



**Minutes of the
BOH Policy Committee Meeting
Wednesday, January 14, 2026 at 5:00 pm
555 North Court Street
Room 221
Rockford, IL 61103**

Members Present: Derrick Kunz (chair); Angie Goral (vice-chair), Dr. Helland, Lori Thompson

Members Absent: Jonathan Logemann, Dr. Halversen

WCHD Staff Present: Dr. Martell, Michael Jarvis, Stephanie Bahling (recorder)

Legal Counsel: ASA Lafakeria Reuter

Derrick Kunz called the policy committee meeting to order at 5:16 pm.

1. **Approval of Agenda** – Derrick entertained a motion to approve the January 14, 2026 Policy Committee meeting agenda which was provided by Lori Thompson, seconded by Angie Goral, all were in favor, unanimously approved, motion carries. Ayes (4), Nays (0), Absent (2).
2. **Approval of November 12, 2025 meeting minutes** – Derrick entertained a motion to approve the November 12, 2025 meeting minutes which was provided by Dr. Helland, seconded by Lori Thompson, all were in favor and the November 12, 2025 meeting minutes were approved. Ayes (4), Nays (0), Absent (2).
3. **Policies for Consideration**
 - a. 071-014-17: Safety and Accident Reporting Policy – Michael Jarvis reported that changes were made to the Safety and Accident Reporting Policy to reflect that change from the Winnebago County Wellness Center to Physicians Immediate Care; expanded definitions for workplace accidents and safety incident reporting and what needs to be reported. Derrick entertained a motion to approve the Safety and Accident Reporting Policy which was provided by Dr. Helland, seconded by Lori Thomson, all were in favor and the Safety and Accident Reporting Policy was approved. Ayes (4), Nays (0), Absent (2).
 - b. 1200-0911-17: Electronic Attendance at Board of Health Meetings Policy – Michael Jarvis reported that changes were made to the policy reflecting changes made at the state level & compliance with open meeting act expanding the reasons for electronic meeting attendance including unexpected child care obligations and performance of active military duty as a service member. Derrick entertained a motion to approve the Electronic Attendance at Board of Health Meetings Policy which was provided by Dr. Helland, seconded by Lori Thompson, all were in favor and the Electronic Attendance at Board of Health Meetings Policy was approved. Ayes (4), Nays (0), Absent (2).
4. **Executive Session** – None
5. **Additions** – None
6. **Adjournment** – There being no additional business, Derrick entertained a motion to adjourn the January 14, 2026 Policy Committee Meeting which was provided by Angie Goral, seconded by Dr. Helland, all were in favor and the meeting adjourned at 5:22 pm.