fox has meetings with superintendents later this week so he will discuss it with them. Outdoor, weather permitting, would be ideal for commencements.

VII. NEW BUSINESS

21-12 Department of Health 2020 Annual Report

Dr. Einterz said the Board was given the 2020 Annual Report and he can answer any questions. Dr. Beidinger-Burnett stated the report is very well laid out and easy to understand and read.

The 2020 Annual Report was approved unanimously on motion of Dr. Migliore, seconded by Emily Dean.

21-13 Presentation by Sally Dixon, FIMR Coordinator

Ms. Dixon stated 60 mothers have shared stories of loss of infants with them. FIMR gets state and federal grant funds as well as hospital support to collect this information and modeling care of infants. The causes of infant mortality were prematurity (53), SIDS (19), Miscellaneous (14), congenital defects (14), and assault (1).

2020 was a significant drop. Five years ago, the disparity between white population and black populations was significant; black populations had 4-5x the infant mortality rates. This gap has closed some, but much work remains to be done.

Dr. Beidinger-Burnett asked what the Board can do to support FIMR. Ms. Dixon stated that declaring infant mortality a public health issue was important.

The Board asked who the new fellow is. Ms. Dixon stated Alicia Fullenkamp will be with them for at least a year.

Dr. Einterz asked what are 1 or 2 policy initiatives FIMR would want the Department of Health to get behind. Ms. Dixon stated pregnancy workplace accommodations is one; also extending medical coverage from 60 days to 1 year for post-partem coverage.

VIII. OLD BUSINESS

21-04 COVID-19 Vaccination Clinic Update

There were no more clinic updates.

IX. BOARD NOTIFICATIONS

1. Hirings: The Board was provided with a list of vaccinators and registrars at Hedwig Memorial Center. The CARES Act money provided pay for these employees. They are working between 20 – 40 hours for the COVID-19 vaccination clinic at Hedwig Memorial Center.

2. Resignations: None

3. Retirements: None

4. Terminations: None

X. PUBLIC COMMENT

Amy Drake: Amy Drake stated that she has significant concerns regarding the Department of Health.

Dr. Beidinger-Burnett addressed issues raised by Ms. Drake.

There was no further public comment.

XI. TIME AND PLACE OF NEXT REGULAR MEETING

The next regular meeting of the St. Joseph County Board of Health is scheduled for Wednesday, April 21, 2021 at 4:30 p.m., at the St. Joseph County Department of Health, 8th Floor Board Room.

XII. ADJOURNMENT

The meeting was adjourned at 5:42 p.m.

ATTEST:

Respectfully submitted,

Robert M. Einterz, M.D.
St. Joseph County Health Officer

Jamie C. Woods
St. Joseph County Attorney

MINUTES AND MEMORANDA
FINANCE COMMITTEE
ST. JOSEPH COUNTY DEPARTMENT OF HEALTH

March 24, 2021
5:00 p.m.
8th Floor, County-City Building

Present at the Meeting:

Heidi Beidinger- Burnett, PhD, MPH
Michelle Migliore, D.O.
Jason Marker, MD
John Linn

President - Zoom
Member - Zoom
Vice President - Zoom
Member - Zoom

Also Present at the Meeting:

Robert Einterz, MD
Mark Fox, MD, PhD, MPH
Amy Ruppe

Health Officer - Zoom
Deputy Health Officer - Zoom
Administrator - Zoom

I. CALL TO ORDER

Dr. Beidinger-Burnett called the March 24, 2021 meeting of the Board of Health Finance Committee to order at 5:00 p.m.

II. ADOPTION OF THE AGENDA

On motion made by John Linn, seconded by Jason Marker, and unanimously approved, the agenda for the March 24, 2021 meeting of the Board of Health Finance Committee was adopted.

III. NEW BUSINESS

21-01 Discussion and Vote on FY 2022 Department of Health Draft Budget Request

Amy Ruppe presented. She stated the budget is being presented a lot earlier so the Department can be ready by mid-June to present. The budget proposes a 3% across-the-board raise. Unit directors are proposed to be paid \$60,000.00 across the board. The HEED director is proposed to be paid at \$65,000.00. This increase in unit directors' pay is around 16%. She noted that there is no need any longer to include an attorney position in the budget because the Commissioners are providing the Health Board's attorney.

Dr. Einterz spoke in favor of the pay increases. He stated the 3% increase across-the-board is fair because there were no raises last year. He stated unit directors, especially the HEED Director, are individuals that are underpaid relative to other counties. The HEED director is an outstanding worker with great credentials, and this position should truly be valued at \$70,000.00.

A Committee member asked if the Department looked to Elkhart County to determine salary increases. Dr. Einterz responded that the Department looked at Marion and Allen County rather than Elkhart County.

Dr. Marker stated the Department does not typically look at Elkhart County to compare because they have more resources than St. Joseph County; he noted the Department has lost employees to them over the years.

A Committee member asked if the Department could provide the comparison information to the County Council before the budget hearing. Dr. Einterz was not sure, but attorney Jamie Woods stated that this information could be provided to the County Council via a memo with all of the relevant information submitted with the budget request.

Heidi Beidinger-Burnett asked if a column was necessary for nursing. Dr. Einterz responded no, the duties of nurses are so diverse from a hospital that a case really can't be made. Dr. Marker agreed that the work of nurses is different in the office versus a clinical setting.

A discussion was had regarding the inability to reward high-performing employees.

Heidi Beidinger-Burnett asked if the Department needs to make new position descriptions to coincide with what the positions' actual duties are. Dr. Einterz stated the previous director wanted all positions revised, and that this needs to be done.

Dr. Einterz stated that as the Health Department works more collaboratively with the City, the HEED department will service City interests often.

On motion made by Dr. Migliore and seconded by John Linn and passed unanimously, the Committee approved the draft of the FY 2022 Department of Health Budget Request.

21-02 Discussion and Vote on FY 2022 County-Wide Lead Initiative Draft Budget Request

Dr. Einterz stated the Department will use excess funds to add supplies or personnel. The proposed budget keeps the status quo. The Department has a \$500,000.00 balance in the lead fund. Each year the Department gets a new \$200,000.00.

Dr. Beidinger-Burnett asked if the Department can use some of the money to have a lead testing clinic at St. Hedwig. She asked what can be done with the \$500,000.00 to put it into the community. She stated the Department probably cannot hire contractors, but maybe it could have lead testing kits at paint stores. She thinks the Department should consider whether monies can be used for remediation and abatement.

Dr. Marker asked if the Director needs a line item in this portion of the budget and who provides oversight.

Dr. Fox responded the Department initially thought the HEED director should be paid \$70,000.00 due to the HEED director's productivity and responsibility. Dr. Fox would like to reuse proposal and look at the issue as to employees that are working on the lead program.

On motion made by Dr. Marker and seconded by Dr. Migliore and passed unanimously, the Committee approved the draft FY 2022 County-Wide Lead Initiative Budget request, with the understanding it should be subject to further revision.

IV. TIME AND PLACE OF NEXT COMMITTEE MEETING

The next Finance Committee meeting is to be determined.

V. ADJOURNMENT

The meeting was adjourned at 6:00 p.m.

ATTEST:

Respectfully submitted,

Robert M. Einterz, M.D.
St. Joseph County Health Officer

Jamie C. Woods
St. Joseph County Attorney



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

Health Officer's Report of Unit Activities

March 2021

ENVIRONMENTAL HEALTH

| | March 2021 | YTD 2021 | YTD 2020 |
|--|------------|----------|----------|
|--|------------|----------|----------|

SEPTIC PROGRAM

| | | | |
|---------------------------------------|----|-----|-----|
| Residential - New Construction | | | |
| A. Inspections | 20 | 37 | 24 |
| B. Consultations | 1 | 1 | 4 |
| Residential - Replacement | | | |
| A. Inspections | 67 | 122 | 105 |
| B. Consultations | 4 | 7 | 6 |
| Commercial | | | |
| A. Inspections | 0 | 0 | 4 |
| B. Consultations | 1 | 2 | 4 |
| C. Cluster System Inspections | 8 | 8 | 1 |
| Abandonments without Replacements | 3 | 10 | 8 |
| Permit Applications Received | 53 | 115 | 123 |
| Permits Issued | 34 | 95 | 94 |
| Public Information Events | 0 | 0 | 0 |

SUBDIVISION PROGRAM

| | | | |
|--------------------------------|---|----|----|
| A. Health Officer Reports | 4 | 14 | 8 |
| B. Subdivision Reviews | 6 | 16 | 13 |
| C. Rezoning and Replat Reviews | 2 | 6 | 5 |

WELLHEAD PROGRAM

| | | | |
|--------------------------|----|----|----|
| A. Inspections Performed | 12 | 26 | 27 |
|--------------------------|----|----|----|

WELL DRILLING PROGRAM

| | | | |
|---------------------------------|----|----|----|
| Residential | | | |
| A. Inspections | 19 | 53 | 33 |
| B. Well Abandonments | 23 | 57 | 47 |
| Commercial | | | |
| A. Inspections | 0 | 0 | 0 |
| B. Well Abandonment Inspections | 0 | 2 | 1 |
| New Construction | | | |
| A. Permit Applications Received | 9 | 24 | 18 |
| B. Permits Issued | 8 | 21 | 16 |
| Replacement Permits Issued | 18 | 44 | 43 |
| Public Information Events | 0 | 0 | 0 |

SOURCE WATER PROGRAM

| | | | |
|-----------------------------------|----|----|----|
| A. Phase I Inquiries | 17 | 43 | 40 |
| B. Spill Responses | 0 | 0 | 0 |
| C. Meth Lab Occurrence Response | 0 | 0 | 0 |
| D. Other Source Water Inspections | 0 | 8 | 3 |

SURFACE WATER PROGRAM

| | | | |
|---------------------------|---|---|---|
| A. Surface Water Sampling | 0 | 0 | 0 |
|---------------------------|---|---|---|

LEAD PROGRAM

| | | | |
|-------------------------------------|-----|-----|-----|
| A. HUD Lead Inspections | 0 | 0 | 2 |
| B. Lead Risk Assessments | 6 | 18 | 11 |
| a. EBLI Assessments | 0 | 4 | 5 |
| b. Parent Request | 6 | 14 | 6 |
| C. Clearances | 1 | 5 | 11 |
| D. Off-site Meetings | 0 | 0 | 4 |
| E. Public Information Events | 0 | 0 | 1 |
| D. Children Tested for Lead Levels* | 323 | 644 | 843 |

CAFO PROGRAM

| | | | |
|--------------------------|---|---|---|
| A. Inspections Performed | 0 | 0 | 0 |
|--------------------------|---|---|---|

AIR QUALITY PROGRAM

| | | | |
|--------------------------------------|---|---|---|
| A. Indoor Air Quality Investigations | 0 | 0 | 1 |
| B. Mold Investigations | 0 | 0 | 0 |

VECTOR PROGRAM

| | | | |
|--|---|---|---|
| A. Larvicide Swimming Pools/Stagnant Water | 8 | 8 | 0 |
| B. Sites Treated | 0 | 0 | 0 |
| C. Traps Collected | 0 | 0 | 0 |
| D. ISDH Submissions | 0 | 0 | 0 |
| E. Public Information Events | 0 | 0 | 0 |

HEALTHY HOMES PROGRAM (Inside)

| | | | |
|-----------------------------|----|----|----|
| A. Initial Complaints | 15 | 37 | 30 |
| a. No Water | 5 | 11 | 7 |
| b. Garbage/Food Waste | 2 | 6 | 15 |
| c. Feces | 3 | 8 | 1 |
| d. Rodents/Cockroaches | 5 | 12 | 7 |
| e. | | | |
| A. Follow-up Complaints | 3 | 38 | 26 |
| a. No Water | 2 | 22 | 8 |
| b. Garbage/Food Waste | 1 | 5 | 14 |
| c. Feces | 0 | 8 | 1 |
| d. Rodents/Cockroaches | 0 | 3 | 3 |
| B. Dwellings Declared Unfit | 2 | 6 | 4 |

MASSAGE

| | | | |
|------------------------------|----|----|----|
| A. Establishment Inspections | 14 | 47 | 60 |
|------------------------------|----|----|----|

TATTOO/BODY PIERCING PROGRAM

| | | | |
|--------------------------|----|----|----|
| A. Inspections Performed | 10 | 28 | 13 |
|--------------------------|----|----|----|

COMPLAINTS / INVESTIGATIONS

| | | | |
|---|---|----|----|
| A. Garbage/Food Waste (Outside) | 2 | 6 | 10 |
| B. Sewage | 7 | 12 | 17 |
| C. Water (ditches, lakes, ponds & swells) | 0 | 0 | 2 |
| D. Motels/Hotels | 2 | 3 | 0 |
| E. Burning | 0 | 2 | 4 |

| | | | |
|----------|---|----|----|
| F. Other | 4 | 27 | 17 |
|----------|---|----|----|

ABATEMENT LETTERS

| | | | |
|---|----|----|----|
| A. Abatement Letters Sent | 10 | 43 | 51 |
| B. Immediate Threat to Public Health Letters Sent | 0 | 1 | 1 |
| C. Order to Vacate/Condemn Letter Sent | 2 | 5 | 1 |
| D. Impending Legal Action Letters Sent | 7 | 7 | 3 |

* Due to time lag of State Database System, the Lead testing numbers are one month behind.

EMERGENCY PREPAREDNESS UNIT

- Validation completed on ultra-cold freezer for Pfizer
- Clinic supplies reordered as needed
- Stared dialog with John Glen School (Walkerton) pertaining to possible COVID vaccine clinic
- Meet with IUSB at clinic so they could observe setup
- Meet with South Bend Symphony at clinic to possibly set up their Octave music system
- Several calls with D2 LHD Coordinator concerning grant requirements and clinic functions
- Several call with D2 LHD Coordinator concerning J&J for possible mass vaccination clinic in Walkerton
- Move requested items to clinic as needed
- Started conversation on May Fridays and moving clinic items for Saturday receptions
- Monday noon IDOH vaccine Team meetings

County Health Department

Annual Budget for the Department of Health.

LEAD: Dr. Einterz - Health Officer - SUPPORT: Amy Ruppe - Administrator

| Acct | Fund 1159 | 2021 Budget | January | February | March | TOTALS | |
|------|---|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|-----------------------|
| | REVENUE | | | | | | |
| | Beginning Balance | \$1,947,518.68 | | | | \$1,947,518.68 | |
| | Property, FIT, Excise, Vehicle Excise Tax | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | Local Grant Reimbursements | | \$122.50 | \$0.00 | \$0.00 | \$122.50 | |
| | TOTAL TAX and MISC REVENUE | | \$122.50 | \$0.00 | \$0.00 | \$1,947,641.18 | |
| | Environmental & Food | | \$217,946.10 | \$157,720.00 | \$69,670.00 | \$445,336.10 | |
| | Immunization Clinic (South Bend) | | \$2,521.00 | \$1,440.00 | \$16,928.00 | \$20,889.00 | |
| | Immunizations (Mishawaka) | | \$946.00 | \$2,583.00 | \$1,981.00 | \$5,510.00 | |
| | Vital Records (South Bend) | | \$47,010.00 | \$17,795.00 | \$63,175.00 | \$127,980.00 | |
| | Vital Records (Mishawaka) | | \$60.00 | \$108.00 | \$1,681.00 | \$1,849.00 | |
| | Fees (Charge, Charge 2, Coroner Fee) | | (\$30,257.95) | \$1,374.18 | (\$18,396.42) | (\$47,280.19) | |
| | TOTAL FEE REVENUE | | \$238,225.15 | \$181,020.18 | \$135,038.58 | \$554,283.91 | |
| | GRAND TOTAL REVENUE | | \$238,347.65 | \$181,020.18 | \$135,038.58 | \$2,501,925.09 | |
| | EXPENSES | | | | | | |
| Acct | 10000 Series | | | | | Expenditures | Unexpended |
| | Salaries & Benefits | \$3,443,820.00 | \$193,286.15 | \$194,295.63 | \$194,124.79 | \$581,706.57 | \$2,862,113.43 |
| | Total 10000 Series | \$3,443,820.00 | \$193,286.15 | \$194,295.63 | \$194,124.79 | \$581,706.57 | \$2,862,113.43 |
| Acct | 20000 Series | | | | | | |
| | Supplies | \$131,228.41 | \$2,949.24 | \$4,205.47 | \$3,178.03 | \$10,332.74 | \$120,895.67 |
| | Total 20000 Series | \$131,228.41 | \$2,949.24 | \$4,205.47 | \$3,178.03 | \$10,332.74 | \$120,895.67 |
| Acct | 30000 Series | | | | | | |
| | Services | \$170,670.75 | \$9,721.67 | \$2,312.35 | \$13,499.17 | \$25,533.19 | \$145,137.56 |
| | Total 30000 Series | \$170,670.75 | \$9,721.67 | \$2,312.35 | \$13,499.17 | \$25,533.19 | \$145,137.56 |
| | TOTAL BUDGET | \$3,745,719.16 | | | | | |
| | GRAND TOTAL EXPENSES | | \$205,957.06 | \$200,813.45 | \$210,801.99 | \$617,572.50 | |
| | Net Income | | \$32,390.59 | (\$19,793.27) | (\$75,763.41) | (\$63,166.09) | \$3,128,146.66 |
| | FUND BALANCE | \$1,947,518.68 | \$1,979,909.27 | \$1,960,116.00 | \$1,884,352.59 | | |

County-Wide Lead Initiative

During our budget discussions in 2018 (preparing for FY2019), the importance of lead was stressed and the Auditor, Commissioners and Council created this fund and provides the funding for it.

LEADS: Dr. Einterz - Health Officer, Dr. Fox - Deputy Health Officer - SUPPORT: Cassy White, MPH - Director of Health Equity, Epidemiology & Data

| | Fund 4940 | 2021 Budget | January | February | March | Total Expenditures | Unexpended |
|-------------|--------------------------------|---------------------|---------------------|---------------------|---------------------|----------------------|---------------------|
| Acct | REVENUE | | | | | | |
| 00000 | Beginning Balance | \$566,324.48 | | | | \$566,324.48 | |
| 05205 | Interfund Transfer of Funds | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| 06400 | Donations | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | TOTAL REVENUE | \$566,324.48 | \$0.00 | \$0.00 | \$0.00 | \$566,324.48 | |
| | | | | | | | |
| | EXPENSES | | | | | | |
| Acct | 10000 Series | | | | | | |
| 11167 | Community Health Worker | \$64,000.00 | \$2,461.54 | \$2,461.54 | \$2,461.54 | \$7,384.62 | \$56,615.38 |
| 11991 | Outreach Coordinator | \$55,250.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$55,250.00 |
| 14800 | FICA Taxes | \$9,123.00 | \$188.32 | \$188.30 | \$188.31 | \$564.93 | \$8,558.07 |
| 14810 | PERF | \$13,356.00 | \$275.70 | \$275.69 | \$275.69 | \$827.08 | \$12,528.92 |
| 14840 | Group Health Insurance | \$51,900.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$51,900.00 |
| | Total 10000 Series | \$193,629.00 | \$2,925.56 | \$2,925.53 | \$2,925.54 | \$8,776.63 | \$184,852.37 |
| | | | | | | | |
| Acct | 20000 Series | | | | | | |
| 21030 | Office Supplies | \$5,000.00 | \$0.00 | \$0.00 | \$557.54 | \$557.54 | \$4,442.46 |
| 22148 | Field Supplies | \$5,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$5,000.00 |
| | Total 20000 Series | \$10,000.00 | \$0.00 | \$0.00 | \$557.54 | \$557.54 | \$9,442.46 |
| | | | | | | | |
| Acct | 30000 Series | | | | | | |
| 31059 | Lead Program | \$6,653.68 | \$177.68 | \$228.33 | \$361.06 | \$767.07 | \$5,886.61 |
| 32020 | Travel/Mileage | \$2,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$2,000.00 |
| 32050 | Conferences & Training | \$3,500.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$3,500.00 |
| 32350 | Postage | \$2,000.00 | \$11.95 | \$7.93 | \$36.86 | \$56.74 | \$1,943.26 |
| 33368 | Public Information & Education | \$9,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$9,000.00 |
| 36500 | Service Contract | \$5,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$5,000.00 |
| 39750 | Information Tech | \$10,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$10,000.00 |
| | Total 30000 Series | \$38,153.68 | \$189.63 | \$236.26 | \$397.92 | \$823.81 | \$37,329.87 |
| | | | | | | | |
| | TOTAL EXPENSES | \$241,782.68 | \$3,115.19 | \$3,161.79 | \$3,881.00 | \$10,157.98 | |
| | | | | | | | \$231,624.70 |
| | Net Income | | (\$3,115.19) | (\$3,161.79) | (\$3,881.00) | (\$10,157.98) | |
| | | | | | | | |
| | FUND BALANCE | \$566,324.48 | \$563,209.29 | \$560,047.50 | \$556,166.50 | \$556,166.50 | |

Health Ebola

The PHEP Ebola Grant provided guidance and funding to address planning and resource gaps in the local jurisdiction's response to Ebola Virus Disease and other highly infectious diseases. Grant expired June 30th, 2016.

LEAD: Paul Burrows - Public Health Coordinator

| | Fund 8126 | 2021 Budget | January | February | March | Total Expenditures | Unexpended |
|-------------|---------------------------|--------------------|---------------------|---------------------|---------------------|----------------------|-------------------|
| Acct | REVENUE | | | | | | |
| 00000 | Beginning Balance | \$14,522.83 | | | | \$14,522.83 | |
| 01412 | State Grant | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | TOTAL REVENUE | \$14,522.83 | \$0.00 | \$0.00 | \$0.00 | \$14,522.83 | |
| | | | | | | | |
| | EXPENSES | | | | | | |
| Acct | 30000 Series | | | | | | |
| 32020 | Travel/Mileage | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 32203 | Cell Phones | \$252.86 | \$84.08 | \$84.39 | \$84.39 | \$252.86 | \$0.00 |
| 33368 | Public Info & Educ | \$2,017.41 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$2,017.41 |
| 39750 | Information Technology | \$12,252.56 | \$5,016.13 | \$4,190.00 | \$1,703.58 | \$10,909.71 | \$1,342.85 |
| | Total 30000 Series | \$14,522.83 | \$5,100.21 | \$4,274.39 | \$1,787.97 | \$10,909.71 | \$3,613.12 |
| | | | | | | | |
| | TOTAL EXPENSES | \$14,522.83 | \$5,100.21 | \$4,274.39 | \$1,787.97 | \$11,162.57 | |
| | | | | | | | \$3,360.26 |
| | Net Income | | (\$5,100.21) | (\$4,274.39) | (\$1,787.97) | (\$11,162.57) | |
| | | | | | | | |
| | FUND BALANCE | \$14,522.83 | \$9,422.62 | \$5,148.23 | \$3,360.26 | \$3,360.26 | |

Health FIMR

The Title V Fetal Infant Mortality Review (FIMR) Grant provides continuity of our Fetal Infant Mortality Review program which review all infant death cases under the age of 1 and identifies trends for prevention of infant mortality. Grant is valid October 1st to September 30th.

LEAD: Robin Vida - Director of Health Outreach, Promotion and Education - SUPPORT: Sally Dixon - FIMR Project Manager

| | Fund 8129 | 2021 Budget | January | February | March | Total Expenditures | Unexpended |
|-------------------|---------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| Acct | REVENUE | | | | | | |
| 00000 | Beginning Balance | \$16,879.13 | | | | \$16,879.13 | |
| 01412 | State Grant | | \$2,853.60 | \$2,853.60 | \$2,853.60 | \$8,560.80 | |
| 06400 | Donations | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | TOTAL REVENUE | \$16,879.13 | \$2,853.60 | \$2,853.60 | \$2,853.60 | \$25,439.93 | |
| | | | | | | | |
| | | | | | | | |
| | EXPENSES | | | | | | |
| Acct | 10000 Series | | | | | | |
| 11446 | Project Manager | \$33,950.85 | \$2,853.60 | \$2,853.60 | \$2,853.60 | \$8,560.80 | \$25,390.05 |
| 11990 | Program Assistant | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| 14800 | FICA Taxes | \$690.65 | \$217.29 | \$217.29 | \$217.29 | \$651.87 | \$38.78 |
| | Total 10000 Series | \$34,641.50 | \$3,070.89 | \$3,070.89 | \$3,070.89 | \$9,212.67 | \$25,428.83 |
| | | | | | | | |
| Acct | 20000 Series | | | | | | |
| 21030 | Office Supplies | \$2,564.95 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$2,564.95 |
| | Total 20000 Series | \$2,564.95 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$2,564.95 |
| | | | | | | | |
| Acct | 30000 Series | | | | | | |
| 32020 | Travel /Mileage | \$2,382.93 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$2,382.93 |
| 32203 | Cell Phones | \$581.64 | \$41.27 | \$41.47 | \$82.94 | \$165.68 | \$415.96 |
| 36015 | Contractual Services | \$10,292.56 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$10,292.56 |
| | Total 30000 Series | \$13,257.13 | \$41.27 | \$41.47 | \$82.94 | \$165.68 | \$13,091.45 |
| | | | | | | | |
| | TOTAL EXPENSES | \$50,463.58 | \$3,112.16 | \$3,112.36 | \$3,153.83 | \$9,378.35 | |
| | | | | | | | \$41,085.23 |
| | Net Income | | (\$258.56) | (\$258.76) | (\$300.23) | (\$817.55) | |
| Updated 4/13/2021 | | | | | | | |
| | FUND BALANCE | \$16,879.13 | \$16,620.57 | \$16,361.81 | \$16,061.58 | \$16,061.58 | |

Health Immunization CoAg

The Indiana State Department of Health aims to increase vaccinations in each county, increase use in the state immunization registry, increase utilization of publicly funded adult vaccines, and reduce wastage of publicly funded vaccines. Grant is valid July 1st to June 30th.

