



**Minutes of the BOH Finance Committee Meeting  
Wednesday, February 11, 2026 at 5:30 p.m.  
Winnebago County Health Department  
Room 221 555 North Court Street  
Rockford, IL**

**Members Present:** Dr. Helland, James Powers; Dr. Halversen (Chair); Angie Goral

**Members Absent:** Jonathan Logemann; Dr. Minore; Dr. Williams (Ex-Officio)

**WCHD Staff Present:** Dr. Martell, Administrator, James Keeler-Finance Director, Stephanie Bahling Executive Assistant (recorder).

Dr. Halversen called the February 11, 2026 meeting to order at 5:30 pm.

**1. Approval of February 11, 2026 Agenda**

Dr. Halversen asked for a motion to approve the February 11, 2026 Finance Committee meeting agenda which was provided by Jim Powers, seconded by Dr. Helland, all were in favor, unanimously approved, motion carried to set the agenda. Ayes (4), Nays (0), Absent (3).

**2. Approval of January 14, 2026 meeting minutes**

Dr. Halversen asked for a motion to approve the January 14, 2026 Finance Committee Meeting Minutes which was provided by Dr. Helland, seconded by Jim Powers, all were in favor and the January 14, 2026 meeting minutes were approved. Ayes (4), Nays (0), Absent (3).

**3. Financial Statements:**

Dr. Halversen reported that the bank account reconciliations as of January 31, 2026 for the general account had an ending balance of \$675,682.65; the lead account had an ending balance of \$116,219.93; the abandoned properties account had an ending balance of \$5,000.00 and the EPAY account had an ending balance of \$2,346,744.39. Dr. Halversen indicated that resolution of expenditures, statement of fund balance, financial review, balance sheet, revenue & expenditures report, public health emergency reserve graph, grant utilization report and accounts receivable reports were all deferred.

**4. Major Expenditure Requests:**

Item	Vendor/Contractor	Services/Item	Amount	Motion/Second	Approved
a	IDPH	IDPH fee for Electronic Filing of Death Certificates for January 2026	\$ 8,504.00	Dr. Helland/ Angie Goral	All in favor, motion carries Ayes (4), Nays (0), Absent (3)
b	UIC	Professional Health Services - Chief Medical Officer Renewal	\$ 8,240.04	Jim Powers/ Dr. Helland	All in favor, motion carries Ayes (4), Nays (0), Absent (3)
c	Salvation Army	Renewal of Preparedness and Logistics support - safe, secure and temperature controlled storage & inventory management	\$ 36,000.00	Dr. Helland/ Jim Powers	All in favor, motion carries Ayes (4), Nays (0), Absent (3)

b. Dr. Martell noted that the agreement was negotiated for a 3% increase rather than the 10% increase that UIC originally requested.

c. Dr. Martell noted that the agreement locks in the annual expense of \$36,000/year for three years.



5. **Proposed Contracts, Agreements & Policies - none**
6. **Executive Session – None**
7. **Additions – None**
8. **Adjournment:** There being no additional business, Dr. Halversen entertained a motion to adjourn, which was provided by Dr. Helland, seconded by Jim Powers, all were in favor and the February 11, 2026 Finance Committee meeting adjourned at 5:45 pm.