



Winnebago County

Health Department



BOARD OF HEALTH: FINANCE COMMITTEE

Date of Meeting: January 14, 2026 - **REVISED**

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 January 14, 2026 Agenda	1 min	J. Halversen
2. Approval of November 12, 2025 meeting minutes	1 min	J. Halversen
3. Financial Statements	10 min	J. Halversen
a. Bank Reconciliations		
i. General Account		
a. November 2025		
b. December 2025		
ii. Lead Account		
a. November 2025		
b. December 2025		
iii. Abandoned Properties		
a. November 2025		
b. December 2025		
iv. State of Illinois E-Pay		
a. November 2025		
b. December 2025		
b. Resolution of Expenditures		
i. November 2025		
ii. December 2025 - <i>Deferred</i>		
c. Statement of Fund Balance		
i. November 2025		
ii. December 2025 - <i>Deferred</i>		
d. Financial Review		
i. November 2025		
ii. December 2025 - <i>Deferred</i>		
e. Balance Sheet		
i. November 2025		
ii. December 2025 - <i>Deferred</i>		

- f. Revenue and Expenditure Reports
 - i. November 2025
 - ii. December 2025 - *Deferred*
 - g. Public health Emergency Reserve Minimum Graph
 - i. November 2025
 - ii. December 2025 - *Deferred*
 - h. Grant Utilization Report
 - i. November 2025
 - ii. December 2025 - *Deferred*
 - i. Accounts Receivable
 - i. November 2025
 - ii. December 2025 - *Deferred*
4. Major Expenditure Requests
- a. PHS: VR – Electronic Filing Fee for November 2025 Death Certificates
 - b. PHS: VR – Electronic Filing Fee for December 2025 Death Certificates
 - c. PHEP: ARXG – Residential Sharps Collection Materials and Supplies
 - d. HA: Northern Illinois Public Health Consortium –2026 Membership Dues
 - e. HP: Windy City Cabinet LLC – Overdose Emergency Red Box kits
5. Proposed Contracts and Agreements
- a. HPW: Interagency Agreement WCHD & Youth Services Network
 - b. PHEP: MOU – Residential Sharps Collection Program
 - c. **ADM: Master Data Use Agreement - IDPH**
6. Policies for Consideration – *None*
7. Executive Session - *None*
8. Additions - *None* 1 min J. Halversen
9. Adjournment 1 min J. Halversen