



**Minutes of the BOH Finance Committee Meeting
Wednesday, November 10, 2020 at 5:30 p.m.
Zoom Platform**

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

Members Absent: All present.

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

Dr. John Halversen called the November 10, 2020 meeting to order at 5:34 pm.

1. Approval of Agenda

Dr. John Halversen asked for a motion to approve the November 10, 2020 Finance Committee agenda. James Powers motioned and Dr. David Helland seconded the motion. Unanimously approved, motion carries.

2. October 2020 Financial Statements - Deferred

October 2020 Resolution of Expenditures, Statement of Fund Balance, Financial Review, Balance Sheet, Bank Revenue and Expenditure Reports, Public Health Emergency Reserve Minimum Graph, Accounts Receivable and Bank Reconciliations for the General Account were not available for review at this time.

James Keeler reviewed and discussed the October 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:

Item	Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
A	IDPH	IDPH Fee for Electronic Filing of Death Certificates for October/2020	\$ 8,300.00	Dr. David Helland / James Powers	All voted in favor, motion carries
B	Winnebago County SWCD	Soil Borings	\$ 3,400.00	Dr. David Helland / James Powers	All voted in favor, motion carries
C	Zoom	Business subscription for virtual platform for internal meetings, BOH Board & Committee meetings, Trainings, & Workshops and compatible with Winnebago County IT	\$ 5,999.00	Angie Goral / Dr. David Helland	All voted in favor, motion carries
D	IP Communications	6040 IP Phones, Integrated Headsets, License fees	\$ 10,477.80	Dr. David Helland / Angie Goral	All voted in favor, motion carries
E	Seqirus USA, Inc.	Influenza Vaccines for Drive-thru Flu Clinic(s) and targeted under-served populations to reduce health risks associated with influenza	\$ 16,897.08	James Powers / Dr. David Helland	All voted in favor, motion carries
F	Enfermera	Bilingual Contact Tracing assistance through trained CNAs, nurses and social workers	\$ 28,500.00	Withdrawn	
G	CDW-Government	SurfacePros Laptops (40) Obsolete desktop equipment for WCHD personnel does not support telework or video capability to work remotely should quarantine, stay at home order or other circumstances prohibit access to office area	\$ 118,001.60	Informational Only	BOH Approved by Electronic Poll 10/30/2020 Aye (8), Nay (0), Non-Vote (2)

**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	City of South Beloit Police Department	FY21 Tobacco Enforcement Program (TEP) Grant	\$ 922.66	Dr. David Helland / James Powers	All voted in favor, motion carried
B	Village of Roscoe Police Department	FY21 Tobacco Enforcement Program (TEP) Grant	\$ 1,118.46	James Powers / Dr. David Helland	All voted in favor, motion carried
C	Winnebago County Sheriff's Department	FY21 Tobacco Enforcement Program (TEP) Grant	\$ 988.68	Dr. David Helland / James Powers	All voted in favor, motion carried
D	Winnebago County Sheriff's Department	Drug Overdose Prevention Program (DOPP)	\$ -	Dr. David Helland / James Powers	All voted in favor, motion carried
E	Conscious Coaching	Teen Pregnancy Prevention (TPP)	\$ 3,000.00	James Powers / Dr. David Helland	All voted in favor, motion carried
F	100 Strong	Teen Pregnancy Prevention (TPP)	\$ 3,000.00	James Powers / Dr. David Helland	All voted in favor, motion carried
G	Innerspace Environmental	Lead Based Paint Inspections/Assessments	\$ 50,000.00	Dr. David Helland / James Powers	All voted in favor, motion carried
H	Multiple	MOU/MOA BinaxNow™ Laboratory Testing Under Standing Order Using IDPH Provided Test Kits	N/A	James Powers / Dr. David Helland	All voted in favor, motion carried
I	Salvation Army	Storage and logistical support for Public Health Emergency Preparedness Supplies	\$36,000.00/year	Dr. David Helland / James Powers	All voted in favor, motion carried
J	Multiple	Standing Orders for Pharmacists to Dispense Smoking Cessation Medication	N/A	James Powers / Dr. David Helland	All voted in favor, motion carried

5. Executive Session – None**6. Additions – None****7. Adjournment**

There being no additional business, Vice-Chair, Dr. John Halversen asked for a motion to adjourn the November 10, 2020 Finance Committee meeting. Dr. David Helland made a motion to approve adjournment; second motion made by Angie Goral. Meeting was adjourned at 6:12 pm.

Approved by the Board of Health

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

11/17/2020
Date