

**Minutes of the**  
**Winnebago County Board of Health**  
**Monday, June 1, 2020 at 5:00 p.m., Zoom Platform**  
**Winnebago County Health Department**

**Present:** Ronald Gottschalk, Angie Goral, Dr. David Helland, Luci Hoover, Dr. Patricia Lewis, Jaymie Nelson, Dr. Allen Williams, Robert McCreath

**Absent:** Dr. John Halversen, James Powers, Tuffy Quinonez

**Staff Present:** Dr. Sandra Martell, Katherine O'Toole, Todd Marshall

**Attorney:** Charlotte LeClercq

**WCHD Support:** Christina Washington (recorder)

Dr. Allen Williams called the meeting to order at 5:15 p.m.

**1. Introduction of Guest/Public Participation:** None

**2. Setting the Agenda:**

Dr. Allen Williams entertains a motion to set the Monday, June 1, 2020 WCHD BOH meeting agenda. First motion was made by Dr. David Helland, second motion was made by Robert McCreath. Unanimously approved, motion carries

**3. Ordinance Amending Chapter 50 of the Winnebago County Code of Ordinances Related to Food Establishment Operations During the COVID-19 Pandemic:**

Dr. Martell indicated that as we make changes and implement special rules related to outdoor dining that the food codes also needed to be updated which would allow WCHD to enforcement activities aligned with the food permit which public health issues rather than closure.

Charlotte LeClercq emphasized that the Ordinance states Food Establishments must comply with the Winnebago County guidelines and the State of Illinois guidelines and would be implemented as we move forward to Phase 4 if they re-open indoor dining with restrictions.

Dr. Allen Williams entertains a motion to approve Ordinance Amending Chapter 50 of the Winnebago County Code of Ordinances Related to Food establishment Operation during the COVID-19 Pandemic. First motion was made by Dr. Patricia Lewis, second motion was made by Robert McCreath. Jaymie Nelson abstains. Seven (7) Ayes, One (1) Abstain. The Ayes have it, motion approved and carries.

**4. Winnebago County Health Department Coronavirus Employee Response Policy:**

Dr. Martell provided a brief overview and indicated that previously in March/2020 a WCHD Coronavirus Policy was drafted to address the concerns on benefits available for WCHD staff who could possibly be impacted by COVID-19. The WCHD Coronavirus Response Policy incorporates the

County's policy as well as the Families First Coronavirus Response Act (FFCRA). WCHD employees will not be exempt from these policies.

Dr. Allen Williams entertains a motion to approve the Winnebago County Health Department Coronavirus Response Policy. First motion made by Dr. David Helland, second motion made by Robert McCreath. Unanimously approved, motion carries.

**5. Memorandum of Understanding Between Winnebago County Health Department, Winnebago County Fire Chiefs Association, Winnebago County Sheriff's Department, City of Rockford Police Department, and Other Local Law Enforcement Agencies:**

Dr. Martell provided a brief summary of the MOU between WCHD and City of Rockford Fire Department. The purpose of the MOU is to set forth the terms and conditions of an agreement between the WCHD and City of Rockford Fire Department related to providing address information regarding individuals with confirmed novel coronavirus disease (COVID-19) through the Emergency Telephone System Board (ETSB) to support first responder health and safety while protecting individual's rights to privacy in Winnebago County. Rockford Fire Department is responsible for entering addresses into the CAD (Computer Aided Dispatch). This information becomes available for first responders when there is a call received from that address.

Charlotte LeClercq emphasized that this MOU is specifically between WCHD and City of Rockford Fire Department. (RFD)

Dr. Allen Williams entertains a motion to approve the MOU between WCHD and City of Rockford Fire Department. First motion was Dr. David Helland, second motion was made by Dr. Patricia Lewis. Unanimously approved, motion carries.

**6. Census Campaign – COVID-19 Material / Major Expenditure:**

Dr. Martell and Katherine O'Toole provided a brief overview. Saturation mailing will be used for outreach purposes for 2020 Census in combination with COVID-19 message for the hard to reach population target areas.

Dr. Allen Williams entertains a motion to approve Census Campaign / COVID-19 material major expenditure. First motion was made by Dr. Patricia Lewis, second motion was made by Jaymie Nelson. Unanimously approved, motion carries.

**7. NEW BUSINESS / OTHER MATTERS: None**

**8. CORRESPONDENCE AND INFORMATION: None**

**9. ADDITIONS: None**

**10. ADJOURNMENT:**

With no other business, Dr. Allen Williams entertained a motion to adjourn the May 19, 2020 BOH meeting. First motion was made by Ron Gottschalk, second motion was made by Jaymie Nelson. Unanimously approved, motion carries. Meeting adjourned at 5:34p.m.

Approved by the Board of Health

Patricia Lewis

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

June 16, 2020

Date