

**Minutes of the
Winnebago County Board of Health
Tuesday, March 16, 2021 at 6:30 p.m., Zoom Platform
Winnebago County Health Department**

Present: Ronald Gottschalk, Angie Goral, Dr. John Halverson, Dr. David Helland, Luci Hoover, Dr. Patricia Lewis, James Powers, Dr. Allen Williams

Absent: Tuffy Quinonez, Robert McCreath

Staff Present: Dr. Sandra Martell, Cheryl Floyd, Melinda Idell, Rebecca Lyons, James Keeler, Todd Kisner, Peter Lopatin, Todd Marshall, Katherine O'Toole

Attorney: Lafakeria Vaughn

WCHD Support: Christina Washington (recorder)

Dr. Allen Williams called the meeting to order at 6:35 p.m.

1. Introduction of Guest/Public Participation: None.

2. Setting the Agenda:

Dr. Allen Williams entertained a motion to set the Tuesday, March 16, 2021 WCHD Board of Health meeting agenda. Dr. John Halverson made first motion; Dr. David Helland made second motion. Unanimously approved, motion carries.

3. Approval of BOH Minutes – February 16, 2021:

Dr. Allen Williams entertained a motion to approve the February 16, 2021 Board of Health meeting minutes. Luci Hoover made first motion; Dr. David Helland made second motion. Unanimously approved, motion carries.

4. Presentation

a) COVID-19 Data Update

Peter Lopatin provided an update on COVID-19 data for Winnebago County cases. He noted that the data reflects the recent increase in overall cases, school-related cases and the shifting demographics/geography in where the increases are being reported.

5. President's Report: None.

6. Committee Reports:

- a) Executive Committee – None.
- b) Finance Committee

1) Approval of Finance Committee minutes – March 10, 2021

Dr. John Halversen entertained a motion to approve the March 10, 2021 Finance Committee minutes. James Powers made first motion; Dr. David Helland made second motion. Unanimously approved, motion carries.

2) Financial Statements

a) Resolution of Expenditures – February 2021

Dr. John Halversen asked for a motion to approve the health fund expenditure for February 2021. Luci Hoover moved and Dr. David Helland seconded to approve the health fund expenditure for the month of February 2021 for \$786,919.31. Unanimously approved, motion carries.

b) Statement of Fund Balance

Dr. John Halversen indicated that the Statement of Fund Balance beginning balance February 28, 2021 is \$10,733,400.43. Revenues YTD is \$3,814,445.82. Disbursements YTD is \$5,051,477.05. Ending balance is \$9,496,369.20. No irregularities were noted.

c) Financial Review

Dr. John Halversen indicated that this is 5th month of Winnebago County's Fiscal Year 2021 and it is the 8th month of the State of Illinois Fiscal Year 2021. Revenue YTD Budgeted \$5,993,117.60, Actual was \$3,814,445.82 with a variance of \$2,178,672. Expenses YTD Budgeted \$5,969,527.71, Actual & Encumbered was \$5,051,477.05 with a variance of \$918,051. No irregularities were noted.

d) Balance Sheet

James Keeler provided an overview of the February 2021 Balance Sheet. Assets for \$12,121,513.15, Liabilities is (\$2,625,143.95) and the fund balance of (\$9,496,369.20). No irregularities were noted.

e) Bank Reconciliations

Dr. John Halversen provided the following February 2021 ending balances for the following:

General Account	\$627,279.09
Lead Account	\$176,448.53
Abandoned Properties	\$30,694.77
E-Pay	\$821,743.16

No irregularities were noted.

f) Revenue and Expenditure Reports

Jim Keeler indicated that the overall financial picture of revenue and expenses are showing a very sizable deficit of almost \$1,250,000 but next month we will be recognizing our quarterly allotment of real estate taxes so that should cover half of the amount. Food Service permits are on hold. Once we get some of these issues resolved, we will get to an break even point for the whole year. No irregularities were noted.

g) Public Health Emergency Reserve Minimum Graph

The Public Health Emergency Reserve Minimum Graph was reviewed and the reserve amount is above the minimum established by the Board of Health.

h) Accounts Receivable

Accounts Receivable total due from Grantors is \$1,283,865.00. No irregularities were noted.

3) Major Expenditure

Dr. John Halversen indicated the Finance Committee approved a motion to advance Major Expenditures Items a-d. Dr. John Halversen entertained a motion to approve Major Expenditure's a-d. James Powers made motion, seconded by Dr. David Helland. Unanimously approved, motion carries.

Item	Vendor/Contractor	Services/Item	Amount	Motioned/Seconded	Approved
a	IDPH	IDPH fee for Electronic Filing of Death Certificates for February 2021	\$ 8,424.00	James Powers / Dr. David Helland	All voted in favor, motion carries
b	Rockford Regional Health Council	2021 Membership Dues	\$ 7,250.00	Dr. David Helland / James Powers	All voted in favor, motion carries
c	ADAPT Pharma	Narcan Nasal Spray (708 doses)	\$ 53,100.00	Dr. David Helland / Angie Goral	All voted in favor, motion carries
d	CDW-Government	Two Surface Pro computers / Establishing Breastfeeding Peer Counselor Program	\$ 4,839.22	James Powers / Dr. David Helland	All voted in favor, motion carries

4) Proposed Contracts and Agreements

Dr. John Halversen indicated the Finance Committee approved a motion to advance Proposed Contracts and Agreements Item a-f and entertained a motion. Luci Hoover made a motion, seconded by Angie Goral. Unanimously approved, motion carries.

g. Dr. Sandra Martell indicated the New Zion Baptist Church agreement is for the National Guard Vaccination Fixed Mobile Site at \$1600.00 a month for a six month timeframe. Dr. John Halversen entertained a motion to approved agreement item g for Vendor New Zion Baptist Church regarding National Guard Vaccination Fixed Mobile site for \$9,600.00. James Powers made a motion, seconded by Dr. David Helland. Unanimously approved, motion carries.

