



BOARD OF HEALTH

Date of Meeting: May 21, 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	B. McCreath
2. Approval of Agenda: May 21, 2024	1 min	B. McCreath
3. Approval of Minutes: April 16, 2024	5 min	B. McCreath
4. Health Department Highlights	5 min	S. Martell
5. President’s Report		
6. Committee Reports		
a. Executive Committee – <i>No meeting</i>	5 min	B. McCreath
b. Finance Committee	25 min	A. Williams
1) Financial Statements		
a) Bank Reconciliations		
i. General Account		
ii. Lead Account		
iii. Abandoned Properties		
iv. State of Illinois E-Pay		
b) Resolution of Expenditure		
c) Statement of Fund Balance		
d) Financial Review		
e) Balance Sheet		
f) Revenue and Expenditure Report		
g) Public Health Emergency Reserve Minimum Graph		
h) Accounts Receivable		
2) Major Expenditure Requests – <i>Items a-f were advanced by the Finance Committee including the budget amendment moving funding from state operating grant to other professional services.</i>		
a) PHS: VR – Electronic Filing Fee for April 2024 Death Certificates		

- b) HA: Studio GWA – Architectural Services, 555 N. Court Street improvements
- c) PHEP: PPE Headgear with disposable face shields
 - i. Budget Amendment – Move funding from State Operating Grant to Other Professional Services. IDPH emergency preparedness program is funding the expense to purchase the Power Air Purifying Respirators
- d) EH: Strong Communities Demolition Projects
- e) TIC: Trauma Informed educational film rights
- f) VR: Bonded Certificate Paper
- 3) Proposed Contracts, Agreements & Policies – *Items a-c i-vi were advanced by the Finance Committee*
 - a) HPW: MOU S. Beloit School District – WIC nutrition program
 - b) HPW: MOU City of Rockford, Head Start – WIC nutrition program
 - c) HPW: MOU MIECHV (Maternal, Infant, Early Childhood Home Visiting)
 - i. Early Head Start
 - ii. Easterseals
 - iii. Harlem 122
 - iv. Rockford Public Schools
 - v. YWCA Northwest Illinois
 - vi. Brightpoint
- c. Personnel Committee L. Hoover
 - 1) Personnel Policies for consideration (*items a-d were advanced from committee*)
 - a) 022-0524-22 – Bereavement Leave Policy
 - b) 079-0502-22 – Sick Leave Policy
 - c) 088-0430-24 – Personal Leave Policy
 - d) 033-0607-22 – Observed Holidays Policy
- d. Policy Committee D. Kunz
 - 1) Policies for consideration (*item a-b were advanced from committee*)
 - a) 007-1204-23 – De-escalation Practices Policy
 - b) 1132-1214-23 – Client Grievance Procedures Policy
- e. Quality Improvement Committee 20 min P. Lewis
 - 1) Meeting – May 21, 2024
 - 2) Quality Improvement Plan Revisions
 - 3) Quality Committee Charter Revisions
 - 4) Quality Improvement Initiatives Update
 - a) Routine Records Destruction
 - b) Illinois Breast and Cervical Cancer Program (IBCCP)
- 7. New Business/Other Matters 2 min B. McCreath
- 8. Correspondence and Information
- 9. Additions
- 10. Executive Closed Session 5 min S Martell
- 11. Adjournment 2 min