



## BOARD OF HEALTH: FINANCE COMMITTEE

**Date of Meeting:** November 8, 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 November 8, 2023 Agenda	1 min	A. Williams
2. Disposition/Planning 401 Division Property	5 min	S. Martell
3. 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		
ii. Lead Account		
iii. Abandoned Properties		
iv. State of Illinois E-Pay		
f. Revenue and Expenditure Reports - <i>Deferred</i>		
g. Public health Emergency Reserve Minimum Graph - <i>Deferred</i>		
h. Accounts Receivable - <i>Deferred</i>		
4. Major Expenditure Requests	30 min	A. Williams
a. PHS: VR – Electronic Filing Fee for September 2023 Death Certificates		
b. HA: Qualtrics Cloud-Based Software renewal		
c. HA: Zoom business subscription renewal – 30 licenses		
d. HA: University of Illinois College of Medicine Annual Agreement		
e. HA: National Cinemedia – Digital Advertising		
f. EH: N Trak Group – Demolition Contractor		
5. Proposed Contracts and Agreements		
a. HA: Agreement: Professional Health Services Agreement U of I Annual Agreement		
b. CD: Agreement: Illinois Public Health Association & WCHD Subaward Agreement		
c. EH: Contract: Lead Mitigation Work, extended contract – Stene’s Contractors		
d. EH: Contract: Lead Mitigation Work, extended contract – CMM Environmental		
e. EH: Contract: Lead Mitigation Work, extended contract – Gerke Enterprises		
f. EH: Contract: Lead Mitigation Work, extended contract – ARC Environmental		
g. EH: Contract: Lead Mitigation Work, extended contract – Taylor Made Carpentry		
6. Executive Session - <i>None</i>	0 min	S. Martell
7. Additions	5 min	A. Williams
8. Adjournment	1 min	A. Williams