LEAD: Neiko Rust - Director of Nursing (Immunizations)

| | Fund 8131 | 2021 Budget | January | February | March | Total Expenditures | Unexpended |
|-------------------|---------------------------|----------------------|----------------------|----------------------|----------------------|---------------------|---------------------|
| Acct | REVENUE | | | | | | |
| 00000 | Beginning Balance | (\$27,113.09) | | | | (\$27,113.09) | |
| 01412 | State Grant | | \$27,113.09 | \$4,408.02 | \$4,615.94 | \$36,137.05 | |
| 5600 | Refunds | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | TOTAL REVENUE | (\$27,113.09) | \$0.00 | \$0.00 | \$0.00 | \$9,023.96 | |
| | | | | | | | |
| | EXPENSES | | | | | | |
| Acct | 10000 Series | | | | | | |
| 11193 | Part Time | \$36,533.54 | \$4,056.76 | \$4,195.50 | \$4,526.64 | \$12,778.90 | \$23,754.64 |
| 14800 | FICA Taxes | \$2,796.08 | \$310.35 | \$320.96 | \$346.29 | \$977.60 | \$1,818.48 |
| | Total 10000 Series | \$39,329.62 | \$4,367.11 | \$4,516.46 | \$4,872.93 | \$13,756.50 | \$25,573.12 |
| | | | | | | | |
| Acct | 20000 Series | | | | | | |
| 21030 | Office Supplies | \$2,125.83 | \$0.00 | \$0.00 | \$605.88 | \$605.88 | \$1,519.95 |
| 22406 | Immunization Supplies | \$10,498.73 | \$0.00 | \$58.37 | \$1,130.48 | \$1,188.85 | \$9,309.88 |
| | Total 20000 Series | \$12,624.56 | \$0.00 | \$58.37 | \$1,736.36 | \$1,794.73 | \$10,829.83 |
| | | | | | | | |
| Acct | 30000 Series | | | | | | |
| 32020 | Travel /Mileage | \$2,228.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$2,228.00 |
| 32203 | Cell Phones | \$335.75 | \$40.91 | \$41.11 | \$82.22 | \$164.24 | \$171.51 |
| 33368 | Public Info & Educ | \$62,460.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$62,460.00 |
| 36500 | Service Contract | \$25,540.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$25,540.00 |
| | Total 30000 Series | \$90,563.75 | \$40.91 | \$41.11 | \$82.22 | \$164.24 | \$90,399.51 |
| | | | | | | | |
| | TOTAL EXPENSES | \$142,517.93 | \$4,408.02 | \$4,615.94 | \$6,691.51 | \$15,715.47 | |
| | | | | | | | \$126,802.46 |
| | Net Income | | (\$4,408.02) | (\$4,615.94) | (\$6,691.51) | | |
| Updated 4/13/2021 | | | | | | | |
| | FUND BALANCE | (\$27,113.09) | (\$31,521.11) | (\$36,137.05) | (\$42,828.56) | (\$6,691.51) | |

Health PHEP

The PHEP Grant provides funds to enhance Department of Health preparedness in order to respond to public health and healthcare emergencies. Grant is valid until Jun 30th, 2021.

LEAD: Paul Burrows - Public Health Coordinator

| | Fund 8134 | 2021 Budget | January | February | March | Total Expenditures | Unexpended |
|-------------|---------------------------|--------------------|---------------------|---------------------|-------------------|---------------------|---------------------|
| Acct | REVENUE | | | | | | |
| 00000 | Beginning Balance | \$9,069.91 | | | | \$9,069.91 | |
| 01412 | State Grant | | \$0.00 | \$4,072.78 | \$5,466.40 | \$9,539.18 | |
| | TOTAL REVENUE | \$9,069.91 | \$0.00 | \$4,072.78 | \$5,466.40 | \$18,609.09 | |
| | | | | | | | |
| | | | | | | | |
| | EXPENSES | | | | | | |
| Acct | 20000 Series | | | | | | |
| 22148 | Field Supplies | \$5,000.00 | \$315.52 | \$6,794.26 | \$2,055.82 | \$9,165.60 | (\$4,165.60) |
| 22410 | COVID Supplies | \$10,930.09 | \$3,757.26 | \$4,380.47 | \$655.81 | \$8,793.54 | \$2,136.55 |
| | Total 20000 Series | \$15,930.09 | \$4,072.78 | \$11,174.73 | \$2,711.63 | \$17,959.14 | (\$2,029.05) |
| | | | | | | | |
| | TOTAL EXPENSES | \$15,930.09 | \$4,072.78 | \$11,174.73 | \$2,711.63 | \$17,959.14 | (\$2,029.05) |
| | | | | | | | |
| | Net Income | | (\$4,072.78) | (\$7,101.95) | \$2,754.77 | (\$8,419.96) | |
| | | | | | | | |
| | FUND BALANCE | \$9,069.91 | \$4,997.13 | (\$2,104.82) | \$649.95 | \$649.95 | |

Health IN Cares Echo

This grant enhances collaboration across the county to improve linkages to care for the treatment of opioid use disorder, and to enhance our nascent efforts in developing an Overdose Fatality Review Team, specifically with increased involvement from the coroner's office. Grant is valid December 1st to December 1st.

LEAD: Robin Vida - Director of Health Outreach, Promotion and Education

| | Fund 8145 | 2021 Budget | January | February | March | Total Expenditures | Unexpended |
|-------------|---------------------------|----------------------|--------------------|---------------|---------------|--------------------|--------------------|
| Acct | REVENUE | | | | | | |
| 00000 | Beginning Balance | (\$25,216.00) | | | | (\$25,216.00) | |
| 01412 | State Grant | | \$25,216.00 | \$0.00 | \$0.00 | \$25,216.00 | |
| | TOTAL REVENUE | (\$25,216.00) | \$25,216.00 | \$0.00 | \$0.00 | \$0.00 | |
| | | | | | | | |
| | EXPENSES | | | | | | |
| Acct | 30000 Series | | | | | | |
| 36015 | Contractual Services | \$10,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$10,000.00 |
| | Total 30000 Series | \$10,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$10,000.00 |
| | | | | | | | |
| | TOTAL EXPENSES | \$10,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | | | | | | | \$10,000.00 |
| | Net Income | | \$25,216.00 | \$0.00 | \$0.00 | \$25,216.00 | |
| | | | | | | | |
| | FUND BALANCE | (\$25,216.00) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |

Health COVID Cares Act - Testing

The Indiana State Department of Health has allocated Cares Act funding for partnering with the two hospitals in St. Joseph County to expand testing capacity of COVID-19

LEAD: Amy Ruppe - Administrator

| | Fund 8905 | 2021 Budget | January | February | March | Total Expenditures | Unexpended |
|-------------|---------------------------|----------------|--------------|----------|--------|--------------------|------------|
| Acct | REVENUE | | | | | | |
| 00000 | Beginning Balance | (\$300,000.00) | | | | (\$300,000.00) | |
| 02725 | COVID Federal Grant | | \$300,000.00 | \$0.00 | \$0.00 | \$300,000.00 | |
| | TOTAL REVENUE | (\$300,000.00) | \$300,000.00 | \$0.00 | \$0.00 | \$0.00 | |
| | | | | | | | |
| | EXPENSES | | | | | | |
| Acct | 30000 Series | | | | | | |
| 31070 | Contractual Services | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | Total 30000 Series | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | | | | | | | |
| | TOTAL EXPENSES | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | | | | | | | \$0.00 |
| | Net Income | | \$300,000.00 | \$0.00 | \$0.00 | \$0.00 | |
| | | | | | | | |
| | FUND BALANCE | (\$300,000.00) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |

Health COVID Vaccine Support

The Indiana State Department of Health has allocated Cares Act funding to be utilized for any expenditures to mobilize our points of dispensing (POD) and sustain operations for COVID-19 vaccine.

LEAD: Amy Ruppe - Administrator

| | Fund 8910 | 2021 Budget | January | February | March | Total Expenditures | Unexpended |
|-------------|---------------------------|---------------------|---------------|--------------------|----------------------|--------------------|--------------------|
| Acct | REVENUE | | | | | | |
| 00000 | Beginning Balance | | | | | \$0.00 | |
| 02725 | COVID Federal Grant | | \$0.00 | \$60,480.00 | \$0.00 | \$60,480.00 | |
| | TOTAL REVENUE | \$0.00 | \$0.00 | \$60,480.00 | \$0.00 | \$60,480.00 | |
| | | | | | | | |
| | | | | | | | |
| | EXPENSES | | | | | | |
| Acct | 10000 Series | | | | | | |
| 11193 | Temp/Seasonal Help | \$31,232.00 | \$0.00 | \$2,685.40 | \$17,886.95 | \$20,572.35 | \$10,659.65 |
| 14800 | FICA Taxes | \$2,390.00 | \$0.00 | \$205.44 | \$1,368.34 | \$1,573.78 | \$816.22 |
| | Total 10000 Series | \$33,622.00 | \$0.00 | \$2,890.84 | \$19,255.29 | \$22,146.13 | \$11,475.87 |
| | | | | | | | |
| Acct | 30000 Series | | | | | | |
| 31079 | COVID Expenditures | \$87,338.00 | \$0.00 | \$9,661.13 | \$27,823.01 | \$37,484.14 | \$49,853.86 |
| | Total 30000 Series | \$87,338.00 | \$0.00 | \$9,661.13 | \$27,823.01 | \$37,484.14 | \$49,853.86 |
| | | | | | | | |
| | TOTAL EXPENSES | \$120,960.00 | \$0.00 | \$12,551.97 | \$47,078.30 | \$59,630.27 | |
| | | | | | | | \$61,329.73 |
| | Net Income | | \$0.00 | \$47,928.03 | (\$47,078.30) | | |
| | | | | | | | |
| | FUND BALANCE | \$0.00 | \$0.00 | \$47,928.03 | \$849.73 | \$849.73 | |

Health Local Health Services

The Local Health Maintenance grant is a long-standing grant from the Indiana State Department of Health which allows Local Health Departments to utilize the funds to work on any area in ISDH's long range plan. The St. Joseph County Department of Health uses these funds to fund a Health Educator and a Community Health Worker. Carry-forward pays for benefits, supplies, travel, educational materials and trainings for staff. Grant is valid January 1st to December 31st.

LEAD: Robin Vida - Director of Health Outreach, Promotion and Education

| | Fund 9101 | 2021 Budget | January | February | March | Total Expenditures | Unexpended |
|-------------------|-----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Acct | REVENUE | | | | | | |
| 00000 | Beginning Balance | \$99,234.71 | | | | \$99,234.71 | |
| 01412 | State Grant | | \$0.00 | \$36,336.00 | \$0.00 | \$36,336.00 | |
| | TOTAL REVENUE | \$99,234.71 | \$0.00 | \$36,336.00 | \$0.00 | \$135,570.71 | |
| | | | | | | | |
| | | | | | | | |
| | EXPENSES | | | | | | |
| Acct | 10000 Series | | | | | | |
| 11167 | Community Health Worker | \$35,000.00 | \$2,692.30 | \$2,692.30 | \$2,692.30 | \$8,076.90 | \$26,923.10 |
| 11193 | Health Promotion Specialist | \$41,915.00 | \$3,224.24 | \$3,224.24 | \$3,224.24 | \$9,672.72 | \$32,242.28 |
| 14800 | FICA Taxes | \$5,885.00 | \$428.31 | \$436.36 | \$436.15 | \$1,300.82 | \$4,584.18 |
| 14810 | PERF | \$8,615.00 | \$662.66 | \$662.66 | \$662.66 | \$1,987.98 | \$6,627.02 |
| 14840 | Group Health Insurance | \$34,600.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$34,600.00 |
| | Total 10000 Series | \$126,015.00 | \$7,007.51 | \$7,015.56 | \$7,015.35 | \$21,038.42 | \$104,976.58 |
| | | | | | | | |
| Acct | 20000 Series | | | | | | |
| 21030 | Office Supplies | \$2,500.00 | \$0.00 | \$0.00 | \$905.00 | \$905.00 | \$1,595.00 |
| | Total 20000 Series | \$2,500.00 | \$0.00 | \$0.00 | \$905.00 | \$905.00 | \$1,595.00 |
| | | | | | | | |
| Acct | 30000 Series | | | | | | |
| 32020 | Travel /Mileage | \$5,315.00 | \$40.00 | \$25.00 | \$0.00 | \$65.00 | \$5,250.00 |
| 32203 | Cell Phones | \$1,164.08 | \$84.08 | \$84.39 | \$168.78 | \$337.25 | \$826.83 |
| 33368 | Public Info & Educ | \$7,300.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$7,300.00 |
| | Total 30000 Series | \$13,779.08 | \$124.08 | \$109.39 | \$168.78 | \$402.25 | \$13,376.83 |
| | | | | | | | |
| | TOTAL EXPENSES | \$142,294.08 | \$7,131.59 | \$7,124.95 | \$8,089.13 | \$22,345.67 | |
| | | | | | | | \$119,948.41 |
| | Net Income | | (\$7,131.59) | \$29,211.05 | (\$8,089.13) | | |
| Updated 4/13/2021 | | | | | | | |
| | FUND BALANCE | \$99,234.71 | \$92,103.12 | \$121,314.17 | \$113,225.04 | \$113,225.04 | |

Health Trust Fund

The Indiana Local Health Department Trust Account was established within the Indiana Tobacco Master Settlement Agreement Fund for the purpose of providing funding for services provided by local Boards of Health in each county. In using money distributed by this fund, the local Board of Health shall give priority to: (1) programs that share common goals with the mission statement and long range state plan established by the state department of health; (2) preventive health measures; and (3) support for community health centers that treat low income persons and senior citizens. Grant is valid January 1st to December 31st.

LEAD: Dr. Einterz - Health Officer - SUPPORT: Amy Ruppe - Administrator

| | Fund 9111 | 2021 Budget | January | February | March | Total Expenditures | Unexpended |
|-------------|----------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|--------------------|
| Acct | REVENUE | | | | | | |
| 00000 | Beginning Balance | \$130,392.72 | | | | \$130,392.72 | |
| 01412 | State Grant | | \$0.00 | \$47,815.65 | \$0.00 | \$47,815.65 | |
| 05600 | Refunds | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | TOTAL REVENUE | \$130,392.72 | \$0.00 | \$0.00 | \$0.00 | \$178,208.37 | |
| | | | | | | | |
| | EXPENSES | | | | | | |
| Acct | 20000 Series | | | | | | |
| 22328 | Equipment Repairs | \$615.76 | \$615.76 | \$0.00 | \$0.00 | \$615.76 | \$0.00 |
| | Total 20000 Series | \$615.76 | \$615.76 | \$0.00 | \$0.00 | \$615.76 | \$0.00 |
| | | | | | | | |
| Acct | 30000 Series | | | | | | |
| 32020 | Travel/Mileage | \$12,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$12,000.00 |
| 36015 | Other Contractual Services | \$83,631.31 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$83,631.31 |
| | Total 30000 Series | \$95,631.31 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$95,631.31 |
| | | | | | | | |
| | TOTAL EXPENSES | \$95,631.31 | \$615.76 | \$0.00 | \$0.00 | \$615.76 | |
| | | | | | | | \$95,015.55 |
| | Net Income | | (\$615.76) | \$0.00 | \$0.00 | | |
| | | | | | | | |
| | FUND BALANCE | \$130,392.72 | \$129,776.96 | \$129,776.96 | \$129,776.96 | \$177,592.61 | |

Health Cooking Healthy

The Cooking Healthy Program is used to purchase food and cooking supplies for our Let's Cook! Healthy Eating program. It will be used for monthly live cooking demos and recording of basic cooking skill demos on YouTube. No expiration.

LEAD: Robin Vida - Director of Health Outreach, Promotion and Education

| | Fund 9134 | 2021 Budget | January | February | March | Total Expenditures | Unexpended |
|-------------|---------------------------|-----------------|-----------------|-----------------|-----------------|--------------------|-----------------|
| Acct | REVENUE | | | | | | |
| 00000 | Beginning Balance | \$634.62 | | | | \$634.62 | |
| 06400 | Donations | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | TOTAL REVENUE | \$634.62 | \$0.00 | \$0.00 | \$0.00 | \$634.62 | |
| | EXPENSES | | | | | | |
| Acct | 30000 Series | | | | | | |
| 33368 | Public Info & Educ | \$634.62 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$634.62 |
| | Total 30000 Series | \$634.62 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$634.62 |
| | TOTAL EXPENSES | \$634.62 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$634.62 |
| | Net Income | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | FUND BALANCE | \$634.62 | \$634.62 | \$634.62 | \$634.62 | \$634.62 | |

Health Vector

The Department of Health has been awarded a grant for our vector program to address Eastern Equine Encephalitis (EEE) from a local philanthropic foundation which prefers to maintain anonymity.

LEAD: Brett Davis - Assistant Director of Environmental Health

| | Fund 9158 | 2021 Budget | January | February | March | Total Expenditures | Unexpended |
|-------------|---------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| Acct | REVENUE | | | | | | |
| 00000 | Beginning Balance | \$11,924.80 | | | | \$11,924.80 | |
| 02710 | Local Grant Reimbursement | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | TOTAL REVENUE | \$11,924.80 | \$0.00 | \$0.00 | \$0.00 | \$11,924.80 | |
| | | | | | | | |
| | EXPENSES | | | | | | |
| Acct | 30000 Series | | | | | | |
| 33938 | Vector Abatement | \$11,924.80 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$11,924.80 |
| | Total 30000 Series | \$11,924.80 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$11,924.80 |
| | | | | | | | |
| | TOTAL EXPENSES | \$11,924.80 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | | | | | | | \$11,924.80 |
| | Net Income | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | | | | | | | |
| | FUND BALANCE | \$11,924.80 | \$11,924.80 | \$11,924.80 | \$11,924.80 | \$11,924.80 | |

Health Data Analytics Strategy

The Department of Health received an anonymous donation to recruit and hire a Data Analytics Specialist who will be responsible for developing an informaiton system that serves relevant units of the Department of Health, exchanges health and demographic informaiton electronically among the medical and health providers, and integrates seamlessly with IDoH systems.

LEAD: Cassy White, MPH - Director of Health Equity, Epidemiology and Data

| | Fund 9160 | 2021 Budget | January | February | March | Total Expenditures | Unexpended |
|-------------|---------------------------|--------------------|--------------------|---------------------|---------------------|--------------------|--------------------|
| Acct | REVENUE | | | | | | |
| 00000 | Beginning Balance | \$0.00 | | | | \$0.00 | |
| 02710 | Local Grant Reimbursement | | \$70,000.00 | \$0.00 | \$0.00 | \$70,000.00 | |
| | TOTAL REVENUE | \$0.00 | \$70,000.00 | \$0.00 | \$0.00 | \$70,000.00 | |
| | | | | | | | |
| | EXPENSES | | | | | | |
| Acct | 30000 Series | | | | | | |
| 36015 | Contractual Services | \$70,000.00 | \$0.00 | \$6,363.64 | \$6,363.64 | \$12,727.28 | \$57,272.72 |
| | Total 30000 Series | \$70,000.00 | \$0.00 | \$6,363.64 | \$6,363.64 | \$12,727.28 | \$57,272.72 |
| | | | | | | | |
| | TOTAL EXPENSES | \$70,000.00 | \$0.00 | \$6,363.64 | \$6,363.64 | \$12,727.28 | |
| | | | | | | | \$57,272.72 |
| | Net Income | | \$70,000.00 | (\$6,363.64) | (\$6,363.64) | \$0.00 | |
| | | | | | | | |
| | FUND BALANCE | \$0.00 | \$70,000.00 | \$63,636.36 | \$57,272.72 | \$57,272.72 | |

Health Overdose Fatality Rev.

To standardize overdose fatality review (OFR) data collection to be used in a standardized OFR database.

LEAD: Robin Vida - Director of Health Outreach, Promotion and Education

| | Fund 9101 | 2021 Budget | January | February | March | Total Expenditures | Unexpended |
|-------------------|---------------------------|--------------------|---------------|---------------|---------------|--------------------|--------------------|
| Acct | REVENUE | | | | | | |
| 00000 | Beginning Balance | \$0.00 | | | | \$0.00 | |
| 01412 | State Grant | | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | TOTAL REVENUE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | | | | | | | |
| | EXPENSES | | | | | | |
| Acct | 10000 Series | | | | | | |
| 11950 | Part Time | \$5,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$5,000.00 |
| 14800 | FICA Taxes | \$383.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$383.00 |
| | Total 10000 Series | \$5,383.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$5,383.00 |
| | | | | | | | |
| Acct | 20000 Series | | | | | | |
| 21030 | Office Supplies | \$1,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,000.00 |
| | Total 20000 Series | \$1,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,000.00 |
| | | | | | | | |
| Acct | 30000 Series | | | | | | |
| 32020 | Travel /Mileage | \$1,500.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,500.00 |
| 33368 | Public Info & Educ | \$12,117.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$12,117.00 |
| | Total 30000 Series | \$13,617.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$13,617.00 |
| | | | | | | | |
| | TOTAL EXPENSES | \$20,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | | | | | | | \$20,000.00 |
| | Net Income | | \$0.00 | \$0.00 | \$0.00 | | |
| | | | | | | | |
| Updated 4/13/2021 | FUND BALANCE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |

| FINANCE UNIT | | 2021 Budget | January | February | March | |
|--------------|---------------------------------------|-----------------------|-----------------|---------------|---------------|-----------------------|
| Acct | Revenue (Tax & Fund) | | | | | |
| 00000 | Beginning Balance | \$1,947,518.68 | | | | \$1,947,518.68 |
| 00100 | Property Tax | | | | | \$0.00 |
| 00201 | Financial Institution Tax | | | | | \$0.00 |
| 00202 | Auto Excise Tax | | | | | \$0.00 |
| 00217 | Commercial Vehicle Excise Tax | | | | | \$0.00 |
| 02710 | Local Grant Reimbursements | | \$122.50 | | | \$122.50 |
| 02711 | Reimbursements | | | | | \$0.00 |
| 05205 | Interfund Transfer | | | | | \$0.00 |
| 05206 | Transfer of Funds | | | | | \$0.00 |
| 05600 | Refunds | | | | | \$0.00 |
| 05602 | Returns or Voided Checks | | | | | \$0.00 |
| 06400 | Donations | | | | | \$0.00 |
| | Revenue (Tax & Fund) Total | \$1,947,518.68 | \$122.50 | \$0.00 | \$0.00 | \$1,947,641.18 |

| | Revenue (Fee) | 2021 Budget | January | February | March | Year to Date |
|--|---|-----------------------|---------------------|---------------------|---------------------|---------------------|
| | Environmental & Food | | \$217,946.10 | \$157,720.00 | \$69,670.00 | \$445,336.10 |
| | Immunization Clinic - SOUTH BEND | | \$2,521.00 | \$1,440.00 | \$16,928.00 | \$20,889.00 |
| | Immunization Clinic - MISHAWAKA | | \$946.00 | \$2,583.00 | \$1,981.00 | \$5,510.00 |
| | Vital Records - SOUTH BEND | | \$47,010.00 | \$17,795.00 | \$63,175.00 | \$127,980.00 |
| | Vital Records - MISHAWAKA | | \$60.00 | \$108.00 | \$1,681.00 | \$1,849.00 |
| | Charges | | | | | |
| | LESS Charge 1 Sales (Credit Cards) | | \$40,883.50 | \$39,820.70 | \$51,370.75 | \$132,074.95 |
| | LESS Charge 2 Sales (Charity Care) | | \$242.69 | \$534.00 | \$590.43 | \$1,367.12 |
| | LESS Cash Short | | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | PLUS Cash Over | | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | TOTAL COLLECTED | | \$227,356.91 | \$139,291.30 | \$101,473.82 | \$468,122.03 |
| | LESS Coroner Fee (State) | | \$5,204.25 | \$733.50 | \$5,494.50 | \$11,432.25 |
| | TOTAL DEPOSITED | | \$222,152.66 | \$138,557.80 | \$95,979.32 | \$456,689.78 |
| | PLUS Credit Quietused to Account (Credit Cards) | | \$16,072.49 | \$42,462.38 | \$39,059.26 | \$97,594.13 |
| | *** GRAND TOTAL *** | \$1,340,000.00 | \$238,225.15 | \$181,020.18 | \$135,038.58 | \$554,283.91 |

| | Expenses | 2021 Budget | January | February | March | Expenditures | Unexpended |
|-------|---------------------------------|-----------------------|---------------------|---------------------|---------------------|---------------------|-----------------------|
| Acct | 10000 Series | | | | | | |
| 11041 | Attorney Part Time | \$17,787.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$17,787.00 |
| 11055 | County Health Officer | \$140,000.00 | \$10,769.24 | \$10,769.24 | \$10,769.24 | \$32,307.72 | \$107,692.28 |
| 11073 | Finance Manager | \$66,000.00 | \$5,076.92 | \$5,076.92 | \$5,076.92 | \$15,230.76 | \$50,769.24 |
| 11077 | Admin. Assistant | \$71,360.00 | \$5,489.24 | \$5,489.24 | \$5,489.24 | \$16,467.72 | \$54,892.28 |
| 11087 | Billing/Records Registrar | \$32,500.00 | \$2,500.00 | \$2,500.00 | \$2,500.00 | \$7,500.00 | \$25,000.00 |
| 11143 | Registrars | \$97,500.00 | \$7,500.00 | \$7,500.00 | \$7,500.00 | \$22,500.00 | \$75,000.00 |
| 11144 | Nursing Registrars | \$65,000.00 | \$5,000.00 | \$5,000.00 | \$5,000.00 | \$15,000.00 | \$50,000.00 |
| 11145 | Staff Assistants | \$65,000.00 | \$5,000.00 | \$5,000.00 | \$5,000.00 | \$15,000.00 | \$50,000.00 |
| 11151 | Director of Vital Records | \$51,510.00 | \$3,962.30 | \$3,962.30 | \$3,962.30 | \$11,886.90 | \$39,623.10 |
| 11154 | Asst. Director Vital Records | \$47,470.00 | \$3,651.54 | \$3,651.54 | \$3,651.54 | \$10,954.62 | \$36,515.38 |
| 11155 | Nurses | \$335,825.00 | \$25,795.76 | \$25,463.66 | \$25,666.61 | \$76,926.03 | \$258,898.97 |
| 11161 | Director of Env Health | \$51,510.00 | \$3,962.30 | \$3,962.30 | \$3,962.30 | \$11,886.90 | \$39,623.10 |
| 11162 | Asst. Dir Environmental Health | \$47,470.00 | \$3,651.54 | \$3,651.54 | \$3,651.54 | \$10,954.62 | \$36,515.38 |
| 11163 | Director of Food Services | \$51,510.00 | \$3,962.30 | \$3,962.30 | \$3,962.30 | \$11,886.90 | \$39,623.10 |
| 11165 | Asst Dir Food Services | \$47,470.00 | \$3,651.54 | \$3,651.54 | \$3,651.54 | \$10,954.62 | \$36,515.38 |
| 11170 | Director of HEED | \$51,510.00 | \$3,962.30 | \$3,962.30 | \$3,962.30 | \$11,886.90 | \$39,623.10 |
| 11171 | Special Projects Officer | \$60,095.00 | \$4,622.70 | \$4,622.70 | \$4,622.70 | \$13,868.10 | \$46,226.90 |
| 11172 | Environmental Health Specialist | \$377,235.00 | \$27,406.04 | \$29,018.16 | \$29,018.16 | \$85,442.36 | \$291,792.64 |
| 11174 | Food Service Specialist | \$209,575.00 | \$12,896.96 | \$12,445.67 | \$12,896.96 | \$38,239.59 | \$171,335.41 |
| 11195 | Public Health Coordinator | \$41,915.00 | \$3,224.24 | \$3,224.24 | \$3,224.24 | \$9,672.72 | \$32,242.28 |
| 11196 | Health Promotion Specialist | \$41,915.00 | \$3,224.24 | \$3,224.24 | \$3,224.24 | \$9,672.72 | \$32,242.28 |
| 11197 | Director of HOPE | \$51,510.00 | \$3,962.30 | \$3,962.30 | \$3,962.30 | \$11,886.90 | \$39,623.10 |
| 11650 | Executive Secretary | \$37,875.00 | \$2,913.46 | \$2,913.46 | \$2,913.46 | \$8,740.38 | \$29,134.62 |
| 11701 | Director of Nursing | \$103,020.00 | \$7,924.60 | \$7,924.60 | \$7,132.00 | \$22,981.20 | \$80,038.80 |
| 11950 | Part Time | \$12,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$12,000.00 |
| 11969 | Health Coord/Congregate Living | \$41,915.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$41,915.00 |
| 11976 | Deputy Health Officer | \$48,000.00 | \$3,692.30 | \$3,692.30 | \$3,692.30 | \$11,076.90 | \$36,923.10 |
| 14800 | FICA Taxes @ 7.65% | \$173,233.00 | \$11,995.74 | \$12,083.68 | \$12,066.72 | \$36,146.14 | \$137,086.86 |
| 14810 | PERF @ 11.2% | \$244,910.00 | \$17,488.59 | \$17,581.40 | \$17,565.88 | \$52,635.87 | \$192,274.13 |
| 14840 | Group Health Insurance | \$761,200.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$761,200.00 |
| | Total 10000 Series | \$3,443,820.00 | \$193,286.15 | \$194,295.63 | \$194,124.79 | \$581,706.57 | \$2,862,113.43 |

