



Winnebago County

Health Department



BOARD OF HEALTH

Date of Meeting: January 20, 2026

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: January 20, 2026	1 min	A. Williams
3. Approval of Minutes: November 18, 2025	5 min	A. Williams
4. Health Department Highlights		
a. Domain 1: Respiratory surveillance		T. Kisner
b. Domain 2: Wholesale Food Operation		T. Marshall
c. Domain 4: Doula Development Program; Overdose Fatality Review; Tobacco Free Communities		C. Floyd, T. Kisner, T. Marshall
d. Domain 6: State laws effective January 1, 2026		M. Jarvis
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 - January 14, 2026	20 min	J. Halversen
1) Financial Statements		
a) Bank Reconciliations		
i. General Account		
i. November 2025		
ii. December 2025		
ii. Lead Account		
i. November 2025		
ii. December 2025		
iii. Abandoned Properties		
i. November 2025		
ii. December 2025		

- iv. State of Illinois E-Pay
 - i. November 2025
 - ii. December 2025
- b) November Finance Documents
 - i. Resolution of Expenditures – *advanced through Finance Committee*
 - ii. Statement of Fund Balance
 - iii. Financial Review
 - iv. Balance Sheet
 - v. Revenue and Expenditures Report
 - vi. Public Health Emergency Review Minimum Graph
 - vii. Grant Utilization Report – *included in December Report*
 - viii. Accounts Receivable
- c) December Finance Documents
 - i. Resolution of Expenditures
 - ii. Statement of Fund Balance
 - iii. Financial Review
 - iv. Balance Sheet
 - v. Revenue and Expenditures Report
 - vi. Public Health Emergency Review Minimum Graph
 - vii. Grant Utilization Report
 - viii. Accounts Receivable

2) Major Expenditure Requests: (*Items a-e were advanced from committee, item f needs motion, second & vote*)

- 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
- f) PHEP: Meridian Promotions – Promotional Material for Residential Sharps Program

3) Proposed Contracts, Agreements & Policies: (*Items a-c were advanced from committee*)

- a) HPW: Interagency Agreement – WCHD & Youth Services Network
- b) PHEP: MOU – Residential Sharps Collection Program
- c) ADMIN: Master Data Use Agreement - IDPH

c. Personnel Committee – Meeting, January 14, 2026 10 min D. Kunz

1) Personnel Policy for Consideration (*Item a was advanced from committee*)

- a) 042-092-25: Progressive Disciplinary Policy

2) Renewal of Executive Employment Agreement for Public Health Administrator

d. Policy Committee – Meeting, January 14, 2026 5 min D. Kunz

1) Policies for consideration (*item a-b were advanced from committee*)

- a) 071-014-17: Safety and Accident Reporting Policy
- b) 1200-091-17: Electronic Attendance at Board of Health Meeting Policy

e. Quality Improvement Committee 5 min S. Minore

1) Meeting – January 20, 2026

2) Quality Improvement Plan 2025 – Report Out 2 min P. Ngum

- 3) Quality Improvement Plan - 2026
 - a) QI Plan Goals and Objectives
 - b) QI Initiatives
- 4) PHAB Annual Report Development Update

7. New Business/Other Matters - *none*

8. Correspondence and Information

9. Additions - *none*

10. Executive Closed Session - *none*

11. Adjournment

2 min

A. Williams