



BOARD OF HEALTH: FINANCE COMMITTEE

Date of Meeting: November 12, 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 November 12, 2025 Agenda	1 min	J. Halversen
2. Approval of October 8, 2025 meeting minutes	1 min	J. Halversen
3. Financial Statements	10 min	J. Halversen
a. Bank Reconciliations – October 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		
a. PHS: VR – Electronic Filing Fee for September 2025 Death Certificate		
b. HA: Communications – Zoom License Renewal & Consulting Services		
c. HA: Administration – Qualtrics Subscription Renewal		
5. Proposed Contracts and Agreements		
a. HPW: WCHD & IDPH Medical Cannabis IGA Renewal		
b. HPW: African American Resource Center – Event space for HRC activities & Friendship Bench		
c. HPW: Northwest Community Center - Event space for HRC activities & Friendship Bench		
d. HPW: St. Elizabeth Community Center – Friendship Bench		
e. HPW: Washington Park Community Center - Event space for HRC activities & Friendship Bench		
f. HPW: Community Life Center - Event space for HRC activities & Friendship Bench		
g. HA: University of Illinois College of Medicine – Institutional Review Board		

h. Personal Health Services: Rockford Radiology Associates – Radiology services

6. Update on 401 Division Rebuild
7. Policies for Consideration – *None*
8. Executive Session - *None*
9. Additions - *None*
10. Adjournment

1 min	J. Halversen
1 min	J. Halversen