| | Expenses | 2021 Budget | January | February | March | Expenditures | Unexpended |
|-----------------------|-------------------------------|-------------------------|-----------------------|-----------------------|-----------------------|---------------------|-----------------------|
| Acct | 20000 Series | | | | | | |
| 21030 | Office Supplies | \$24,046.51 | \$2,571.39 | \$940.63 | \$497.99 | \$4,010.01 | \$20,036.50 |
| 22120 | Garage & Motor Supplies | \$11,980.00 | \$275.95 | \$0.00 | \$566.59 | \$842.54 | \$11,137.46 |
| 22148 | Field Supplies | \$4,701.90 | \$101.90 | \$600.00 | \$561.49 | \$1,263.39 | \$3,438.51 |
| 22328 | Equipment Repairs | \$2,250.00 | \$0.00 | \$0.00 | \$100.00 | \$100.00 | \$2,150.00 |
| 22406 | Immunization Supplies | \$88,000.00 | \$0.00 | \$2,664.84 | \$1,451.96 | \$4,116.80 | \$83,883.20 |
| 22448 | Education Books | \$200.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$200.00 |
| 24120 | Medical Supplies | \$50.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$50.00 |
| | Total 20000 Series | \$131,228.41 | \$2,949.24 | \$4,205.47 | \$3,178.03 | \$10,332.74 | \$120,895.67 |
| Acct | 30000 Series | | | | | | |
| 31150 | Medical Services | \$1,750.00 | \$0.00 | \$80.00 | \$0.00 | \$80.00 | \$1,670.00 |
| 32020 | Travel/Mileage | \$18,396.00 | \$0.00 | \$530.00 | \$1,174.00 | \$1,704.00 | \$16,692.00 |
| 32050 | Conferences & Training | \$975.00 | \$0.00 | \$0.00 | \$50.00 | \$50.00 | \$925.00 |
| 32200 | Telephone | \$21,303.82 | \$1,427.82 | \$1,433.18 | \$2,950.75 | \$5,811.75 | \$15,492.07 |
| 32350 | Postage | \$250.00 | \$3.99 | \$0.00 | \$0.00 | \$3.99 | \$246.01 |
| 33118 | Immunization Supplies | \$2,964.93 | \$2,964.93 | \$0.00 | \$0.00 | \$2,964.93 | \$0.00 |
| 33128 | Environmental Health | \$3,500.00 | \$16.87 | \$153.20 | \$0.00 | \$170.07 | \$3,329.93 |
| 33368 | Public Info & Ed | \$5,000.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$5,000.00 |
| 33938 | Vector Abatement | \$25,000.00 | \$0.00 | \$115.97 | \$388.30 | \$504.27 | \$24,495.73 |
| 34030 | Liability Insurance Coverage | \$17,340.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$17,340.00 |
| 36500 | Service Contract | \$14,100.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$14,100.00 |
| 37100 | Auto Lease | \$0.00 | \$4,468.06 | \$0.00 | (\$4,468.06) | \$0.00 | \$0.00 |
| 38012 | Interest on Debt | \$7,820.64 | \$0.00 | \$0.00 | \$1,955.16 | \$1,955.16 | \$5,865.48 |
| 38013 | Principle on Debt | \$45,796.36 | \$0.00 | \$0.00 | \$11,449.02 | \$11,449.02 | \$34,347.34 |
| 39010 | Dues & Subscriptions | \$1,474.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$1,474.00 |
| 39600 | Refunds, Awards & Indemnities | \$0.00 | \$500.00 | \$0.00 | \$0.00 | \$500.00 | (\$500.00) |
| 39750 | Information Technology | \$5,000.00 | \$340.00 | \$0.00 | \$0.00 | \$340.00 | \$4,660.00 |
| | Total 30000 Series | \$170,670.75 | \$9,721.67 | \$2,312.35 | \$13,499.17 | \$25,533.19 | \$145,137.56 |
| TOTAL EXPENSES | | \$3,745,719.16 | \$205,957.06 | \$200,813.45 | \$210,801.99 | \$617,572.50 | \$3,128,146.66 |
| Net Income | | (\$3,745,719.16) | \$32,390.59 | (\$19,793.27) | (\$75,763.41) | | |
| FUND BALANCE | | \$1,947,518.68 | \$1,979,909.27 | \$1,960,116.00 | \$1,884,352.59 | | |

FOOD SERVICES UNIT

| | Month | YTD 2021 | YTD 2020 |
|---|-------|----------|----------|
| Food Store Complaints | 6 | 9 | 7 |
| Food Service Complaints | 16 | 50 | 42 |
| Civil Penalties | 0 | 1 | 4 |
| Health Officer Hearings | | | |
| Abatements Correspondence | 1 | 2 | 5 |
| Possible Foodborne Illness Investigations | 3 | 3 | 1 |
| Opening Inspections | 10 | 16 | 37 |
| Inspections | 194 | 465 | 797 |
| Plan & Review/New Constr./Remodel | 4 | 6 | 13 |
| Fire Investigations | 2 | 2 | 2 |
| # Establishments Requested to Close | | | |
| Number of Temporary Events | 17 | 23 | 34 |
| Temporary Inspections | 18 | 21 | 32 |
| Mobile Inspections | | | |
| Meetings | 3 | 11 | 14 |
| Smoking Information | | | |
| Smoking Complaints | 1 | 1 | 5 |
| Smoking Appeals Hearings | | | |
| Pool Information | | | |
| Pool Inspections | 3 | 14 | 0 |
| Pool Consultations | 0 | 0 | 22 |
| Pool Complaints | 0 | 1 | 0 |
| Pool Closings | 3 | 5 | 0 |

Key Notes

PFBI investigation conducted jointly with Nursing, HEED and ISDH; 19 individuals, from 3 different groups, reported becoming ill after eating sandwiches purchased from a South Bend sandwich shop, on 3/5/2021. Food staff performed onsite inspections and interviews with establishment owner and staff. Nursing conducted interviews with individuals reporting illnesses. HEED initiated and coordinated all communication and activities with ISDH. Investigation closed on 3/23/2021 with ISDH's final report attributing the 'outbreak' most probably to have been the result of an ill establishment food handler likely coming in contact with sandwich ingredients and contaminating them. No agent was confirmed, but norovirus was suspected to be the likely cause.

Fire inspections performed on 3/8 at Insomnia Cookies & on 3/15 at South Bend Chocolate. Fire at Insomnia Cookie started in an electrical box and fire at South Bend Chocolate started in basket of linens in front of a dryer. Both establishments closed on their own and remained closed until the next business to complete repairs, clean up and sanitization, and disposal of food and paper products that were exposed to possible contamination.

HEALTH EQUITY, EPIDEMIOLOGY, AND DATA (HEED)

Social Needs Assessment:

Follow-up phone calls continue to occur to connect individuals with community resources based on the needs identified in the assessment. The Community Health Workers (CHWs) started going to Broadway Christian every other Thursday morning to accommodate the vaccine clinic. A total of 11 new assessments were conducted this month at our Mishawaka Clinic.

CHW Lead Referrals:

The CHWs continued with the lead referrals from the Public Health Nurses. They hand deliver a lead certificate to families who need their child to confirm their lead level prior to case management or case monitoring. The CHWs started home visits for families with children who have a blood lead level between 3.5 and 4.9 ug/dL. In February, they visited eight homes.

| Month | # of Referrals | # Children Rec'd Lead Test after CHW Visit |
|----------|----------------|--|
| January | 5 | 4 |
| February | 13 | 6 (4 moved out of county) |
| March | 3 | 3 |

Highlights:

Director of HEED remains heavily involved in COVID-19 response by managing and analyzing COVID data and collaborating with other Units as a contact/resource for the local school systems and long-term care facilities. All HEED staff work shifts at the COVID vaccine clinic.

CHWs continued to complete modules for their certification through ASPIN. CHWs continue to follow up with COVID positive individuals who requested local social support resources when Indiana State Department of Health notifies us of individuals.

Public Health Fellows Updates:

The Public Health Fellows continued their work Harry Gilbride to support the vaccination efforts for individuals experiencing homelessness. The Fellows participated in multiple COVID-19 vaccination, registration, and informational events for both the Latinx population and the homeless population which were accompanied by outreach events at different locations. One Public Health Fellow worked at the Hedwig Memorial Clinic both as a translator and a registrar.

ACEs:

The ACEs project continues to sharpen its vision and goals, and the project remains on schedule. The Department of Health has partnered with the E Blair Warner clinic to implement an ACEs screening protocol in their perinatal patient population, with the goal of improving patient health outcomes and limiting the intergenerational continuity of ACEs. The process and practical implications for the screening process are still being evaluated. In addition to screening, the Department of Health aims to develop an ACEs dashboard. It will combine indicators of community health with indicators of community strengths and weaknesses for providing care. The result will be a dashboard that shows both supply side and demand side areas of concern in the county, giving actionable data for public health officials. Identifying sources and collecting data remains an ongoing priority.

Health Equity:

Public Health Fellow progressed on the health equity report looking at housing, neighborhoods and environmental elements of the county. She continued to work on transferring the Burden of Disease report into Publisher. Finally, the Fellow completed the ArcGIS training.

Lead:

The Public Health Fellow completed an interactive map of all elevated blood lead level readings along with demographic statistics from data from 2015 through 2020. The map geolocated all entries from state level blood readings and placed them on a zoom-able map such as in google maps. It allows for toggling data presentation between census tracts and zip codes and is meant for internal use. Additionally, the fellow completed a report on this data.

Community Boards, Meetings, Reports, and Committees

- Participated in the Safe States Alliance Anit-racism and Health Equity Working Group.
- Participated in the Health Alliance meeting.
- Participated in weekly COVID Data meetings with the City of South Bend.
- Participated in the Lead Affinity meeting.
- Participated in SJC Food Access Council meeting.
- Participated in Child Fatality Review Council meeting.
- Participated in Fetal Infant Mortality Review meeting.

HEALTH OUTREACH, PROMOTION & EDUCATION (HOPE) UNIT

| Presentation Topic | Total Number (Presentations) | Adult (age) | High School (age) | Middle School (age) | Elementary School (age) | Pre-School (age) |
|---|-------------------------------------|--------------------|--------------------------|----------------------------|--------------------------------|-------------------------|
| Wellness (Nutrition, Physical Activity, etc.) | 0 | | | | | |
| Substance Abuse | 1 | 1 | | | | |
| Communicable Disease | 3 | 3 | | | | |
| STDS/Sexuality Healthy Relationships | 0 | | | | | |
| Chronic Disease | 0 | | | | | |

| Event | Topic | Location | Number of People (approx.) |
|--------------------------------------|--------------------------------------|------------------------------------|-----------------------------------|
| COVID-19 Vaccine Registration | COVID-19 | Sabor Latino | 30 |
| Café and Conchas | COVID-19 Vaccine Registration | West Side South Bend office | 50 |

***The HOPE team is still providing very few community events and programs due to on-going COVID-19 cases and extensive time spent at the COVID-19 vaccine clinic. We are planning numerous virtual activities for spring and beginning to think of what activities we can resume once vaccination becomes more wide-spread.**

Highlights:

Director of Hope continues to be heavily involved in COVID-19 response as part of Unified Command and serving as Public Information Officer. All regular meetings have been scheduled via zoom. COVID-19 specific meetings include: weekly communications meetings with Chamber of Commerce and other partners, Emergency Food Initiative, United Way Mask Up Initiative, Safe school efforts, continual community education efforts, lots of meetings held on event safety, re-opening, vaccination efforts, etc.

Meetings that continued in the month of March non-related to COVID-19 include: SJC Cares (local system of care), The Partnership for a Drug-free SJC (Formerly PEPSA), SJC Food Access Council, Mobilizing family supports (United Way), Suicide/Overdose Fatality Review team, FIMR-related meetings, TI-ROSOC, Health Improvement Alliance ELC meeting, Recovery Café advisory meeting, IN Cares ECHO meeting, Recover Michiana Fest, .

Efforts continued with the development of a Crisis-intervention team in collaboration with Oaklawn and other partners.

Director of HOPE continued meetings and discussions with key leaders in the Latinx and Black communities to address barriers to COVID-19 vaccination. A broad strategic plan has been developed and shared with amongst partners so that approaches would be cohesive and collaborative. Several PSAs were developed and began airing in February with specific focus on Black and Latinx communities. HOPE worked with ND fellows to develop resources specific for Latinx, Spanish speaking individuals on the website which is ongoing.

Our COVID-19 vaccine series continued through the month of March with SJC Public Library and had a dozen or so individuals each time present. We are looking at ongoing Q & A sessions on all things COVID-19 related especially as eligibility for vaccine is open. Director of HOPE is working on a Bendable collection for the SJC library on vaccine information.

As summer approaches, HOPE team has had several planning meetings for outreach with Venues, Parks, and Arts about programming for parks; we are also working several partners of our Reducing Obesity Coalition to kick-off a virtual healthy cooking series which will grow into a cookbook and outside programming come summer.

Health Promotion Specialists & the Director have been heavily involved in the operations of our COVID-19 response especially with vaccination clinic implementation & operation. Both are physically present most days at the clinic (coordinating volunteers, etc.) while the Director addresses no shows, calls, etc. Education and awareness efforts for vaccine uptake and COVID-19 infection prevention are on-going and always evolving.

FIMR Updates:

FIMR Case Review and FIMR Reporting.

- Case Review Meeting on March 19th. Completed reviews of cases for 2020
- Title V monthly reporting to IDoH
- National Child Death Reporting system entries of FIMR cases.
- Submitted Letter of Intent for Title V FIMR funding for Oct 1, 2021 – Sept 30, 2023.
- Orientation for two new case review team members.

FIMR Community Action: Preconception Health & Maternal Infant Health

- Continued discussions of how to expand safe sleep education. FIMR Coordinator planning outreach to pediatricians in May.
- Connected to school nurses for PHM and Mishawaka for presentation in the summer regarding infant mortality and outreach to teens.
- Submitted grant with Count the Kicks to AMCHP to increase capacity for awareness and education of mothers and providers regarding fetal movement counts.

FIMR Community Action: Birth Equity

- This group met weekly in March, preparing for Community Conversations for Black Maternal Health Week (April 11 – 15). Started Facebook Page to increase community awareness. Event flyer: Link to Facebook page: facebook.com/BirthEquityJusticeSJC
- Zooms and calls with potential guests for BMHW.



- Follow up on contract status with National Birth Equity Collaborative.
- The group also submitted fact sheets to several State House and Senate committees regarding legislation introduced on the topics of pregnancy workplace accommodations and reimbursement for doulas.

Community Boards, Meetings, Reports, and Committees

- Presentation for Dr. Neil Lobo, Global Health class at University of Notre Dame.
- Met with researcher from the IU School of Public Health who is interviewing people involved in reducing infant and maternal mortality.
- Presented to the SJC Board of Health
- Met with Beacon Community Impact regarding the FIMR annual report and goals for 2021.
- Met with Women's Care Center regarding FIMR annual report and opportunities for connecting mothers to earlier prenatal care, community based support, and education opportunities.

**NURSING
IMMUNIZATION, and TB UNIT**

| Immunizations | | | |
|----------------------------|------------|----------|----------|
| | March 2021 | YTD 2021 | YTD 2020 |
| Mishawaka clinic: | | | |
| Patients seen | 82 | 222 | 99 |
| Immunizations Administered | 203 | 529 | 245 |
| Records Request | 16 | 33 | 5** |
| South Bend clinic: | | | |
| Patients seen | 19103 | 32657 | 251 |
| Immunizations Administered | 22933 | 36491 | 557 |
| Records Requests | 0 | 3 | 32** |
| Mobile clinic: | | | |
| Patients seen | 0 | 33 | 81 |
| Immunizations Administered | 0 | 54 | 217 |
| Combined Totals: | | | |
| Patients seen | 19185 | 32912 | 431 |
| Immunizations Administered | 23136 | 37084 | 1019 |
| Records Request | 16 | 36 | 37** |

| Tuberculosis | | | |
|---------------------|----------------|----------|----------|
| | February, 2021 | YTD 2021 | YTD 2020 |
| TST Placed | 19 | 56 | 68 |
| TST Positive | 1 | 1 | 2** |

*From 12/20/2019-01/31/2020

**Started tracking record requests in February

Our COVID Vaccine Clinic with employees and volunteers administered just shy of 23,000 doses in March!

Our South Bend Immunization Clinic remains closed due to the COVID immunization clinic. Our patients are being routed through the Mishawaka office. Our staff member there is making reminder calls for children behind in immunizations.

No further Mobile Clinics are currently scheduled due to the COVID Vaccine clinic.

Meetings attended:

Several COVID vaccine meetings

Staff attempts to attend the IDoH weekly meetings

DON several meetings with Norte Dame

**NURSING
PUBLIC HEALTH UNIT**

Total Communicable Diseases Investigated for March 2021: 60

Total Communicable Diseases Confirmed for March 2021: 22

Total Animal Bite cases reported for March 2021: 49

- Bats 0
- Cats 7
- Dogs 42
- Other 0

Specimens sent for testing: 1

Specimens testing positive: 0

Specimens undetermined: 0

Total Managed lead cases for March 2021: 32

New Managed Lead Cases - < 0

Closed Managed Lead Cases – < 0

Managed cases transferred out of county - 0

Total Unconfirmed lead levels between 5 - 9.9 bll. – 45

Total Confirmed lead levels between 5 – 9.9 bll. – 53

Tuberculosis

| March Tuberculosis | | |
|-----------------------------------|----------------------|---------------------|
| | Mar. 2021 | YTD 2021 |
| TST Placed | 22 | 56 |
| TST Positive | 0 | 0 |
| TST Assessment | 1 | 1 |
| Direct Observed Therapy | | 99 |
| Nurse Visit | | 24 |
| QFT Gold Test Observed | 0 | 3 |
| Chest X Rays Ordered | 0 | 0 |
| Suspect Cases | 0 | 6 |
| New Active Cases | 0 | 0 |
| Total Active Cases Tracking - < 5 | | |
| Total Latent Cases Tracking - 16 | | |

VITAL RECORDS UNIT

| | <u>Records Filed in March 2021</u> | <u>YTD 2021 Occurrences</u> | <u>YTD 2020 Occurrences</u> |
|---------------------------------|--|---------------------------------|---------------------------------|
| <u>Birth Statistics*</u> | | | |
| Total Births | 368 | 955 | 906 |
| <u>Death Statistics*</u> | | | |
| Total Deaths | 246 | 818 | 803 |
| | | | |

Birth & Death data reflected as of 4/12/2021.

Statistics are subject to change. Statistics were generated from our local hospitals, Chronica, and DRIVE.

HEALTH OFFICER

Report in the Health Officer Presentation and Report portion.

Respectfully,

Robert M. Einterz, MD
Health Officer

Tests drawn February 1, 2021 – February 28, 2021

| <i>Pb Level (ug/dL)</i> | <i>Venous</i> | <i>Capillary</i> | <i>Total</i> |
|-------------------------|---------------|------------------|--------------|
| <i>0-4.9</i> | 112 | 190 | 302 |
| <i>5-9.9</i> | 8 | 7 | 15 |
| <i>10-19.9</i> | 2 | 3 | 5 |
| <i>20-29.9</i> | 0 | 0 | 0 |
| <i>30-39.9</i> | 0 | 1 | 1 |
| <i>40-49.9</i> | 0 | 0 | 0 |
| <i>≥50</i> | 0 | 0 | 0 |
| <i>Total</i> | 122 | 201 | 323 |

There were four duplicate tests in the month of February, 323 unique children were tested.

2021 YTD = 644

2020 YTD = 843

| Test Levels (ug/dL) | Percentage of venous draws |
|---------------------|----------------------------|
| 0-4.9 | 37% |
| 5-9.9 | 53% |
| ≥10 | 33% |

Elevated tests by zip codes

| | |
|--------------|------------|
| 46601 | 2 elevated |
| 46613 | 3 elevated |
| 46619 | 6 elevated |
| 46628 | 4 elevated |
| 46544 | 2 elevated |
| 46545 | 2 elevated |
| 46561 | 1 elevated |
| 46595 | 1 elevated |

COVID-19 Data Summary

St. Joseph County, IN

Prepared by
St. Joseph County Department of Health



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

COVID-19 Data Summary

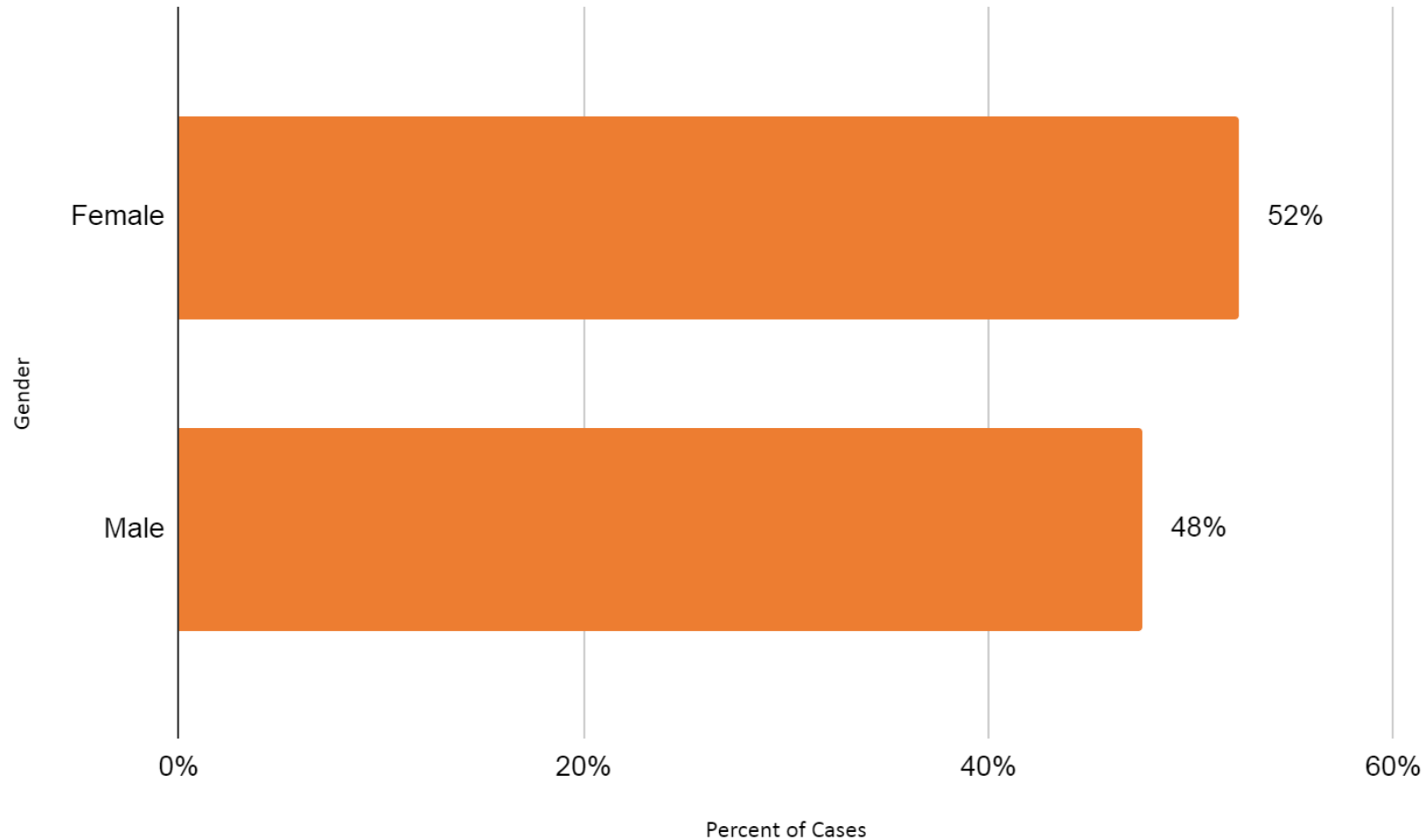
Snapshot

| Total Cases in St. Joseph County (as of 11:59 pm 4/15/21) | 34,217 |
|---|--------|
| Current Hospitalizations (COVID+/PUI) | 65/0 |
| Deaths (SJC Residents)* | 539 |
| Average Days to Test Result (April) | 2 |
| Cases per 100,000 Residents | 12,588 |
| “Active Cases” (Cumulative diagnoses in last 14 days) | 1,410 |
| First Dose Administered to SJC Residents | 91,995 |
| Fully Vaccinated SJC Residents | 66,101 |

