



## BOARD OF HEALTH

**Date of Meeting:** August 15, 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 Hoss

Agenda Item	Time	Sponsor/Presenter
1. Introduction of Guests/ Public Participation	5 min	R. McCreath
2. Approval of Agenda: August 15, 2023	5 min	R. McCreath
3. Approval of Minutes: July 18, 2023 minutes	5 min	R. McCreath
4. Health Department Highlights		
a) Domain 1: Rabies; WNV		T. Kisner/T. Marshall
b) Domain 2: Demolitions, Gun Lock Distribution		T. Marshall/S. Martell
c) Domain 4: Harm Reduction; Partnering for Vaccine Equity (PAVE)		T. Kisner/C. Hall
d) Domain 5: Strategic Initiatives		C. Hall
e) Domain 10: Mental Health Advisory Committee; Universal Newborn Support Services		S. Martell
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	25 min	A. Williams
1) Approval of Minutes: August 9, 2023		
2) Disposition/Planning for 401 Division Street Property		
a. Special Meeting – August 22, 2023		
2:00 pm – 4:00 pm		
555 North Court Street, Room 115		
3) Update on FY2024 Winnebago County Budget Adoption		
4) Financial Statements for July, 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
- 5) Major Expenditure Requests  
*(Items a - b were approved by Finance Committee, Item c & d are new)*
  - a. PHS: VR – Electronic Filing Fee for July 2023 Death Certificates
  - b. HPW: Zully Vock, Infant Mental Health Consultant
  - c. EH: Northern Illinois Service Company – Host Fee demo Gold River Trailer Park/underground tank removal
  - d. EH: Vendor TBD – Annual Tire Drive
- 6) Proposed Contracts and Agreements
  - a. MOU – South Beloit High School Health Clinic for Remote WIC Services
  - b. Affiliation Agreement – OSF Healthcare d/b/a St. Anthony College of Nursing for practice site
- c) Policy Committee – *no meeting* 5 min P. Lewis
- d) Personnel Committee 10 min P. Lewis
  - 1) Approval minutes June 14, 2023
  - 2) Approval minutes August 9, 2023
  - 3) Personnel Policies
    - a. 008-0308-23: Performance Appraisal
    - b. 049-0223-23: Employee Recognition
- e) Quality Improvement Committee
  - 1) Meeting – August 15, 2023
  - 2) Audit Reports for Filing
    - a. Better Birth Outcomes FY2023
    - b. HRIF High Risk Infant Follow-up FY2023
  - 3) Quality Improvement Project Update 5 min P. Lewis
    - a. Decreased Failed Home Visiting P. Ngum/T. Levine
  - 4) PHAB Reaccreditation Review 5 Min R. Lyons
    - a. Domain 6: Utilize legal and regulatory actions designed to improve and protect the public health
    - b. Domain 9: Improve and innovate public health functions through ongoing evaluation, research, and continuous quality improvement.
- 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