



**BERWYN TOWNSHIP
PUBLIC HEALTH DISTRICT BOARD**

**REGULAR MEETING
January 13, 2025 | 4:00 PM**

NOTICE OF PUBLIC MEETING – PLEASE READ

The Berwyn Public Health District Board will conduct meetings in person at 6600 W. 26th Street, Berwyn. Any person wishing to submit comments for the Open Forum for this meeting may do so by 3:00 PM on the meeting date to Health Board Secretary Jacqueline Pereda at 6600 West 26th Street, Berwyn, IL 60402, email jacquelinepereda@berwynassessor.org, or 708-765-4519. Please request that your comments become part of the Board Meeting Record.



BERWYN PUBLIC HEALTH DISTRICT BOARD REGULAR MEETING AGENDA Monday, January 13, 2025 | 4:00 PM

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. OPEN FORUM
4. APPROVAL OF MINUTES
 - A. Regular Meeting on December 9, 2024
5. STAFF REPORT UPDATES
 - A. Clinic Activity – December 2024
 - B. Sanitation Activity – December 2024
 - C. Vital Statistics Activity – December 2024
6. APPROVAL OF BILLS PAYABLE & PAYROLL – December 2024
7. STATEMENT OF RECEIPTS & DISBURSEMENTS
8. CORRESPONDENCE
9. OLD BUSINESS
 - A. EMR project update – Canedo
 - B. Deferred Item (4/2024) Residential Flood Mitigation Program – Avila
10. NEW BUSINESS
 - A. Review & Approve Audit Engagement letter from Evans, Marshall & Peace PC
 - B. FY 2026 Budget Committee Meeting Dates - Eagan
 - C. Special Events 2025 Dates
11. ADJOURNMENT



AGENDA ITEM SUMMARY

AGENDA ITEM: **4**

TITLE	Approval of Minutes
MEETING DATE	January 13, 2025
SUBMITTED BY	Margaret Paul, Health Board Secretary

SUMMARY

ATTACHMENTS

- Regular Meeting on December 9, 2024

ACTION PROPOSED

<input type="checkbox"/>	INFORMATION	<input type="checkbox"/>	DISCUSSION	<input checked="" type="checkbox"/>	REVIEW & APPROVAL
<input type="checkbox"/>	OTHER				



**Berwyn Public Health District
Regular Meeting Minutes – December 9, 2024**

BPHD President Avila called the Regular Meeting to Order at 4:00 p.m. Secretary Paul called the roll. The following members answered Present: Avila, Pareda, Paul. Attorney Zdarsky and Accountant Egan also attended the meeting. The attendees rose and recited the Pledge of Allegiance.

Open Forum: No one asked to be recognized.

Approval of Minutes: Avila made the motion, seconded by Pareda, to approve the Regular Meeting Minutes of November 14, 2024 as submitted. The motion passed by a unanimous voice vote.

Staff Reports:

Clinic Activity – November 2024: Paul made the motion, seconded by Avila, to accept the November 2024 Nursing Monthly Report as submitted. The motion passed by a unanimous voice vote.

Sanitation Activity – November 2024: Avila made the motion, seconded by Paul, to accept the Sanitation Activity Report as submitted. The motion passed by a unanimous voice vote.

Vital Statistics Activity – October 2024: Paul made the motion, seconded by Pareda, to accept the report as submitted and place the \$1,502.00 fees collected in the proper funds. The motion passed by a unanimous roll call vote.

Bills Payable and Payroll – December 2024: Avila made the motion, seconded by Paul, to approve and authorize the disbursements for \$87,280.99 as submitted. The motion passed by a unanimous roll call vote in favor.

Statement of Receipts and Disbursements: Accountant Egan was recognized. He commented on his monthly report. Avila marked the communication as informational by Order of the Chair.

Correspondence: Paul commented on the funding request by the Combined Veterans of Berwyn to provide meals for Sailors from Great Lakes Training Center. Avila made the motion, seconded by Pareda, to send a donation of \$500.00 to help offset the cost of hosting 250 sailors on Christmas Day. The motion passed by a unanimous roll call vote.

Old Business:

A. Clinic EMR Update: Clinic Nurse Canedo joined the meeting. Paul asked whether they were just providing information or asking the board to authorize expenditures. Ms. Canedo asked the board members to authorize expenditures for seven identified items necessary to begin the start of the Electronic Medical Record system (EMR). The board made the following motions:

A1: Purchase of Apple Hardware: The board had previously discussed this purchase. The clinic staff made final recommendations. Paul made the motion, seconded by Avila, to authorize the purchase of Apple hardware as listed for a one-time cost of \$28,703 with money to be reimbursed from the State of Illinois funding line. The motion passed with Avila, Paul and Pareda voting AYE.

A-2:Purchase of Microsoft Box License: Paul made the motion, seconded by Avila, to authorize the purchase of a Microsoft Office Box License, or its Apple product equivalent, for an amount not to exceed \$5,595.36 as a one-time cost for the above equipment necessary for the EMR project and for all Town and BPHD staff and authorize the annual membership renewal for Outlook as recommended, costs to be reimbursed by the state funding line. The motion passed by a unanimous roll call vote.

A-3: Purchase of Wireless Access Point: Paul made the motion, seconded by Avila, to authorize the purchase of a wireless access point at a cost not to exceed \$181.99 to allow email to be shifted to

Microsoft Office with purchase to be reimbursed from the state funding line. The motion passed by a unanimous roll call vote.

A-4: Contract with Xfinity for Clinic Internet: Paul made the motion, seconded by Avila, to approve a new internet contract for the Health Clinic with Xfinity with a monthly cost of \$200.00 costs to be reimbursed from the state funding line.

A-5: Contract with TechPro: Paul made the motion, seconded by Pareda, to approve a contract with TechPro at \$600.00 per month for IT assistance on the EMT system hardware and software. The motion passed by a unanimous roll call vote.