*reflects reconciliation of a backlog of deaths from IDOH

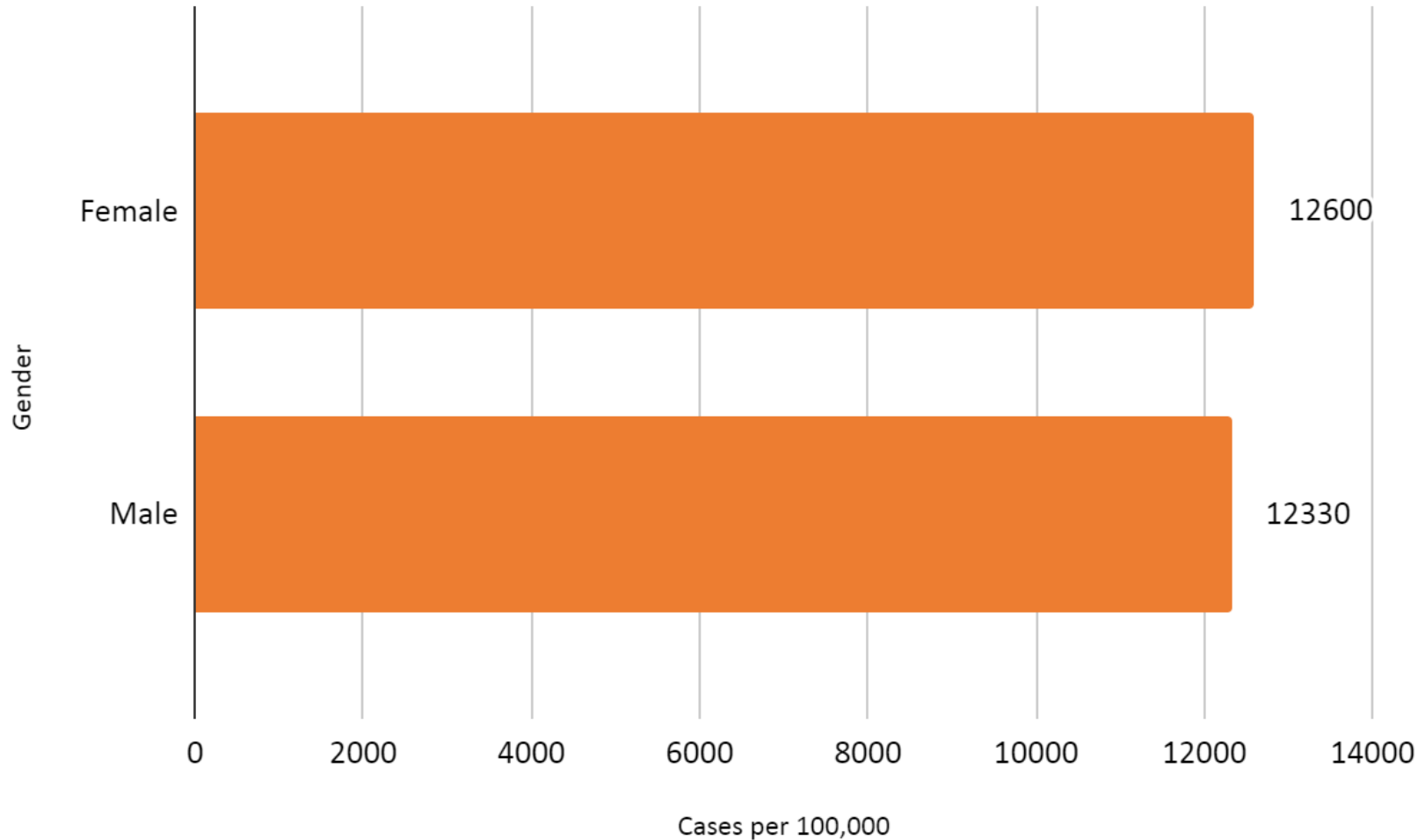
COVID-19 Data: Cases

Gender



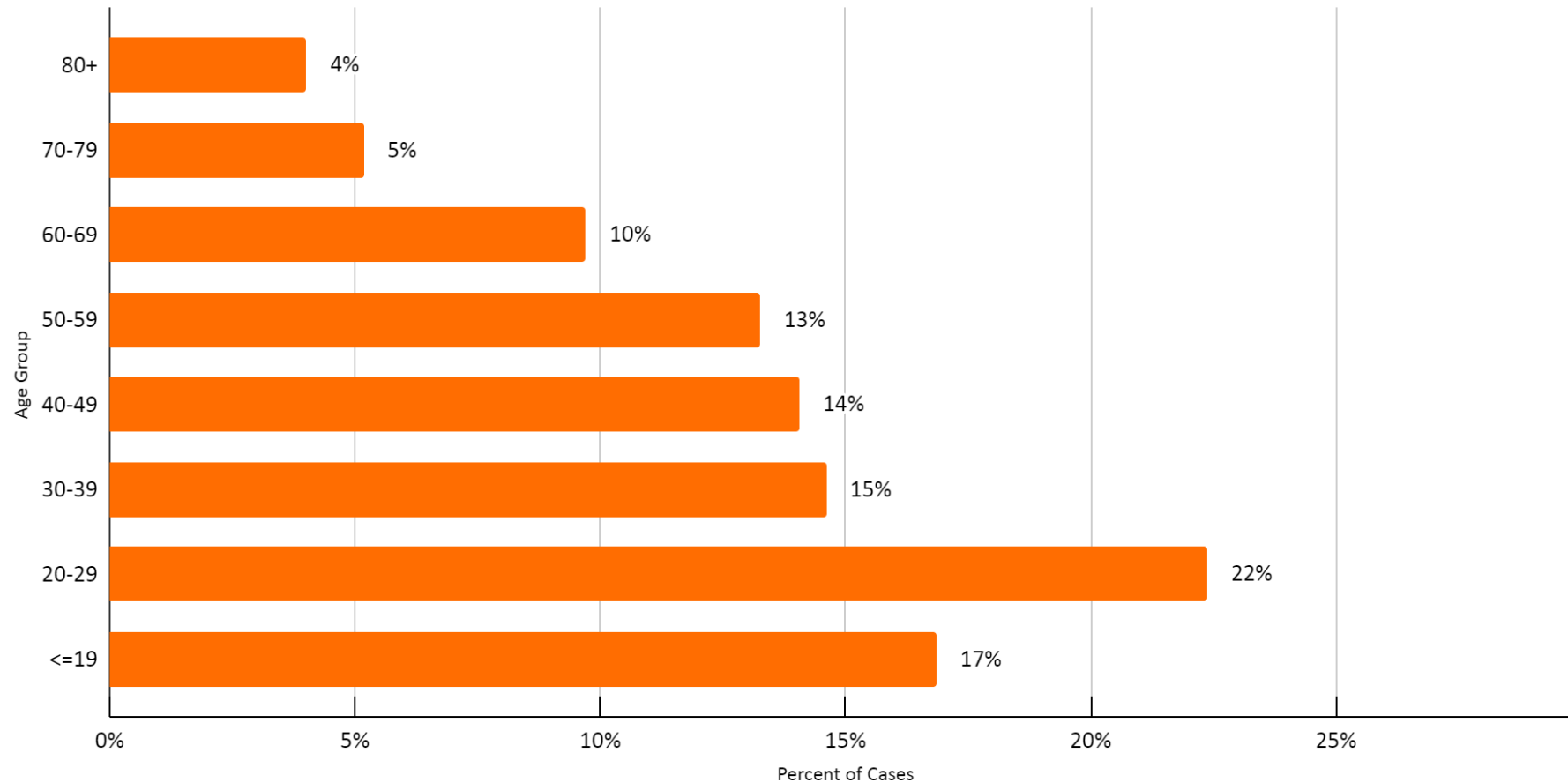
COVID-19 Data: Cases

Case Rate by Gender per 100,000



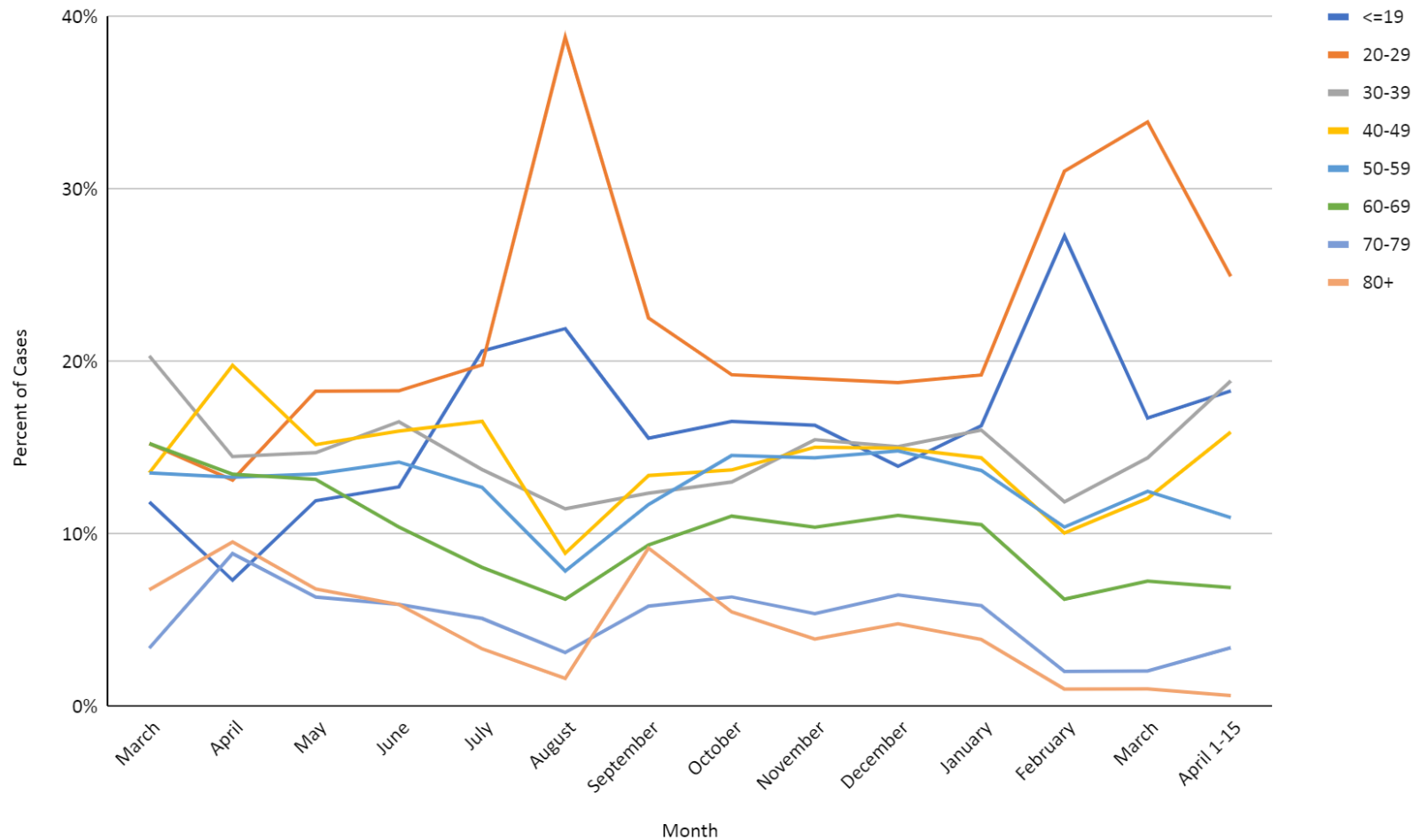
COVID-19 Data: Cases

Age



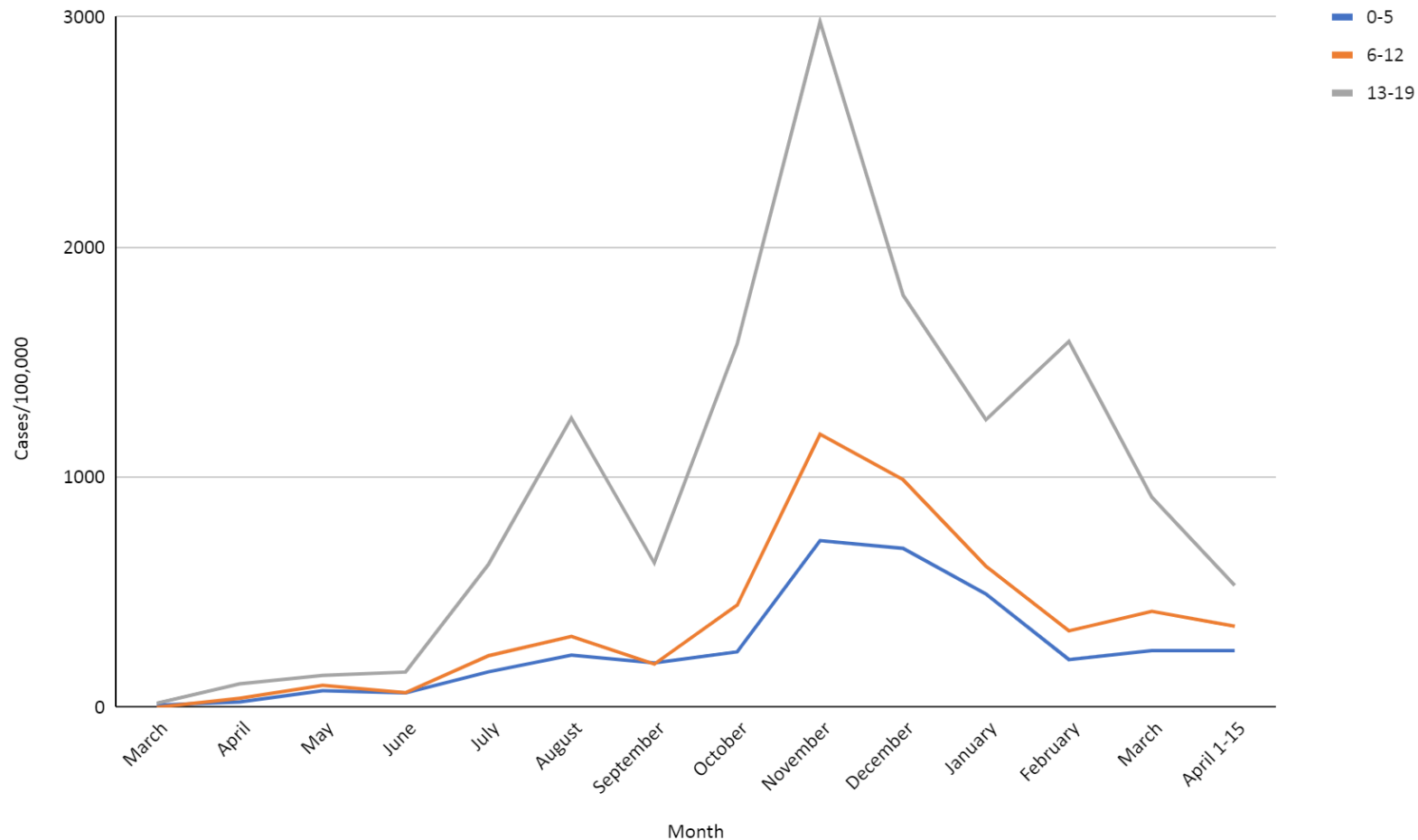
COVID-19 Data: Cases

Change in Age Distribution over Time



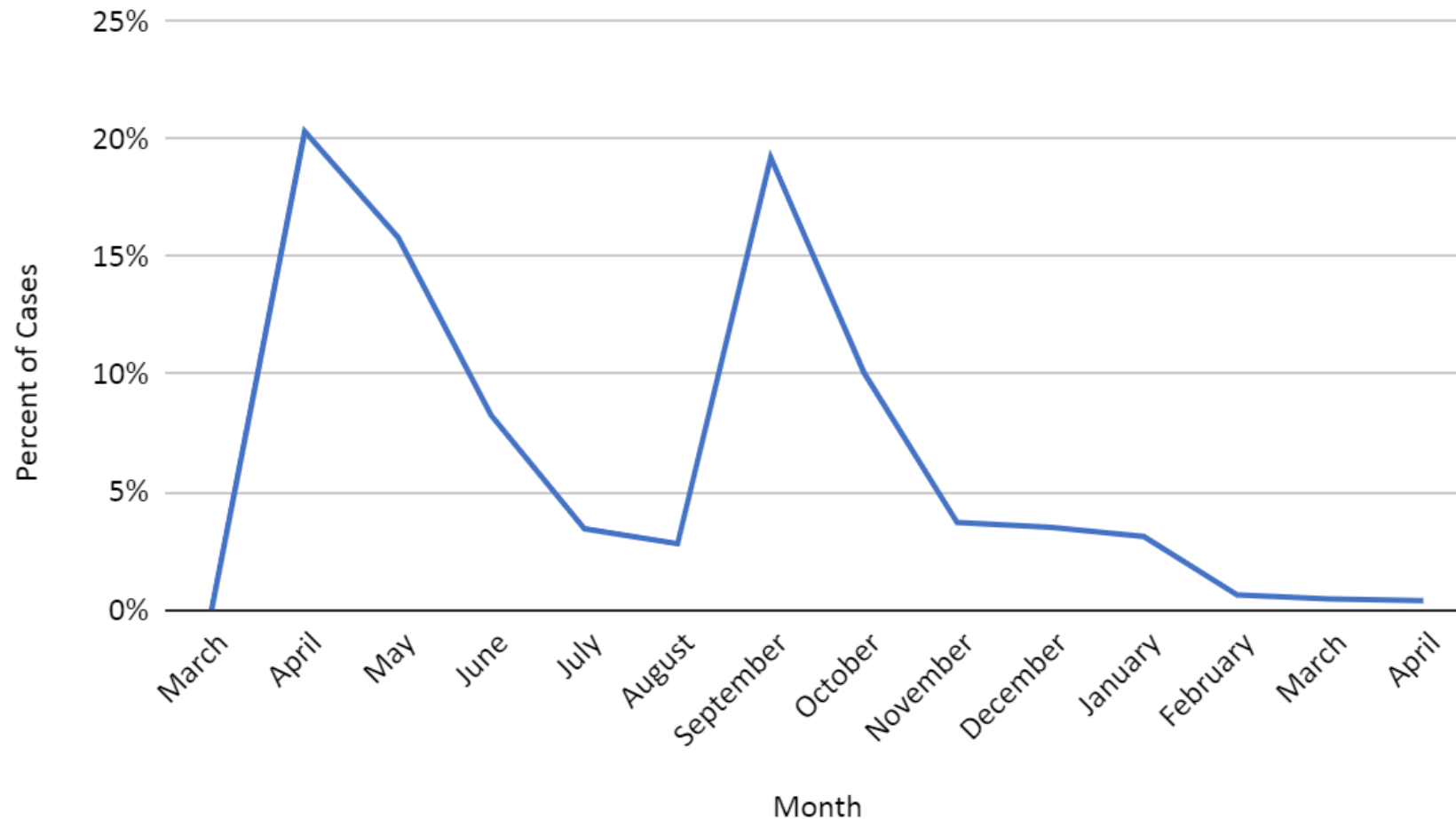
COVID-19 Data: Cases

Change in School-Age Distribution over Time



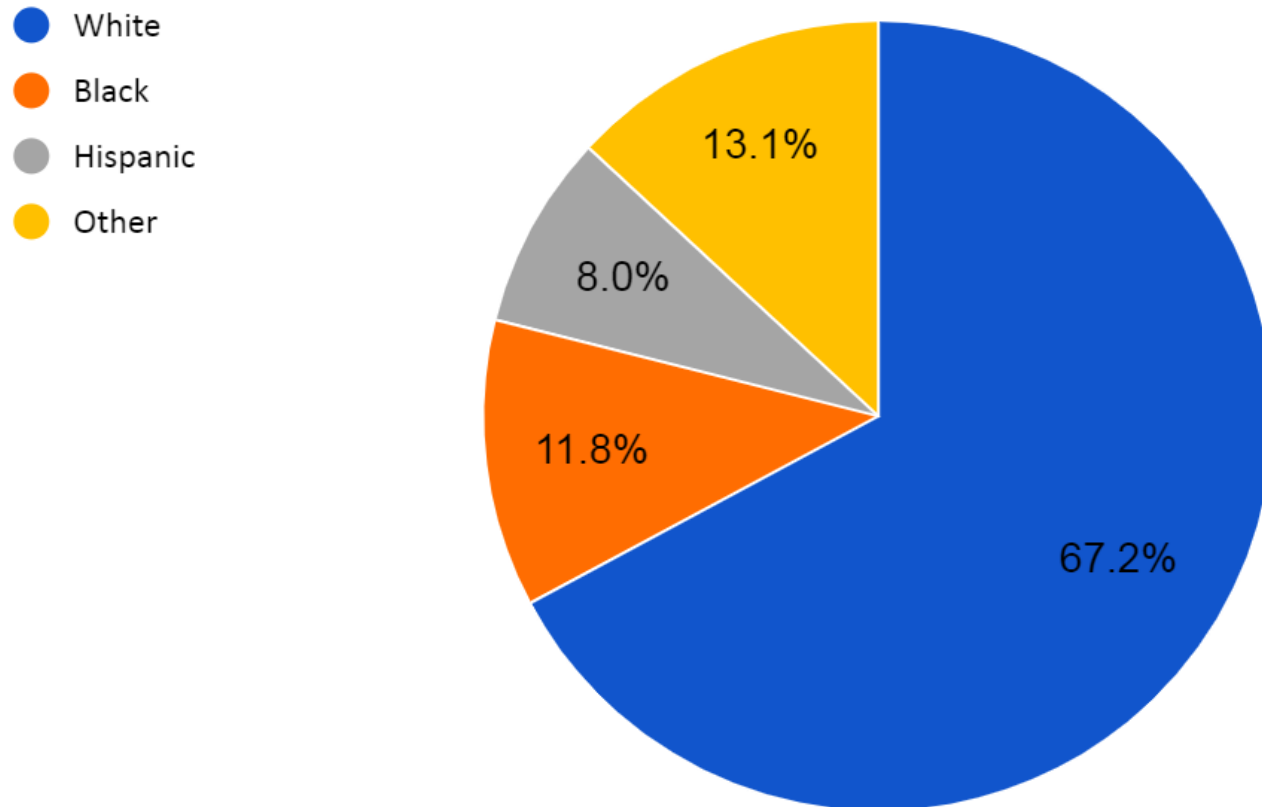
COVID-19 Data: Cases

Change in Long-Term Care Distribution over Time



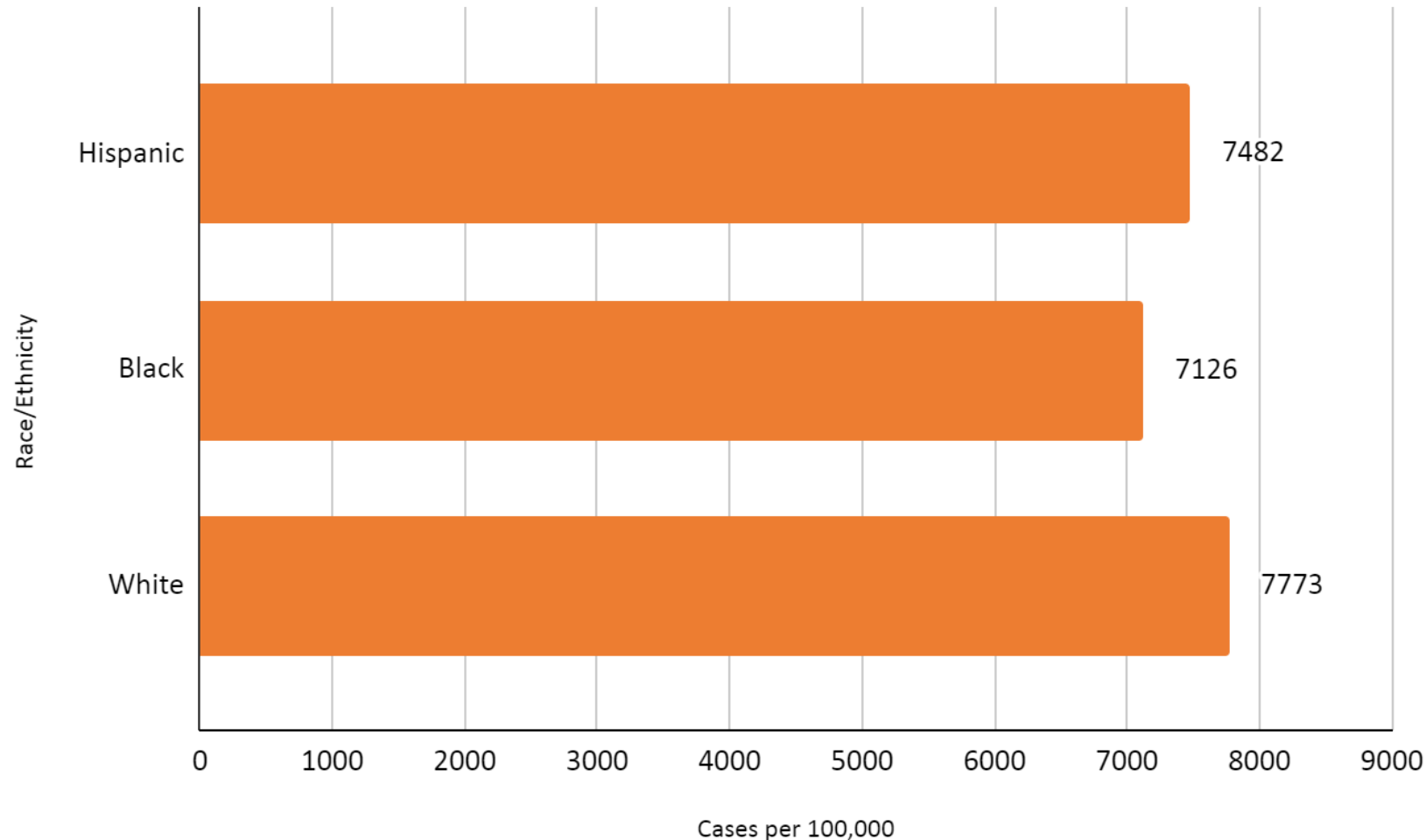
COVID-19 Data: Cases

Race/Ethnicity



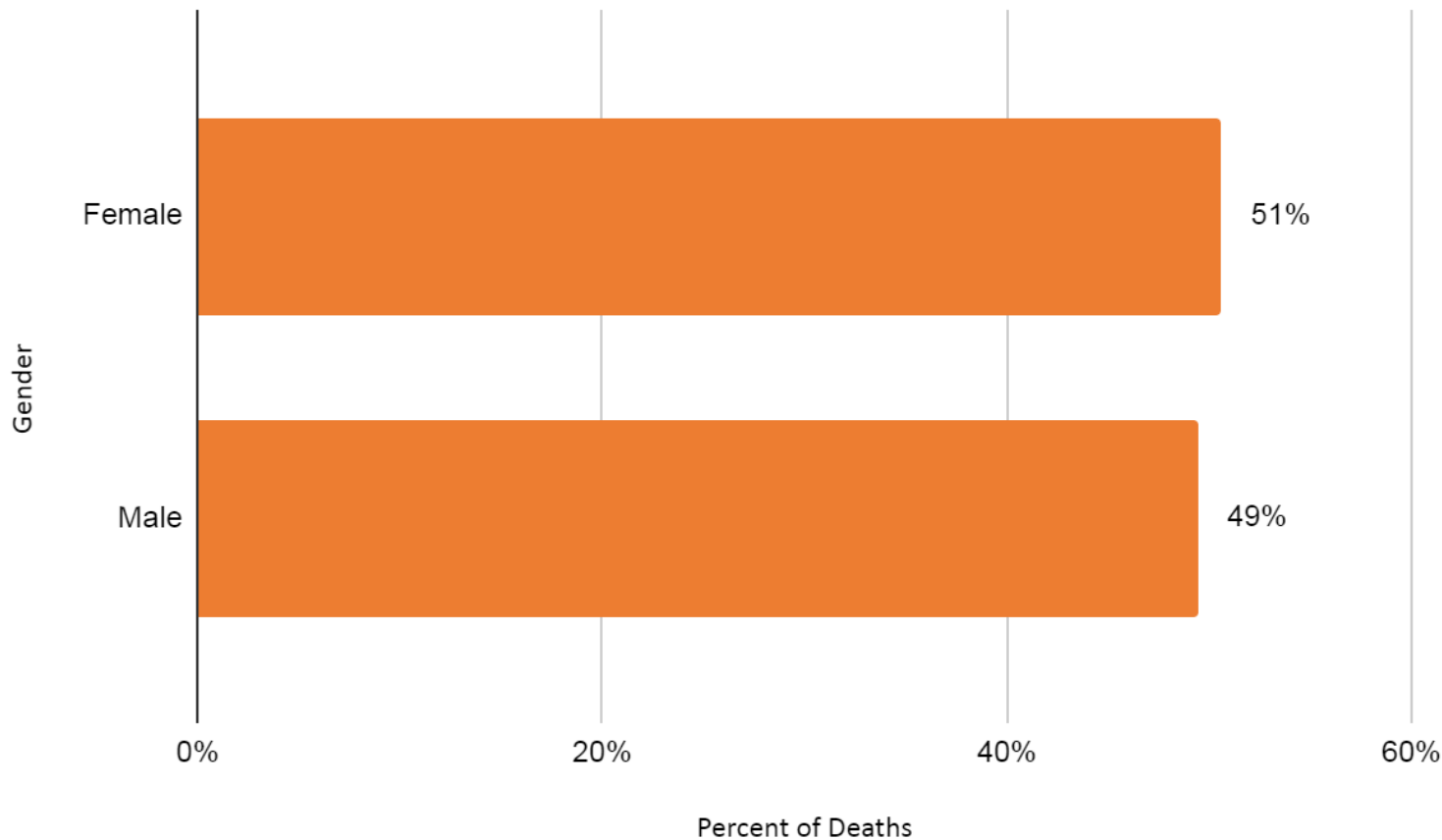
COVID-19 Data: Cases

Case Rate by Race/Ethnicity per 100,000



COVID-19 Data: Deaths

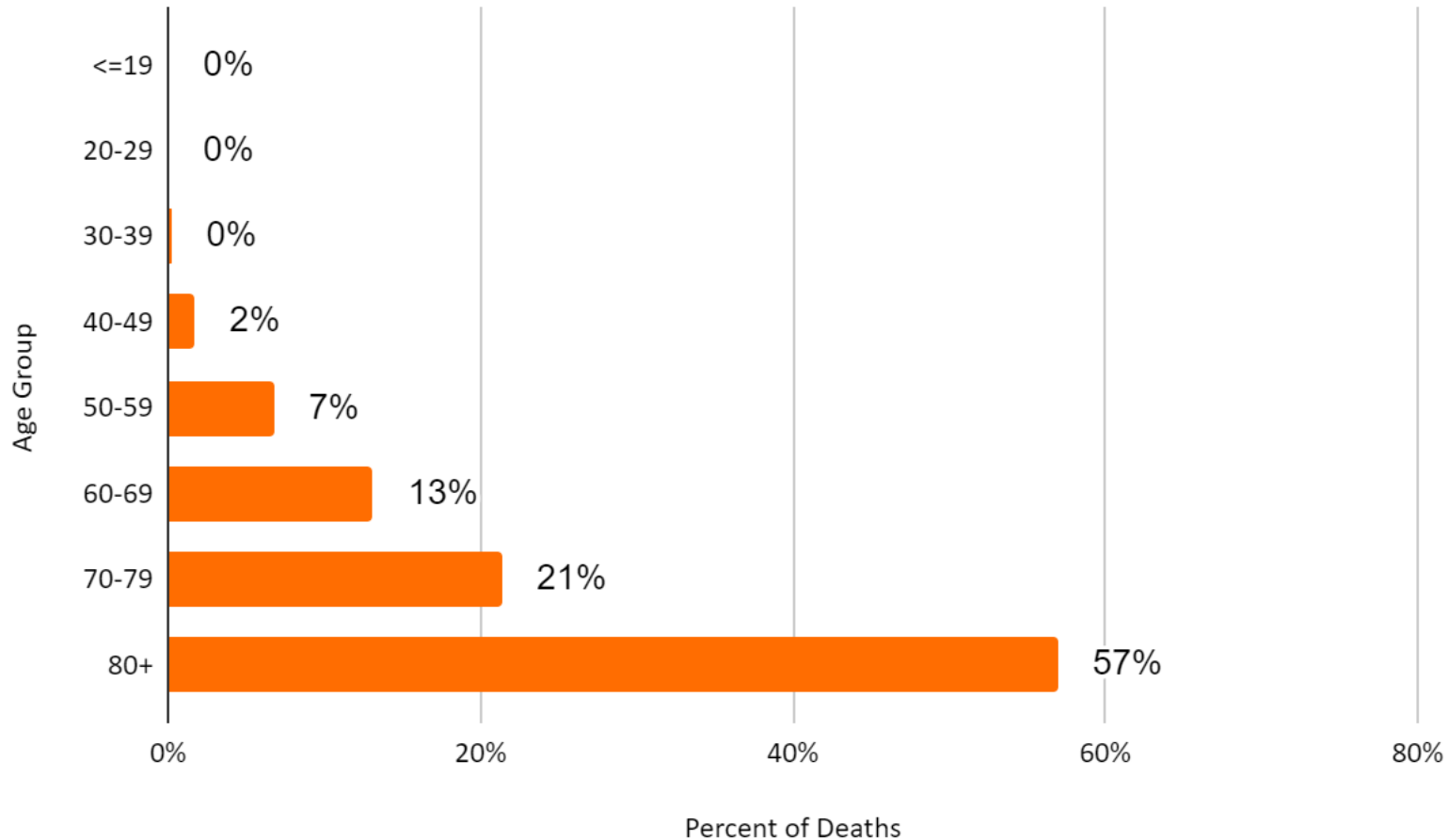
Gender



*reflects reconciliation of a backlog of deaths from IDOH

COVID-19 Data: Deaths

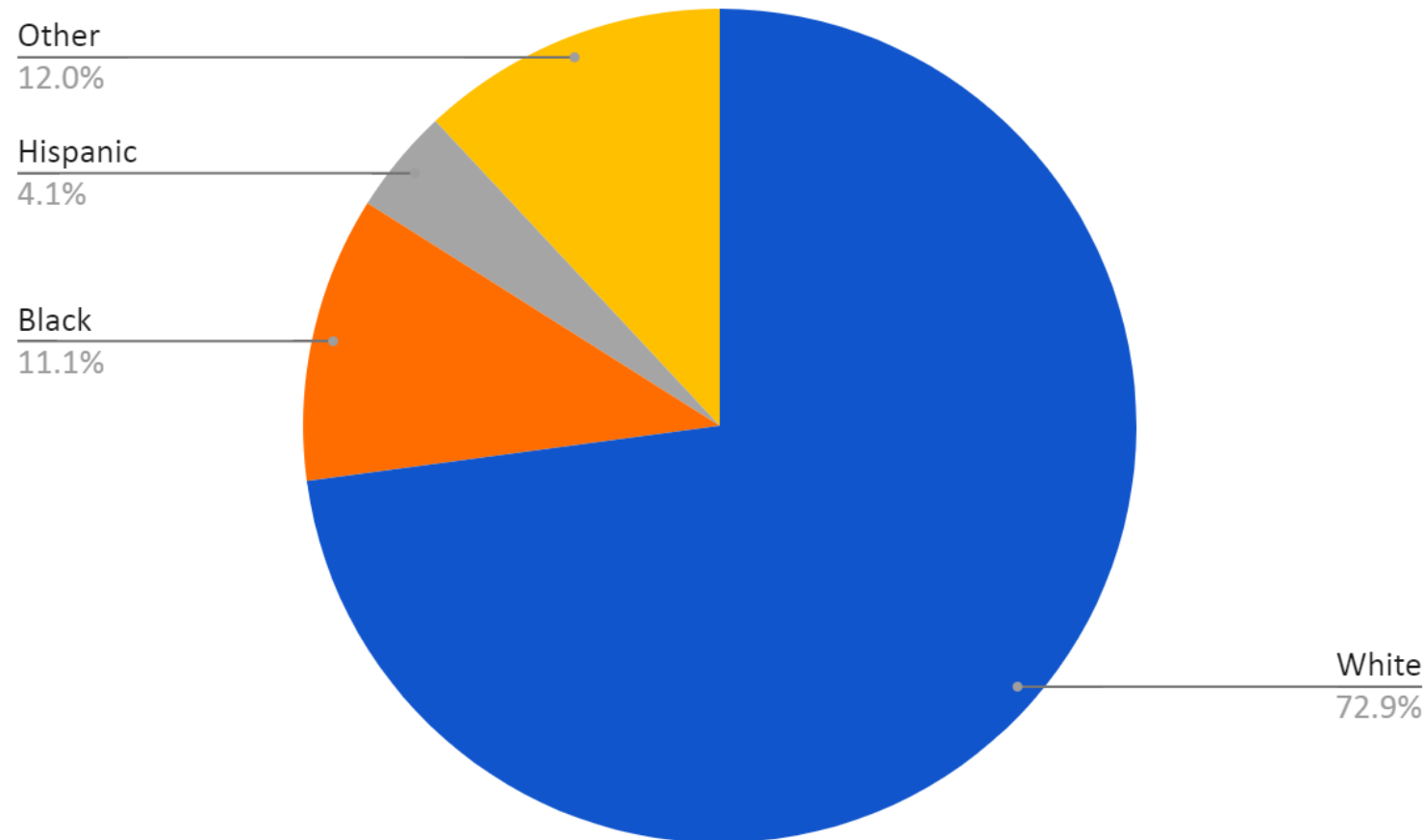
Age



*reflects reconciliation of a backlog of deaths from IDOH

COVID-19 Data: Deaths

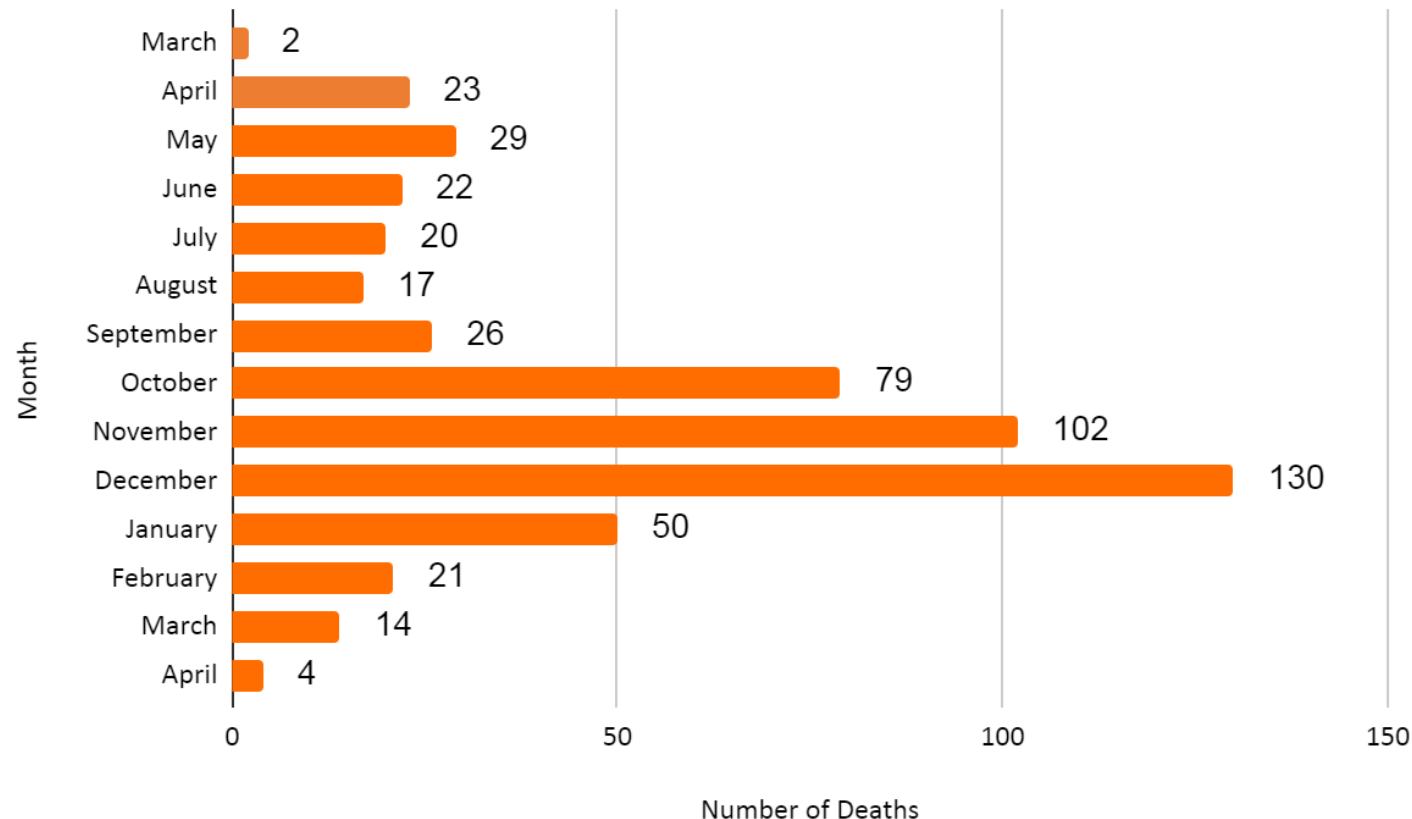
