



BOARD OF HEALTH: Quality Committee Meeting Agenda

Date of Meeting: September 16, 2025

Time of Meeting: 6:00 p.m. – 6:30 p.m.

Location of Meeting: 555 North Court Street; Rockford, IL 61103 – Room Conference 115

Board Committee Members: Dr. Stephen Minore (Chair), James Powers, Penny Lechtenberg, Dr. Williams (Ex-Officio)

WCHD Staff: Sandra Martell – Public Health Administrator; Patrick Ngum – Director of Data & Quality; Rebecca Lyons, Director Emergency Preparedness, Stephanie Bahling, Executive Assistant (Recorder)

Agenda Item	Time	Sponsor
1. Approval of Agenda: September 16, 2025	1 min	S. Minore
2. Approval of July 15, 2025 meeting minutes	1 min	S. Minore
3. Quality Improvement Plan Update		
a. 2025 QI Plan Goals and Objectives Update	5 min	P. Ngum
b. Center/Program level QI initiatives update		
I. PHEP QI project: Increase number of MRC volunteers	5 min	R. Lyons
II. Data and Quality QI: Decrease the number of business days to respond to a data request.	5 min	P. Ngum
4. Executive Session - none		
5. Additions - none		
6. Adjournment	1 min	S. Minore