



## BOARD OF HEALTH

**Date of Meeting:** July 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: July 16, 2024	1 min	R. McCreath
3. Approval of Minutes: June 18, 2024	5 min	R. McCreath
4. Health Department Highlights	5 min	S. Martell
a. Domain 1: H5N1, Lead Surveillance		T. Kisner/T. Marshall
b. Domain 3: PrEP Campaign; Annual Report		K. O’Toole
c. Domain 5: Luther Center Recovery, IPLAN Update		R. Lyons/P. Ngum
d. Domain 7: PAVE Update		C. Floyd
5. President’s Report		R. McCreath
6. Committee Reports		
a. Executive Committee – <i>No meeting</i>	5 min	R. McCreath
b. Finance Committee	25 min	A. Williams
1) Approval WCHD FY2025 Budget – <i>advanced from the Finance Committee</i>		
2) Implementation of FY2024 COLA effective July 1, 2024		
3) 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
- 4) Major Expenditure Requests – *Items a-c were advanced by the Finance Committee. Item d needs a motion, second and vote.*
  - a) PHS: VR – Electronic Filing Fee for June 2024 Death Certificates
  - b) HA: University of Illinois Medical Consultant Agreement
  - c) HA: Adobe Licenses
  - d) EH: Soil Boring
- 5) Proposed Contracts, Agreements & Policies – *None*
- 6) Policies for Consideration - *None*
- c. Personnel Committee – *meeting 7/10/2024 no quorum* L. Hoover
  - 1) Approval of May 8, 2024 Minutes
  - 2) 050-0605-24: Orientation Program Policy
- d. Policy Committee 5 min D. Kunz
  - 1) Policies for Consideration – *Items a-c were advanced by the Policy Committee*
    - a) 1100-0407-15: Communication Services for Non-English-Speaking Clients
    - b) 1101-0421-15: Communication Services for Hearing/Vision impaired Clients
    - c) 1133-0510-24: Information Security
- e. Quality Improvement Committee 10 min P. Lewis
  - 1) Meeting – July 16, 2024
  - 2) Quality Improvement Project updates
    - a) Emergency Preparedness – Access & Functional Needs (AFN)
    - b) HPW: WIC – Increase breastfeeding participation
- 7. New Business/Other Matters 2 min R. McCreath
- 8. Correspondence and Information
- 9. Additions
- 10. Executive Closed Session
- 11. Adjournment 2 min R. McCreath