

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

**Date of Meeting:** January 19, 2016  
**Time of Meeting:** 6:30 pm  
**Location of Meeting:** 555 N. Court, Rockford, IL; Room 115  
**BOH Members:** Susan Fernandez, Angie Goral, Ronald Gottschalk, John Halversen, David Helland, Luci Hoover, Patricia Lewis, Steven Lidvall, James Powers, Allen Williams, Jaymie Nelson, Robert Wilhelmi  
**WCHD Leadership:** Lisa Gonzalez, Todd Kisner, Patrick Madigan, Todd Marshall, Sue Fuller, Sandra Martell, Kyle Auman, Karalyn Nimmo, Theresa James, Kim Ponder  
**Attorney:** Charlotte LeClercq

<b>Agenda Item</b>	<b>Time</b>	<b>Sponsor/Presenter</b>
1. Introduction of Guests/Public Participation		
2. Approval of Agenda: January 19, 2016	5 min	J. Powers
Approval of Minutes: November 17, 2015	5 min	J. Powers
3. President's Report	10 min	J. Powers
4. Presentation – Strategic Plan 2020 Review	10 min	K. Nimmo
5. Winnebago County Health Department Highlights	20 min	S. Martell
a. Domain 2: Communicable Disease Update		T. Kisner
b. Domain 3: Social Media Stats		S. Fuller
c. Domain 5: IPLAN Steering Committee Update		K. Auman
d. Domain 6: Smoke Free Illinois Enforcement		T. Marshall & S. Martell
e. Domain 7: IPC Enrollment Update		L. Gonzalez
f. Domain 9: PHAB Update		K. Nimmo
6. Committee Reports		
a. Executive Committee	5 min	J. Powers
1) Major Expenditure Approval – Program of the Quad Cities		
b. Finance Committee – (No Meeting)	30 min	J. Halversen
1) Financial Report for November 2015		
2) Financial Report for December 2015		
3) Major Expenditure Requests		
4) Grants		
i. Death Certificate Surcharge Fund – Local Registers - \$12,354.00		
c. Policy Committee – (No Meeting)		A. Goral
d. Personnel Committee – (Meeting – December 8, 2015 and January 12, 2016)	5 min	L. Hoover
1) File of Approved Minutes from November 10, 2015		
2) File of Approved Minutes from December 8, 2015		
3) Approval of Minutes from January 12, 2016		
4) Recommend adoption of revised job description for Public Health Administrator		
5) Recommend adoption of revised performance evaluation for Public Health Administrator		
6) Recommend approval of moving expenses per contract for Public Health Administrator		

- e. Quality Improvement Committee (Meeting – November 17, 2015; November 24, 2015; December 1, 2015; December 8, 2015; January 12, 2016) 5 min P. Lewis
  - 1) File of Approved Minutes from November 17, 2015
  - 2) File of Approved Minutes from November 24, 2015
  - 3) File of Approved Minutes from December 1, 2015
  - 4) File of Approved Minutes from December 8, 2015
  - 5) Approval of Minutes from January 12, 2016
  - 6) Recommend adoption of refreshed Winnebago County Health Department Strategic Plan
- 7. New Business / Other Matters Open
- 8. Correspondence and Information 5 min S. Martell
  - a. *Mental Health Advisory Committee Minutes November 30, 2015 and December 16, 2015*
  - b. *Flu Clinic Thank you Letter*
  - c. *Rockford Rescue Mission Thank You Letter*
  - d. *Rock River Valley Blood Center Thank You Letter*
- 9. Executive Session for Personnel Matters
  - a. Personnel Issues
- 10. Adjournment