A-6: Program Marketing Plan: Paul asked what the marketing strategy was and how the \$300 monthly cost was determined. Discussion ensued. Avila then made the motion, seconded by Paul to defer this part of the EMR program to February. The motion passed by a unanimous voice vote in favor.

A-7: Hiring of a Mental Health Provider: Ms. Canedo advised that Medical Director Wainer was asking for input on hiring specifications, salary, benefits, and credentials required. Avila made a motion, seconded by Paul, to defer this item to January's meeting.

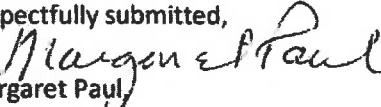
New Business:

10-A Intergovernmental Agreement with the City of Berwyn Regarding Rodent Abatement: Paul questioned sections of the IGA. Mr. Zdarsky explained the relevant points concerning duties between the City of Berwyn and BPHD. Avila made the motion, seconded by Pareda, to approve the IGA as submitted. The motion passed with Avila, Paul, and Pareda voting AYE.

10-B Date Change for July 2025 Meeting: Avila explained that he would not be available early July and that his calendar showed he would be available to have a Regular meeting on Thursday, July 31, 2025. He then made the motion, seconded by Pareda, to change the Regular Meeting in July to July 31, 2025. The motion passed by a unanimous voice vote.

Adjournment: Avila made the motion, seconded by Pareda, to adjourn the meeting. The motion passed by a unanimous voice vote. The meeting adjourned at 4:25 p.m.

Respectfully submitted,


Margaret Paul,
BPHD Secretary



AGENDA ITEM SUMMARY

AGENDA ITEM: **5-A**

TITLE	Clinic Activity
MEETING DATE	January 13, 2025
SUBMITTED BY	Bradford S. Wainer, D.O., Health Clinic Medical Director

SUMMARY

Attached please find the monthly activity and tracking report for the medical and nursing departments.

ATTACHMENTS

- Nursing Monthly Report – December 2024

ACTION PROPOSED

X	INFORMATION		DISCUSSION		REVIEW & APPROVAL
	OTHER				

NURSING MONTHLY REPORT

December 1-31, 2024

1. Monthly report organized, prepared and distributed at monthly Public Health meeting.
2. Residents of Berwyn continue to call needing to make appointments for immunizations, and TB Tests.
3. The Health District continues to offer saliva PCR Tests in the month of December 2024.
4. Refrigerator and Freezer temperatures recorded twice a day per VFC guidelines and also logged into I-CARE on Daily Basis and Clinic continues to download temperature data from the temperature data logger in vaccine room for record keeping per VFC guidelines.
5. Clinic continues to conduct regular counts of vaccine inventory.
6. The clinic continues working on being able to provide safe sex materials at the clinic.
7. The clinic continues offering our loaner medical equipment such as wheelchairs, walkers, and canes to Berwyn residents.
8. Clinic has hosted the Wellness Wednesday Screenings for December. Dates for January have been set and residents are signed up.
9. Clinic also had their CPR educational class for Berwyn residents. Residents continue showing interest in the program and are happy that it is being offered.
10. Clinic staff also attended the Berwyn Senior Luncheon
11. Staff members all helped with the coat drive and some staff facilitated access to coats for the larger orders to ensure we had enough of each size for residents.
12. Due to high demand and interest from the community, the clinic will continue hosting our CPR training and shift the classes to our conference room beginning early 2025.

Monthly Tracking:

Scheduled	45	Blood Pressure Check	0
Seen	41	TB Tests	2
Walk-ins	9	TB reads	2
Home Visits	0	Positive TB reads	0
No Call/No Show-		Flu Shots Total:	
Cancellations	12	Regular – Quad	24
Rescheduled	1	High Dose	4
New Patients	18	Nutrition Referrals	0
Established	23	School Physicals	
VFC	9	Referral	0
Title 19	6	Rx collection	0
Uninsured	3	Sharps collection	1
Under insured	0	Records Request	1
Lead Testing	0	Medical Loan	0
Hemoglobin	0	English	27
Adult Immunizations	0	Spanish	14

December Clinic Deposit: \$30.00

December Flu Deposit: \$0.00

Total Deposit: \$30.00

Yearly Tracking (April 2024 – March 2025):

Scheduled	549	Blood Pressure Check	0
Seen	549	TB Tests	75
Walk-ins	97	TB reads	73
Home Visits	0	Positive TB reads	0
No Call/No Show-		Flu Shots Total:	
Cancellations	83	Regular – Quad	166
Rescheduled	14	High Dose	48
New Patients	218	Nutrition Referrals	0
Established	331	School Physicals	
VFC	159	Referral	0
Title 19	106	Rx collection	6
Uninsured	53	Sharps collection	13
Under insured	0	Records Request	13
Lead Testing	0	Medical Loan	0
Hemoglobin	0	English	402
Adult Immunizations	11	Spanish	147

Fiscal Year Totals:

Clinic Deposit: \$1885.00

Flu Deposit: \$0.00

Total Deposit: \$1885.00

Update on deferred item A-7

A-7

- In regards to item A-7 that was deferred in the last board meeting (January 13th), Dr. Wainer is requesting guidance for contracting/hiring a clinician for Berwyn Wellness Program:
 - Does the board require any specific:
 - Credentials
 - malpractice insurance
 - education
 - professional affiliation
 - criminal background
 - Does “job posting” need to be posted any specific place, timeframe?
 - Minimal commitment requirement
 - Minimal hours required to work per week
 - Do they require to fill out any specific paperwork
 - W-9, direct deposit forms etc.



AGENDA ITEM SUMMARY

AGENDA ITEM: **5-B**

TITLE	Sanitation Activity
MEETING DATE	January 13, 2025
SUBMITTED BY	Sheri Leto, Inspector

SUMMARY

Attached please find the monthly activity report for the Environmental Health & Safety Department.

