

**Minutes of the
Winnebago County Board of Health
Tuesday, August 17, 2021 at 6:30 p.m., Zoom Platform
Winnebago County Health Department**

Present: Ronald Gottschalk, Angie Goral, Dr. John Halverson, Luci Hoover, Dr. Patricia Lewis, James Powers, Dr. Allen Williams, Robert McCreath, Jennifer Muraski, Alderman Gabrielle Torina. Dr. David Helland joined at 6:38p.m.

Absent: All present.

Staff Present: Dr. Sandra Martell, Katherine O'Toole, Cheryl Floyd, Melinda Idell, James Keeler, Cynthia Hall, Peter Lopatin, Charlotte LeClercq.

Attorney: Lafakeria Vaughn

WCHD Support: Christina Washington (recorder)

Dr. Allen Williams called the meeting to order at 6:31 p.m.

1. Introduction of Guest/Public Participation:

Introduction of new Board of Health member Alderman Gabrielle Torina.

2. Setting the Agenda:

Allen Williams entertained a motion to set the Tuesday, August 17, 2021 WCHD Board of Health meeting. Ron Gottschalk made the first motion to approve Agenda as amended; second motion made by James Powers. Unanimously approved. Motion carries.

3. Approval of BOH Minutes – July 20, 2021:

Dr. Allen Williams entertained a motion to approve the July 20, 2021 Board of Health meeting minutes. Dr. Patricia Lewis made first motion; Robert McCreath made second motion. Unanimously approved, motion carries.

4. Presentation

A. COVID-19 Data Update

Peter Lopatin provided an update on COVID-19 data for Winnebago County cases. He noted that the data reflects the recent increase in overall cases, shifts in the ages of recent cases and geography in where the increases are being reported.

B. IPAN 2023

Peter Lopatin presented the IPLAN2023 results, priorities and objectives for new cycle.

Dr. Williams entertained a motion to approve the IPLAN 2023. James Powers made the first motion; second motion made by Dr. Patricia Lewis. Unanimously approved. Motion carries.

5. President's Report:

A. Introduction of new Board of Health member Alderman Gabrielle Torina.

6. Committee Reports:

- a) Executive Committee – None.
- b) Finance Committee

1) Approval of Finance Committee minutes – August 11, 2021

James Powers entertained a motion to approve the August 11, 2021 Finance Committee minutes. Dr. Allen Williams made first motion; Jennifer Muraski made second motion. Unanimously approved, motion carries.

2) Financial Statements

a. Resolution of Expenditures – July 2021

James Powers reported the health fund expenditure for July 2021 is \$1,119,755.45. Ron Gottschalk moved to approve the June 2021 health fund expenditure of \$896,397.84. Robert McCreath seconded. Unanimously approved, motion carries.

b. Statement of Fund Balance

James Keeler reported that the Statement of Fund Balance beginning balance July 31, 2021 is \$10,733,400.43. Revenues YTD is \$9,403,940.29. Disbursements YTD is \$9,966,506.97. Ending balance is \$10,170,833.75. No irregularities were noted.

c. Financial Review

James Keeler indicated that this is 10th month of Winnebago County's Fiscal Year 2021 and it is the 1st month of the State of Illinois Fiscal Year 2021. Revenue YTD Budgeted \$11,985,833.33, Actual was \$9,403,940.29 with a variance of \$2,581,893. Expenses YTD Budgeted \$12,393,639.17, Actual & Encumbered was \$9,966,506.97 with a variance of \$2,427,132. No irregularities were noted.

d. Balance Sheet

James Keeler provided an overview of the July 2021 Balance Sheet. Assets for \$11,398,778.00, Liabilities is (\$1,227,944.25) and the fund balance of (\$11,665,873.16). No irregularities were noted.

e. Bank Reconciliations

Dr. John Halversen provided the following July 2021 ending balances for the following:

General Account	\$251,133.26
Lead Account	\$77,460.46
Abandoned Properties	\$5,000.00
E-Pay	\$336,502.51

No irregularities were noted.

f. Revenue and Expenditure Reports

Jim Keeler provided an overview of Revenue and Expenditures for July 2021. No irregularities were noted.

g. Public Health Emergency Reserve Minimum Graph

The Public Health Emergency Reserve Minimum Graph reviewed and the reserve amount is above the minimum established by the Board of Health.

h. Accounts Receivable

James Keeler provided an overview of June 2021 Accounts Receivables. No irregularities were noted.

