



**Minutes of the BOH Finance Committee Meeting
Wednesday, July 10, 2024 at 5:30 p.m.
Winnebago County Health Department
Room 221 555 North Court Street
Rockford, IL**

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

Members Absent: Dr. Williams (chair)

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

Dr. Halversen called the July 10, 2024 meeting to order at 5:30 pm.

1. Approval of Agenda

Dr. Halversen asked for a motion to approve the July 10, 2024 Finance Committee meeting agenda which was provided by Dr. Helland, seconded by Jonathan Logemann, all were in favor, unanimously approved, motion carried to set the agenda. Ayes (7), Nays (0), Absent (1).

2. Approval of June 12, 2024 meeting minutes

Dr. Halversen asked for a motion to approve the June 12, 2024 Finance Committee Meeting Minutes which was provided by Jim Powers, seconded by Dr. Helland, all were in favor and the June 12, 2024 meeting minutes were approved. Ayes (7), Nays (0), Absent (1).

3. WCHD FY2025 Budget Recommendation

Dr. Halversen entertained a motion to approve WCHD’s FY2025 Budget which was proved by Dr. Helland, seconded by Jim Powers, all were in favor and WCHD’s FY2025 budget was approved to advance to the board. Ayes (7), Nays (0), Absent (1).

4. Financial Statements

Dr. Halversen reported that the bank account reconciliations as of June 30, 2024 for the general account had an ending balance of \$1,455,011.60; the lead account had an ending balance of \$54,831.80; the abandoned properties account had an ending balance of \$22,915.22 and the EPAY account had an ending balance of \$1,686,050.52. 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.

5. Major Expenditure Requests:

Major Expenditure Reports					
Item	Vendor/Contractor	Services/Item	Amount	Motion/Second	Approved
a.	IDPH	IDPH fee for Electronic Filing of Death Certificates for June 2024	\$ 6,552.00	Dr. Helland/ J. Logemann	All in favor, motion carries Ayes (7), Nays (0), Absent (1)
b.	University of Illinois College of Medicine	Medical Consultation Services	\$ 21,420.00	Dr. Helland/ J. Logemann	All in favor, motion carries Ayes (7), Nays (0), Absent (1)
c.	Adobe	Software licenses	\$ 12,547.08	Dr. Helland/ J. Logemann	All in favor, motion carries Ayes (7), Nays (0), Absent (1)



- 6. **Proposed Contracts and Agreements - None**
- 7. **Policies for Consideration - None**
- 8. **Executive Session – None**
- 9. **Additions –None**
- 10. **Adjournment**

There being no additional business, Dr. Halversen entertained a motion to adjourn the Finance Committee Meeting, which was provided by Dr. Helland, seconded by Bob McCreath, all were in favor and the July 10, 2024 Finance Committee meeting adjourned at 5:43 pm. Ayes (7), Nays (0), Absent (1).

Approved by the Board of Health

Winnebago County Board of Health

Date