



BOARD OF HEALTH

Date of Meeting: November 16, 2021
Time of Meeting: 6:30 p.m.
Location of Meeting: Zoom Platform
BOH Members: Angie Goral, Ronald Gottschalk, Dr. John Halversen, Dr. David Helland, Luci Hoover, Dr. Patricia Lewis, Robert McCreath, James Powers, Alderman Gabrielle Torina, Jennifer Muraski, and Dr. Allen Williams

WCHD Leadership: Cheryl Floyd, Cynthia Hall, Melinda Idell, James Keeler, Todd Kisner, Peter Lopatin, Todd Marshall, Dr. Sandra Martell, Katherine O’Toole, Rebecca Lyons, Charlotte LeClercq

WCHD Support: Christina Washington (recorder)
Attorney: Lafakeria Vaughn

Agenda Item	Time	Sponsor/Presenter
1. Introduction of Guests/ Public Participation	5 min	A. Williams
2. Approval of Agenda: November 16, 2021	5 min	A. Williams
3. Approval of minutes: October 19, 2021	5 min	A. Williams
4. Presentations	10 min	P. Lopatin
A. COVID-19 Local Perspective Update		
5. President’s Report	5 min	A. Williams
A. Open Meetings Act and Robert’s Rules Review		
6. Committee Reports		
A. Executive Committee	5 min	A. Williams
B. Finance Committee	20 min	J. Halversen
1) Approval of minutes: November 10, 2021		
2) Financial Statements – October 2021		
a. Resolution of Expenditures		
b. Statement of Fund Balance		
c. Financial Review		
d. Balance Sheet		
e. Bank Reconciliations – October 2021		
i. General Account		
ii. Lead Account		
iii. Abandoned Properties		
iv. State of Illinois E-Pay		
f. Revenue and Expenditure Reports		
g. Public Health Emergency Reserve Minimum Graph		

- h. Accounts Receivable
- 3) Major Expenditure Requests
 - *****Finance Committee approved a motion to advance Major Expenditure items a-d**
 - a. IDPH - Electronic Filing Fee for Death Certificates for October 2021
 - b. Northern Illinois Service – 2311 New Milford School Road / Demolition
 - c. N-TRAK Excavating – 1511 Springfield Avenue / Demolition
 - d. Qualtrics – Qualtrics XM Platform Renewal
- 4) Proposed Contracts and Agreements - None
- C. Policy Committee 10 min R. Gottschalk
 - 1) Approval of minutes: November 10, 2021
 - 2) Variances
 - a. Prosser Management, LLC – Variance to Winnebago County Sewage Code: Sec 86-78
Determining Suitability and Sizing
 - 3) Environmental Health
 - a. Cottage Foods – Preliminary Guidance and Resolution
 - 4) Personnel Policies
 - a. Vaccination Policy 075-0815-21 – Proposed Revisions
- D. Personnel Committee 10 min L. Hoover
 - 1) Public Health Administrator Review
- E. Quality Improvement Committee – No meeting 0 min P. Lewis
- 7. New Business/ Other Matters
- 8. Correspondence and Information 0 min Dr. Martell
- 9. Additions
- 10. Executive Closed Session 5 min Dr. Martell
- 11. Adjournment