



BOARD OF HEALTH

Date of Meeting: April 18, 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, Dr. Patricia Lewis, Robert McCreath, James Powers, Dr. Allen Williams and Derrick Kunz

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

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: April 18, 2023	5 min	R. McCreath
3. Approval of Minutes: March 23, 2023	5 min	R. McCreath
4. Administrators Report		
5. Presentation		
a) National Public Health Week Recognition	10 min	K. O’Toole
6. Health Department Highlights	10	
a) Domain 2: PFAS/Rockton Township		T. Marshall
b) Domain 3: Digital Media Campaigns		K. O’Toole
c) Domain 4: Youth Leadership Council; Maternal, Infant, and Child Health Opioid Response		C. Floyd
d) Domain 7: Health Education Services		C. Floyd
7. President’s Report	5 min	R. McCreath
8. Committee Reports		
a) Executive Committee – <i>No meeting</i>	5 min	R. McCreath
b) Finance Committee		
1) Approval of minutes: April 12, 2023	15 min	A. Williams
2) 555 North Court Bond Repayment		
3) Development of Financial Dashboard		
4) Financial Statements for March, 2023		
a. Resolution of Expenditures		
b. Statement of Fund Balance		
c. Financial Review		
d. Balance Sheet		
e. Bank Reconciliations		

- i. General Account
 - ii. Lead Account
 - iii. Abandoned Properties
 - iv. State of Illinois E-Pay
- f. Revenue and Expenditure Reports
- g. Public Health Emergency Reserve Minimum Graph
- h. Accounts Receivable
- 5) Major Expenditure Requests *(Items a – f were approved through Finance Committee)*
 - a. PHS: VR – Electronic Filing Fee for March 2023 Death Certificates
 - b. EH: Winnebago County SWCD – Soil Analysis
 - c. EH: Viken Detection – XRF Analyzer Repair/Maintenance
 - d. EP: FFF Enterprises – Annual Influenza Vaccines
 - e. HA: UIC College of Medicine – Professional Contractual Services
 - f. HA: Sorenson Comm (SCIS) – Interpreting Services
- c) Policy Committee 5 min P. Lewis
 - 1) Approval of Minutes, April 12, 2023
 - 2) Policies *(items a – b were approved through Policy Committee)*
 - a. 009-0602-22 Job Posting, Recruiting and Hiring Policy
 - b. 1123-0905-19 Identification Badge and Security Access Card Policy
 - 3) Consideration of Ordinance to Rescind 2018 CO 092 to Permit the Use of groundwater as a potable water supply by the installation or Use of potable water wells or by any other method
- d) Personnel Committee 5 min L. Hoover
 - 1) Approval of Minutes, April 12, 2023
 - 2) Policies *(items a – b were approved through the Personnel Committee)*
 - a. 067-1205-22 Vacation Policy
 - b. 068-1109-16 Pay Practices Policy
- e) Quality Improvement Committee
 - 1) Meeting – April 18, 2023
 - 2) Quality Improvement Project Update
 - a. Overview of Status of Projects - PDSA Cycle
 - b. EHI – Digitization of Well/Septic Records
 - c. HP – Rabies PEP
 - 3) PHAB Reaccreditation Review
 - a. Domain 1
 - i. Standard 1.1
 - ii. Standard 1.2
 - iii. Standard 1.3
- 9. New Business/Other Matters 2 min R. McCreath
- 10. Correspondence and Information 2 min S. Martell
- 11. Additions R. McCreath
- 12. Executive Closed Session 5 min S. Martell
 - a) Pending Litigation
- 13. Adjournment