



**Minutes of the BOH Finance Committee Meeting
Wednesday, April 14, 2021 at 5:30 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, Amanda Lindig-Finance Dept., Todd Marshall-Director of Environmental Health, Christina Washington-Recorder.

Dr. John Halversen called the April 14, 2021 meeting to order at 5:33 pm.

1. Approval of Agenda

Dr. John Halversen asked for a motion to approve the April 14, 2021 Finance Committee agenda. Dr. David Helland motioned and James Powers seconded the motion. Unanimously approved, motion carries.

2. March 2021 Financial Statements - Deferred

March 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 \$827,459.06, Lead Account balance is \$87,023.87, Abandoned Properties balance is \$5,000.00, and Bank E-Pay balance is \$271,903.22. 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
3.a	IDPH	IDPH fee for Electronic Filing of Death Certificates for March 2021	\$ 7,456.00	James Powers / Dr. David Helland	All voted in favor, motion carries
3.b	Lamar Advertising	Poster and Digital Billboard for SOR/DOPP Grant	\$ 10,000.00	James Powers / Dr. David Helland	All voted in favor, motion carries
3.c	Seqiris	Annual Flue Vaccines Pre-book	\$ 33,620.87	Dr. David Helland / James Powers	All voted in favor, motion carries
3.d	ADAPT Pharma	Narcan Nasal Spray (708 Doses) for Narcan Training	\$ 53,100.00	James Powers / Dr. David Helland	All voted in favor, motion carries
3.e	PDC Laboratory	PFAS Water Testing - Sandy Hollow	\$ 5,000.00	Dr. David Helland / James Powers	All voted in favor, motion carries
3.f	DOIT - ITSAVVY - Service Express	IT Server Connectivity Upgrades	\$ 6,464.26	Dr. David Helland / James Powers	All voted in favor, motion carries
3.g	Lamar Advertising	Vax815 Campaign	\$ 7,200.00	Dr. David Helland / Angie Goral	All voted in favor, motion carries
3.h	Workplace	Temporary Labor - Mass Vaccination Plan	\$ 132,000.00	Dr. David Helland / James Powers	All voted in favor, motion carries
3.i	Liberty Tire Recycling	2021 WCHD Tire Drive Disposal / June 5, 2021	\$ 8,000.00	Dr. David Helland / Angie Goral	All voted in favor, motion carries

**4. Proposed Contracts and Agreements**

The following Proposed Contracts and Agreements were recommended for approval to the Board of Health:

Item	Vendor/Contractor	Sevices/Item	Amount	Total Motion/Seconded	Approved
4.a	IDPH	Medical Cannabis patient Registry Program / IGA #131070261	\$ -	Dr. David Helland / James Powers	All voted in favor, motion carried
4.b	Rock River Water Reclamation District (RRWRD)	WCHD 2021 Tire Drive Event / June 5, 2021	\$ -	Angie Goral / Dr. David Helland	All voted in favor, motion carried
4.c	Whiteside County	2021-2022 Summer Food Service program for Children	\$ 826.00	Dr. David Helland / James Powers	All voted in favor, motion carried
4.d	Stephenson County	2021-2022 Summer Food Service program for Children	\$ 1,817.00	Dr. David Helland / Angie Goral	All voted in favor, motion carried
4.e	Ogle County	2021-2022 Summer Food Service program for Children	\$ 1,982.40	Dr. David Helland / Angie Goral	All voted in favor, motion carried
4.f	Lee County	2021-2022 Summer Food Service program for Children	\$ 330.40	Dr. David Helland / Angie Goral	All voted in favor, motion carried
4.g	Boone County	2021-2022 Summer Food Service program for Children	\$ 1,321.60	Dr. David Helland / Angie Goral	All voted in favor, motion carried
4.h	DeKalb County	2021-2022 Summer Food Service program for Children	\$ 2,973.60	Dr. David Helland / Angie Goral	All voted in favor, motion carried
4.i	Zally Varona-Hahn	Translation Services for State Opioid Response/Drug Overdose Prevention Program	\$ 3,025.00	Dr. David Helland / Angie Goral	All voted in favor, motion carried
4.j	Mile Square Health Center - L.P. Johnson Family Health Center (MSHC)	Naloxone (NARCAN) Training and Education to MSHC Clients and Families	\$ -	Dr. David Helland / Angie Goral	All voted in favor, motion carried
4.k	Crusader Community Health (CCH)	Naloxone (NARCAN) Training and Education to CCH Clients and Families	\$ -	Dr. David Helland / Angie Goral	All voted in favor, motion carried
4.l	Swedish American Medical Group (SAMG)	Naloxone (NARCAN) Training and Education to CCH Clients and Families	\$ -	Dr. David Helland / Angie Goral	All voted in favor, motion carried
4.m	The Project of the Quad Cities	Ryan White Part B and HOPWA related services	\$ 325,349.00	Dr. David Helland / James Powers	All voted in favor, motion carried

5. Cost of Living Adjustment (COLA)

Dr. Sandra Martell stated that as part of WCHD budget Cost of Living Adjustment (COLA) is typically implemented in April. Based on projections and our numbers being in good standing, Dr. Sandra Martell requested that COLA for 2021 be implemented. Dr. David Helland made a motion to advance 2021 COLA for WCHD staff be recommended for approval to the Board of Health. Seconded by James Powers. Unanimously approved, motion carries.

6. Executive Session – None**7. Additions***FAB Accreditation*

Mr. James Powers asked the status of the Accreditation process. Part 1 of Year 3 Accreditation process has been submitted and Peter Lopatin is working on Part 2.



COVID-19 Positivity Rate

A brief discussion was held on the third wave of COVID-19 positivity rate, which is much related to mobility.

8. Adjournment

There being no additional business, Chair, Dr. John Halversen asked for a motion to adjourn the April 14, 2021 Finance Committee meeting. Angie Goral made a motion to approve adjournment; second motion made by James Powers. Meeting was adjourned at 6:45 pm.

Approved by the Board of Health

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

Date

