



## BOARD OF HEALTH

**Date of Meeting:** March 23, 2023  
**Time of Meeting:** 6:30 p.m.  
**Location of Meeting:** 555 North Court Street; Room 115; Rockford, IL 61103  
**BOH Members:** Angie Goral, Dr. John Halversen, Dr. David Helland, Luci Hoover, Derrick Kunz, Dr. Patricia Lewis, Robert McCreath, James Powers, Dr. Allen Williams

**WCHD Leadership:** Dr. Sandra Martell, Cynthia Hall, Cheryl Floyd, Michael Jarvis, James Keeler, Todd Kisner, Tiffany Levine, RN, Rebecca Lyons, Todd Marshall, Patrick Ngum, Katherine O’Toole, ,

**WCHD Support:** Stephanie Bahling, Executive Assistant (recorder)

**Attorney:** Charlotte LeClercq

Agenda Item	Time	Sponsor/Presenter
1. Introduction of Guests/ Public Participation	5 min	R. McCreath
2. Approval of Agenda: March 23, 2023	5 min	R. McCreath
3. Approval of Minutes: February 21, 2023	5 min	R. McCreath
4. Presentation - Health Department Highlights	10 min	
a) Domain 2: AGE/Sapovirus Outbreak; PFAS Notification		T. Kisner, T. Marshall
b) Domain 3: Digital Media Initiatives		K. O’Toole
c) Domain 5: IPLAN Update		P. Ngum
d) Domain 7: WISEWOMAN		T. Levine
e) Domain 10: Chemtool Survey One-Year Follow-up		S. Martell
5. President’s Report		
a) Review Committee Assignments	5 min	R. McCreath
6. Committee Reports		
a) Executive Committee – <i>No meeting</i>	5 min	R. McCreath
b) Finance Committee Page 30		
1) Approval of minutes: March 8, 2023 Page 31-33	30 min	A. Williams
2) Financial Statements for February, 2023		
a. Resolution of Expenditures Page 34		
b. Statement of Fund Balance Page 35		
c. Financial Review Page 36		
d. Balance Sheet Page 37		
e. Bank Reconciliations		
i. General Account Page 38-40		
ii. Lead Account Page 41-43		
iii. Abandoned Properties Page 44-46		

- iv. State of Illinois E-Pay Page 47-49
- f. Revenue and Expenditure Reports Page 50-51
- g. Public Health Emergency Reserve Minimum Graph Page 52
- h. Accounts Receivable Page 53
- 3) 555 North Court Bond Repayment
- 4) Major Expenditure Requests (*Items a –b were approved by the Finance Committee*) Page 54
  - a. PHS: VR – Electronic Filing Fee for February 2023 Death Certificates Page 55-58
  - b. EHI: LEAD - Mandatory Travel for HUD Conference Page 59-70
  - c. EHI, HP, Finance – Michalsen Office Furniture: Purchase 31 new office chairs Page 71-74\*\*\* needs vote\*\*\*
- 5) Proposed Contracts and Agreements (*Item a was approved by the Finance Committee*)
  - a. UICOMR – PAA Agreement for Department of Family and Community Medicine Residents Page 75-86
  - b. Bethlehem Lutheran Church – MOU for Community Open House Page 87-89
- c) Policy Committee – no meeting P. Lewis
- d) Personnel Committee 5 min L. Hoover
  - 1) Approval of Minutes – March 8, 2023 *no quorum*
  - 2) Policies
    - a. 085-0117-23: Vehicle Policy Page 92-98
    - b. 1124-1109-19: Employee Time & Attendance Policy Page 99-105
- e) Quality Improvement Committee 5 min P. Lewis
  - 1) Updates – IPLAN 2025 and PHAB Reaccreditation
  - 2) Adoption of Quality Improvement Plan and 2023 Quality Improvement Initiatives Page 107-148
- 7. New Business/Other Matters R. McCreath
- 8. Correspondence and Information 2 min S. Martell
  - a) Chemtool Survey Page 150-176
  - b) Maternal Mortality Rates in the United States, 2021 Page 177-181
- 9. Additions R. McCreath
- 10. Executive Closed Session 5 min S. Martell
- 11. Adjournment