FY2021 Accounts Receivable Total Due from Grantors	\$1,618,813.78
Local Health Protection Grant Program (LHP)	\$
Accounts Receivables Balance	\$(266,589.73)

3) Major Expenditure

- James Powers indicated the Finance Committee approved a motion to advance Major Expenditure item a at the August 11, 2021 Finance Committee meeting. Discussion was held and the following Major Exenditures were unanimously approved, motion carries.

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
3.b	Rock River Disposal	Dumpster / Summer Clean-up Addressing Blight	\$ 14,220.00	Angie Goral / Dr. Patricia Lewis	All voted in favor, motion carries

4) Proposed Contracts and Agreements

James Powers indicated the Finance Committee approved a motion to advance Proposed Contracts and Agreements item a at the August 11, 2021 Finance Committee meeting. Discussion was held and the following Contracts and Agreements were unanimously approved, motion carries.

Item	Vendor/Contractor	Sevices/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
4.c	Village of Durand Police Department	Drug Overdose Prevention Program (DOPP) / Provide Naloxone (NARCAN) Training and Education	\$ -	Luci Hoover / Angie Goral	All voted in favor, motion carries
4.d	Oak Street Health	Drug Overdose Prevention Program (DOPP) / Provide Naloxone (NARCAN) Training and Education	\$ -	Jennifer Muraski / Dr. Patricia Lewis	All voted in favor, motion carries
4.e	South Beloit Police Department	Drug Overdose Prevention Program (DOPP) / Provide Naloxone (NARCAN) Training and Education	\$ -	Angie Goral / Dr. Patricia Lewis	All voted in favor, motion carries
4.f	IDPH	FY22 Medical Cannabis Patient Registry Program	\$ -	Dr. John Halversen / Dr. Patricia Lewis	All voted in favor, motion carries

- c) Policy Committee – No meeting.
- d) Personnel Committee – No meeting.
- e) Quality Improvement Committee – No meeting

7. NEW BUSINESS / OTHER MATTERS:

Public Health Administrator Review

Luci Hoover requested that the Public Health Administrator Review be added to the September 14, 2021 Board of Health meeting.

Board of Health Elections/Committee Assignments

Ron Gottschalk inquired on when the next Board of Health elections and Committee Assignments will be up for discussion. Dr. Martell indicated the formal process is in October.

A Nominating Committee and Executive Committee meeting will meet prior to the October meeting. Volunteers for the Nominating Committee are as follows:

- Luci Hoover
- Dr. Patricia Lewis
- Jennifer Muraski
- Dr. John Halversen
- Dr. Allen Williams

8. CORRESPONDENCE AND INFORMATION: None

9. ADDITIONS: - None

10. Executive Closed Session:

Executive Closed Session – Convene in Closed Session

Dr. Allen Williams entertained a motion to go into closed session as permitted by 5 ILCS 120/2(c)(1) for consideration of the appointment, compensation, discipline, performance, or dismissal of specific employees of the public body. Ron Gottschalk made the first motion, seconded by Angie Goral. Motion approved unanimously. The Committee convened in closed session at 8:16p.m.

Executive Closed Session – Adjourn Executive Closed Session

Dr. Allen Williams entertained a motion to adjourn Executive Closed Session. Ron Gottschalk made first motion, second motion made by Dr. John Halversen. Voice vote, unanimously approved. Motion carries. The Committee adjourned Executive Closed Session at 8:21p.m.

Reconvene to Open Session

Dr. Allen Williams entertained a motion to reconvene into open session. First motion made by Ron Gottschalk; second motion made by Robert McCreath. Unanimously approved, motion carries. No action was taken in Executive Closed Session. The Committee reconvened in open session at 8:22p.m.

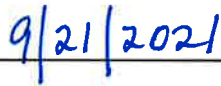
11. ADJOURNMENT:

With no other business, Dr. Allen Williams entertained a motion to adjourn the August 17, 2021 BOH meeting. Ron Gottschalk made first motion; Luci Hoover made second motion. Unanimously approved, motion carries. Meeting adjourned at 8:24p.m.

Approved by the Board of Health



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



Date