Race/Ethnicity



*reflects reconciliation of a backlog of deaths from IDOH

COVID-19 Data: Deaths

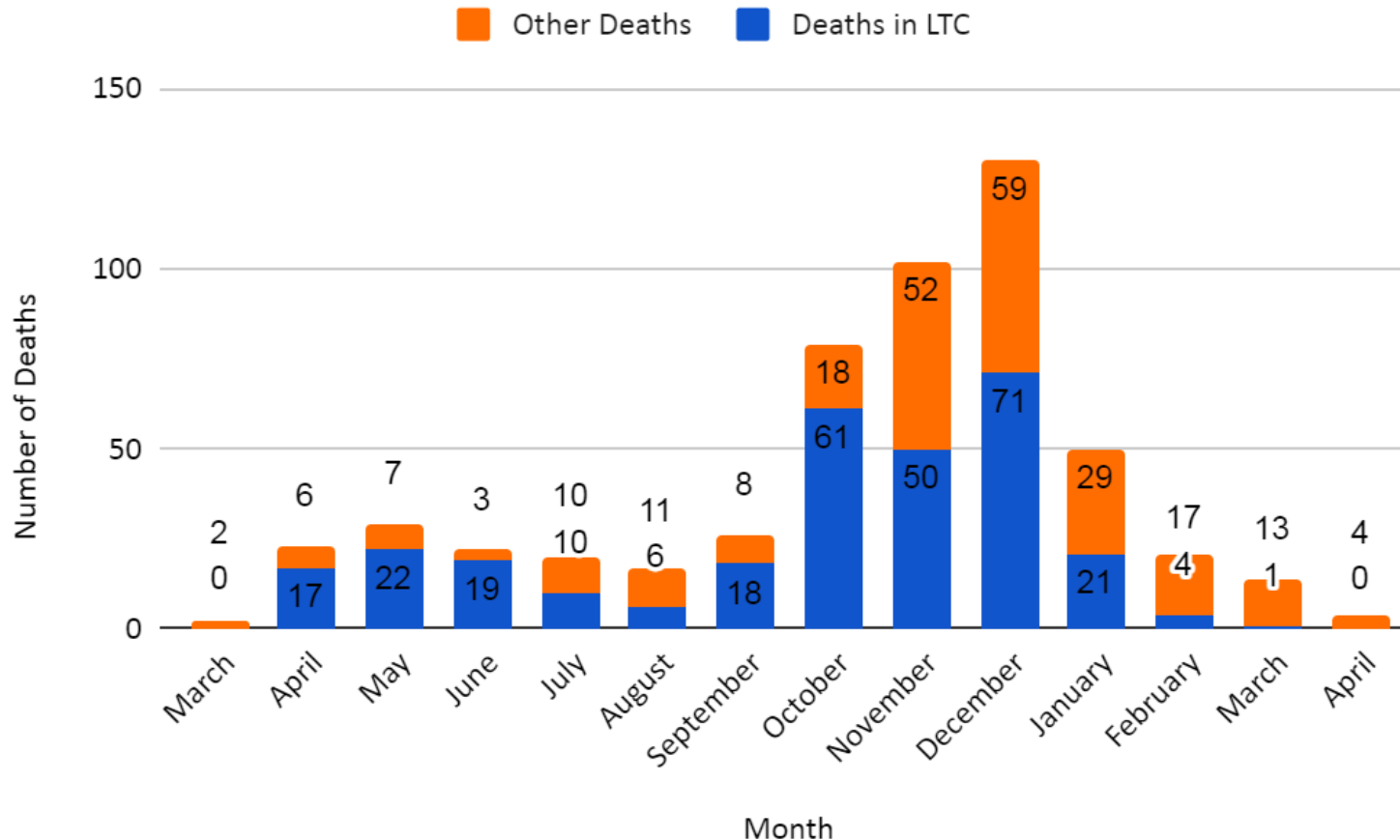
Distribution of Deaths over Time



*reflects reconciliation of a backlog of deaths from IDOH

COVID-19 Data: Deaths

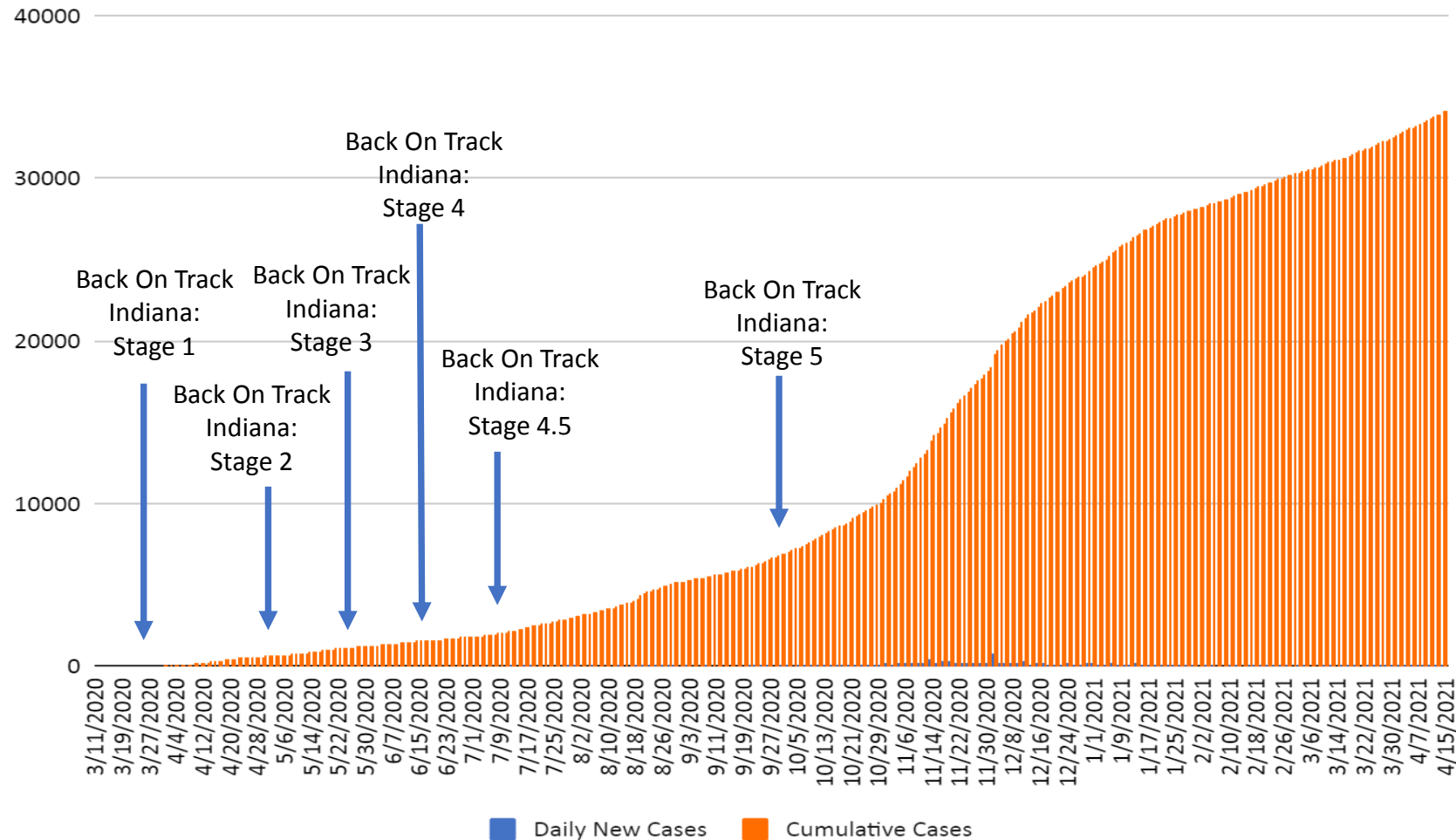
Distribution of Deaths with LTC over Time



56% of all deaths
attribute to Long-
Term Care
Facilities

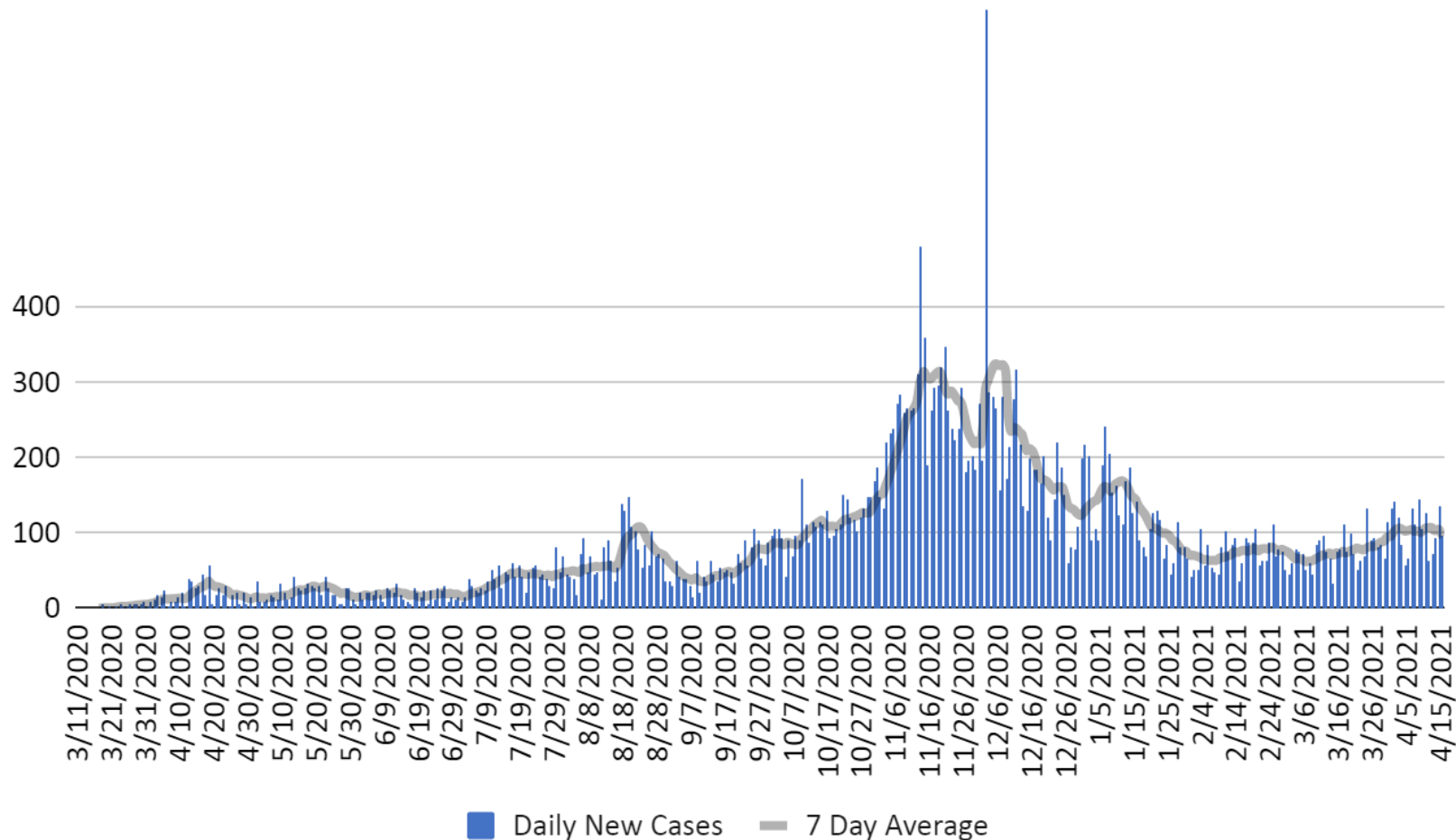
COVID-19 Data: Cases

Distribution of Cumulative Cases over Time



COVID-19 Data: Cases

Distribution of Daily Cases over Time



COVID-19 Data: Cases

Distribution of Active Cases over Time



COVID-19 Data: Cases

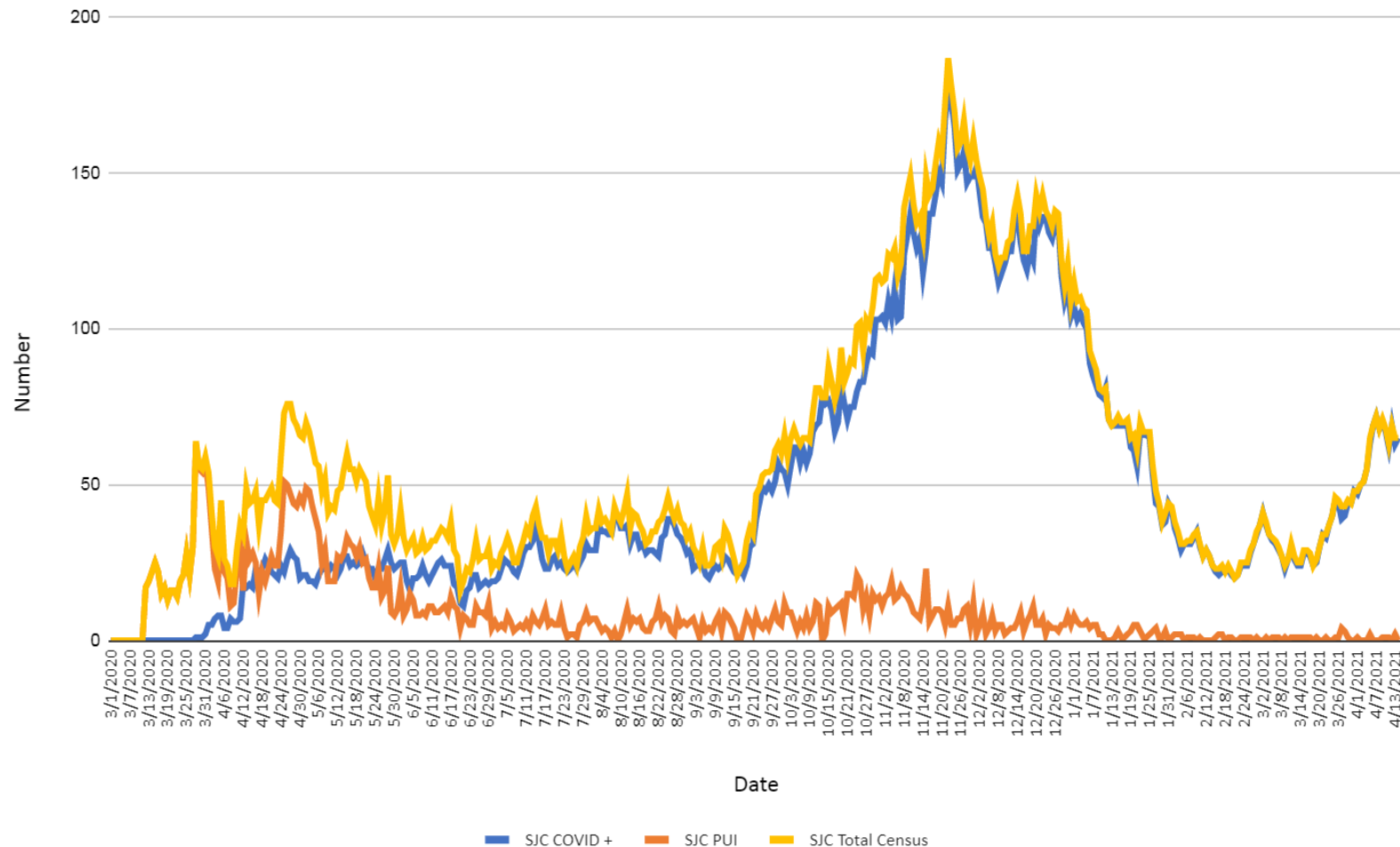
Daily Metric

| | New cases per day in SJC, based on a 7-day rolling average | Active cases in SJC (Cases diagnosed in preceding 14-day period) | Percent positivity of tests in SJC (from IDOH website) | R0 Estimate (available at metrics.covid19-analysis.org) |
|---------------|--|---|---|--|
| RED | 98.9 | 1410 | | |
| YELLOW | | | | 1.03 (as of 4/8/2021) |
| GREEN | | | 4.5% (as of 4/9/2021) | |