ATTACHMENTS

- Sanitation Report – December 2024

ACTION PROPOSED

X	INFORMATION		DISCUSSION		REVIEW & APPROVAL
	OTHER				

**Berwyn Public Health District
Sanitation Report**

1

Reporting Period: December 1, 2024 through December 31, 2024

MONTHLY RECAP

New Businesses

1. Harold's Chicken
2. Ponce's Bakery
3. Berwyn Cafe

Food Complaints

1. La Guadalupana
2. Zahav of Berwyn

Trainings:

No training to report.

Special Events

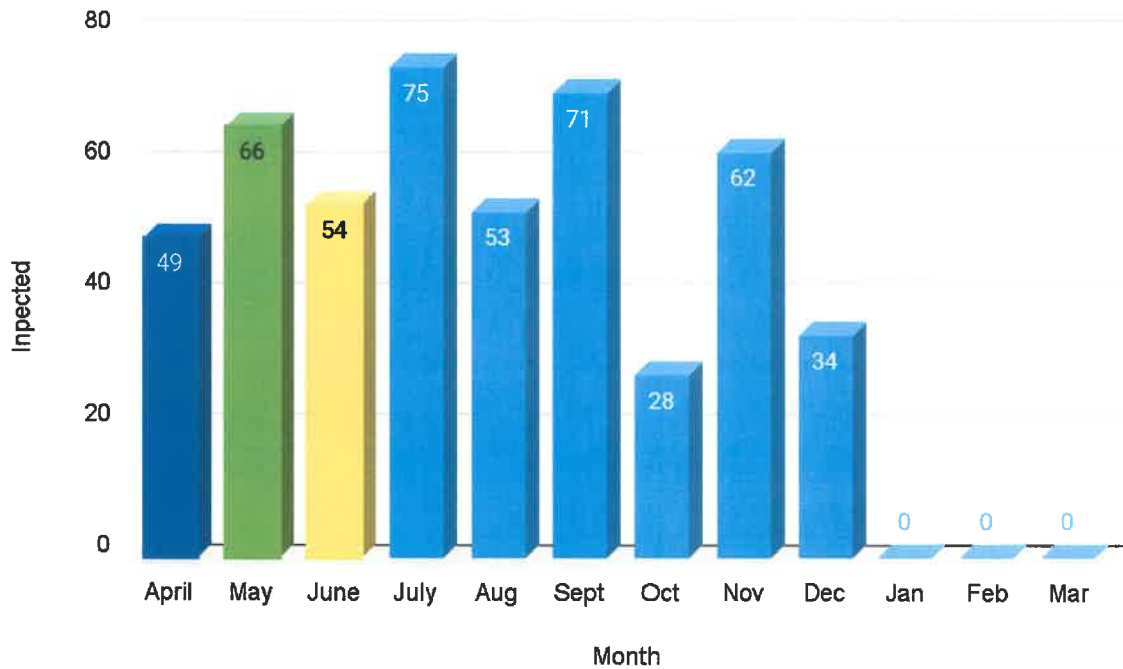
No special events to report in November.

Berwyn Public Health District Sanitation Report

3

Berwyn Tobacco and Vapes	2825	Harlem Ave	1	12/17/24	MK							1		
May's Lounge	1221	Harlem Ave	1	12/26/24	MK							1		
Harlem Mobil	2945	Harlem Ave	1	12/26/24	MK							1		
Berwyn B.P.	3845	Harlem Ave	1	12/12/24	MK							1		
		<u>MONTHLY TOTALS</u>		<u>Goals</u>	<u>Actual</u>	<u>YEARLY TOTALS</u>								
		New Businesses		0	3	New Business						21		
		Complaint Inspections		0	2	Complaint Insp.						14		
		Very High		0	0	Routine Insp.						389		
		High		3	3									
		Medium		10	10									
		Low		16	16									
		Cottage Food		0	0	Cottage Food						4		
		Temporary Food		0	0	Temporary Food						64		
		Total		29	34	Total YTD						492		

Graph 1: ROUTINE INSPECTIONS - April 2024 - March 2025



**Berwyn Public Health District
Sanitation Report**

4

BERWYN SHOPS

No news.

ENVIRONMENTAL HEALTH & SAFETY: RESIDENTIAL

- Hoarding: 0
- Uninhabitable Living Conditions: 0
- Water: 0
- Heat: 3
- Well-Being Checks: 1
- Other - Rodents: 0

GOALS

Completed:

1. A completion rate of 117.24% of the Food Establishment Inspections for December.
 - a. We met and exceeded our goal of 90%.

In-Progress Goals:

1. A 90% or better competition rate of the Food Establishment Inspections for January.
2. Ensure all establishments have a recent inspection done with the following criteria:
 - a. Very High Risk: Within the last 3 months
 - b. High Risk: Within the last 3 months
 - c. Medium Risk: Within the last 4 months
 - d. Low Risk: Within the last 6 months
 - e. Schools: A minimum of one time for the school year 2024-2025

An update will be provided at the January Board Meeting on the progress ensuring all establishments in Berwyn have a current inspection on file.

3. By the end of the 2024-2025 Fiscal Year, to have inspected 650 establishments, including any Temporary Food Events.
4. Perfect The BEE Award, formally known as the Sheri Smith Award, to have all details ready to present to the Board.
5. Start drafting SOPs stated in the April 2023 Board Meeting.
6. BHD can obtain 25% of the prospective food vendors for 2025 Berwyn Shops.
7. Create clear guidelines and expectations for the Cottage Food Berwyn Pop-Up Vendors.
8. Create a list of suggestions for BDC: what worked well, what did not, and changes for the following year regarding Berwyn Pop-Ups for Cottage Food Vendors.
9. Have a greater understanding of Cottage Food and the process in Cook County.

Prepared by:

Sheri A. Leto



AGENDA ITEM SUMMARY

AGENDA ITEM: **5-C**

TITLE	Vital Records Activity
MEETING DATE	January 13, 2025
SUBMITTED BY	Salma Nava, Deputy Registrar

SUMMARY

Report of monies collected by the Vital Statistics Department for certified copies of Birth and Death records.

