



BOARD OF HEALTH

Date of Meeting: January 16, 2024
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, 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
2. Approval of Agenda: January 16, 2024	1 min	R. McCreath
3. Approval of Minutes: November 21, 2023	5 min	R. McCreath
4. Disposition/Planning 401 Division Street – update	1 min	T. Marshall
5. Health Department Highlights		
a) Domain 1: Respiratory Illness/Product Recalls	5 min	Todd K/Todd M
b) Domain 2: TB/E.Coli/Cottage Foods	5 min	Todd K/Todd M
c) Domain 5: Reaccreditation/IPLAN Community Partner Workshop	5 min	Rebecca/Patrick
d) Domain 6: Laws Going into Effect in 2024	5 min	Michael J
e) Domain 7: WIC Feedback Survey	5 min	Cheryl F
6. President’s Report	5 min	R. McCreath
a) Nominating Committee		
7. Committee Reports		
a) Executive Committee – <i>No meeting</i>	5 min	R. McCreath
b) Finance Committee	25 min	A. Williams
a. Consideration of Offer for Right of Way and Temporary Easement for 555 N. Court Street		
b. 2024 Minimum Wage Increase		
c. Financial Statements for November & December 2023		
a. Resolution of Expenditure		
b. Statement of Fund Balance		
c. Financial Review		
d. Balance Sheet		
e. Bank Reconciliations		
i. General Account November, 2023		

- ii. General Account December, 2023
- iii. Abandoned Properties November, 2023
- iv. Abandoned Properties December, 2023
- v. Lead Account November, 2023
- vi. Lead Account December, 2023
- vii. State of Illinois E-Pay November, 2023
- viii. State of Illinois E-Pay December, 2023
- f. Revenue and Expenditure Reports
 - i. November, 2023
 - ii. December, 2023
- g. Public Health Emergency Reserve Minimum Graph
 - i. November, 2023
 - ii. December, 2023
- h. Accounts Receivable
 - i. November, 2023
 - ii. December, 2023
- d. Major Expenditure Requests *(items a-e were approved in Committee)*
 - a. PHS: VR – Electronic Filing Fee for November 2023 Death Certificates
 - b. PHS: VR – Electronic Filing Fee for December 2023 Death Certificates
 - c. HA: Northern Illinois Public Health Consortium 2024 Annual Membership Dues
 - d. HA: Rockford Regional Health Council 2024 Membership Dues
 - e. EH: Viken Detection – XRF Analyzer Resource
- e. Proposed Contracts and Agreements & Policies *(items a–d were approved in the Finance Committee meeting, item c was also presented and approved in the Policy Committee meeting and item d was also presented and approved in the Personnel Committee meeting).*
 - a. Harm Reduction Program Site Agreement Template
 - b. DOPP – Stepping Stones
 - c. IBCCP – MOA: WCHD & Providers
 - i. IBCCP – MOA: WCHD & Aurora Radiology Consultants
 - ii. IBCCP – MOA: WCHD & Crusader Clinic
 - iii. IBCCP – MOA: WCHD & Mercy Health
 - iv. IBCCP – MOA: WCHD & Northwestern Hospital Contract
 - v. IBCCP – MOA: WCHD & Radiology Consultants of Rockford
 - vi. IBCCP – MOA: WCHD & Rockford Anesthesiologist
 - vii. IBCCP – MOA: WCHD & Rockford Association Pathology
 - viii. IBCCP – MOA: WCHD & UW Swedish American Hospital
 - d. 065-0419-16: Cell Phone Policy
- c) Policy Committee 5 min P. Lewis
 - a. UPDATE: Adoption of the 2024 International Property Maintenance Code
- d) Personnel Committee: Personnel Policies for consideration 5 min L. Hoover

(Items a-c approved at committee, item b also approved at Finance Committee)

 - a. 024-1127-23 – Secondary Employment Policy
 - b. 065-0419-16 – Cell Phone Policy
 - c. 036-0621-22 – Care, Responsibility, & Usage of WCHD Equipment and Personal Equipment

e) Quality Improvement Committee	10 min	P. Lewis
a. Meeting – January 16, 2023		
b. Quality Improvement Project Update		
c. PHAB Reaccreditation Update		
8. New Business/Other Matters	2 min	R. McCreath
9. Correspondence and Information	2 min	T. Marshall
10. Additions		R. McCreath
11. Executive Closed Session		
12. Adjournment		