

BOARD OF HEALTH: FINANCE COMMITTEE

*****REVISED AGENDA*****

Date of Meeting: October 9, 2019

Time of Meeting: 5:30 p.m. – 6:30 p.m.

Location of Meeting: 555 North Court St, 2nd Floor Admin Office Room 203

Board Committee Members: Dr. John Halversen-Vice-Chair, Angie Goral, Dr. David Helland, Dr. Steven Lidvall, Jaymie Nelson-Chair, James Powers, and Dr. Allen Williams (Ex-Officio)

WCHD Participants: Dr. Sandra Martell – Public Health Administrator, James Keeler-Director of Finance

Note: Handouts will be provided at Meeting

| Agenda Item | Time | Sponsor |
|--|--------|----------------------|
| 1. Approval of Agenda | 1 min | S. Martell |
| 2. September 2019 Financial Statements | 10 min | J. Keeler |
| a. Resolution of Expenditures | | |
| b. Statement of Fund Balance | | |
| c. Financial Review | | |
| d. Balance Sheet | | |
| e. Bank Reconciliations | | |
| i. General Account | | |
| ii. Lead Account | | |
| iii. Abandoned Properties | | |
| iv. State of Illinois E-Pay | | |
| f. Revenue and Expenditure Reports | | |
| g. Public Health Emergency Reserve Minimum Graph | | |
| 3. Major Expenditure Requests | 10 min | J. Keeler |
| a. Electronic Filing Fee for Death Certificates | | |
| b. Contractual Professional Services – P. Brandon, APN | | |
| c. Student Journals and Supplies – Dibble Institute | | |
| d. Dental Sealant Services | | |
| i. Orland Park Dental Services | | |
| ii. DD SPC Jason M Grinter, DDS | | |
| e. Unspent Vaccine Funds – Illinois Department of Public Health | | |
| f. CDP – Environmental Health Software Renewal and Maintenance | | |
| 4. Proposed Contracts/Agreements | 5 min | S. Martell |
| a. Community Influenza Vaccination Site – St. Elizabeth Community Center | | |
| 5. Grants Received through September 30, 2019 | 5 min | S. Martell/J. Keeler |
| a. Family Planning Grant – Illinois Department of Public Health | | |
| 6. Accounts Receivable through September 30, 2019 | 10 min | J. Keeler |
| 7. Policies - None | 0 min | S. Martell/J. Keeler |

8. Executive Session

5 min

S. Martell/J. Nelson

9. Additions

10. Adjournment