



BOARD OF HEALTH

Date of Meeting: July 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, 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: July 18, 2023	5 min	R. McCreath
3. Approval of Minutes: June 20, 2023 minutes	5 min	R. McCreath
4. Health Department Highlights		
a) <i>FY2024 Budget Presentation</i>	10 min	S. Martell/ J. Keeler
5. President’s Report	5 min	R. McCreath
6. Committee Reports		
a) Executive Committee – <i>No meeting</i>	5 min	R. McCreath
b) Finance Committee		
1) Approval of Minutes: July 12, 2023	15 min	A. Williams
2) Bond Repayment for 555 North Court Street		
3) Adoption of FY2024 Health Department Budget		
4) Financial Statements for June, 2023		
a. Resolution of Expenditures		
b. Statement of Fund Balance		
c. Financial Review		
d. Balance Sheet		
e. Bank Reconciliations		
i. General Account		
ii. Abandoned Properties		
iii. Lead Account		
iv. State of Illinois E-Pay		
f. Revenue and Expenditure Reports		
g. Public Health Emergency Reserve Minimum Graph		

- h. Accounts Receivable Grantors
- 5) Major Expenditure Requests (*Items a - e were approved by Finance Committee*)
 - a. PHS: VR – Electronic Filing Fee for June 2023 Death Certificates
 - b. HA: Communications – Adobe Software Licensing
 - c. EHI: Housing – Northern Illinois Service Co. Demolition
 - d. EHI: Housing – Winnebago County Soil and Water Conservation District, Soil Borings
 - e. EHI: Housing – Vendor(s) to be determined by bid of demolitions
- 6) Proposed Contracts and Agreements - *None*
- c) Policy Committee – *No Meeting* 5 min P. Lewis
- d) Personnel Committee – *No Meeting* 10 min L. Hoover
 - 1) Policy 023-0524-22/Jury & Witness Duty Leave
- e) Quality Improvement Committee
 - 1) Meeting – July 18, 2023
 - 2) Quality Improvement Project Update 5 min P. Lewis
 - a. Overview of Status of Projects - PDSA Cycle
 - b. PHEP – N95 Respirator Fit Testing
 - c. Strategic Initiatives – Increasing Community Partners
 - 3) PHAB Reaccreditation Review 5 Min P. Ngum/
R. Lyons
 - a. Domain 4: Strengthen, support, and mobilize communities and partnerships to improve health.
 - b. Domain 7: Contribute to an effective system that enables equitable access to the individual services and care needed to be healthy.
- 7. New Business/Other Matters 2 min R. McCreath
- 8. Correspondence and Information 2 min S. Martell
- 9. Additions R. McCreath
- 10. Executive Closed Session 5 min S. Martell
- 11. Adjournment