



**Minutes of the BOH Finance Committee Meeting
Wednesday, January 13, 2021 at 5:30 p.m.
Zoom Platform**

Members Present: Dr. John Halversen, Chair, Dr. David Helland, James Powers, Angie Goral.

Members Absent: Dr. Allen Williams (Ex-Officio).

WCHD Staff Present: Dr. Sandra Martell-Public Health Administrator, James (Jim) Keeler-Director of Finance, Christina Washington-Recorder.

Dr. John Halversen called the January 13, 2021 meeting to order at 5:43 pm.

1. Approval of Agenda

Dr. John Halversen asked for a motion to approve the January 13, 2021 Finance Committee agenda. Dr. David Helland motioned and James Powers seconded the motion. Unanimously approved, motion carries.

2. December 2020 Financial Statements - Deferred

December 2020 Resolution of Expenditures, Statement of Fund Balance, Financial Review, Balance Sheet, Bank Revenue and Expenditure Reports, Public Health Emergency Reserve Minimum Graph, and Accounts Receivable were not available for review at this time. Bank Reconciliations for the General Account balance is \$494,127.82, Lead Account balance is \$94,424.66, Abandoned Properties balance is \$30,694.77, and Bank E-Pay balance is \$793,932.60. No irregularities were noted.

3. Major Expenditure Requests

The following Major Expenditures were recommended for approval to the Board of Health:

Item	Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
a	IDPH	IDPH fee for Electronic Filing of Death Certificates for December 2020	\$ 11,252.00	Dr. David Helland / James Powers	All voted in favor, motion carries
b	ADAPT Pharma	Narcan Nasal Spray (708 doses)	\$ 53,100.00	James Powers / Dr. David Helland	All voted in favor, motion carries
c	CDW-Government	Computer for Medical Case Manager / Ryan White Program	\$ 3,906.22	Dr. David Helland / James Powers	All voted in favor, motion carries

4. Proposed Contracts and Agreements

The following Contracts and Agreements were recommended for approval to the Board of Health:

Item	Vendor/Contractor	Services/Item	Amount	Total Motion/Seconded	Approved
a	Ironwood Environmental Inc.	Asbestos Testing for Demos	\$ 6,750.00	Angie Goral / James Powers	All voted in favor, motion carried

5. Executive Session – None

6. Additions – None



7. Adjournment

There being no additional business, Chair, Dr. John Halversen asked for a motion to adjourn the January 13, 2021 Finance Committee meeting. Dr. David Helland made a motion to approve adjournment; second motion made by James Powers. Meeting was adjourned at 6:31 pm.

Approved by the Board of Health

Interim Secretary, Dr. Patricia Lewis
Winnebago County Board of Health

Date