ATTACHMENTS

- Vital Records Report – December 2024

ACTION PROPOSED

X	INFORMATION		DISCUSSION		REVIEW & APPROVAL
	OTHER				

Berwyn Township Public Health District · Vital Records Report

January, 2025

Report of monies collected by the Berwyn Public Health District Vital Statistics Department for the month of **December 2024** for certified copies of Birth and Death records as follows
(**22 MORE** requests than November-2024):

Total Amount Collected	\$2,256.45
Fee to the State of Illinois:	-\$200.00
(Death Surcharge Fee 50– D.C. Requested):	
(Total Credit Charges: 54= Amount: \$1,129.45)	
Health District Portion of Fees:	\$2,056.45

These figures represent fiscal year 2024/2025

Total Fees Collected (to date):	\$22,861.70
Total paid to State of Illinois (to date):	-\$2,968.00
Total Berwyn Health District (to date):	\$19,837.70

These figures represent fiscal year 2023/2024

Total Fees Collected (to date):	\$34,152.50
Total paid to State of Illinois (to date):	-\$5,808.00
Total Berwyn Health District (to date):	\$28,344.50

These figures represent fiscal year 2022/2023

Total Fees Collected (to date):	\$35,068.70
Total paid to State of Illinois (to date):	-\$5,656.00
Total Berwyn Health District (to date):	\$29,412.70

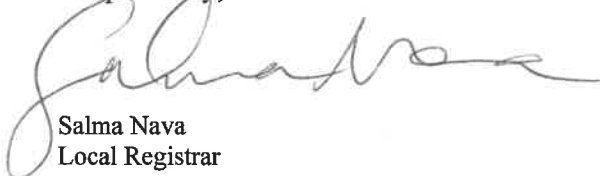
These figures represent fiscal year 2021/2022

Total Berwyn Health District (to date):	\$37,523.00
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These figures represent fiscal year 2020/2021

Total Berwyn Health District (to date):	\$38,568.00
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Respectfully,



Salma Nava
Local Registrar



State of Illinois
Illinois Department of Public Health

Division of Vital Records
(217)785-3164

County of COOK District # 03121 County Clerk OR Local Registrar X

50 Number of certified copies of Death and Fetal Death Certificates issued.

Check is for the month of December, 20 24.

Multiply number of copies issued by \$4.00, total amount due \$ 200. If none issued put 0 in amount due.

Remit a check made payable to the Illinois Department of Public Health for the amount stated above along with a copy of this completed VR360 form to:

IDPH Vital Records
Attn: DCSF/COLDF
925 E. Ridgely Ave.
Springfield, IL 62702

OR

Signature of County Clerk

Date

Signature of Local Registrar

Date

D. J. Oka 1/2/25

If your contact information changes, please update the following information: Contact person _____

Email Address _____ Phone number _____

VR 360 (rev. 05/17)

Contact us at dph.vitals@illinois.gov - Attn: Death Surcharge in Subject line

E-MAILED JAN 02 2025



AGENDA ITEM SUMMARY

AGENDA ITEM: **6**

TITLE	Bills Payable and Payroll
MEETING DATE	January 13, 2025
SUBMITTED BY	Brian Eagan, CPA Senior Vice President, Selden Fox, Ltd.

SUMMARY

Berwyn Public Health District Disbursements for Approval is attached for review and approval. Physical invoices and receipts are available for your review and audit.

ATTACHMENTS

- Public Health District Payables

ACTION PROPOSED

<input type="checkbox"/>	INFORMATION	<input type="checkbox"/>	DISCUSSION	<input checked="" type="checkbox"/>	REVIEW & APPROVAL
<input type="checkbox"/>	OTHER				



AGENDA ITEM SUMMARY

AGENDA ITEM: **7**

TITLE	Statement of Receipts & Disbursements
MEETING DATE	January 13, 2025
SUBMITTED BY	Brian Eagan, CPA Senior Vice President, Selden Fox, Ltd.

SUMMARY

Statement of revenues, expenditures, and changes in net assets – modified cash basis for the Health District Fund is attached for your review.

ATTACHMENTS

- Statement of Revenues, Expenditures and Changes in Net Assets – Modified Cash Basis for the period **April 1, 2024 through December 31, 2024.**

ACTION PROPOSED

X	INFORMATION		DISCUSSION		REVIEW & APPROVAL
	OTHER				

Selden Fox

Accounting for your future

One Parkview Plaza, Suite 710 | Oakbrook Terrace, IL 60181 | www.seldenfox.com
p 630.954.1400 | f 630.954.1327 | email@seldenfox.com

ACCOUNTANT'S COMPILATION REPORT

Board of Health
Berwyn Public Health District
Berwyn, Illinois

Management is responsible for the accompanying statement of revenues, expenditures, and changes in net assets – modified cash basis for the period April 1, 2024 through December 31, 2024 of **Berwyn Public Health District**. We have performed the compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the American Institute of Certified Public Accountants. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on this financial statement.

This financial statement is prepared in accordance with the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Management has elected to omit substantially all the disclosures ordinarily included in financial statements prepared in accordance with the modified cash basis of accounting. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the entity's, revenues, expenditures, and changes in net assets. Accordingly, this financial statement is not designed for those who are not informed about such matters.

The supplementary budget information is presented for purposes of additional analysis and is not a required part of the basic financial statement. This information is the representation of management of **Berwyn Public Health District**. The information was subject to our compilation engagement, however, we have not audited or reviewed the information and, accordingly, do not express an opinion, a conclusion, nor provide any assurance on such information.

We are not independent with respect to Berwyn Public Health District.

Selden Fox, Ltd.