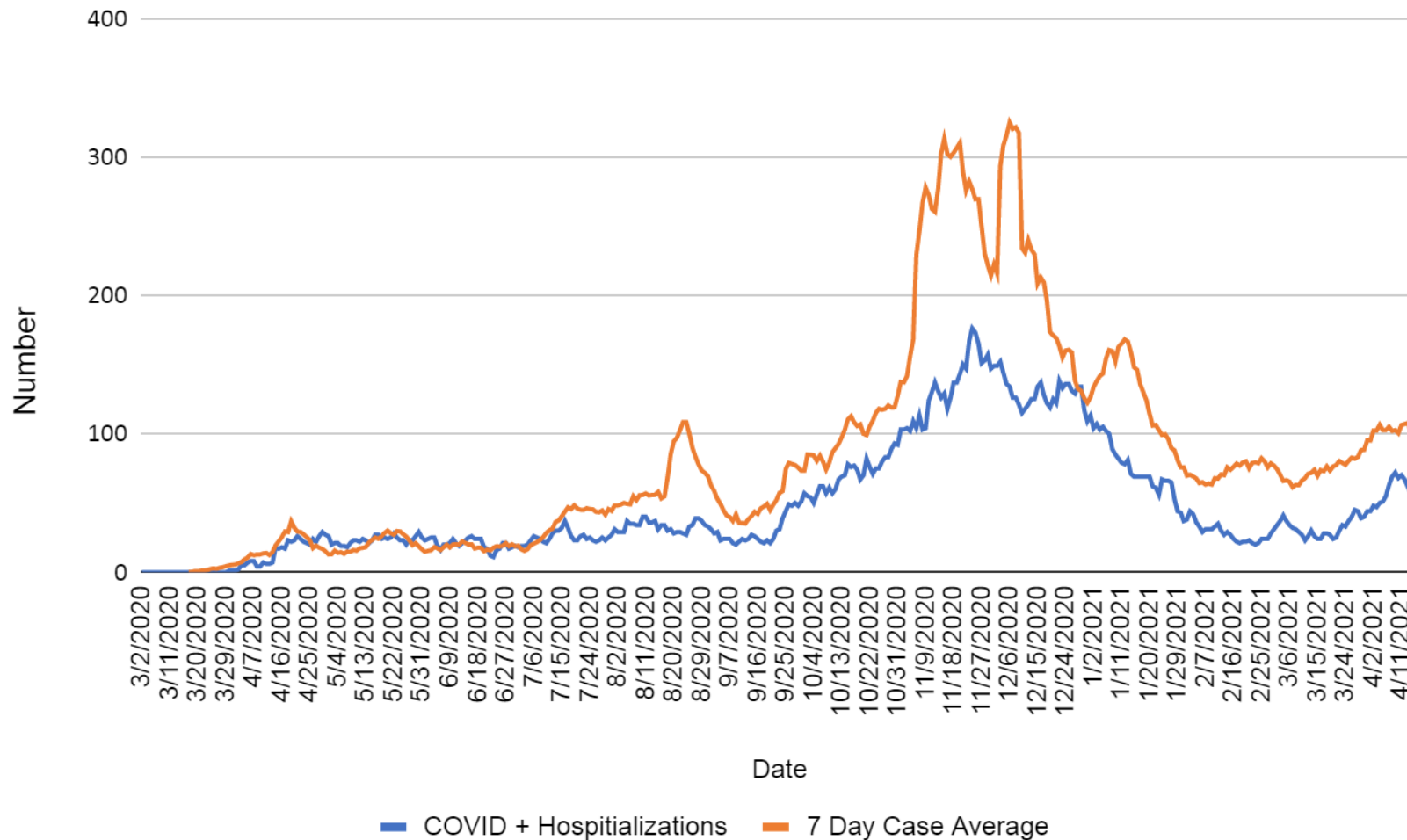
COVID-19 Data: Hospitalizations

COVID+ & PUI Hospitalizations



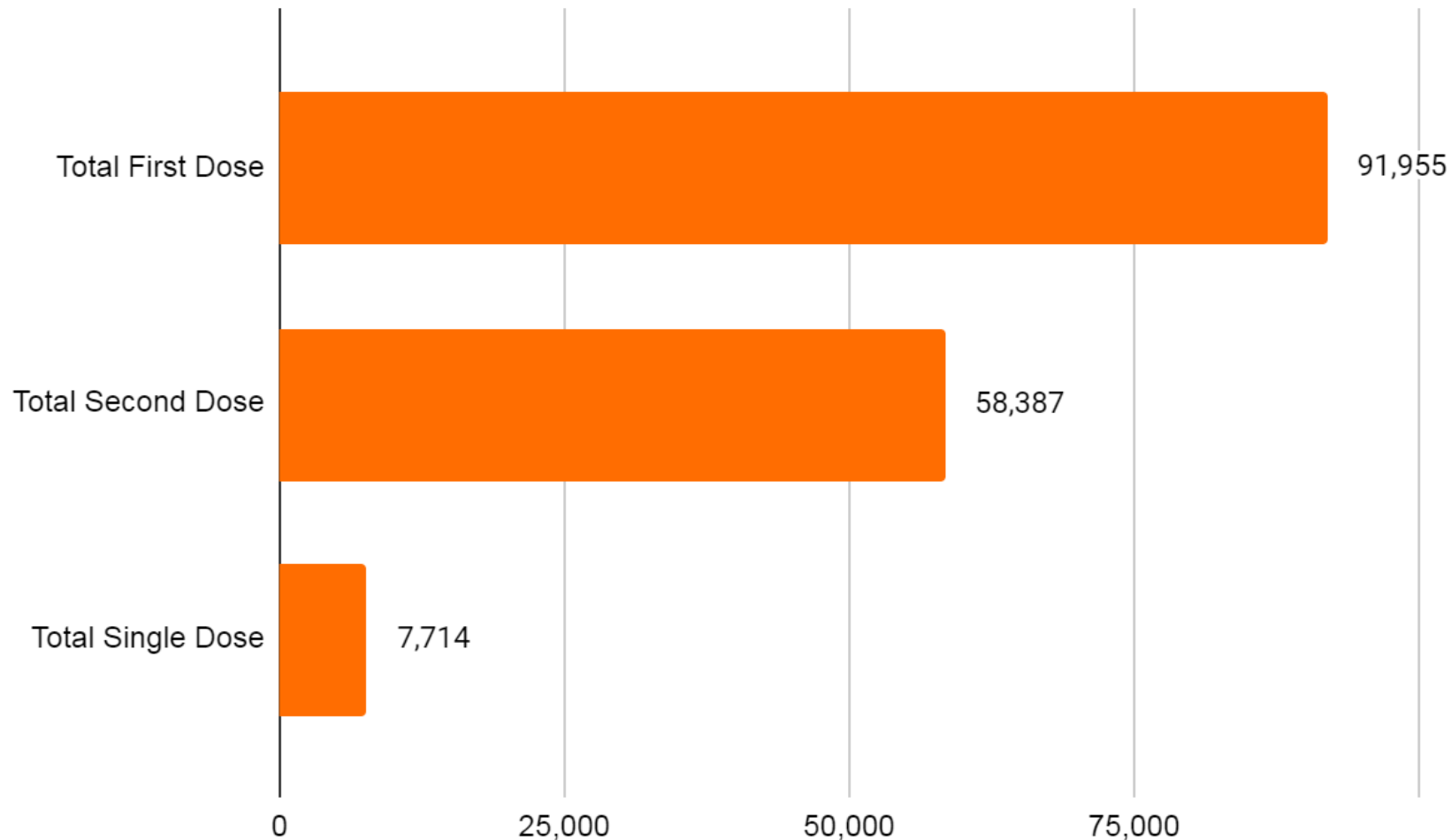
COVID-19 Data: Hospitalizations

Trends in COVID+ Hospitalizations & Cases



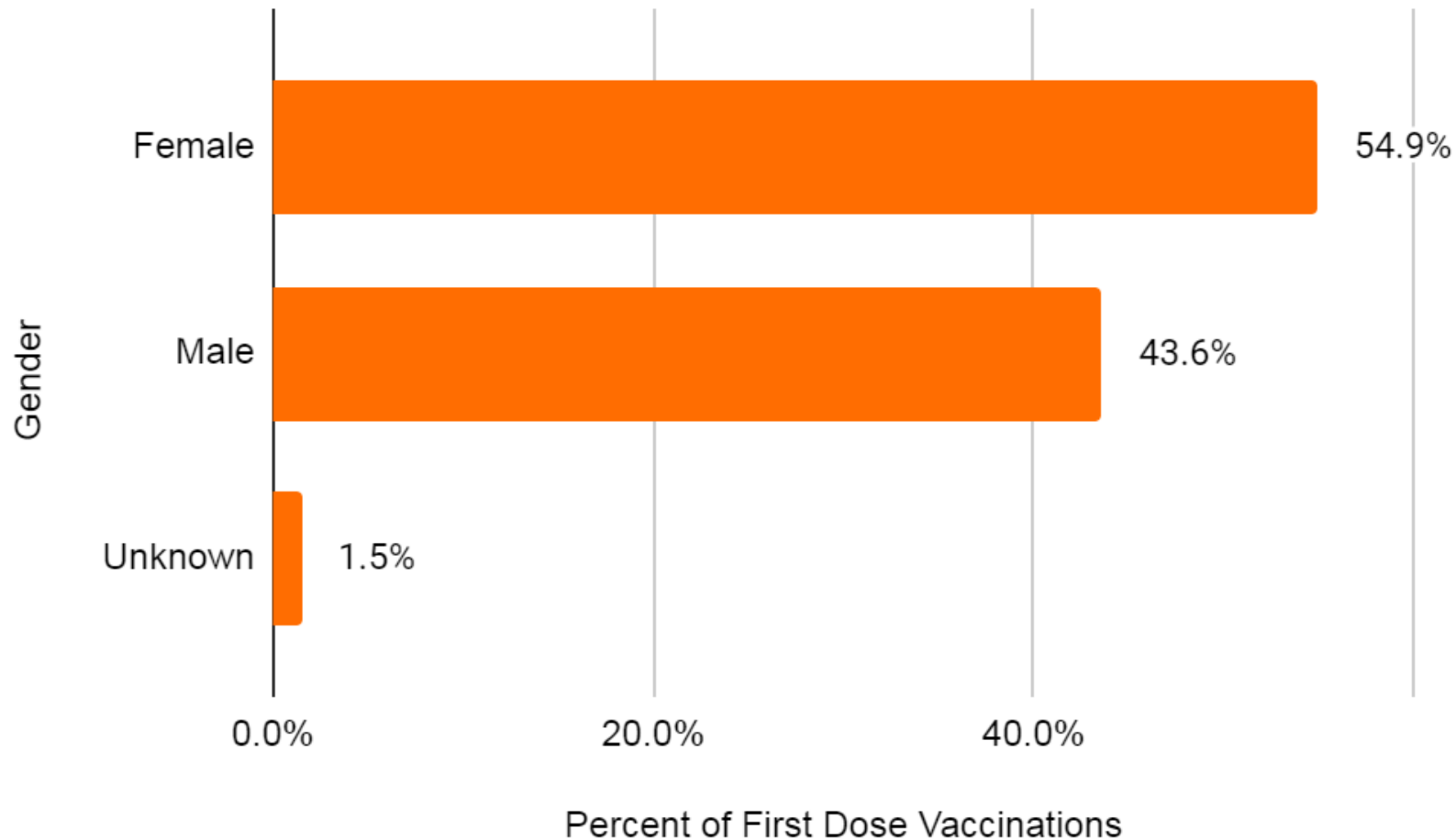
COVID-19 Vaccine Data

Total Doses Administered



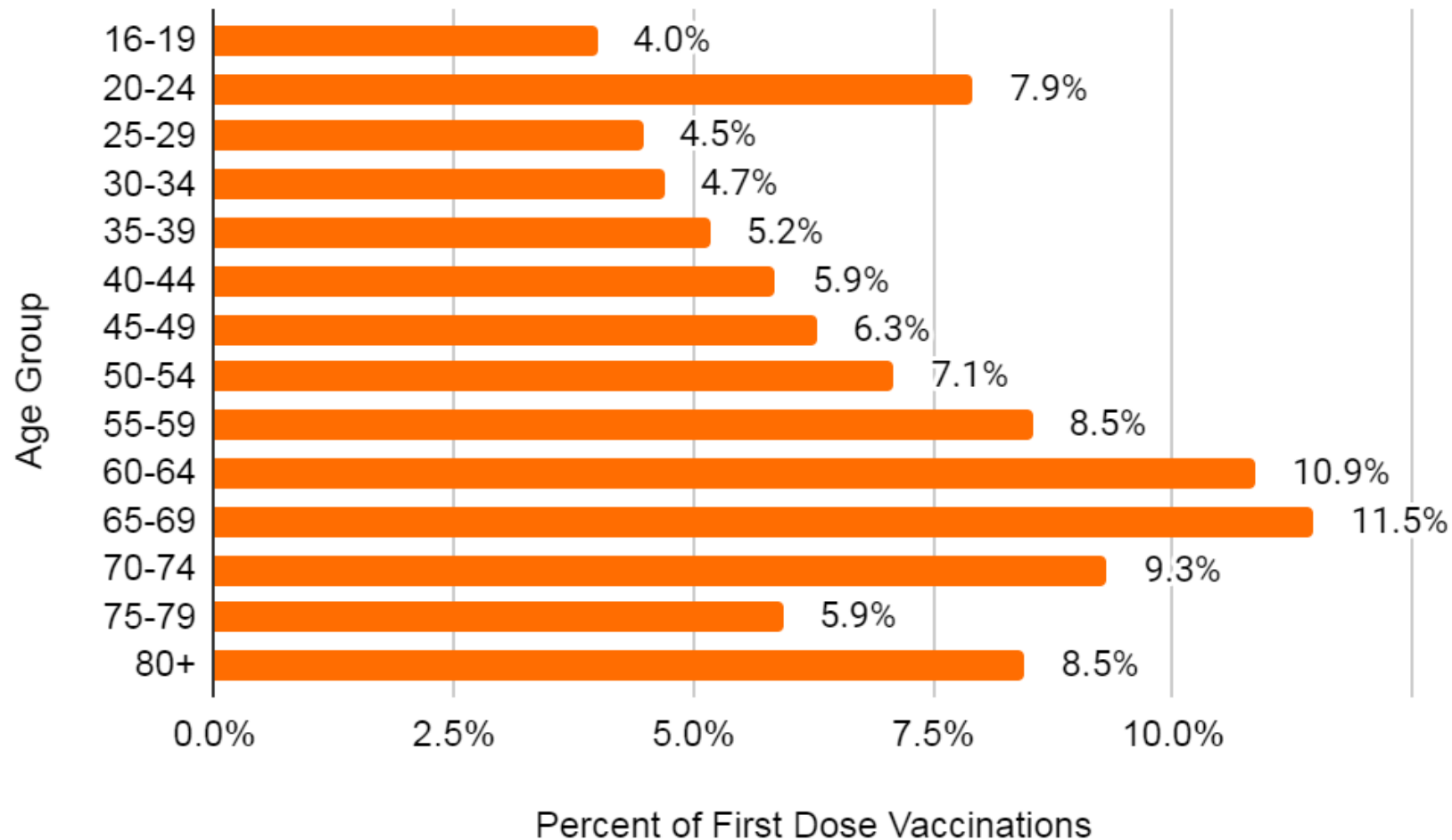
COVID-19 Vaccine Data

First Dose by Gender



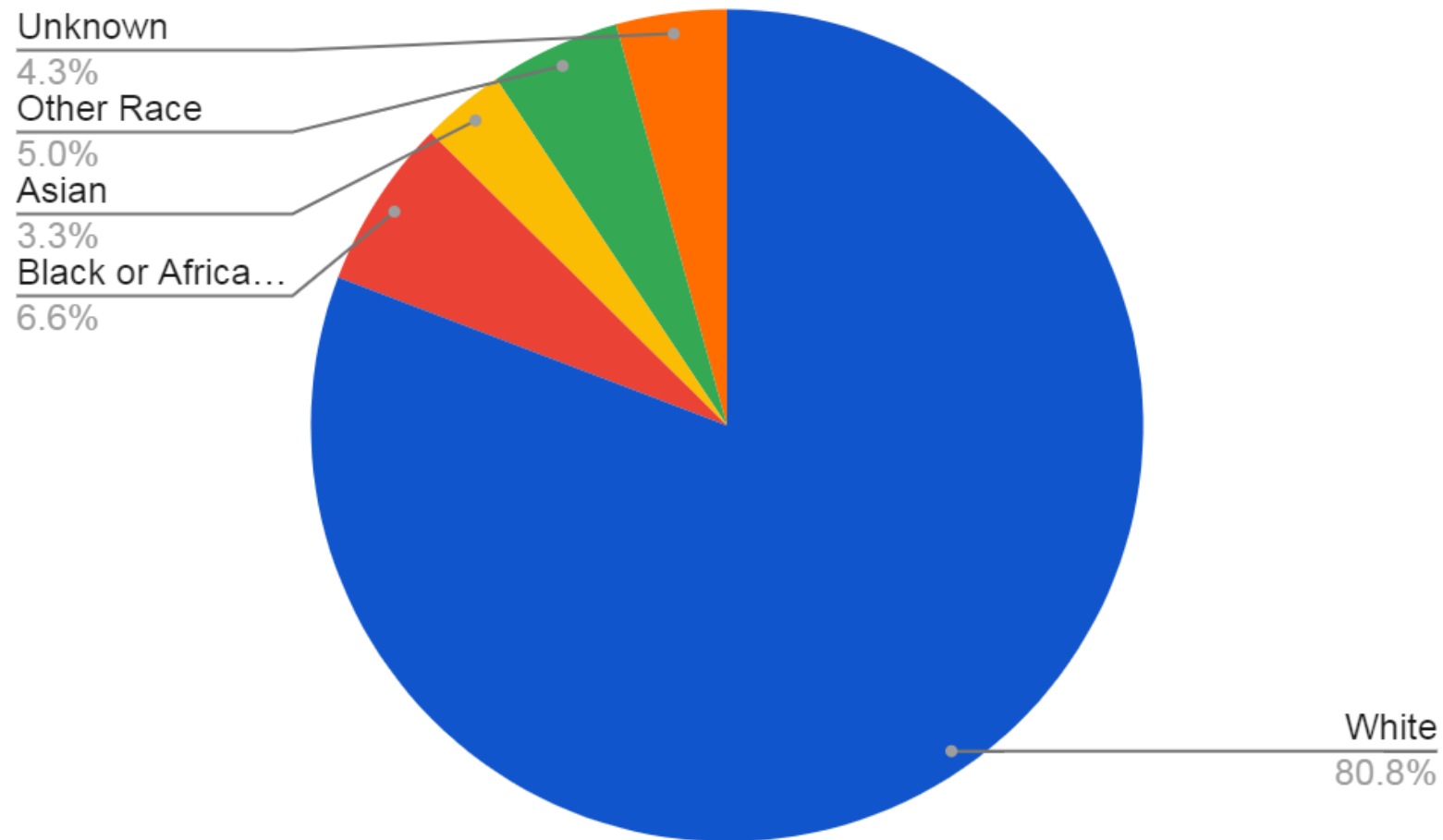
COVID-19 Vaccine Data

First Dose by Age



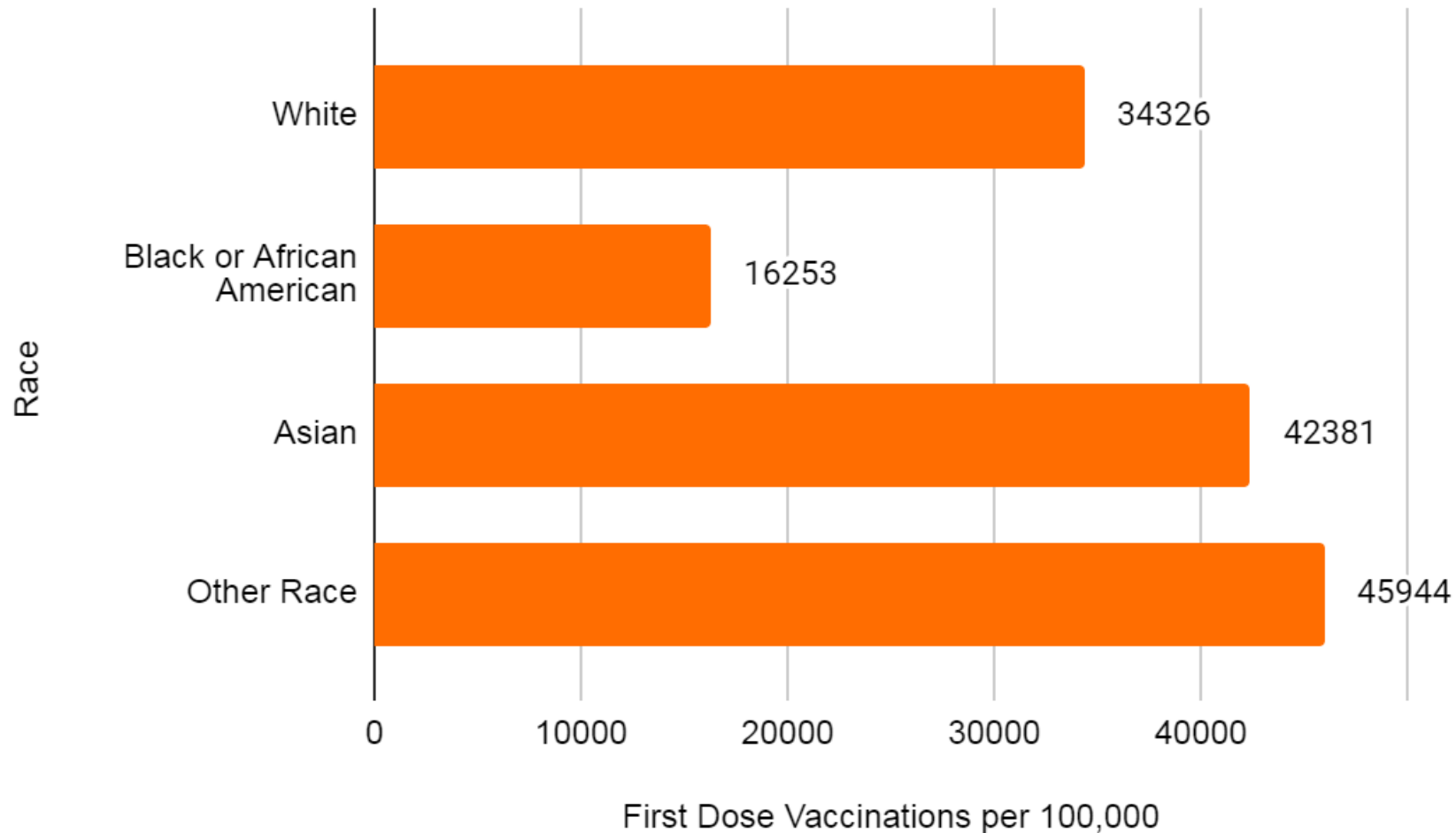
COVID-19 Vaccine Data

First Dose by Race



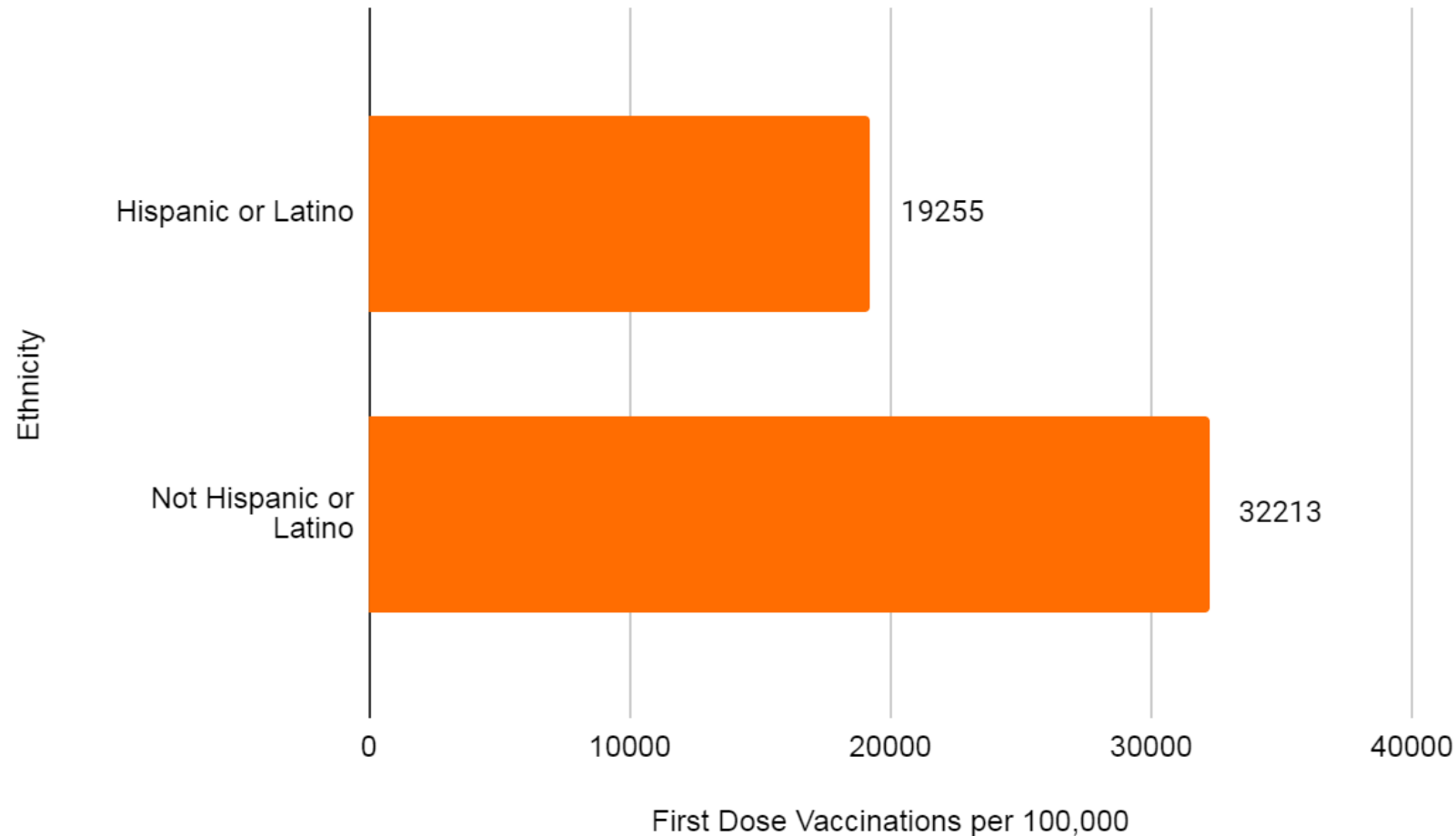
COVID-19 Vaccine Data

First Dose Vaccination Rate by Race per 100,000



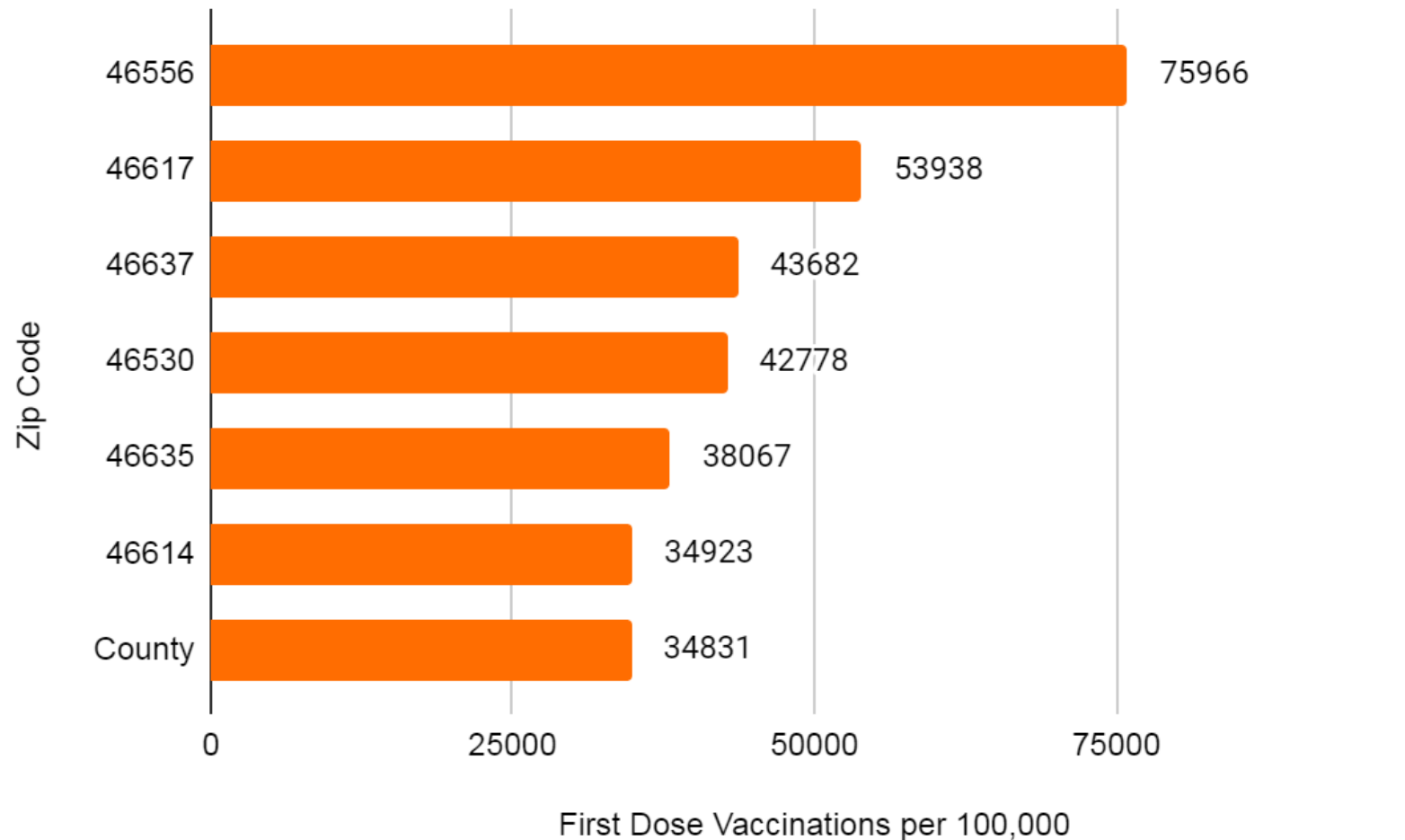
COVID-19 Vaccine Data

First Dose Vaccination Rate by Ethnicity per 100,000



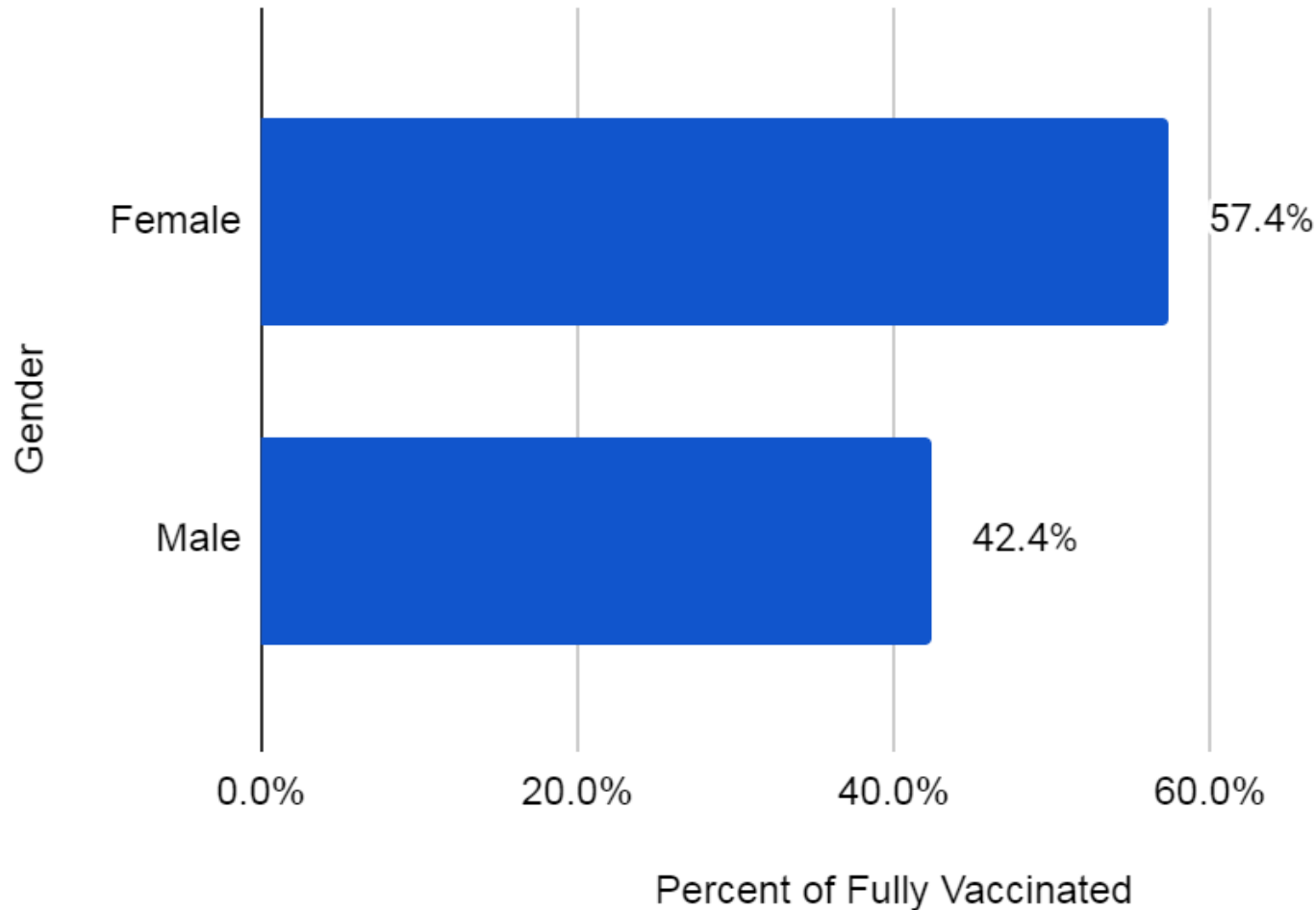
COVID-19 Vaccine Data

First Dose Vaccination Rate by Zip Codes per 100,000



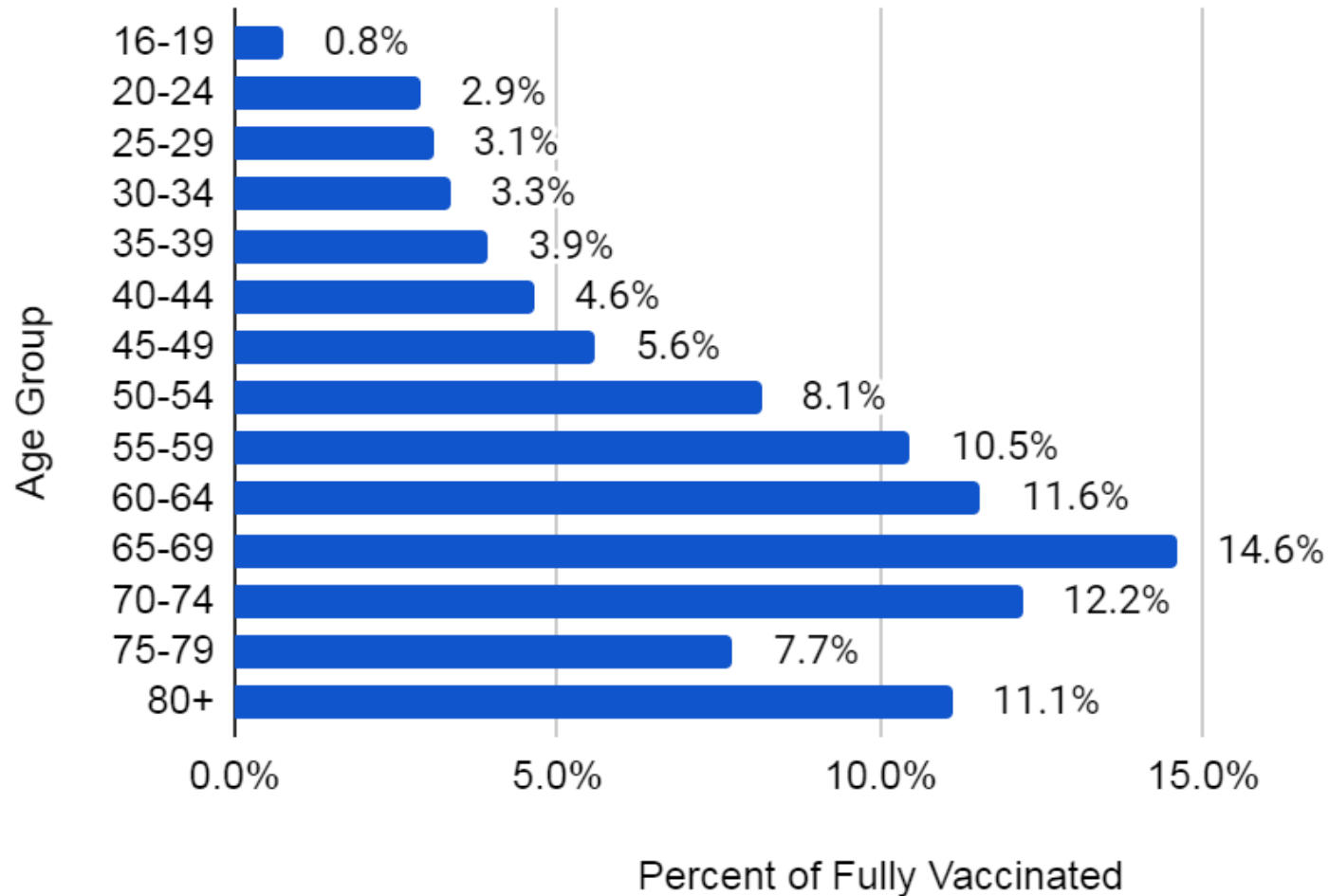
COVID-19 Vaccine Data

Fully Vaccinated by Gender



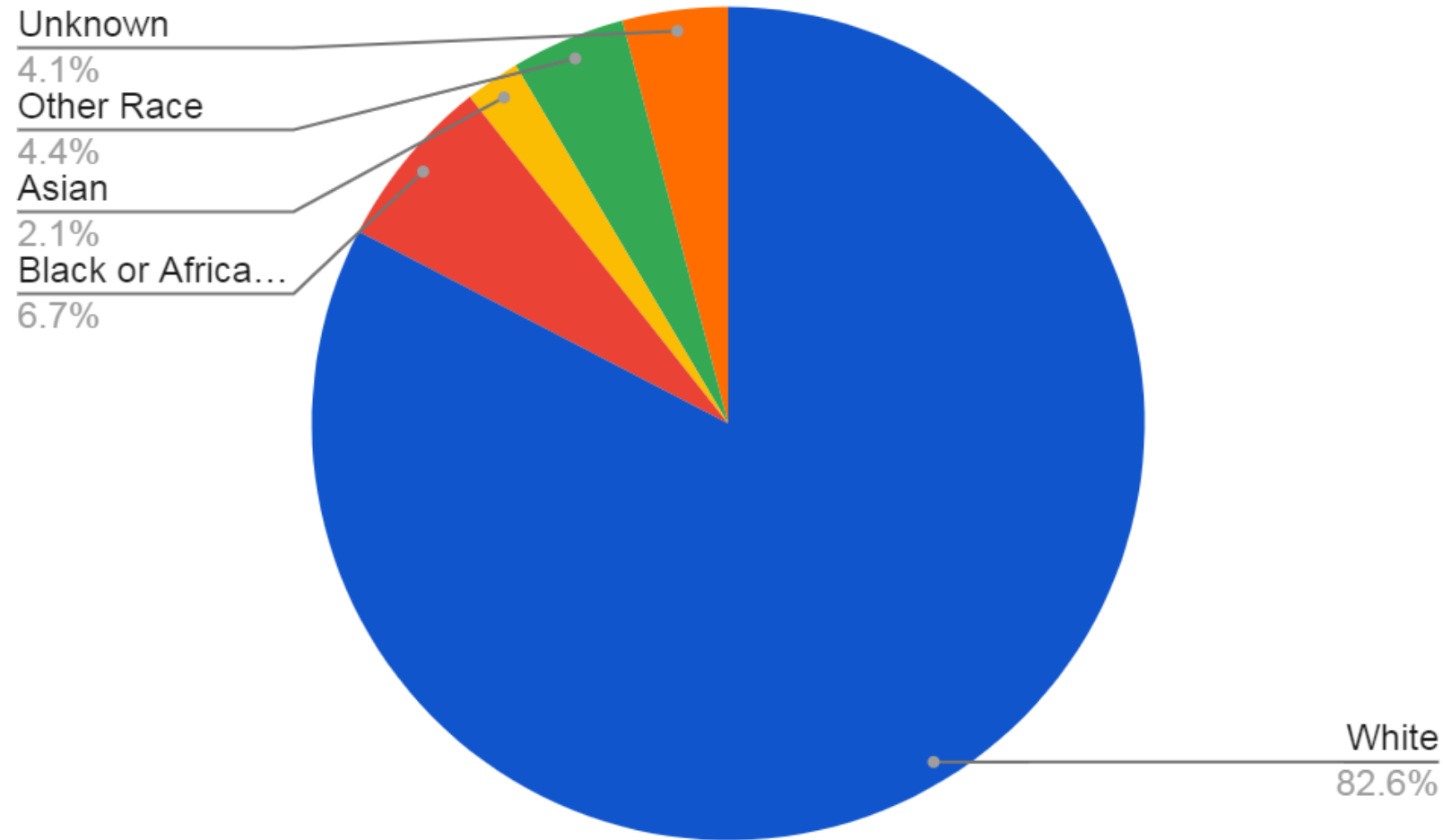
COVID-19 Vaccine Data

Fully Vaccinated by Age



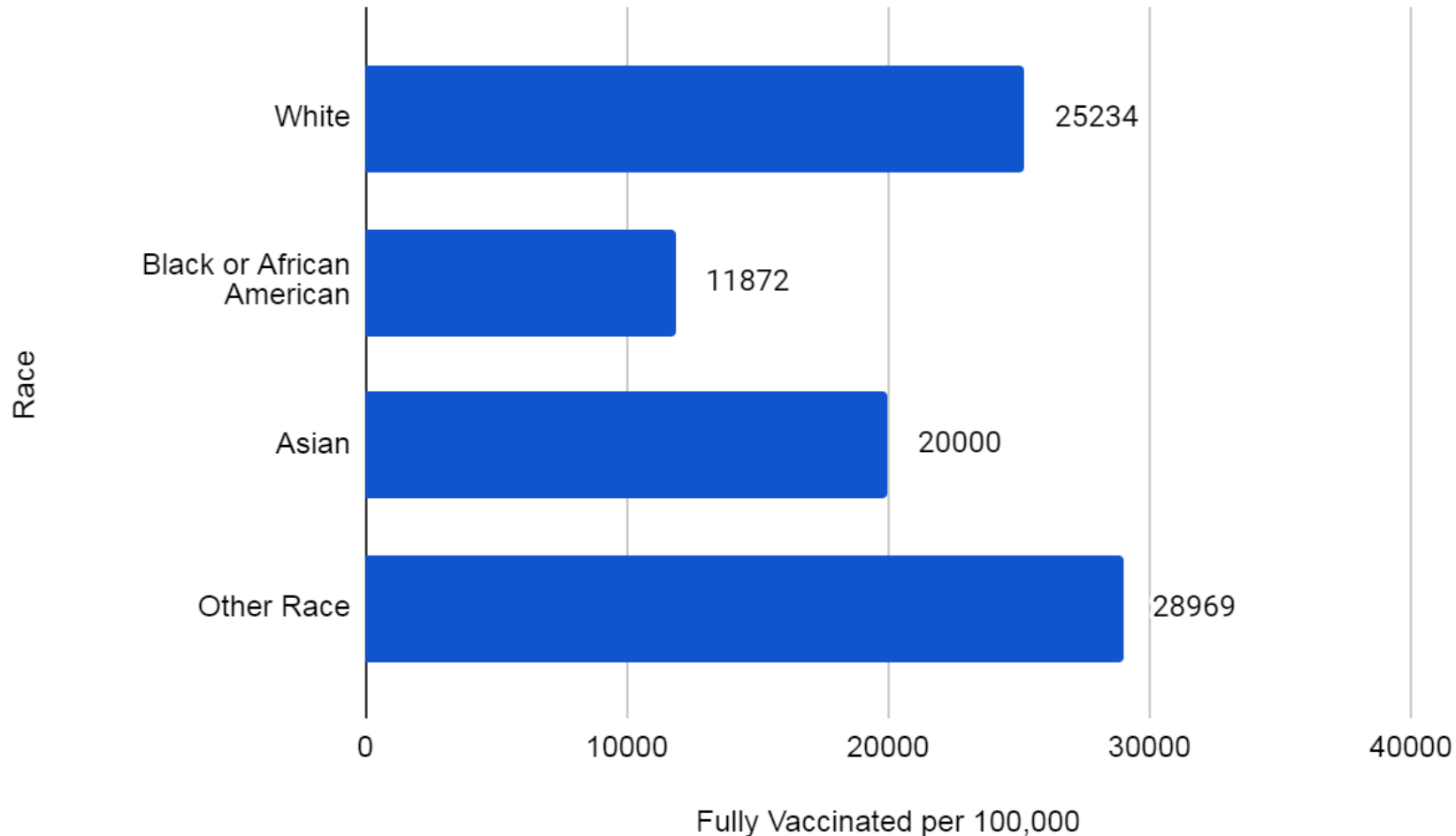
COVID-19 Vaccine Data

Fully Vaccinated by Race



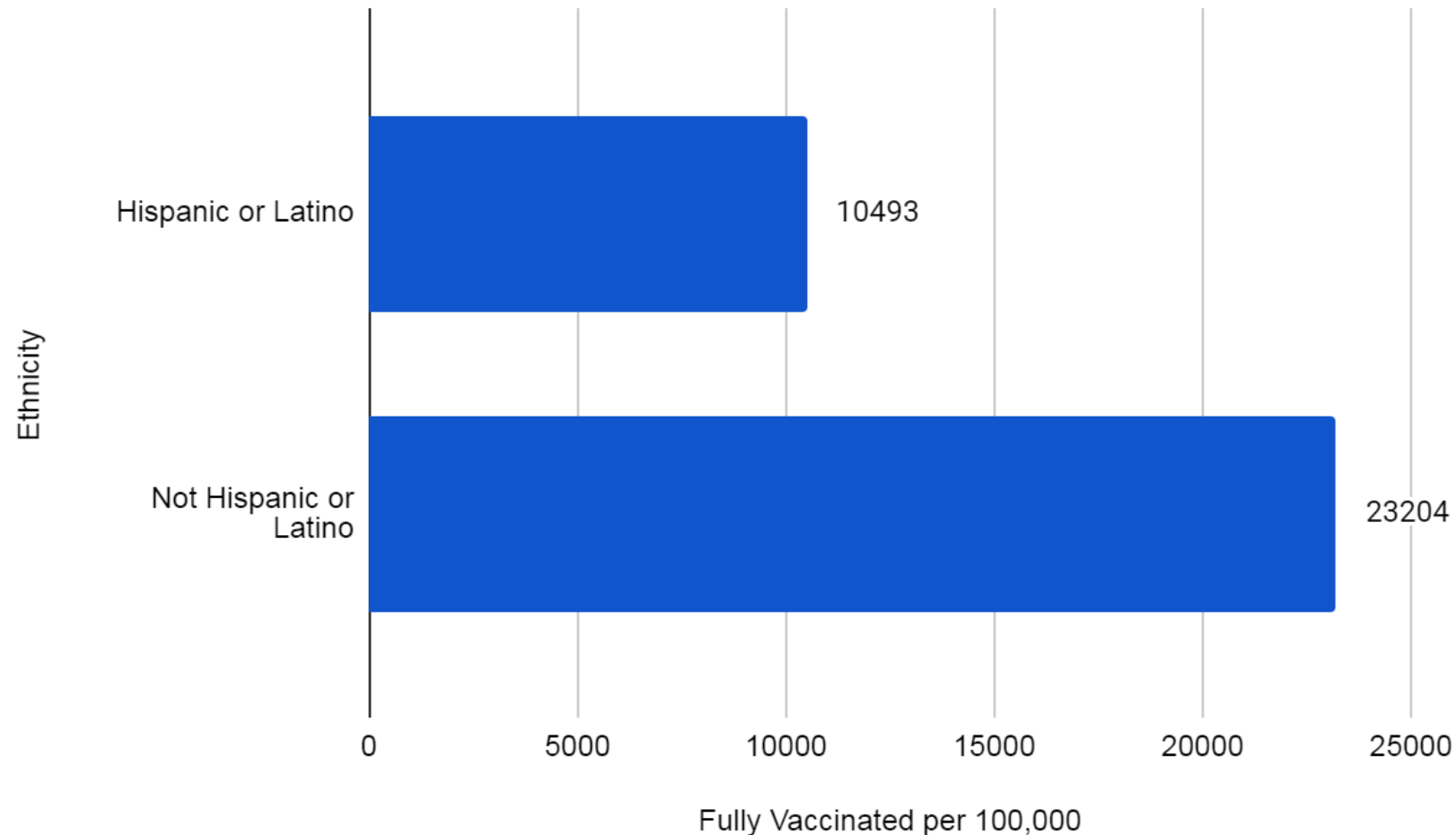
COVID-19 Vaccine Data

Fully Vaccinated Rate by Race per 100,000



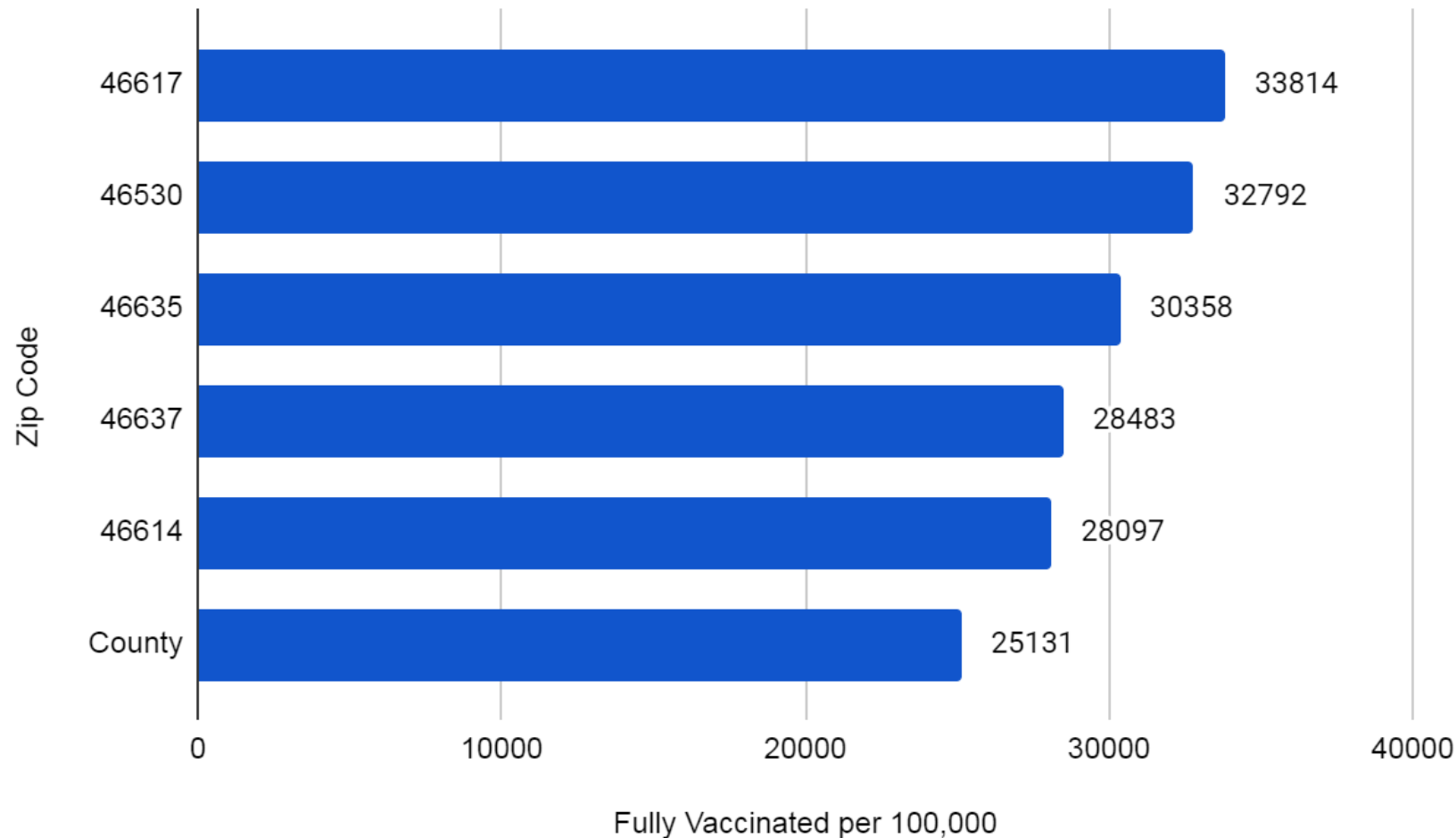
COVID-19 Vaccine Data

Fully Vaccinated Rate by Ethnicity per 100,000



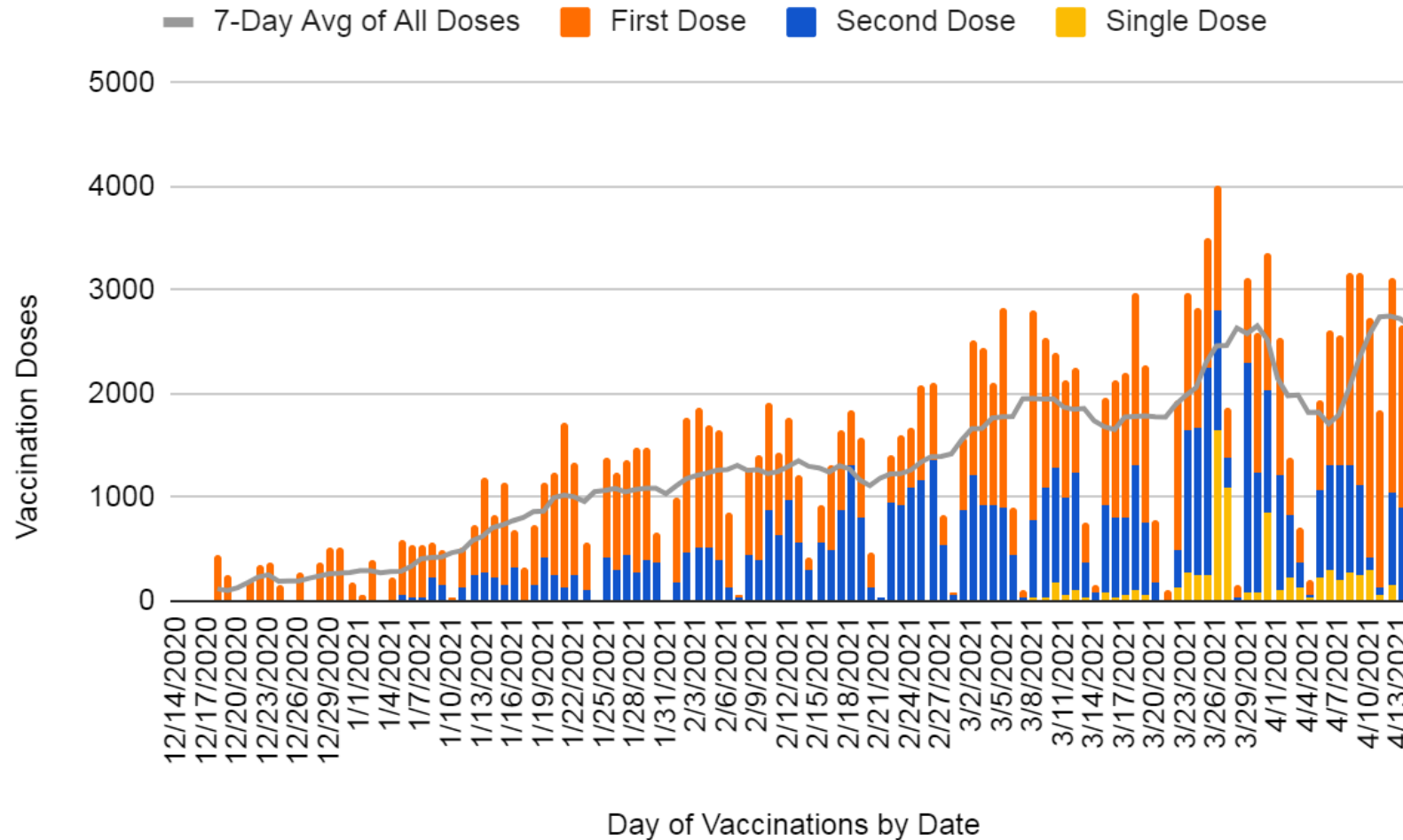
COVID-19 Vaccine Data

Fully Vaccinated Rate by Zip Code per 100,000



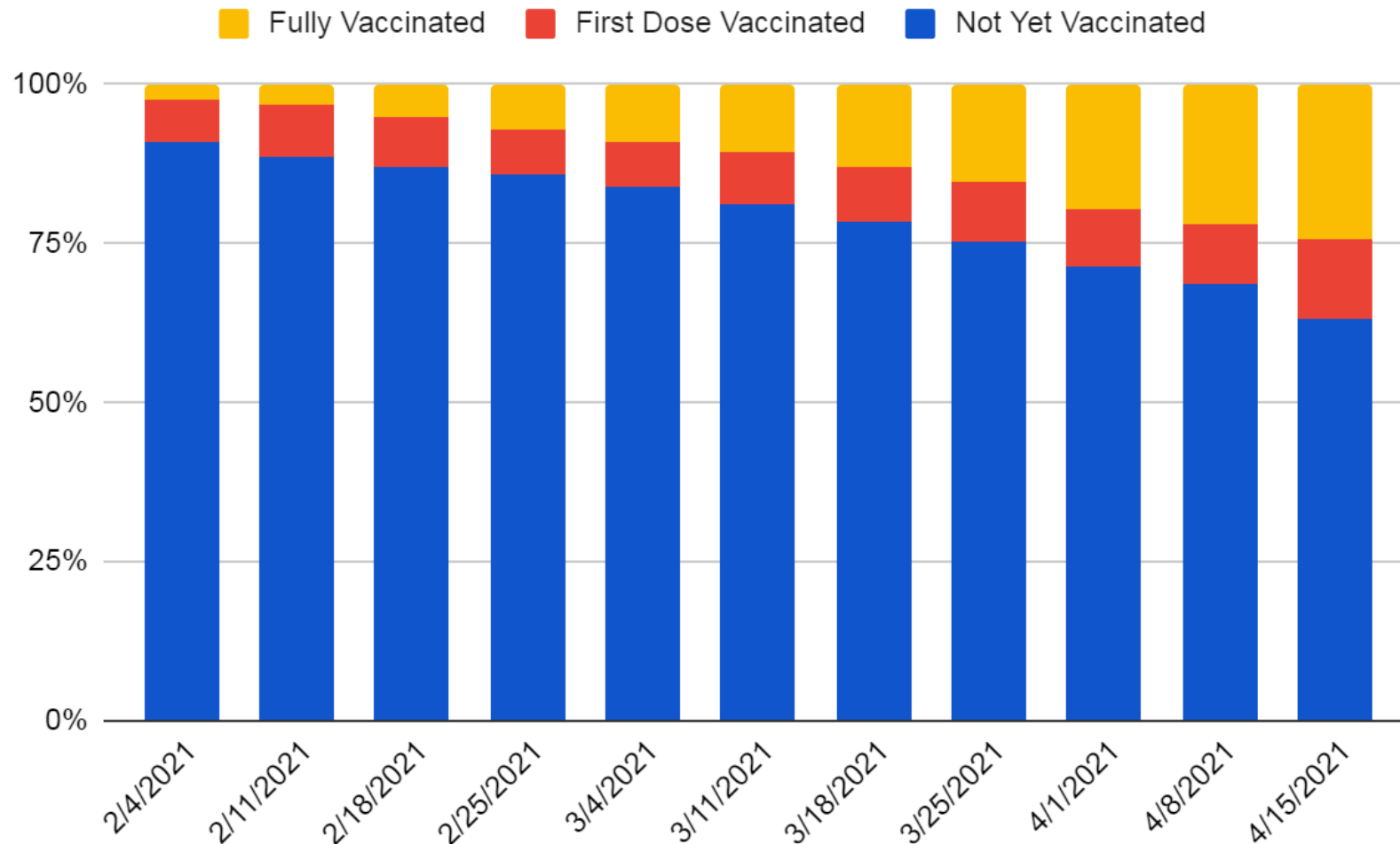
COVID-19 Vaccine Data

Distribution of Vaccinations over Time



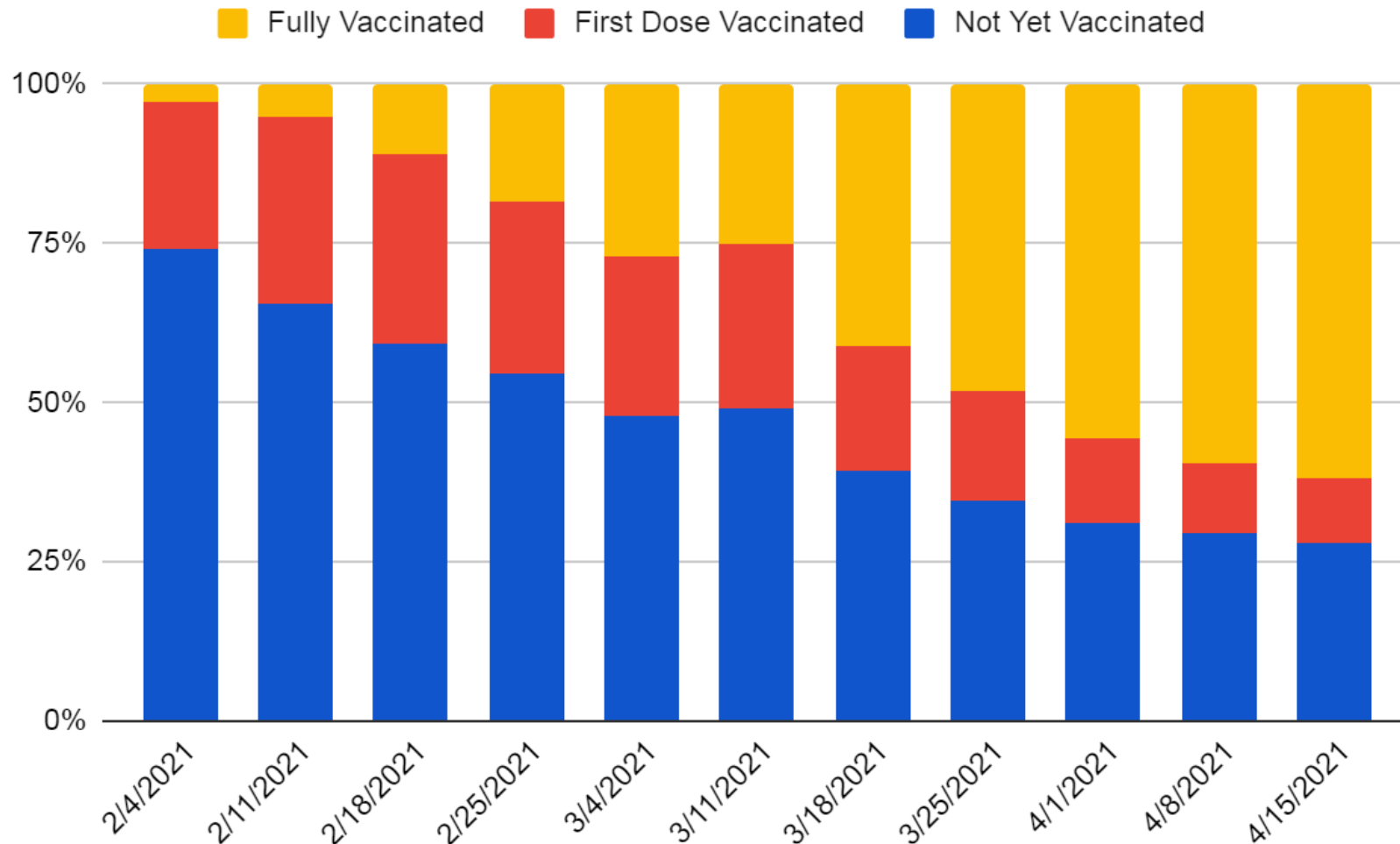
COVID-19 Vaccine Data

Proportion Vaccinated – All Residents



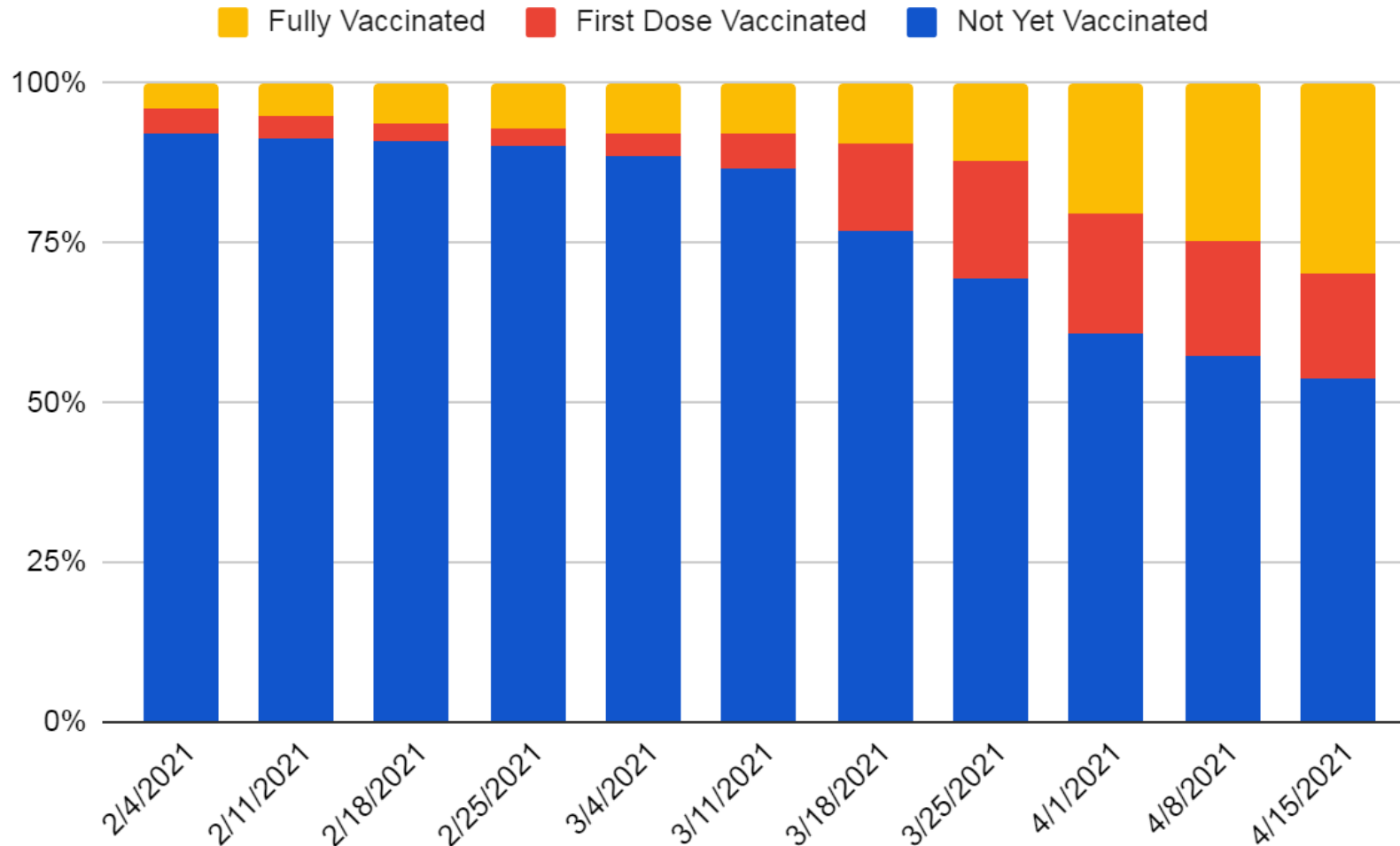
COVID-19 Vaccine Data

Proportion Vaccinated – Age 60+ Years



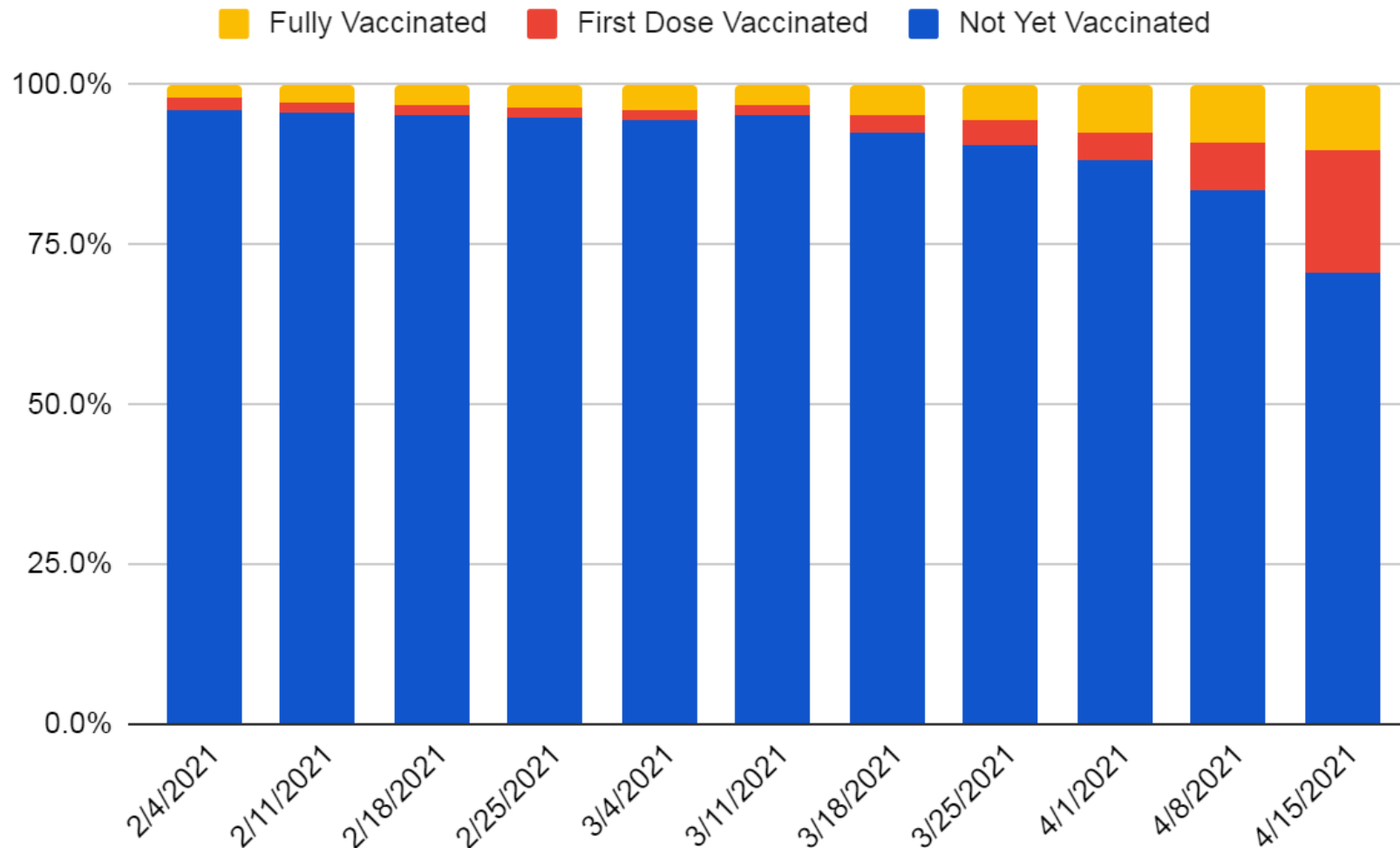
COVID-19 Vaccine Data

Proportion Vaccinated – Age 40-59 Years



COVID-19 Vaccine Data

Proportion Vaccinated – Age 16-39 Years





2021 NURSING FEE SCHEDULE

Business transactions gladly accepted between the hours of 8 a.m. and 12 p.m. and 1 p.m. and 4 p.m. via cash, business check, money order, cashier's check, credit card and debit card.

The St. Joseph County Department of Health will soon assess a transaction fee of 2.5% or \$1.5 whichever is greater, on all on-line AND in-person credit card and debit card payments.

Thank you!

Las transacciones comerciales con gusto aceptadas entre las horas de 8 a.m. y 12 p.m. y 1 p.m. y 4 p.m. a través de efectivo, cheque comercial, giro postal, cheque de caja, tarjeta de crédito y tarjeta de débito.

El Departamento de Salud del Condado de St. Joseph cobrará una tarifa de transacción del 2.5% o \$1.50, lo que sea mayor, en todos los pagos con tarjeta de crédito y débito en línea y en persona.

¡Gracias!

- **ADMINISTRATION**

| | |
|---------------------------------|------------------|
| Travel Vaccination Consultation | \$20.00/traveler |
| VFC/Section 317 Administration | \$15.00/dose |

- **VACCINES**

| | |
|--|--------------------------------|
| DTaP - (Per Dose in a Multiple Shot Series) | \$55.00/dose |
| DTaP/IPV - (Per Dose in a Multiple Shot Series) | \$80.00/dose |
| DTaP/IPV-Hep B - (Per Dose in a Multiple Shot Series) | \$100.00/dose |
| DTaP/IPV-Hib - (Per Dose in a Multiple Shot Series) | \$100.00/dose |
