Winnebago County
Health Department

Minutes of the BOH Finance Committee Meeting
Wednesday, May 13, 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. Williams (Ex-Officio)

Members Absent: Dr. Minore

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

Dr. Halversen called the May 13, 2026 meeting to order at 5:34 pm.

1. **Approval of May 13, 2026 Agenda**
   Dr. Halversen asked for a motion to approve the May 13, 2026 Finance Committee meeting agenda which was provided by Dr. Helland, seconded by Jim Powers, all were in favor, unanimously approved, motion carried to set the agenda. Ayes (6), Nays (0), Absent (1).
2. **Approval of March 11, 2026 meeting minutes**
   Dr. Halversen asked for a motion to approve the March 11, 2026 Finance Committee Meeting Minutes which was provided by Jim Powers, seconded by Dr. Helland, all were in favor and the March 11, 2026 meeting minutes were approved. Ayes (6), Nays (0), Absent (1).
3. **Approval of April 8, 2026 meeting minutes**
   Dr. Halversen asked for a motion to approve the April 8, 2026 Finance Committee Meeting Minutes which was provided by Dr. Helland, seconded by Jim Powers, all were in favor and the April 8, 2026 meeting minutes were approved. Ayes (6), Nays (0), Absent (1).
4. **Financial Statements:**
   Dr. Halversen reported that the bank account reconciliations as of April 30, 2026 for the general account had an ending balance of $1,436,413.13; the lead account had an ending balance of $5,000.00; the abandoned properties account had an ending balance of $83,364.60 and the EPAY account had an ending balance of $2,508,853.41. 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.
5. **Major Expenditure Requests:**
   a. IDPH April Electronic Death Certificates $7,368.00: Dr. Halversen asked for a motion to approve the IDPH April Electronic Death Certificates which was provided by Jim Powers, seconded by Jonathan Logemann, all were in favor and the IDPH April Electronic Death Certificates were approved. Ayes (6), Nays (0), Absent (1).
   b. VIken Detection XRF Analyzer Resource Service $4,150.00: Dr. Halversen asked for a motion to approve the Viken Detection XRF Analyzer Resource Service which was provided by Dr. Helland, seconded by Jim Powers, all were in favor and the Viken Detection XRF Analyzer Resource Service was approved. Ayes (6), Nays (0), Absent (1).
6. **Proposed Contracts, Agreements & Policies**
   a. New Zion Missionary Baptist Church MOU Friendship Bench: Dr. Halversen asked for a motion to approve the MOU with New Zion Missionary Baptist Church which was provided by Dr. Helland, seconded by Angie Goral, all were in favor and the New Zion Missionary Baptist Church MOU was approved. Ayes (6), Nays (0), Absent (1).
   b. Illinois Department of Transportation MOA Naloxone Vending Machine: Dr. Halversen asked for a motion to

approve the MOA with the Illinois Department of Transportation which was provided by Dr. Helland, seconded by Jim Powers, all were in favor and the Illinois Department of Transportation MOA was approved. Ayes (6), Nays (0), Absent (1).

c. Maternal Infant Early Childhood Home Visiting Program (MIECHVP) MOU:
   - **i.** Easterseals: Dr. Halversen asked for a motion to approve the MIECHVP MOU with Easterseals which was provided by Dr. Helland, seconded by Jim Powers, all were in favor and the Easterseals MOU was approved. Ayes (6), Nays (0), Absent (1).
   - **ii.** Harlem School District: Dr. Halversen asked for a motion to approve the MIECHVP MOU with the Harlem School District which was provided by Dr. Helland, seconded by Jonathan Logemann, all were in favor and the Harlem School District MOU was approved. Ayes (6), Nays (0), Absent (1).
   - **iii.** Rockford School District: Dr. Halversen asked for a motion to approve the MIECHVP MOU with the Rockford School District which was provided by Dr. Helland, seconded by Jonathan Logemann, all were in favor and the Rockford School District MOU was approved. Ayes (6), Nays (0), Absent (1).
   - **iv.** YWCA Northwestern Illinois: Dr. Halversen asked for a motion to approve the MIECHVP MOU with the YWCA Northwestern Illinois which was provided by Dr. Helland, seconded by Jonathan Logemann, all were in favor and the YWCA Northwestern Illinois MOU was approved. Ayes (6), Nays (0), Absent (1).
   - **v.** Brightpoint: Dr. Halversen asked for a motion to approve the MIECHVP MOU with Brightpoint which was provided by Dr. Helland, seconded by Jonathan, all were in favor and the Brightpoint MOU was approved. Ayes (6), Nays (0), Absent (1).

d. Javon Bea Hospital MOU Tamiflu Stock Rotation for Emergency Preparedness: Dr. Halversen asked for a motion to approve the MOU with Javon Bea Hospital which was provided by Dr. Helland, seconded by Jonathan Logemann, all were in favor and the Javon Bea Hospital MOU was approved. Ayes (6), Nays (0), Absent (1).

7. Executive Session – None

8. Additions – None

9. 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.