



**Minutes of the
BOH Finance Committee Meeting
Wednesday, January 15, 2020 at 6:00 p.m.
555 North Court, Room 203, Rockford, IL**

Members Physically Present: Jaymie Nelson (Chair), Dr. John Halversen (Vice Chair), Dr. David Helland, and James Powers

Members Absent: Angie Goral, Dr. Steven Lidvall, and Dr. Allen Williams Ex-Officio

WCHD Staff Physically Present: Dr. Sandra Martell-Public Health Administrator, James (Jim) Keeler-Director of Finance

The meeting was called to order at 6:13 pm.

1. Approval of Agenda

Jaymie Nelson asked for a motion to approve the agenda. James Powers motioned and Dr. David Helland seconded the motion, with that all members voted in favor, motion carried.

2. Resolution of Expenditures - Deferred

December 2019 Financial Statements – Deferred items: Statement of Fund Balance, Financial Review, Balance Sheet, Revenue and Expenditure Reports, and Public Health Emergency Reserve Minimum Graph. These items will be reviewed at the Full Board of Health after the month end closure procedures.

Bank Reconciliations were reviewed for General Account, Lead Account, Abandoned Properties, and State of Illinois E-pay were reviewed and no irregularities noted. Signatures and authorities for the Illinois E-pay account have been resolved.

3. Major Expenditure Requests

Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
IDPH	Death Certificate Filing Fees	\$ 7,176.00	Dr. John Halversen / James Powers	All voted in favor, motion carried.
Pool Administrators	Ryan White Part B medical and dental services	Deferred	Not applicable.	Not applicable.
Pat Brandon APN	Contractual Professional Services	\$ 4,280.00	Dr. John Halversen / James Powers	All voted in favor, motion carried.
Northern Illinois Public Health Consortium	Northern Illinois Public Health Consortium	\$ 5,000.00	Dr. John Halversen / James Powers	All voted in favor, motion carried.

**4. Proposed Contracts**

Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
Aurora Radiology	Breast and cervical cancer screening services	\$ 5,000.00	Dr. John Halversen / James Powers	All voted in favor, motion carried.
Crusader Community Health	Breast and cervical cancer screening services	\$ 15,000.00	Dr. John Halversen / Dr. David Helland	All voted in favor, motion carried.
Mercyhealth Corporation	Breast and cervical cancer screening services	\$ 15,000.00	Dr. John Halversen / Dr. David Helland	All voted in favor, motion carried.
Northwestern Memorial Healthcare - Kishwaukee	Breast and cervical cancer screening services	\$ 35,000.00	Dr. John Halversen / Dr. David Helland	All voted in favor, motion carried.
Rockford Anesthesiology Associates LLC	Breast and cervical cancer screening services	\$ 500.00	Dr. John Halversen / Dr. David Helland	All voted in favor, motion carried.
Rockford Associated Pathology	Breast and cervical cancer screening services	\$ 5,000.00	Dr. John Halversen / Dr. David Helland	All voted in favor, motion carried.
SwedishAmerican Health System	Breast and cervical cancer screening services	\$ 73,000.00	Dr. John Halversen / Dr. David Helland	All voted in favor, motion carried.
RAMP	Home Accessibility Program – Assessments and Enrollment	\$ 3,600.00	Dr. John Halversen / Dr. David Helland	All voted in favor, motion carried.
University of Illinois College of Medicine Rockford	Professional services - CMO and CLIA Certification	\$ 7,200.00	Dr. John Halversen / Dr. David Helland	All voted in favor, motion carried.
Northern Illinois University	Affiliation Agreement for students	None	Dr. John Halversen / Dr. David Helland	All voted in favor, motion carried.

5. Grants Received Through December 31, 2020

No grants were received.



6. Accounts Receivable

Accounts receivable report through December 31, 2019 was reviewed and discussed. No irregularities were noted.

7. Budget Amendment

Budget amendment 2020-002 to increase Health Department budget by \$40,590.00 for funding received through R1 Regional Planning to assist in outreach to “Hard to Count” populations was considered. Dr. David Helland motioned to approve the budget amendment and Dr. John Halversen seconded. With that all voted in favor, motion carried to approve the budget amendment.

8. Policies - None

9. Executive Session – None

10. Additions – None

11. Adjournment

There being no additional business, Chair Jaymie Nelson asked for a motion to adjourn. Dr. David Helland motioned and Dr. John Halversen seconded. With that all voted in favor to adjourn the meeting. Meeting adjourned at 6:36 pm.

Approved by the Board of Health



Interim Secretary

Winnebago County Board of Health

January 22, 2020
DATE