



## BOARD OF HEALTH

**Date of Meeting:** August 20, 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  | A. Williams       |
| 2. Approval of Agenda: August 20, 2024   | 1 min  | A. Williams       |
| 3. Approval of Minutes: July 16, 2024  | 5 min  | A. Williams       |
| 4. Presentation  |        |                   |
| a. <i>Annual Report 2023</i>   | 5 min  | K. O’Toole        |
| b. <i>Annual Strategic Plan Report 2023</i>  | 5 min  | C. Hall           |
| 5. Health Department Highlights:   | 5 min  | S. Martell        |
| a. Domain 1: E-coli/Bathing Beaches  |        | T. Marshall       |
| b. Domain 5: Reaccreditation Update  |        | R. Lyons          |
| c. Domain 7: Farmers: Market   |        | C. Floyd          |
| 6. President’s Report  |        |                   |
| a. Save-the-Date for Health Priority Review for IPLAN 2025<br>Wednesday, September 25, 2025<br>4:00 pm – 6:00 pm<br>Prairie Street Brewhouse |        |                   |
| 7. Committee Reports   |        |                   |
| a. Executive Committee – <i>No meeting</i>   | 5 min  | A. Williams       |
| 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 – *Items a-e were advanced by the Finance Committee.*

- a) PHS: VR – Electronic Filing Fee for July 2024 Death Certificates
- b) HPW: Web3 Meta Growth – MIECHV IGrow Web redesign
- c) EH: Soil Boring Invoice with Notice of Increase in Fees from Winnebago County Soil & Water Conservation District.
- d) HA: TimeClock Plus Annual Maintenance and Software License
- e) HA: Refund of SIPA-24 Grant Fund Interest

3) Proposed Contracts, Agreements & Policies – *Items a-c were advanced by the Finance Committee items d-l need motion, second & vote.*

- a) EH: Affiliate Agreement – Northern Illinois University Internship
- b) HPW: Interagency Agreement - Illinois Department of Public Health – Medical Cannabis Patient Registry
- c) ED: Lead Program Proposed Contract and Bid
- d) HPW: Northwest Community Center – Catch My Breath
- e) HPW: Flinn Middle School – CC2 Substance Use Prevention Programming
- f) HPW: Harlem Middle School – Substance Use Prevention Programming
- g) HPW: Johnson Elementary School – Substance Use Prevention Programming
- h) HPW: RESA Middle School – CC2 Substance Use Prevention Programming
- i) HPW: RESA Middle School – Substance Use Prevention Programming

c. Personnel Committee – No meeting

L. Hoover

d. Policy Committee – No meeting

D. Kunz

1) Approval July 10, 2024 Meeting Minutes

e. Quality Improvement Committee

10 min

P. Lewis

1) Meeting –August 20, 2024

2) Quality Improvement Plan Activities

3) Quality Improvement Project updates

a) HA: Data Requests – Reduce turnaround time

b) HP: Rabies Post Exposure Prophylaxis

8. New Business/Other Matters

2 min

A. Williams

9. Correspondence and Information - none

10. Additions

11. Executive Closed Session

12. Adjournment

2 min

A. Williams