January 8, 2025

Berwyn Public Health District
Statement of Revenues, Expenditures, and
Changes in Net Assets - Modified Cash Basis

April - December 2024

	Apr - Dec 2024	Approved Budget	Remaining Budget	% of Budget
Income				
4000.00 Real Estate Taxes		-	-	
4100.00 Property Tax	\$ 402,217.89	\$ 745,000.00	\$ (342,782.11)	53.99%
4200.00 Replacement Tax	18,480.10	35,000.00	(16,519.90)	52.80%
4400.01 Fees, Rents and Others			-	
4400.00 Rental income	63,740.00	76,440.00	(12,700.00)	83.39%
4410.00 Vital Record Income	24,025.25	37,500.00	(13,474.75)	64.07%
4450.00 Clinic Fees & Income	588.00	2,000.00	(1,412.00)	29.40%
Total 4400.01 Fees, Rents and Others	88,353.25	115,940.00	(27,586.75)	76.21%
4440.00 Miscellaneous Income	115.97	5,000.00	(4,884.03)	2.32%
4600.00 Investment Income	61,778.10	15,000.00	46,778.10	411.85%
Total Income	570,945.31	915,940.00	(344,994.69)	62.33%
Gross Profit	570,945.31	915,940.00	(344,994.69)	62.33%
Expenses				
5000.00 Capital Outlay			-	
5005.00 Medical & Office Equipment	7,357.98	100,000.00	(92,642.02)	7.36%
5006.00 Roof and Building Improvements	16.00	150,000.00	(149,984.00)	0.01%
5007.00 Park Improvements and Equipment	660.00	8,000.00	(7,340.00)	8.25%
5010.00 Parking Lot Improvements	-	10,000.00	(10,000.00)	0.00%
Total 5000.00 Capital Outlay	8,033.98	268,000.00	(259,966.02)	3.00%
5100.00 Contractual Services			-	
5105.00 Accounting/Bookkeeping	15,850.00	23,700.00	(7,850.00)	66.88%
5106.00 Payroll Processing Fees	2,475.00	2,400.00	75.00	103.13%
5115.00 Annual Audit	7,737.50	7,250.00	487.50	106.72%
5120.00 Association Dues	842.00	2,000.00	(1,158.00)	42.10%
5135.00 Gen Liab, Work Comp, Prop Ins	19,886.50	23,500.00	(3,613.50)	84.62%
5140.00 Legal Expense	1,350.00	7,500.00	(6,150.00)	18.00%
5143.00 Health District Attorney	12,590.00	19,000.00	(6,410.00)	66.26%
5144.00 IT Services	-	10,000.00	(10,000.00)	0.00%
5150.00 Website Services	-	5,000.00	(5,000.00)	0.00%
5160.00 Rodent Abatement Agreement	-	40,000.00	(40,000.00)	0.00%
5185.00 Contractual Services - Vision/Hearing	-	6,000.00	(6,000.00)	0.00%
5190.00 Contractual Services - Dental	-	15,000.00	(15,000.00)	0.00%
5195.00 Contractual Services - Pediatrics	-	20,000.00	(20,000.00)	0.00%
Total 5100.00 Contractual Services	60,731.00	181,350.00	(120,619.00)	33.49%
5300.00 Health Programs			-	
5310.00 Lead Awareness Program	-	2,500.00	(2,500.00)	0.00%

Berwyn Public Health District
Statement of Revenues, Expenditures, and
Changes in Net Assets - Modified Cash Basis

April - December 2024

	Apr - Dec 2024	Approved Budget	Remaining Budget	% of Budget
5315.00 Clinics	1,438.75	10,000.00	(8,561.25)	14.39%
5320.00 Spec. Program - Flu	5,345.09	19,000.00	(13,654.91)	28.13%
5325.00 Spec. Programs - Other	73,446.20	40,000.00	33,446.20	183.62%
5325.02 Special Program-Combined Veteran	-	4,000.00	(4,000.00)	0.00%
5325.03 Berwyn Holiday Fund	-	4,000.00	(4,000.00)	0.00%
5325.04 Senior Breakfast	-	1,500.00	(1,500.00)	0.00%
5325.05 Sunday Market	1,134.01	10,000.00	(8,865.99)	11.34%
5325.06 Marketing and Promotion	-	5,000.00	(5,000.00)	0.00%
5326.00 Spec. Programs - Intergov	20,706.18	35,000.00	(14,293.82)	59.16%
5328.00 Special Programs-Emergency Prep	(2,301.05)	10,000.00	(12,301.05)	-23.01%
5332.00 Special Prg. - Eyes for Educati	2,662.00	6,500.00	(3,838.00)	40.95%
5334.00 Special Prg.-Health Grants	36,929.00	80,000.00	(43,071.00)	46.16%
5336.00 Health Families	-	100,000.00	(100,000.00)	0.00%
5337.00 Infrastructure Initiatives	-	1,000,000.00	(1,000,000.00)	0.00%
5340.00 Participatory Budget	-	17,000.00	(17,000.00)	0.00%
5346 New Programs and Initiatives	-	600,000.00	(600,000.00)	0.00%
Total 5300.00 Health Programs	139,360.18	1,944,500.00	(1,805,139.82)	7.17%
5400.00 Other Expenditures			-	
5405.00 Conference/Education Expenses	73.00	4,500.00	(4,427.00)	1.62%
5410.00 Contingencies	(383.23)	5,000.00	(5,383.23)	-7.66%
5413.00 Transaction Processing Fees	2,379.38	6,500.00	(4,120.62)	36.61%
5420.00 Medical Waste Disposal	11,386.88	7,500.00	3,886.88	151.83%
5425.00 Official's Bonds	-	3,500.00	(3,500.00)	0.00%
5430.00 Death Surcharge Fee	2,696.00	7,500.00	(4,804.00)	35.95%
Total 5400.00 Other Expenditures	16,152.03	34,500.00	(18,347.97)	46.82%
5500.00 Repairs and Maintenance			-	
5505.00 Building Maintenance	10,054.03	25,000.00	(14,945.97)	40.22%
5510.00 Janitorial Service	-	3,000.00	(3,000.00)	0.00%
5515.00 Equipment Maintenance Agreement	3,529.68	4,000.00	(470.32)	88.24%
5530.00 Snow Removal	485.00	3,500.00	(3,015.00)	13.86%
Total 5500.00 Repairs and Maintenance	14,068.71	35,500.00	(21,431.29)	39.63%
5600.00 Supplies and Materials			-	
5605.00 Janitorial Supplies	6,880.02	2,500.00	4,380.02	275.20%
5610.00 Medical Supplies	5,786.84	3,000.00	2,786.84	192.89%

