



BOARD OF HEALTH: Quality Committee

Date of Meeting: June 20, 2023

Time of Meeting: 5:30 p.m. – 6:30 p.m.

Location of Meeting: 555 North Court Street; Rockford, IL 61103 – Room Conference 115

Board Committee Members: Dr. Patricia Lewis (Chair), James Powers, Dr. Allen Williams, Robert McCreath (Ex-Officio)

WCHD Participants: Sandra Martell – Public Health Administrator; Tiffany Levine – Sponsor, PHS Q/I Project; Michael Jarvis – Sponsor, EHI Q/I Project; Patrick Ngum – Data and Quality Director; Stephanie Bahling, Executive Assistant (Recorder)

Agenda Item	Time	Sponsor
1. Approval of Agenda: June 20, 2023	1 min	P. Lewis
2. Approval of minutes: May 16, 2023	1 min	P. Lewis
3. PHAB Reaccreditation Review	25 min	P. Ngum/R. Lyons
a. Domain 10 – Build and maintain a strong organizational infrastructure for public health		
i. Standard 10.1 – Employ strategic planning skills.		
ii. Standard 10.2 – Manage financial, information management and human resources effectively.		
iii. Standard 10.3 – Foster accountability and transparency within the organizational infrastructure to support ethical practice, decision-making and governance.		
b. Foundational Capability Measures		
i. 10.1.1 A – Adopt a department-wide strategic plan.		
ii. 10.2.2 A – Maintain a secure information management infrastructure to support strategic goals.		
iii. 10.2.4 A – Oversee financial management systems.		
iv. 10.3.2 A – Communicate with governance routinely and on an as-needed basis.		
v. 10.3.3 A – Access and use legal services in planning, implementing and enforcing public health initiatives.		
c. Equity		
i. 10.2.1 A – Manage operational policies including those related to equity.		
4. Quality Improvement Project Update	25 min	P. Ngum/S. Martell
a. Overview of Status of Projects - PDSA Cycle		
b. QI Clerical Procedures Project Update		T. Marshall
c. QI Communications Project Update		K. O’Toole
d. QI IGROW Project Update		C. Floyd
5. Executive Session		
6. Additions	5 min	P. Lewis
7. Adjournment		