



BOARD OF HEALTH: FINANCE COMMITTEE

Date of Meeting: June 14, 2023

Time of Meeting: 5:30 pm – 6:30 pm

Location of Meeting: 555 North Court Street, Room 221; Rockford, IL 61103

Board Committee Members: Dr. Allen Williams-Chair, Dr. John Halversen-Vice-Chair, Angie Goral, Dr. David Helland, James Powers, and Robert McCreath (Ex-Officio)

WCHD Participants: Dr. Sandra Martell – Public Health Administrator, James Keeler - Director of Finance; Stephanie Bahling – Executive Assistant (recorder)

Agenda Item	Time	Sponsor
1. Approval of June 14, 2023 Agenda	1 min	A. Williams
2. Guidance Regarding WCHD Offices <ul style="list-style-type: none"> a. 555 North Court Bond Repayment b. Recommission and Development of 401 Division 		
3. Financial Statements <ul style="list-style-type: none"> a. Resolution of Expenditures - <i>Deferred</i> b. Statement of Fund Balance - <i>Deferred</i> c. Financial Review - <i>Deferred</i> d. Balance Sheet - <i>Deferred</i> e. Bank Reconciliations <ul style="list-style-type: none"> i. General Account ii. Lead Account iii. Abandoned Properties iv. State of Illinois E-Pay f. Revenue and Expenditure Reports - <i>Deferred</i> g. Public health Emergency Reserve Minimum Graph - <i>Deferred</i> h. Accounts Receivable - <i>Deferred</i> 	10 min	A. Williams
4. Implementation of cost of living adjustment per budget		
5. Budget Amendments <ul style="list-style-type: none"> a. FY2023 – Amendment #1 <ul style="list-style-type: none"> i. Transfer of funds between line items; Expense/revenue -neutral 	5 min	A. Williams
6. Major Expenditure Requests <ul style="list-style-type: none"> a. PHS: VR – Electronic Filing Fee for May, 2023 Death Certificates b. HA: University of Illinois Medical Consultation Agreement c. HA: Colorwave Graphics – Maternal Child & Health Bus Wrap d. EH: Winnebago County SWCD – Soil Boring invoice e. HA: Sheila Elliott, RN – Tuition Reimbursement 	30 min	A. Williams
7. Proposed Contracts and Agreements <ul style="list-style-type: none"> a. HPW: MOU – Tobacco Free Community, “Catch my Breath” 		
8. Executive Sessions	0 min	S. Martell

9. Additions

5 min

A. Williams

10. Adjournment

1 min

A. Williams