



BOARD OF HEALTH

Date of Meeting: May 16, 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, 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: May 16, 2023	5 min	R. McCreath
3. Approval of Minutes: Approval of April 18, 2023	5 min	R. McCreath
4. Administrators Report		
5. Presentations		
a) <i>Agency Annual Report 2022</i>		K. O’Toole
b) <i>Strategic Plan Annual Report 2022</i>		C. Hall
6. Health Department Highlights	10 min	
a) Domain 2: PFAS in Wright Kiles Blackhawk Subdivision Rockford Township		T. Marshall
b) Domain 4: Maternal, Infant, and Child Health Team – <i>Aftershock</i> ; Trauma Informed Training		S. Martell/C. Hall
7. President’s Report	5 min	R. McCreath
a) Presentation to Winnebago County Board regarding Groundwater Protection Ordinance 2018 CO-092		
8. Committee Reports		
a) Executive Committee – <i>No meeting</i>	5 min	R. McCreath
b) Finance Committee		
1) Approval of minutes: May 10, 2023	15 min	A. Williams
2) Guidance Regarding WCHD Offices		
a. 555 North Court Bond Repayment – Reconsideration of MOA		
b. Recommission and Development of 401 Division		
3) Financial Statements for April, 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
- 4) Major Expenditure Requests (*Items a –d were approved by Finance Committee*)
- a. PHS: VR – Electronic Filing Fee for April Death Certificates
 - b. PHS: VR – ISP Illinois Vital Record Security Paper
 - c. PHEP: Fisher Scientific – Vaccine Storage Monitoring System
 - d. PHEP: Helmer Scientific- Vaccine Refrigerator and Under Counter Vaccine Freezer
- 5) Proposed Contracts and Agreements (*items a - g were approved by Finance Committee*)
- a. HP – MOU – Ryan White HOPWA related Services – Project of the Quad Cities
 - b. EH – Grant Agreement WCHD & County of Boone
 - c. EH – Grant Agreement WCHD & County of DeKalb
 - d. EH – Grant Agreement WCHD & County of Lee
 - e. HE – Grant Agreement WCHD & County of Ogle
 - f. HE – Grant Agreement WCHD & County of Stephenson
 - g. HE – Grant Agreement WCHD & County of Whiteside
- c) Policy Committee 5 min P. Lewis
- 1) Approval of Minutes, May 10, 2023
 - 2) Policies (*item a was approved by Policy Committee*)
 - a. 1104-1130-15-Use of Service Animals
 - 3) Variances (*Item a was approved with conditions by Policy Committee*)
 - a. R201-041504 – Edwards Apple Orchard West
 - b. R201-041899 – Dog Bar
- d) Personnel Committee 5 min L. Hoover
- 1) Approval of Minutes, May 10, 2023
 - 2) Policies (*items a – c were approved by the Personnel Committee*)
 - a. 046-0708-22 EAP
 - b. 030-0606-22 Employee Health Screening
 - c. 028-0526-22 Immediate Family Member Employment
- e) Quality Improvement Committee
- 1) Meeting – May 16, 2023
 - 2) Quality Improvement Project Update
 - a. Overview of Status of Projects - PDSA Cycle
 - b. PHS – Q/I Charter – Depression Screening in Refugees 5 min T. Levine
 - c. HA – Q/I Charter – Update on Policies 5 min M. Jarvis
 - 3) PHAB Reaccreditation Review 5 Min P. Ngum/R. Lyons
 - a. Domain 5 – Create, champion, and implement policies, plans, and laws that impact health
 - i. Standard 5.1 – Serve as a primary expert resource for establishing and maintaining health

policies and laws

- ii. Standard 5.2 – Develop and implement community health improvement strategies collaboratively

b. Foundational Capability Measures

- i. 5.1.1 - Policy Development and Support: Examine and contribute to improving policies & laws
- ii. 5.2.1 - Community : Adopt a community health improvement plan
- iii. 5.3.2 - Equity : Address factors that contribute to specific populations’ higher health risks and poorer health outcomes

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
13. Adjournment		