



Minutes of the BOH Finance Committee Meeting
Wednesday, July 9, 2025 at 5:30 p.m.
Winnebago County Health Department
Room 221 555 North Court Street
Rockford, IL

Members Present: Dr. Williams (Ex-Officio), Angie Goral; Jonathan Logemann, Dr. Helland, Dr. Stephen Minore, Jim Powers

Members Absent: Dr. Halversen (Chair)

WCHD Staff Present: James Keeler-Finance Director, Stephanie Bahling Executive Assistant (recorder).

Dr. Williams called the July 9, 2025 meeting to order at 5:35 pm.

1. Approval of Agenda

Dr. Williams asked for a motion to approve the July 9, 2025 Finance Committee meeting agenda which was provided by Jim Powers, seconded by Dr. Helland, all were in favor, unanimously approved, motion carried to set the agenda. Ayes (6), Nays (0), Absent (1).

2. Approval of June 11, 2025 meeting minutes

Dr. Williams asked for a motion to approve the June 4, 2025 meeting minutes which was provided by Dr. Helland, seconded by Angie Goral, all were in favor, unanimously approved, motion carried and the June 11, 2025 meeting minutes were approved. Ayes (6), Nays (0), Absent (1).

3. Financial Statements

Dr. Williams reported that the bank account reconciliations as of June 30, 2025 for the general account had an ending balance of \$1,566,665.64; the lead account had an ending balance of \$85,767.72; the abandoned properties account had an ending balance of \$5,000.00 and the EPAY account had an ending balance of \$2,141,232.72. Dr. Williams indicated that resolution of expenditures, statement of fund balance, financial review, balance sheet, revenue & expenditures report, public health emergency reserve graph, grant utilization report and accounts receivable reports were all deferred.

4. Major Expenditure Requests:

Item	Vendor/Contractor	Services/Item	Amount	Motion/Second	Approved
a.	IDPH	IDPH fee for Electronic Filing of Death Certificates for June 2025	\$ 5,680.00	Jim Powers/ Dr. Helland	All in favor, motion carries Ayes (6), Nays (0), Absent (1)
b.	Adobe	Adobe License packages	\$ 11,563.56	Angie Goral/ Dr. Helland	All in favor, motion carries Ayes (6), Nays (0), Absent (1)

5. Proposed Contracts and Agreements:

Item	Vendor	Description of Services/Justification	Motion/Second	Approved
a	Tommy Corral Memorial Foundation	Tommy Corral Memorial Foundation	Dr. Helland/ Jim Powers	All in favor, motion carries Ayes (6), Nays (0), Absent (1)
b	WCHD WIC & Snap-ed Partnership	WCHD WIC & Snap-ed Partnership	Dr. Helland/ Jonathan Logemann	All in favor, motion carries Ayes (6), Nays (0), Absent (1)
c	Illinois Public Health Association	Illinois Public Health Association	Jim Powers/ Dr. Helland	All in favor, motion carries Ayes (6), Nays (0), Absent (1)
d	WCHD & City of Rockford Health and Human Services Department	WCHD & City of Rockford Health and Human Services Department	Dr. Helland/ Jonathan Logemann	All in favor, motion carries Ayes (6), Nays (0), Absent (1)



6. **Correspondence & Information** – None

7. **Policies for Consideration** – None

8. **Executive Session** – None

9. **Additions** –None

10. **Adjournment:** There being no additional business, Dr. Williams entertained a motion to adjourn the Finance Committee Meeting, which was provided by Dr. Minore, seconded by Dr. Helland, all were in favor and the June 9, 2025 Finance Committee meeting adjourned at 5:41 pm. Ayes (6), Nays (0), Absent (1).