



BOARD OF HEALTH: FINANCE COMMITTEE

Date of Meeting: October 9, 2024

Time of Meeting: 5:30 pm – 6:30 pm

Location of Meeting: 555 North Court Street, Room 221; Rockford, IL 61103

Board Committee Members: Dr. Allen Williams-Chair, Dr. John Halversen Vice-Chair, Angie Goral, Dr. David Helland, James Powers, Dr. Stephen Minore, Jonathan Logemann and Robert McCreath (Ex-Officio)

WCHD Participants: Dr. Sandra Martell – Public Health Administrator, James Keeler - Director of Finance

Agenda Item	Time	Sponsor
1. Approval of October 9, 2024 Agenda	1 min	A. Williams
2. Approval of September 11, 2024 Finance Committee Meeting Minutes	1 min	A. Williams
3. Financial Statements	10 min	A. Williams
a. Bank Reconciliations – September 2024		
i. General Account		
ii. Lead Account		
iii. Abandoned Properties		
iv. State of Illinois E-Pay		
b. Resolution of Expenditures - <i>deferred</i>		
c. Statement of Fund Balance - <i>deferred</i>		
d. Financial Review - <i>deferred</i>		
e. Balance Sheet - <i>deferred</i>		
f. Revenue and Expenditure Reports - <i>deferred</i>		
g. Public health Emergency Reserve Minimum Graph - <i>deferred</i>		
h. Accounts Receivable - <i>deferred</i>		
4. Major Expenditure Requests	15 min	A. Williams
a. PHS: VR – Electronic Filing Fee for September 2024 Death Certificates		
b. HPW: WIC – Teletask Messenger System		
c. HA: Qualtrics LLC – Software System Subscription License Renewal		
d. HA: Zoom - License Renewal & Consulting Services		
e. HA: Web3Meta - WCHD website hosting, maintenance & support		
5. Proposed Contracts and Agreements	5 min	A. Williams
a. PHS: WCHD & UIC Professional Healthcare Services Agreement – Amendment 1		
b. HPW: Contract WCHD & Roscoe Police Department – Tobacco Enforcement Program		
c. HPW: Contract WCHD & City of Loves Park – Tobacco Enforcement Program		
d. HPW: Contract WCHD & City of South Beloit – Tobacco Enforcement Program		
e. HPW: Contract WCHD & Winnebago County Sheriff’s Office – Tobacco Enforcement Program		
f. HA: Contract WCHD & Everbridge – Service Agreement		
6. Policies for Consideration - <i>None</i>		
7. Executive Session - <i>None</i>		
8. Additions - <i>None</i>	5 min	A. Williams
9. Adjournment	1 min	A. Williams