



## BOARD OF HEALTH: FINANCE COMMITTEE

**Date of Meeting:** August 13, 2025

**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 (Ex-Officio), Dr. John Halversen, Angie Goral, Dr. David Helland, James Powers, Dr. Stephen Minore and Jonathan Logemann

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

Agenda Item	Time	Sponsor
1. Approval of August 13, 2025 Agenda	1 min	J. Halversen
2. Approval of July 9, 2025 meeting minutes	1 min	J. Halversen
3. Financial Statements	10 min	J. Halversen
a. Bank Reconciliations – July 2025		
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. Grant Utilization Report - <i>deferred</i>		
i. Accounts Receivable – <i>deferred</i>		
4. Major Expenditure Requests	15 min	J. Halversen
a. PHS: VR – Electronic Filing Fee for July 2025 Death Certificates		
b. EH: Viken Detection - XRF Analyzer Resource Service		
c. HPW-WIC: Teletask Messenger service		
5. Proposed Contracts and Agreements	5 min	J. Halversen
a. PHEP: IGA Amendment WCHD and Illinois Department of Central Management Services		
b. PHEP: Everbridge service agreement renewal		
c. HPW: Web3 Meta Growth – IGROW website redesign agreement		
d. Comm: Civic Plus Archive Social – WCHD Social media archiving & monitoring services		
e. Comm: Web3 Meta Growth– WCHD website host & maintenance		
f. HPW: Web3 Meta IGROW website maintenance & support 12-month renewal		
g. HPW, EHI, PHS: UWHealth Release and Waiver of Liability and Indemnity Agreement for participation in SAH Safety Fair		
6. Health Department Physical Plant		
a. Build – 401 Division Street		
b. Renovate – 555 North Court Street		
7. Policies for Consideration – <i>None</i>		

8. Executive Session - <i>None</i>		
9. Additions - <i>None</i>	1 min	J. Halversen
10. Adjournment	1 min	J. Halversen