Item	Vendor/Contractor	Sevices/Item	Amount	Total Motion/Seconded	Approved
a	Rockford Environmental Science Academy (RESA) Middle School	Teen Pregnancy Prevention Program (TPP)	\$ -	Dr. David Helland / James Powers	All voted in favor, motion carried
b	Eisenhower Middle School	Teen Pregnancy Prevention Program (TPP)	\$ -	James Powers / Angie Goral	All voted in favor, motion carried
c	UIC College of Nursing	Women's Health Nurse Practitioner Services	\$ 89,000.00	Angie Goral / James Powers	All voted in favor, motion carried
d	Live R.E.A.L. Charity Foundation	Drug Overdose Prevention Program (DOPP)	\$ -	Dr. David Helland / Angie Goral	All voted in favor, motion carried
e	City of Rockford Fire Department	Drug Overdose Prevention Program (DOPP)	\$ -	Dr. David Helland / Angie Goral	All voted in favor, motion carried
f	UIC College of Medicine	Medical Health Officer (CN-0040028)	\$ 36,000.00	Dr. David Helland / James Powers	All voted in favor, motion carried
g	New Zion Baptist Church	National Guard Vaccination Fixed Mobile Site / 6 Month Timeframe	\$ 9,600.00	James Powers / Dr. David Helland	All voted in favor, motion carried

5) Permit Fee Reduction Proposal

Dr. Sandra Martell indicated that Winnebago County Board is proposing to waive Food Permit fees for this fiscal year for Category I food establishment, which is the high risk, dine in areas. Category I facilities have been financially impacted by COVID-19. Winnebago County will reimburse WCHD through host fees for an approximate total of \$250,000. WCHD Board of Health needs to recommend to the Winnebago County Board to amend the ordinance to waive the fee for this year

for Category I facilities. Ron Gottschalk made a motion to recommend to the Winnebago County Board to approve **Resolution To Waive 2021 Annual Food and Beverage Permit Fees for Category I Facilities** as amended. Seconded by Dr. David Helland. Unanimously approved. Motion carries.

- c) Policy Committee - None
- d) Personnel Committee – No meeting
- e) Quality Improvement Committee – No meeting

7. NEW BUSINESS / OTHER MATTERS:

Dr. Sandra Martell provided the following Legislative updates:

- House Bill 2804
Amends the Counties Code. Provides that no member of a county board or board of county commissioners, during the term of office for which he or she is elected, may be appointed or serve as a member of the board of health of that county. Effective immediately. Illinois HB2804 is sponsored by Representative Brad Halbrook.
Dr. Sandra Martell indicated the IPHA has their lobbyist to review and provide the rationale and how might we propose some amended language. Board of Health may want to consider this item at the next Policy Committee and possibly providing an opposition response to the resolution that is proposed.
- Senate Bill 1721
Amends the Property Tax Code. In provisions about delinquent property, provides that a county may take steps necessary (currently, shall take all steps necessary) to acquire title to the property and may manage and operate the property, including, but not limited to, mowing of grass, removal of nuisance greenery, removal of garbage, waste, debris or other materials, or the demolition, repair or remediation of unsafe structures. Provides costs to be distributed to taxing districts, including operation and maintenance costs and all costs associated with county staff and overhead used to perform the duties of the trustees. Reduces the maximum penalty bids for the annual tax sale from 18% to 12%. In provisions about redemption of property, limits the assessments of penalties from every 6 months to 12 months. Makes conforming changes. Amends the Counties Code and Illinois Municipal Code. Modifies the requirements to have a circuit court declare property abandoned. Senate Bill 1721 is referred to Assignments and is sponsored by Senator Steve Stadelman.
Dr. Sandra Martell indicated that SB1721 is similar to a fast track and the Winnebago County Board will be reviewing and possibly an item the Board of Health may want to review.
- Senate Bill 2278
Amends the Counties Code. Provides that a county that is authorized to impose a Special County Retailers' Occupation Tax For Public Safety, Public Facilities, Mental Health, Substance Abuse, or Transportation may establish a 7-member board, which shall oversee the use of funds received from the tax. SB2278 is referred to Assignments and is sponsored by Senator Steve Stadelman.
Dr. Sandra Martell indicated this tax referendum was passed last March 2020. WCHD worked through the resolution process to establish the Community Mental Health Board that was responsible for oversight of the funds. Resolution 2019 CR 128 Resolution Authorizing the Establishment of Winnebago County Community Mental Health Board was passed in October 2019 by Winnebago County Board. WCHD serves as the fiscal agent of the Winnebago County Mental Health Board. The Board of Health may want to consider further review at the next Policy Committee.

8. CORRESPONDENCE AND INFORMATION: None

9. **ADDITIONS:** None

10. **Executive Closed Session:** None

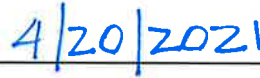
11. **ADJOURNMENT:**

With no other business, Dr. Allen Williams entertained a motion to adjourn the January 19, 2021 BOH meeting. Ron Gottschalk made first motion; Angie Goral made second motion. Unanimously approved, motion carries. Meeting adjourned at 7:27p.m.

Approved by the Board of Health



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



Date