Berwyn Public Health District
Statement of Revenues, Expenditures, and
Changes in Net Assets - Modified Cash Basis

April - December 2024

	Apr - Dec 2024	Approved Budget	Remaining Budget	% of Budget
5615.00 Office Supplies and Expense	12,282.19	10,000.00	2,282.19	122.82%
5620.00 Postage and Meter Rental	1,023.86	3,000.00	(1,976.14)	34.13%
5625.00 Printing and Publication	3,256.06	10,000.00	(6,743.94)	32.56%
Total 5600.00 Supplies and Materials	29,228.97	28,500.00	728.97	102.56%
5700.00 Utilities			-	
5710.00 Heat, Light and Water	1,086.68	4,000.00	(2,913.32)	27.17%
5720.00 Telephone	4,685.18	10,000.00	(5,314.82)	46.85%
Total 5700.00 Utilities	5,771.86	14,000.00	(8,228.14)	41.23%
5800.00 Payroll Expenses			-	
5815.00 Chairman	33,000.03	46,000.00	(12,999.97)	71.74%
5816.00 Secretary	25,650.00	36,200.00	(10,550.00)	70.86%
5817.00 Treasurer	25,650.00	36,200.00	(10,550.00)	70.86%
5820.00 Clerks	64,382.19	162,750.00	(98,367.81)	39.56%
5829.0 Interns	9,771.00	45,000.00	(35,229.00)	21.71%
5830.00 Health Director	15,728.40	24,000.00	(8,271.60)	65.54%
5831.00 Taxes - Employer FICA	21,959.95	45,000.00	(23,040.05)	48.80%
5832.00 Taxes - Employer Medicare	5,135.80	10,000.00	(4,864.20)	51.36%
5833.00 Taxes - SUTA	2,793.26	3,000.00	(206.74)	93.11%
5835.00 Retirement Contribution	1,934.97	15,000.00	(13,065.03)	12.90%
5840.00 Inspectors	36,563.94	110,250.00	(73,686.06)	33.16%
5841.00 Environmental Health Practioner	47,202.87	65,000.00	(17,797.13)	72.62%
5845.00 Janitor	18,459.20	30,000.00	(11,540.80)	61.53%
5860.00 Public Health Nurses	81,358.46	147,000.00	(65,641.54)	55.35%
5880.00 Grp Health, Vision, Dental Ins	50,508.16	90,000.00	(39,491.84)	56.12%
Total 5800.00 Payroll Expenses	440,098.23	865,400.00	(425,301.77)	50.85%
Total Expenses	713,444.96	3,371,750.00	(2,658,305.04)	21.16%
Net Operating Income	(142,499.65)	(2,455,810.00)	2,313,310.35	5.80%
Net Income	(142,499.65)	\$ (2,455,810.00)	\$ 2,313,310.35	5.80%
Beginning net assets	2,573,460.39			
Ending net assets	\$ 2,430,960.74			



AGENDA ITEM SUMMARY

AGENDA ITEM: **9-A**

TITLE	EMR Project Update
MEETING DATE	January 13, 2025
SUBMITTED BY	Betsy Canedo, RN

SUMMARY

ATTACHMENTS

- EMR Project Update Report

ACTION PROPOSED

X	INFORMATION		DISCUSSION		REVIEW & APPROVAL
	OTHER				



AGENDA ITEM SUMMARY

AGENDA ITEM: **9-B**

TITLE	Residential Flood Mitigation
MEETING DATE	January 13, 2025
SUBMITTED BY	David J. Avila, Health Board President

SUMMARY

Item Deferred (4/2024)

ATTACHMENTS

None submitted

ACTION PROPOSED

<input type="checkbox"/>	INFORMATION	<input checked="" type="checkbox"/>	DISCUSSION	<input type="checkbox"/>	REVIEW & APPROVAL
<input type="checkbox"/>	OTHER				



AGENDA ITEM SUMMARY

AGENDA ITEM: **10-A**

TITLE	Audit Engagement Letter from Evans, Marshall & Pease PC
MEETING DATE	January 13, 2025
SUBMITTED BY	David J. Avila, Board President

SUMMARY	
Approve Change to Move July 14, 2025 Regular Board Meeting to July 31, 2025	
ATTACHMENTS	
<ul style="list-style-type: none">Audit Engagement Letter from Evans, Marshall & Pease PC	

ACTION PROPOSED				
<input type="checkbox"/>	INFORMATION	<input checked="" type="checkbox"/>	DISCUSSION	<input checked="" type="checkbox"/> REVIEW & APPROVAL
<input type="checkbox"/>	OTHER			



EVANS, MARSHALL & PEASE, P.C.

CERTIFIED PUBLIC ACCOUNTANTS
AND CONSULTANTS

1875 Hicks Road
Rolling Meadows, Illinois 60008

Telephone (847) 221-5700
Facsimile (847) 221-5701

January 2, 2025

Berwyn Public Health District
6600 W. 26th Street
Berwyn, Illinois 60402

To the Board of Trustees and Management of the Berwyn Public Health District:

We are pleased to confirm our understanding of the services we are to provide the Berwyn Public Health District for the year ended March 31, 2025, 2026 and 2027.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of the Berwyn Public Health District as of and for the years ended March 31, 2025, 2026 and 2027. Accounting standards generally accepted in the United States of America (GAAS) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Berwyn Public Health District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Berwyn Public Health District's RSI in accordance with GAAS. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles (GAAP) and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis
- 2) IMRF supplementary pension information
- 3) Budgetary comparison schedules

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

Our audit of the financial statements does not relieve you of your responsibilities.

