



## BOARD OF HEALTH: FINANCE COMMITTEE

**Date of Meeting:** September 6, 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

Agenda Item	Time	Sponsor
1. Approval of September 6, 2023 Agenda	1 min	A. Williams
2. Disposition/Planning 401 Division Property	5 min	S. Martell
3. Revised FY2024 Budget	10 min	J. Keeler/S. Martell
4. Financial Statements	10 min	A. Williams
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		
i. General Account - <i>Deferred</i>		
ii. Lead Account - <i>Deferred</i>		
iii. Abandoned Properties - <i>Deferred</i>		
iv. State of Illinois E-Pay - <i>Deferred</i>		
f. Revenue and Expenditure Reports - <i>Deferred</i>		
g. Public health Emergency Reserve Minimum Graph - <i>Deferred</i>		
h. Accounts Receivable - <i>Deferred</i>		
5. Major Expenditure Requests	30 min	A. Williams
a. PHS: VR – Electronic Filing Fee for August 2023 Death Certificates		
b. HA: TIC - Illinois Collaboration on Youth for Trauma Training		
c. HPW: WIC - Teletask Messenger and Add Media		
d. HPW: TEP – City of Rockford Police Department – Tobacco Enforcement Checks		
e. CS: Finance –Time Clock Plus Software Timekeeping system		
f. HA: Communications – Web3 Meta Growth (formerly Chundersoft) – website support 10/2023-10/2024		
6. Proposed Contracts and Agreements		
a. Contract – TEP City of Rockford		
b. Contract – TEP Loves Park		
c. Contract – TEP WCSO - Machesney Park		
d. Contract – TEP Roscoe		
e. Contract – TEP South Beloit		
7. Executive Session - <i>None</i>	0 min	S. Martell
8. Additions	5 min	A. Williams
9. Adjournment	1 min	A. Williams