



**Minutes of the BOH Finance Committee Meeting
Wednesday, November 10, 2021 at 5:30 p.m.
Zoom Platform**

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

Members Absent: 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 November 10, 2021 meeting to order at 5:33 pm.

1. Approval of Agenda

Dr. John Halversen asked for a motion to approve the November 10, 2021 Finance Committee agenda. James Powers motioned and Dr. David Helland seconded the motion. Unanimously approved, motion carries.

2. October 2021 Financial Statements - Deferred

October 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 \$542,253.55, Lead Account balance is \$74,046.79, Abandoned Properties balance is \$5,000.00, and Bank E-Pay balance is \$377,283.02. No irregularities were noted.

3. Major Expenditure Requests

The following Major Expenditures are 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 October 2021	\$ 8,220.00	James Powers / Dr. David Helland	All voted in favor, motion carries
3.b	Northern Illinois Service	Demolition - 2311 New Milford School Road	\$ 15,515.00	James Powers / Angie Goral	All voted in favor, motion carries
3.c	N-TRAK Excavating	Demolition - 1511 Springfield Ave	\$ 36,600.00	James Powers / Dr. David Helland	All voted in favor, motion carries
3.d	Qualtrics	Qualtrics XM Platform - Renewal	\$ 197,460.00	James Powers / Angie Goral	All voted in favor, motion carries

4. Proposed Contracts and Agreements - None

5. Executive Session – None

6. Additions - None



7. Adjournment

There being no additional business, Dr. John Halversen asked for a motion to adjourn the November 10, 2021 Finance Committee meeting. James Powers made a motion to approve adjournment; second motion made by Angie Goral. Meeting was adjourned at 6:31 pm.

Approved by the Board of Health

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

11/16/2021
Date