



BOARD OF HEALTH

Date of Meeting:	July 15, 2025
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, Derrick Kunz, Penelope Lechtenberg, Alderman Jonathon Logemann, Robert McCreath, Dr. Stephen Minore, Valerie Pobjecky, James Powers, Lori Thompson, Dr. Allen Williams (Ex-Officio)
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:	Lafakeria Vaughn, Kimberly Kovanda

Agenda Item	Time	Sponsor/Presenter
1. Introduction of Guests/Public Participation	5 min	J. Halversen
2. Approval of Agenda: July 15, 2025	1 min	J. Halversen
3. Approval of Minutes: June 17, 2025	5 min	J. Halversen
4. President's Report	5 min	J. Halversen
a. Bob McCreath Retirement acknowledgement		
5. Committee Reports		
a. Executive Committee – <i>No meeting</i>	5 min	J. Halversen
b. Finance Committee	20 min	J. Halversen
1) Financial Statements		
a) Bank Reconciliations		
i. General Account		
ii. Lead Account		
iii. Abandoned Properties		
iv. State of Illinois E-Pay		
b) Resolution of Expenditures		
c) Statement of Fund Balance		
d) Financial Review		
e) Balance Sheet		
f) Revenue and Expenditure Report		
g) Public Health Emergency Reserve Minimum Graph		
h) Grant Utilization Report		
i) Accounts Receivable		
2) Major Expenditure Requests: (Items a-b were advanced from committee, just need a vote, item c needs a motion, second & vote)		

- a) PHS: VR – Electronic Filing Fee for June 2025 Death Certificates
 - b) HA: Adobe License Packages
 - c) HA: Public Health Accreditation Board – annual accreditation services fee
- 3) Proposed Contracts, Agreements & Policies: (Item a-d were advanced from committee, just need a vote,)
 - a) MOU – WCHD & Tommy Corral Memorial Foundation – Mental Health First Aid Trainings
 - b) HPW – WCHD WIC & Snap-ed partnership form
 - c) HP – Illinois Public Health Association – SFY26 Regional HIV Award Notice
 - d) EH – Agreement of Cooperation – WCHD & City of Rockford Health and Human Services Department Community Action Partnership
- c. Personnel Committee – *no meeting*
- d. Policy Committee – *no meeting*
 - 1) 1111-0526-17 Records Retention and Destruction Policy Update 1 min M. Jarvis
- e. Quality Improvement Committee 5 min S. Minore
 - 1) Meeting – July 15, 2025
 - 2) Quality Improvement Initiatives Update
 - a) QI Project: Response to Foodborne illness
 - b) QI Project: Communication
 - i. RE: Website & the response to public health concerns
 - ii. RE: Hard to Reach Population
 - 3) Program Reviews for Filing:
 - a) Local Health Protection Grant
 - i. Food Protection Program
 - ii. Potable Water Supply Program
 - iii. Private Sewage Disposal Program
 - iv. LHPG Common Requirements
- 6. New Business/Other Matters - none
- 7. Correspondence and Information
- 8. Additions - none
- 9. Executive Closed Session 5 min
- 10. Adjournment 2 min J. Halversen