



BOARD OF HEALTH

Date of Meeting:	November 18, 2025
Time of Meeting:	6:30 p.m.
Location of Meeting:	555 North Court Street; Room 115; Rockford, IL 61103
BOH Members:	Angie Goral, Dr. John Halversen, Dr. David Helland, Derrick Kunz, Penelope Lechtenberg, Jonathon Logemann, Dr. Stephen Minore, James Powers, Lori Thompson, Dr. Allen Williams (Ex-Officio)
WCHD Leadership:	Dr. Sandra Martell, Cynthia Hall, Cheryl Floyd, Michael Jarvis, James Keeler, Todd Kisner, Patrick Ngum, Todd Marshall, Katherine O'Toole, Rebecca Lyons, Tiffany Levine
WCHD Support:	Stephanie Bahling, Executive Assistant (recorder)
Attorney:	Lafakeria Reuter

Agenda Item	Time	Sponsor/Presenter
1. Introduction of Guests/Public Participation	1 min	A. Williams
2. Approval of Agenda: November 18, 2025	1 min	A. Williams
3. Approval of Minutes: October 21, 2025	5 min	A. Williams
4. Health Department Highlights		
5. President's Report	5 min	A. Williams
6. Committee Reports		
a. Executive Committee – <i>No meeting</i>	5 min	A. Williams
b. Finance Committee - November 12, 2025	20 min	J. Halversen
1) Financial Statements		
a) Bank Reconciliations		
i. General Account		
ii. Lead Account		
iii. Abandoned Properties		
iv. State of Illinois E-Pay		
b) Resolution of Expenditures		
c) Statement of Fund Balance		
d) Financial Review		
e) Balance Sheet		
f) Revenue and Expenditure Report		
g) Public Health Emergency Reserve Minimum Graph		
h) Grant Utilization Report		
i) Accounts Receivable		
2) Major Expenditure Requests: <i>(Items a-c were advanced from committee)</i>		
a) PHS: VR – Electronic Filing Fee for October Death Certificates		

- b) HA: Communications – Zoom License Renewal & Consulting Services
- c) HA: Administration – Qualtrics annual subscription renewal
- 3) Proposed Contracts, Agreements & Policies: *(Items a-h were advanced from committee)*
 - 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
- 4) Update on 401 Division Rebuild
- c. Personnel Committee – Meeting, November 18, 2025 5 min D. Kunz
 - 1) Renewal of Executive Employment Agreement for Public Health Administrator
 - 2) Winnebago County 2026 Holiday Schedule
- d. Policy Committee – Meeting November 12, 2025 5 min D. Kunz
 - 1) Winnebago County Ordinance Revisions
 - a) Chapter 50/Health and Sanitation/Article III Food Establishments
- e. Quality Improvement Committee 5 min S. Minore
 - 1) Meeting – November 18, 2025
 - 2) Quality Improvement Update
 - a) PHEP: Emergency Operations Plan & New Functional Annexes
- 7. New Business/Other Matters - none
- 8. Correspondence and Information
- 9. Additions - none
- 10. Executive Closed Session - none
- 11. Adjournment 2 min A. Williams