



**Minutes of the BOH Finance Committee Meeting  
Wednesday, August 11, 2021 at 5:30 p.m.  
Zoom Platform**

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

**Members Absent:** James Powers, Dr. Allen Williams (Ex-Officio).

**WCHD Staff Present:** Dr. Sandra Martell-Public Health Administrator, James Keeler-Finance Director; Christina Washington-Recorder.

Dr. John Halversen called the August 11, 2021 meeting to order at 5:32 pm.

**1. Approval of Agenda**

Dr. John Halversen asked for a motion to approve the August 11, 2021 Finance Committee agenda. Dr. David Helland motioned and James Powers seconded the motion. Unanimously approved, motion carries.

**2. July 2021 Financial Statements - Deferred**

July 2021 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 \$251,133.26, Lead Account balance is \$77,460.46, Abandoned Properties balance is \$5,000.00, and Bank E-Pay balance is \$336,502.51. 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
3.a	IDPH	IDPH fee for Electronic Filing of Death Certificates for July 2021	\$ 7,260.00	Dr. David Helland / James Powers	All voted in favor, motion carries

**4. Proposed Contracts and Agreements**

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

Item	Vendor/Contractor	Services/Item	Amount	Total Motion/Seconded	Approved
4.a	Harlem Middle School	Substance Use Youth Prevention Program "Underage Drinking Parent Awareness Campaign"	\$ -	Dr. David Helland / Angie Goral	All voted in favor, motion carries
4.b	City of Rockford	Lead Clearance Inspections (Informational Only)	\$ -	No Vote Necessary	All voted in favor, motion carries



5. **Executive Session** – None

6. **Additions** - None

7. **Adjournment**

There being no additional business, Dr. John Halversen asked for a motion to adjourn the August 11, 2021 Finance Committee meeting. James Powers made a motion to approve adjournment; second motion made by Dr. David Helland. Meeting was adjourned at 5:41 pm.

Approved by the Board of Health

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

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Date