Audit Procedures—Internal Control

We will obtain an understanding of the government and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

We have identified the following significant risks of material misstatement as part of our audit planning:

- Management override of controls.
- Lack of expertise necessary to prepare the financial statements.

As of this date, planning has not concluded and modifications may be made to these risks.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Berwyn Public Health District's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

Other Services

We will also prepare the financial statements of the Berwyn Public Health District in conformity with accounting principles generally accepted in the United States of America based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statement preparation services and any other non-attest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America.

Management is responsible for making drafts of financial statements, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

Engagement Administration, Fees, and Other

The audit documentation for this engagement is the property of Evans, Marshall and Pease, PC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to regulators. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Evans, Marshall and Pease, PC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to Regulators. The regulators may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

Jeffery M. Rollefson, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$9,000, \$9,500 and \$10,000, per the years ended above. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered upon completion and delivery of reports, however we reserve the right to invoice half of the total fees at the end of fieldwork should circumstances warrant. The above fee is based on

anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue a written report upon completion of our audit of the Berwyn Public Health District's financial statements. Our report will be addressed to the Board of Trustees of the Berwyn Public Health District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

We appreciate the opportunity to be of service to the Berwyn Public Health District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign it and return it to us.

Very truly yours,

Evans, Marshall and Pease, PC

Evans, Marshall and Pease, PC
Certified Public Accountants

RESPONSE:

This letter correctly sets forth the understanding of the Berwyn Public Health District.

By: _____

Title: _____

Date: _____



AGENDA ITEM SUMMARY

AGENDA ITEM: **10-B**

TITLE	FY 2026 Budget Committee Meeting Dates
MEETING DATE	January 13, 2025
SUBMITTED BY	Brian Eagan, CPA Senior Vice President, Selden Fox, Ltd.

SUMMARY

Discussion to schedule budget working sessions for February, March, and April for FY 2026 Budget.

ATTACHMENTS

- None

ACTION PROPOSED

<input type="checkbox"/>	INFORMATION	<input checked="" type="checkbox"/>	DISCUSSION	<input type="checkbox"/>	REVIEW & APPROVAL
<input type="checkbox"/>	OTHER				



AGENDA ITEM SUMMARY

AGENDA ITEM: **10-C**

TITLE	2025 Special Event Dates
MEETING DATE	January 13, 2025
SUBMITTED BY	Jessica Aquino Rodriguez, Operations Manager

SUMMARY	
A preliminary schedule of events for 2025 is attached. Events listed as TBD dates are yet to be confirmed with partnering agencies.	
ATTACHMENTS	
<ul style="list-style-type: none">2025 Schedule of Events	

ACTION PROPOSED			
X	INFORMATION	DISCUSSION	REVIEW & APPROVAL
	OTHER		

2025

Berwyn Township & Public Health District SCHEDULE OF EVENTS

2025

January 2025						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

January		
01/01/25 (Wed)	<i>New Year's Day</i>	<i>Office Closed</i>
01/20/25 (Mon)	<i>Martin Luther King Jr. Day</i>	<i>Office Closed</i>
01/13/25 (Mon)	Health & Township Board Meetings	Board Meeting
01/13/25 (Mon)	REC Senior Luncheon - info table	Outreach
01/15/25 (Wed)	Wellness Wednesdays-Screenings	EVENT
01/22/25 (Wed)	Wellness Wednesdays-Consultations	EVENT
01/28/25 (Tue)	Blood Drive	EVENT
01/29/25 (Wed)	REC Senior Luncheon - info table	Outreach
01/29/25 (Wed)	YMCA Senior Lunch Lectures	Outreach

February 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

February		
02/17/25 (Mon)	<i>President's Day</i>	<i>Office Closed</i>
02/10/25 (Mon)	Health & Township Board Meetings	Board Meeting
02/12/25 (Wed)	Wellness Wednesdays-Screenings	EVENT
02/13/25 (Thu)	REC Senior Luncheon - info table	Outreach
02/19/25 (Wed)	Wellness Wednesdays-Consultations	EVENT
02/21/25 (Fri)	REC Senior Luncheon - info table	Outreach
02/26/25 (Wed)	YMCA Senior Lunch Lectures	Outreach

March 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

March		
03/09/25 (Sun)	<i>Daylight Saving (move clocks ahead 1 hour)</i>	
03/10/25 (Mon)	Health & Township Board Meetings	Board Meeting
03/12/25 (Wed)	Wellness Wednesdays-Screenings	EVENT
03/19/25 (Wed)	Wellness Wednesdays-Consultations	EVENT
03/18/25 (Tue)	REC Senior Luncheon - info table	Outreach
03/26/25 (Wed)	YMCA Senior Lunch Lectures	Outreach
03/24/25 (Mon)	REC Senior Luncheon - info table	Outreach

April 2025						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

April		
04/18/25 (Fri)	<i>Good Friday</i>	<i>Office Closed</i>
04/14/25 (Mon)	Health & Township Board Meetings	Board Meeting
04/09/25 (Wed)	Wellness Wednesdays-Screenings	EVENT
04/16/25 (Wed)	Wellness Wednesdays-Consultations	EVENT
04/23/25 (Wed)	YMCA Senior Lunch Lectures	Outreach
TBD	REC Senior Luncheon - info table	Outreach
04/27/25 (Sun)	DUMPSTER DAY	EVENT

May 2025						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

May		
05/26/25 (Mon)	<i>Memorial Day</i>	<i>Office Closed</i>
05/11/25 (Sun)	<i>Mother's Day</i>	<i>Holiday</i>
05/12/25 (Mon)	Health & Township Board Meetings	Board Meeting
05/07/25 (Wed)	Wellness Wednesdays-Screenings	EVENT
05/14/25 (Wed)	Wellness Wednesdays-Consultations	EVENT
05/18/25 (Sun)	DUMPSTER DAY	EVENT
05/21/25 (Wed)	YMCA Senior Lunch Lectures	Outreach
TBD	REC Senior Luncheon - info table	Outreach