| Hep A & Hep B - (Per Dose in a Multiple Shot Series) | \$135.00/dose |
| Hep A Adult - (Per Dose in a Multiple Shot Series) | \$100.00/dose |
| Hep A Pediatric - (Per Dose in a Multiple Shot Series) | \$60.00/dose |
| Hep B Adult, 3 doses - (Per Dose in a Multiple Shot Series) | \$75.00/dose |
| Hep B Adult, 2 doses - (Per Dose in a Multiple Shot Series) | \$145.00/dose |
| Hep B Pediatric - (Per Dose in a Multiple Shot Series) | \$46.00/dose |
| Hib - (Per Dose in a Multiple Shot Series) | \$55.00/dose |
| HPV9 - (Per Dose in a Multiple Shot Series) | \$265.00/dose |
| Influenza** | \$55.00/dose |
| Influenza – Pediatric** | \$45.00/dose |
| Influenza - Flumist** | \$55.00/dose |
| Influenza - High Dose** | \$80.00/dose |
| IPV - (Per Dose in a Multiple Shot Series) | \$53.00/dose |
| Measles, Mumps and Rubella - (Per Dose in a Multiple Shot Series) | \$110.00/dose |
| Meningococcal - (Per Dose in a Multiple Shot Series) | \$145.00/dose |
| Meningococcal B - (Per Dose in a Multiple Shot Series) | \$205.00/dose |
| Measles, Mumps, Rubella and Varicella - (Per Dose in a Multiple Shot Series)** | \$255.00/dose |
| PCV13 - (Per Dose in a Multiple Shot Series) | \$230.00/dose |
| PPSV23 | \$135.00/dose |
| Rabies RIG - (Multiple Doses Based on Patients Weight)** | RIG cost plus \$25.00/dose |
| Rabies Vaccine - (Per Dose in a Multiple Shot Series)** | Vaccine cost plus \$25.00/dose |
| Rotavirus - (Per Dose in a Multiple Shot Series) | \$140.00/dose |
| Tdap | \$70.00/dose |
| Tetanus/Diphtheria | \$60.00/dose |
| Typhim | \$100.00/dose |
| Typhim, Oral - (Total Cost for Four (4) Capsules) | \$70.00 |
| Varicella - (Per Dose in a Multiple Shot Series) | \$165.00/dose |

| | |
|----------------|---------------|
| Yellow Fever** | \$188.00/dose |
| Zoster** | \$195.00/dose |

** Please call (574) 245-6656 to verify availability of vaccine

- TUBERCULOSIS - (TB)**

| | |
|---|----------------|
| TB Test | \$30.00 |
| Basic Tuberculosis Testing Training Class Includes Training Tools, Testing or Retesting for Certification *** | \$50.00/person |

*** Please call (574) 245-6656 to verify availability of training.

- MISCELLANEOUS**

| | |
|---|--------------------------------|
| Immunization Record | \$1.00 |
| Set Up Fee for Private Off-Site Clinic DOES NOT include the Cost of the Individual Vaccine | \$30.00/Public Health Nurse |
| Copies | \$.05/page |

Finance

Amy Ruppe, Administrator

Carol Frazee, Billing/Records Registrar

Personnel

- Carol Frazee
 - Hired 12/01/1987
 - Positions held at the Department of Health include Clinic Registrar, Administrative Assistant for Clinics Division, Medical Billing Clerk and Billing/Records Registrar
- Amy Ruppe
 - Hired 07/27/1998
 - Positions held at the Department of Health include Environmental Health Staff Assistant, Environmental Health Administrative Assistant, Finance Manager and Administrator

Duties

- Administrator
 - Prepare the quietus from the fee revenue taken in from the day before and take it to the Treasurer's office
 - Submit requisitions for requested orders and invoices received
 - Monitor Kronos for all exempt staff and approve time off requests
 - Print and review ledger information from the Auditor's Office for each fund held by the Department of Health for the month prior (13 different funds)
 - Prepare the Health Officer's Report for the month prior using information from the ledger printed from the Auditor's Office
