



**Minutes of the BOH Finance Committee Meeting
 Wednesday, May 8, 2024 at 5:30 p.m.
 Winnebago County Health Department
 Room 221 555 North Court Street
 Rockford, IL**

Members Present: Dr. Williams (chair), Bob McCreath, Dr. Helland, Jim Powers, Angie Goral; Dr. Halversen (vice-chair)

Members Absent: Dr. Minore

WCHD Staff Present: Dr. Sandra Martell-Public Health Administrator, James Keeler-Finance Director, Stephanie Bahling Executive Assistant (recorder).

Dr. Williams called the May 8, 2024 meeting to order at 5:34 pm.

1. Approval of Agenda

Dr. Williams asked for a motion to approve the May 8, 2024 Finance Committee meeting agenda which was provided by Jim Powers, seconded by Dr. Helland, all were in favor, unanimously approved, motion carried to set the agenda. Ayes (6), Nays (0), Absent (1).

2. Approval of April 10, 2024 meeting minutes

Dr. Williams asked for a motion to approve the April 10, 2024 Finance Committee Meeting Minutes which was provided by Angie Goral, seconded by Jim Powers, all were in favor and the April 10, 2024 meeting minutes were approved. Ayes (6), Nays (0), Absent (1).

3. Financial Statements

Dr. Williams reported that the bank account reconciliations as of April 30, 2024 reflected that the general account had an ending balance of \$983,061.91; the lead account had an ending balance of \$118,376.75; the abandoned properties account had an ending balance of \$5,000 and the EPAY account had an ending balance of \$1,586,233.55. The resolution of expenditures, statement of fund balance, financial review, balance sheet, revenue & expenditures report, public health emergency minimum reserve graph and accounts receivable reports were all deferred.

4. Major Expenditure Requests:

Major Expenditure Reports					
Item	Vendor/Contractor	Services/Item	Amount	Motion/Second	Approved
a.	PHS - Vital Records	IDPH	\$ 8,084.00	Dr. Helland/ Angie Goral	All in favor, motion carries Ayes (6), Nays (0), Absent (1)
b.	HA - Administration	Studio GWA	\$ 29,920.00	Dr. Halversen/ Dr. Helland	All in favor, motion carries Ayes (6), Nays (0), Absent (1)
c.	PHEP - Emergency Preparedness	Maxair Systems	\$ 199,836.17	Dr. Halversen/ Jim Powers	All in favor, motion carries Ayes (6), Nays (0), Absent (1)
d.	EH - Demolitions	Strong Community Demo	\$ 150,000.00	Angie Goral / Bob McCreath	All in favor, motion carries Ayes (6), Nays (0), Absent (1)
e.	HA - TIC	Tonier Cain International	\$ 5,175.00	Bob McCreath/ Dr. Helland	All in favor, motion carries Ayes (6), Nays (0), Absent (1)
f.	PHS - Vital Records	International Security Products	\$ 9,179.20	Jim Powers/ Dr. Helland	All in favor, motion carries Ayes (6), Nays (0), Absent (1)



5. Proposed Contracts and Agreements:

Item	Vendor/Contractor	Sevices/Item	Motion/Seconded	Approved
a.	S. Beloit School District	WIC Nutrition Program	Dr. Halversen/ Dr. Helland	All in favor, motion carries Ayes (6), Nays (0), Absent (1)
b.	City of Rockford	WIC Nutrition Program	Dr. Helland/ Jim Powers	All in favor, motion carries Ayes (6), Nays (0), Absent (1)
c.i.	Early Head Start	MIECHV Home Visiting Agreement	Dr. Halversen/ Dr. Helland	All in favor, motion carries Ayes (6), Nays (0), Absent (1)
c.ii.	Easterseals	MIECHV Home Visiting Agreement	Jim Powers/ Bob McCreath	All in favor, motion carries Ayes (6), Nays (0), Absent (1)
c.iii.	Harlem 122	MIECHV Home Visiting Agreement	Bob McCreath/ Jim Powers	All in favor, motion carries Ayes (6), Nays (0), Absent (1)
c.iv.	Rockford Public Schools	MIECHV Home Visiting Agreement	Jim Powers/ Dr. Halversen	All in favor, motion carries Ayes (6), Nays (0), Absent (1)
c.v.	YWCA Northwest Illinois	MIECHV Home Visiting Agreement	Dr. Halversen/ Dr. Helland	All in favor, motion carries Ayes (6), Nays (0), Absent (1)
c.vi.	BrightPoint	MIECHV Home Visiting Agreement	Jim Powers/ Dr. Helland	All in favor, motion carries Ayes (6), Nays (0), Absent (1)

6. Policies for Consideration - None

7. Executive Session – None

8. Additions –None

9. Adjournment

There being no additional business, Dr. Williams entertained a motion to adjourn the Finance Committee Meeting, which was provided by Dr. Halversen, seconded by Angie Goral, all were in favor and the May 8, 2024 Finance Committee meeting adjourned at 5:47 pm.

Approved by the Board of Health

Winnebago County Board of Health

Date