2025

Berwyn Township & Public Health District SCHEDULE OF EVENTS

2025

June 2025						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

June		
06/19/25 (Thu)	<i>Juneteenth</i>	<i>Office Closed</i>
06/15/25 (Sun)	Father's Day	Holiday
06/09/25 (Mon)	Health & Township Board Meetings	Board Meeting
06/01/25 (Sun)	DUMPSTER DAY	EVENT
06/04/25 (Wed)	Wellness Wednesdays-Screenings	EVENT
06/11/25 (Wed)	Wellness Wednesdays-Consultations	EVENT
06/17/25 (Tue)	DMV Mobile Unit (Secretary of State)	EVENT
06/18/25 (Wed)	YMCA Senior Lunch Lectures	Outreach
TBD	REC Senior Luncheon - info table	Outreach
TBD	Lunch Bus (Greater Food Depository)	EVENT
06/29/25 (Sun)	Berwyn Sunday Market	EVENT

July 2025						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

July		
07/04/25 (Fri)	<i>Independence day</i>	<i>Office Closed</i>
07/31/25 (Thu)	Health & Township Board Meetings	Board Meeting
07/14/25 (Mon)	NACCHO 2025 Conference (14-18) Anaheim, CA	Conference
07/15/25 (Tue)	NACCHO 2025 Conference (14-18) Anaheim, CA	Conference
07/16/25 (Wed)	NACCHO 2025 Conference (14-18) Anaheim, CA	Conference
07/17/25 (Thu)	NACCHO 2025 Conference (14-18) Anaheim, CA	Conference
07/18/25 (Fri)	NACCHO 2025 Conference (14-18) Anaheim, CA	Conference
TBD	School & Sports Physicals (Loyola Bus)	EVENT
TBD	Lunch Bus (Greater Food Depository)	EVENT
TBD	YMCA Senior Lunch Lectures	Outreach
TBD	REC Senior Luncheon - info table	Outreach
07/27/25 (Sun)	Berwyn Sunday Market	EVENT

August 2025						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

August		
08/11/25 (Mon)	Health & Township Board Meetings	Board Meeting
TBD	School & Sports Physicals (Loyola Bus)	EVENT
TBD	Lunch Bus (Greater Food Depository)	EVENT
TBD	YMCA Senior Lunch Lectures	Outreach
TBD	REC Senior Luncheon - info table	Outreach
TBD	Wellness Wednesdays-Screenings	EVENT
TBD	Wellness Wednesdays-Consultations	EVENT

September 2025						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

September		
09/01/25 (Mon)	<i>Labor Day</i>	<i>Office Closed</i>
09/08/25 (Mon)	Health & Township Board Meetings	Board Meeting
09/06/25 (Sat)	Community Health Resource & Fair	EVENT
TBD	YMCA Senior Lunch Lectures	Outreach
TBD	REC Senior Luncheon - info table	Outreach
TBD	Wellness Wednesdays-Screenings	EVENT
TBD	Wellness Wednesdays-Consultations	EVENT

2025

Berwyn Township & Public Health District SCHEDULE OF EVENTS

2025

October 2025						
Su	M	Tu	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

October		
10/13/25 (Mon)	<i>Columbus Day</i>	<i>Office Closed</i>
10/16/25 (Thu)	Health & Township Board Meetings	Board Meeting
10/06/25 (Mon)	NALBOH 2025 Conference (6-8) Savannah, GA	Conference
10/07/25 (Tue)	NALBOH 2025 Conference (6-8) Savannah, GA	Conference
10/08/25 (Wed)	NALBOH 2025 Conference (6-8) Savannah, GA	Conference
10/19/25 (Sun)	Berwyn Sunday Market & Pet Parade	EVENT
TBD	YMCA Senior Lunch Lectures	Outreach
TBD	REC Senior Luncheon - info table	Outreach
TBD	Wellness Wednesdays-Screenings	EVENT
TBD	Wellness Wednesdays-Consultations	EVENT

November 2025						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

November		
11/02/25 (Sun)	<i>Daylight Saving (move clocks back 1 hour)</i>	
11/11/25 (Tue)	<i>Veterans Day</i>	<i>Office Closed</i>
11/27/25 (Thu)	<i>Thanksgiving</i>	<i>Office Closed</i>
11/28/25 (Fri)	<i>Day after Thanksgiving</i>	<i>Office Closed</i>
11/13/25 (Thu)	Health & Township Board Meetings	Board Meeting
11/10/25 (Mon)	TOI 2025 Conference (10-12) Springfield, IL	Conference
11/11/25 (Tue)	TOI 2025 Conference (10-12) Springfield, IL	Conference
11/12/25 (Wed)	TOI 2025 Conference (10-12) Springfield, IL	Conference
11/18/25 (Tue)	DMV Mobile Unit (Secretary of State)	EVENT
TBD	YMCA Senior Lunch Lectures	Outreach
TBD	REC Senior Luncheon - info table	Outreach
TBD	Wellness Wednesdays-Screenings	EVENT
TBD	Wellness Wednesdays-Consultations	EVENT

December 2025						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

December		
12/24/25 (Wed)	<i>Christmas Eve</i>	<i>Office Closed</i>
12/25/25 (Thu)	<i>Christmas Day</i>	<i>Office Closed</i>
12/31/25 (Wed)	<i>New Year's Eve</i>	<i>Office Closed</i>
12/08/25 (Mon)	Health & Township Board Meetings	Board Meeting
12/11/25 (Thu)	Community Hero Awards Dinner	EVENT
TBD	YMCA Senior Lunch Lectures	Outreach
TBD	REC Senior Luncheon - info table	Outreach
TBD	Wellness Wednesdays-Screenings	EVENT
TBD	Wellness Wednesdays-Consultations	EVENT