



**Minutes of the BOH Finance Committee Meeting
Wednesday, September 9, 2020 at 5:30 p.m.
Zoom Platform**

Members Present: Jaymie Nelson, Angie Goral, James Powers
Dr. John Halversen joined the meeting at 5:47pm.

Members Absent: Dr. David Helland, Dr. Allen Williams Ex-Officio

WCHD Staff Present: Dr. Sandra Martell-Public Health Administrator, James (Jim) Keeler-Director of Finance, Katherine O’Toole-Director of Communications and Public Information, Christina Washington-Recorder

Jaymie Nelson called the September 9, 2020 meeting to order at 5:40 pm.

1. Approval of Agenda

Jaymie Nelson asked for a motion to approve the September 9, 2020 Finance Committee agenda. James Powers motioned and Angie Goral seconded the motion. Unanimously approved, motion carries.

2. August 2020 Financial Statements - Deferred

August 2020 Resolution of Expenditures, Statement of Fund Balance, Financial Review, Revenue and Expenditure Reports, Public Health Emergency Reserve Minimum Graph were not available for review at this time.

August 2020 Bank Reconciliations for the General Account were not available for review at this time.

James Keeler reviewed and discussed the August 2020 Bank Reconciliations for the Lead Account, Abandoned Properties, and State of Illinois E-Pay. No irregularities were noted.

3. Major Expenditure Requests

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

Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
IDPH	IDPH fee for Electronic Filing of Death Certificates for July	\$ 7,652.00	James Powers / Angie Goral	All voted in favor, motion carries
Winnebago County SCWD	Soil Borings	\$ 3,600.00	James Powers / Angie Goral	All voted in favor, motion carries
Public Health & Safety, Inc.	Lead Based Contractor Training (Public Health & Safety)	\$ 23,542.00	James Powers / Angie Goral	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	Description of Services	Fiscal Period	Amount	Total Motion/Seconded	Approved
A	Harlem Middle School	Engagement in schools for evidence-based substance abuse prevention and participation in the Illinois Youth Survey	School Year 2020-2021	N/A	James Powers / Angie Goral	All voted in favor, motion carried
B	Barbour Middle School	Engagement in schools for evidence-based substance abuse prevention and participation in the Illinois Youth Survey	School Year 2020-2022	N/A	James Powers / Angie Goral	All voted in favor, motion carried
C	IDPH CMS	Reimbursement for the Purpose of providing for the payment of the cost of obtaining and administering the influenza vaccine	October 2020 - September 2021	N/A	Dr. John Halversen / James Powers	All voted in favor, motion carried
D	Winnebago County	555 N. Court Building lease for Suite #301 premises	09/15/20 - 09/14/21	\$ 21,864.00	Dr. John Halversen / James Powers	All voted in favor, motion carried

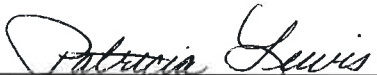
5. Executive Session – None

6. Additions – None

7. Adjournment

There being no additional business, Chair, Jaymie Nelson asked for a motion to adjourn the September 9, 2020 Finance Committee meeting. James Powers made a motion to approve adjournment; second motion made by Angie Goral. Meeting was adjourned at 6:03 pm.

Approved by the Board of Health



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

September 15, 2020

 Date