

**Promoting a Safer and Healthier Community Since 1854**

---

- Date of Meeting:** March 19, 2019  
**Time of Meeting:** 6:30 pm  
**Location of Meeting:** 555 N. Court, Rockford, IL; Room 115  
**BOH Members:** Angie Goral, Ronald Gottschalk, Dr. John Halversen, Dr. David Helland, Luci Hoover, Dr. Patricia Lewis, Dr. Steven Lidvall, Jonathon Logemann, Robert McCreath, Jaymie Nelson, James Powers, Dr. Allen Williams,  
**WCHD Leadership:** Cheryl Floyd, Cynthia Hall, Melinda Idell, Theresa James, Todd Kisner, Patrick Madigan, Todd Marshall, Katherine O'Toole, Kim Ponder, Dr. Sandra Martell  
**WCHD Support:** Sara Ruud  
**Attorney:**

<b>Agenda Item</b>	<b>Time</b>	<b>Sponsor/Presenter</b>
1. Introduction of Guests/Public Participation	5 min	A. Williams
2. Approval of Agenda: March 19, 2019	5 min	A. Williams
3. Approval of Minutes: February 19, 2019	5 min	A. Williams
4. Presentation:	10 min	
5. President's Report	5 min	A. Williams
6. Winnebago County Health Department Highlights	20 min	S. Martell
7. Committee Reports		
a. Executive Committee	5 min	A. Williams
b. Finance Committee – March 13, 2019	20 min	J. Nelson
1) Financial Report Package for January and February		
i. Approval of Minutes March 13, 2019		
ii. Approval of Expenditures January 2019		
iii. January Financial Review		
a) Statement of Fund Balance		
b) Financial Review		
c) Balance Sheet		
d) Bank Reconciliations		
i. General Account		
ii. Lead Account		
iii. Abandoned Properties Account		
e) Revenue and Expenditure Reports		
f) Public Health Emergency Reserve Minimum Graph		
iv. Budget Amendments		
v. Major Expenditure Requests		
a) Electronic filing fee for death certificates		
b) Pool Administration		

- c) Adobe Pro Licenses
  - vi. Proposed Contracts
    - a) Project of the Quad Cities-Amendment to the contract
    - b) UIC College of Medicine –Family Medicine Residency Agreement
    - c) City of Rockford-Domestic Violence and Human Trafficking Prevention MOU
    - d) Boone County Health Agreement-Tuberculosis Care and Treatment
    - e) UIC College of Medicine CN-00040303-Student Placement Agreement (NEW)
  - vii. Salary Adjustment COLA Implementation
  - viii. Proposed Summer Hours Schedule
  - ix. Proposed Reclassification of EHI Inspector to Coordinator
  - x. Approval of Expenditures February 2019
  - xi. February Financial Review
    - a) Statement of Fund Balance
    - b) Financial Review
    - c) Balance Sheet
    - d) Bank Reconciliations
      - i. General Account
      - ii. Lead Account
      - iii. Abandoned Properties
    - e) Revenue and Expenditure Reports
    - f) Public Health Emergency Reserve Minimum Graph
  - xii. FY2018 Grants Received through March 15, 2019
    - a) Comprehensive Health Protection Grant
    - b) Safe Drinking Water
  - xiii. Accounts Receivable through February 28, 2019
- c. Policy Committee – No Meeting R. Gottschalk
- d. Personnel Committee 10 min L. Hoover
  - 1) Approval of Minutes March 13, 2019
  - 2) Approval of the implementation of Budgeted COLA
  - 3) Reclassification of EHI Position for Plan Review
  - 4) Proposed Summer Hours Schedule
- e. Quality Improvement Committee 5 min P. Lewis
  - 1) Approval of Minutes February 19, 2019
  - 2) Strategic Refresh
- 8. New Business / Other Matters Open
- 9. Correspondence and Information 5 min S. Martell
- 10. Additions Open
- 11. Executive Closed Session 10 min A. Williams
- 12. Adjournment