



**Minutes of the BOH Finance Committee Meeting
 Wednesday, March 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; Jonathan Logemann; Dr. Minore; Dr. Williams (Ex-Officio)

Members Absent:

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

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

1. Approval of March 11, 2026 Agenda

Dr. Halversen asked for a motion to approve the March 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 (5), Nays (0), Absent (2).

2. Approval of February 11, 2026 meeting minutes

Dr. Halversen asked for a motion to approve the February 11, 2026 Finance Committee Meeting Minutes which was provided by Angie Goral, seconded by Dr. Helland, all were in favor and the February 11, 2026 meeting minutes were approved. Ayes (6), Nays (0), Absent (1).

3. Financial Statements:

Dr. Halversen reported that the bank account reconciliations as of February 26, 2026 for the general account had an ending balance of \$898,208.59; the lead account had an ending balance of \$145,930.25; the abandoned properties account had an ending balance of \$5,000.00 and the EPAY account had an ending balance of \$2,368,339.80. 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 February 2026	\$ 8,148.00	Dr. Helland/ Dr. Minore	All in favor, motion carries Ayes (7), Nays (0), Absent (0)
b	Patagonia Health	Contactless Patient Experience - MyHealth Portal Service \$7167.00 includes upfront expense \$5775.00 and one year monthly subscription \$1392 (\$116/month)	\$ 7,167.00	Dr. Helland/ Dr. Minore	All in favor, motion carries Ayes (7), Nays (0), Absent (0)
c	Rockford Regional Health Council	Renewal of annual Membership dues 2026	\$ 7,250.00	Jim Powers/ Dr. Helland	All in favor, motion carries Ayes (7), Nays (0), Absent (0)
d	Friendship Bench Global	Friendship Bench Phase I and Theory of Change Workshop	\$ 16,000.00	Dr. Helland/ Dr. Minore	All in favor, motion carries Ayes (7), Nays (0), Absent (0)
e	University of Illinois, College of Medicine	Medical Consultation Services including collaboration with APN - Amendment 2	\$ 21,420.00	Dr. Minore/ Dr. Helland	All in favor, motion carries Ayes (7), Nays (0), Absent (0)
f	University of Illinois, College of Pharmacy	Contract with UIC College of Pharmacy to train local pharmacists on MAT/MAR	\$ 11,000.00	Dr. Helland/ Jim Powers	All in favor, motion carries Ayes (7), Nays (0), Absent (0)
g	Illinois Collaboration on Youth	Training and education funded through the Winnebago County Community Mental Health Board Grant	\$ 6,100.00	Dr. Minore/ Jonathan Logemann	All in favor, motion carries Ayes (7), Nays (0), Absent (0)
h	FFF Enterprises	Meningococcal Vaccines	\$ 3,452.18	Dr. Helland/ Jonathan Logemann	All in favor, motion carries Ayes (7), Nays (0), Absent (0)

- b. Dr. Martell noted that contactless patient portal is an add-on feature to the current Patagonia system.
- c. Dr. Martell noted that the membership with the Rockford Regional Health Council now includes access to Metopio, a data analytics tool providing access to valuable complex data.

5. Proposed Contracts, Agreements & Policies

Item	Vendor	Description of Services/Justification	Motion/Second	Approved
a	Northwest Community Center	MOU - Catch my breath, tobacco prevention program	Jim Powers/ Dr. Minore	All in favor, motion carries Ayes (6), Nays (0), Absent (1)
b	Keith Country Day School	MOU - Too Good for Drugs, substance use prevention program	Dr. Helland/ Dr. Williams	All in favor, motion carries Ayes (6), Nays (0), Absent (1)
c	Northwest Community Center	MOU - Too Good for Drugs, substance use prevention program - BASE prevention program	Jim Powers/ Dr. Helland	All in favor, motion carries Ayes (6), Nays (0), Absent (1)
d	UW Health	Care Link Site Agreement	Dr. Helland/ Dr. Minore	All in favor, motion carries Ayes (6), Nays (0), Absent (1)
e	Comprehensive Community Solutions	MOU - Catch my breath, tobacco prevention program	Dr. Minore/ Angie Goral	All in favor, motion carries Ayes (6), Nays (0), Absent (1)

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 Angie Goral, all were in favor and the March 11, 2026 Finance Committee meeting adjourned at 6:01 pm.