



**Minutes of the
BOH Policy Committee Meeting
Wednesday, October 8, 2025 at 5:00 pm
555 North Court Street
Room 221
Rockford, IL 61103**

Members Present: Dr. Helland, Dr. Halversen, Derrick Kunz (chair); Angie Goral (vice-chair), Jonathan Logemann, Lori Thompson

Members Absent: Dr. Williams (Ex-Officio)

WCHD Staff Present: Dr. Martell, Todd Marshall, Environmental Health Director, Stephanie Bahling (recorder)

Legal Counsel: ASA Lafakeria Reuter (not present)

Derrick Kunz called the policy committee meeting to order at 5:00 pm.

1. **Approval of Agenda** – Derrick entertained a motion to approve the October 8, 2025 Policy Committee meeting agenda which was provided by Dr. Helland, seconded by Dr. Halversen, all were in favor, unanimously approved, motion carries. Ayes (5), Nays (0), Absent (2).
2. **Approval of June 11, 2025 meeting minutes** – Derrick entertained a motion to approve the June 11, 2025 meeting minutes which was provided by Dr. Halversen, seconded by Dr. Helland, all were in favor and the June 11, 2025 meeting minutes were approved. Ayes (5), Nays (0), Absent (2).

Dr. Martell advised that with a quorum being established, Angie Goral is available to participate via phone conference. Derrick Kunz entertained a motion to approve which was provided by Dr. Halversen, seconded by Dr. Helland, all were in favor and Angie Goral joined the meeting via phone conference.

3. **Policies for consideration – None**
4. **Winnebago County Ordinance Revisions**
 - a. Chapter 50/Health and Sanitation/Article III Food Establishments – Todd Marshall referenced the report in the meeting packet which indicates that Winnebago County currently operates under the 2013 FDA Food Code which was adopted by the Winnebago County Board in 2017. WCHD's annual food and beverage permit fees have not been increased since 2016 and do not recoup the current cost of providing the services relying on the tax/levy to support the difference. WCHD is proposing the adoption of the 2022 FDA Food Code which became effective on January 1, 2025. The committee reviewed and discussed the current and proposed fee changes for each food program service which would be effective in October, 2026. After discussion, it was determined that additional review and discussion were needed which will continue during next month's meeting. No action was taken.
5. **Executive Session** – None
6. **Additions** – None
7. **Adjournment** – There being no additional business, Derrick entertained a motion to adjourn the October 8, 2025 Policy Committee Meeting which was given by Dr. Helland, seconded by Dr. Halversen, all were in favor and the meeting adjourned at 5:47 pm.