



**Minutes of the BOH Finance Committee Meeting
 Wednesday, April 8, 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;

Members Absent: Dr. Williams (Ex-Officio)

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

Dr. Halversen called the April 8, 2026 meeting to order at 5:30 pm.

1. Approval of April 8, 2026 Agenda

Dr. Halversen asked for a motion to approve the April 8, 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 (6), Nays (0), Absent (0).

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 Dr. Helland, seconded by Jim Powers, all were in favor and the February 11, 2026 meeting minutes were approved. Ayes (6), Nays (0), Absent (0).

3. Financial Statements:

Dr. Halversen reported that the bank account reconciliations as of March 31, 2026 for the general account had an ending balance of \$1,196,680.66; the lead account had an ending balance of \$154,304.48; the abandoned properties account had an ending balance of \$5,000.00 and the EPAY account had an ending balance of \$2,452,712.89. 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 March 2026	\$ 8,460.00	Jim Powers/ Dr. Helland	All in favor, motion carries Ayes (6), Nays (0), Absent (0)
b	Amazon	Firearm lock box safe - supplies to support the Firearm Safe Storage Strategies Grant (purchase 200 handgun safes)	\$ 13,996.00	Dr. Helland/ Dr. Minore	All in favor, motion carries Ayes (6), Nays (0), Absent (0)
c	Verde Environmental	Deterra Drug Deactivation System Pouches - Drug Overdose Prevention Program	\$ 3,424.00	Dr. Minore/ Dr. Helland	All in favor, motion carries Ayes (6), Nays (0), Absent (0)
d	Lochness Medical	Test Strips to Prevent Drug Overdose - Drug Overdose Prevention Program	\$ 4,710.00	Dr. Helland/ Dr. Minore	All in favor, motion carries Ayes (6), Nays (0), Absent (0)
e	Windy City Cabinet	Overdose Emergency Red Boxes - Drug Overdose Prevention Program	\$ 3,375.75	Jim Powers/ Dr. Helland	All in favor, motion carries Ayes (6), Nays (0), Absent (0)
f	Ironwood Environmental Inc.	Asbestos Inspections for Demolitions	\$ 13,500.00	Dr. Helland/ Angie Goral	All in favor, motion carries Ayes (6), Nays (0), Absent (0)

b. Dr. Martell noted that WCHD receives free gunlocks to distribute to the community in an effort to reduce accidental discharge.

d. Dr. Martell that the test strips test for Nitazene, Fentanyl, Xylazine, Benzodiazepine and Medetomidine.

5. Proposed Contracts, Agreements & Policies

Item	Vendor	Description of Services/Justification	Motion/Second	Approved
a	Web3 Meta	Service Agreement - 18 hour website development package - support website accessibility needs	Dr. Minore/ Jonathan Logemann	All in favor, motion carries Ayes (6), Nays (0), Absent (0)

a. Dr. Martell noted that the Web3Meta expense is to support the additional work necessary to ensure that the website is ADA compliant.

6. Executive Session – None

7. Additions – None

8. Adjournment: There being no additional business, Dr. Halversen entertained a motion to adjourn the April 8, 2026 Finance committee meeting, which was provided by Dr. Minore, seconded by Dr. Helland, all were in favor and the April 8, 2026 Finance Committee meeting adjourned at 5:47 pm.