 - Attend County Council and County Commissioner meetings as needed
 - Other duties as assigned by Bob and Mark

Duties (cont.)

- Billing/Records Clerk
 - Submit roster billing for St. Joseph County employees
 - Type and submit paper copies for Medicaid reimbursement
 - Submit invoices to companies who send their employees to the DoH for TB testing and/or immunizations
 - Scan and DocuWare medical records
 - Process Animal Bites from South Bend Animal Control

Annual Budget Process

- For the proposed 2022 Budget, I prepared a schedule to allow for enough discussion between Administration, the Finance Committee and the Board of Health before the proposed budget is due (usually mid-June)
- Bob and I meet a handful of times for discussion and to draft a proposed budget to submit to the Finance Committee
- The Finance Committee will meet to discuss the draft proposed budget submitted by Bob and Amy
- The Committee will review the draft and can add, remove and/or suggest any changes

Annual Budget Process (cont.)

- If the Finance Committee requested changes to the draft budget, Bob and Amy will meet to discuss and update the draft budget as needed
- Bob and Amy will meet again with the Finance Committee for approval of the revised proposed budget
- Once the Finance Committee approves of the revisions, the budget will be added to the agenda and presented to the full Board of Health who will review and can add, remove and/or suggest any changes
- Upon approval from the Board of Health, Amy will enter the information into the Financial System along with other required documents (Highlights Memo, Estimated Revenue, etc.)

Annual Budget Process (cont.)

- Bob and Amy will meet with the County Council, County Commissioners and County Auditor's Office to present and review the proposed budget (usually late July)
- If any additions, eliminations and/or suggestions are made by the review committee, Amy will update the proposed budget and re-submit to the County Council, County Commissioners and County Auditor's Office

Strategic Plan

- Objective 1.3: Develop a socio-behavioral (SBT) in partnership with the University of Notre Dame charged with helping the DoH create a learning environment to enable continuous quality improvement of the DoH's activities and programs
 - Complete
- Objective 1.4: Identify the steps of national certification of the DoH
 - Will begin in the near future – Will begin working on submitting the pre-application, however, we would need to identify funds for the initial review fee of \$21,000 to submit the application and then the annual services fee of \$8,400

Strategic Plan (cont.)

- Objective 4.2: Create a culture of professional development for Department of Health by identifying professional development needs and developing and implementing professional development programming
 - In progress - budgeted \$12,000 for professional development in 2021
- Objective 4.3: Develop more robust capacity to bill third-party payors for clinic services proved by SJCDoH, either contractually or by creating capacity within DoH
 - In progress - The Director of Nursing, Immunizations has been working with enFocus to research electronic medical records that have the capability to bill third-party payors. It has been narrowed down, but we have not yet signed a contract. VaxCare also bills third-party payors and the proposed EMR works with VaxCare.