



BOARD OF HEALTH

Date of Meeting: November 21, 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, Alderman Jonathon Logemann, Dr. Stephen Minore, Robert McCreath, Valerie Pobjecky, 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 |
| a) Welcome Board of Health Members <i>Alderman Jonathon Logemann</i> <i>Dr. Stephen Minore</i> | | |
| 2. Approval of Agenda: November 21, 2023 | 1 min | R. McCreath |
| 3. Approval of Minutes: October 17, 2023 | 5 min | R. McCreath |
| 4. Health Department Highlights | | |
| a) Domain 1: Respiratory Illness, TB | 5 min | T. Kisner |
| b) Domain 4: iGrow | 5 min | C. Floyd |
| c) Domain 5: Public Health Preparedness: EOP, CPR, Bridge Program | 5 min | R. Lyons |
| d) Domain 7: Strides Against Breast Cancer | 5 min | T. Levine |
| 5. President’s Report | 5 min | R. McCreath |
| a) Nominating Committee | | |
| 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: November 8, 2023 | | |
| 2) Financial Statements for October 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
- 3) Major Expenditure Requests (*items a – f were approved in Committee*)
 - a. PHS: VR – Electronic Filing Fee for October 2023 Death Certificates
 - b. HA: Qualtrics Cloud-Based Software renewal
 - c. HA: Zoom business subscription renewal
 - d. HA: University of Illinois College of Medicine Agreement for Chief Medical Officer
 - e. HA: National Cinemedia – Digital Advertising Campaign
 - f. EH: N Trak Group – Demolition Contractor
- 4) Proposed Contracts and Agreements (*items a – b were approved in Committee*)
 - a. Agreement: Illinois Public Health Association & WCHD Subaward Agreement for HIV Regional Intervention Grant (RIG)
 - b. Contract Extensions for Lead Mitigation Work
 - i. Stene’s Contractors
 - ii. CMM Environmental
 - iii. Gerke Enterprises
 - iv. ARC Environmental
 - v. Taylor Made Carpentry
- c) Policy Committee – *no meeting* P. Lewis
- d) Personnel Committee – November 21, 2023 10 min L. Hoover
 - 1) Workforce Development Plan
- e) Quality Improvement Committee 10 min P. Lewis
 - 1) Meeting – November 21, 2023
 - 2) Quality Improvement Project overview P. Ngum
 - 3) PHAB Reaccreditation Review
 - a. Domain 2: Emergency Operations Plan
 - b. Domain 8: Workforce Development Plan
- 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 10 min S. Martell
- 11. Adjournment