



**Minutes of the BOH Finance Committee Meeting  
Wednesday, December 9, 2020 at 6:00 p.m.  
Zoom Platform**

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

**Members Absent:** Dr. Allen Williams (Ex-Officio).

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

Dr. John Halversen called the December 9, 2020 meeting to order at 6:03 pm.

**1. Approval of Agenda**

Dr. John Halversen asked for a motion to approve the December 9, 2020 Finance Committee agenda. James Powers motioned and Angie Goral seconded the motion. Unanimously approved, motion carries.

**2. November 2020 Financial Statements - Deferred**

November 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. Bank Reconciliations for the Lead Account balance is \$94,424.66, Abandoned Properties balance is \$5,000.00, and Bank E-Pay balance is \$785,254.89.

James Keeler indicated that Lead proceeds have been deposited through September 2020, which was the first draw on the new grant. 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 November/2020	\$ 10,120.00	James Powers / Angie Goral	All voted in favor, motion carries
b	Northern Illinois Public Health Consortium	2021 Membership Dues	\$ 5,000.00	James Powers / Angie Goral	All voted in favor, motion carries

**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	Erickson Institute DCFS Early Childhood Project	Maternal Infant and Early Childhood Education Home Visiting Program (MIECHVP)	N/A	James Powers / Dr. David Helland	All voted in favor, motion carried
b	Rockford Park District	Teen Pregnancy Prevention (TPP)	\$ 3,000.00	Angie Goral / James Powers	All voted in favor, motion carried
c	Multiple	Community Site / COVID-19 Vaccine Administration	N/A	James Powers / Angie Goral	All voted in favor, motion carried



**5. Grants – DCFS Healthworks transition to Managed Care - Centene**

James Keeler provided an overview and indicated that this grant is a continuation of our Healthworks lead agency grant managed by IlliniCare and it started as of September 1, 2020 and is funded through August 31, 2021.

**6. Executive Session – None**

**7. Additions – None**

**8. Adjournment**

There being no additional business, Chair, Dr. John Halversen asked for a motion to adjourn the December 9, 2020 Finance Committee meeting. James Powers made a motion to approve adjournment; second motion made by Dr. David Helland. Meeting was adjourned at 6:34 pm.

Approved by the Board of Health

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

Date