



**BERWYN TOWNSHIP
PUBLIC HEALTH DISTRICT BOARD**

**REGULAR MEETING
October 17, 2024 | 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 Thursday, October 17, 2024 | 4:00 PM

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. OPEN FORUM
4. APPROVAL OF MINUTES
 - A. Regular Meeting on September 9, 2024
 - B. Special Meeting on September 17, 2024
 - C. Decennial Meeting on June 5, 2023
 - D. Decennial Meeting on August 12, 2024
5. STAFF REPORT UPDATES
 - A. Clinic Activity – September 2024
 - B. Sanitation Activity – September 2024
 - C. Vital Statistics Activity – September 2024
6. APPROVAL OF BILLS PAYABLE & PAYROLL – September 2024
7. STATEMENT OF RECEIPTS & DISBURSEMENTS
8. CORRESPONDENCE
9. OLD BUSINESS
 - A. Deferred Item (7/2024): Electronic Medical Record Project Update and Approve eClinicalWorks Agreement – Avila
 - B. Deferred Item (4/2024): Residential Flood Mitigation – Avila
10. NEW BUSINESS
 - A. Review & Approve Proposed 2024 Property Tax Levy Ordinance for Taxes to be Collected in 2025 – Avila
 - B. Review & Approve Schedule of Regular Meetings in 2025 – Paul
11. ADJOURNMENT



AGENDA ITEM SUMMARY

AGENDA ITEM: **4**

TITLE	Approval of Minutes
MEETING DATE	October 17, 2024
SUBMITTED BY	Margaret Paul, Health Board Secretary

SUMMARY

ATTACHMENTS

- Regular Meeting on September 9, 2024
- Special Meeting on September 17, 2024
- Decennial Meeting on June 5, 2023
- Decennial Meeting on August 12, 2024

ACTION PROPOSED

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



CC COPY

Berwyn Public Health District
Regular Meeting Minutes – September 9, 2024

BPHD President Avila called the Regular Meeting to Order at 4:05 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. Jacqueline Pareda asked the board to observe a moment of silence in memory of Thomas Lovero.

Approval of Minutes: Avila made the motion, seconded by Pareda, to approve the Regular Meeting Minutes of August 12, 2024 as submitted. The motion passed by a unanimous voice vote.

Staff Reports:

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

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

Vital Statistics Activity – August 2024: Avila made the motion, seconded by Pareda, to accept the report as submitted and place the \$2,586.00 fees collected in the proper funds. The motion passed by a unanimous roll call vote.

Bills Payable and Payroll – August 2024: Avila made the motion, seconded by Pareda, to approve and authorize the disbursements for \$80,205.59 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 report as informational by Order of the Chair.

Correspondence: There was no correspondence received for the meeting.

Old Business:

Deferred Item from 7/2024: Electronic Medical Record (“EMR”) Project and Approval of eClinicalWorks Agreement: Betsy Canedo, R.N. was recognized. She provided an update on procuring the necessary software and hardware required to run the eClinicalWorks system. More time is needed to finalize quotes. Larry Zdarsky stated that he would provide a final review of the contract at the next meeting. Paul made the motion, seconded by Pareda, to defer the item to the October meeting. The motion passed by a unanimous voice vote.

Clerk’s Note: Paul made the motion, seconded by Pareda, to bring forward agenda item 10-B. The motion passed by a unanimous voice vote.

10-B Review and Approve Mental Health Needs Assessment Proposal: Avila distributed an email he had received from Medical Director Wainer. Paul raised several questions about the circumstances leading to the submitted proposal for the Mental Health Needs Assessment

by Digame, LLC and Sustainable Mental Health, Inc. Paul requested the Principals' names and credentials for each entity. She asked for references from similarly sized organizations that utilized these services.

Avila quickly contacted Lilia Arroyo Flores by cell phone. Ms. Arroyo Flores then connected the call with Amanda, the principal of Sustainable Mental Health, Inc. ("the Providers"). Discussion ensued about number of people required for a successful survey sample (Answer: 380), the strategy for having two focus groups comprised of only Spanish-preferred speaking residents, and other aspects of the contract and survey process. The Providers agreed to send their credentials and the requested references to the board as soon as possible.

The discussion continued about the contract cost (\$29,675.00), the identified I-pads required (quantity and cost unknown), as well as the cost of incentive gift cards (24 at \$25.00). Discussion included whether BPHD would "own" the survey results and be able to share it with others like the 708 Mental Health Board and local schools. Mr. Zdarsky stated that he would review the contract and make that condition a part of the terms.

Avila made the motion, seconded by Pareda, to call a Special Meeting on September 17, 2024 at Noon and defer further action of this item to the Special Meeting. The motion passed by a unanimous voice vote.

Residential Flood Mitigation: Avila made the motion, seconded by Paul, to defer this item to the October meeting. The motion passed by a unanimous voice vote.

Review and Approve Tentative 2024 Tax Levy: Brian Egan was recognized. He again reviewed various proposed tax levy percentages. He provided a draft Ordinance for review. Avila made the motion, seconded by Pareda, to call a Public Hearing on the Tentative Levy for October 17, 2024 at 3:45 p.m. and direct the Secretary to publish the Notice and Agenda of the Public Hearing in a local paper prior to October 3 2024. The motion passed by a unanimous voice vote.

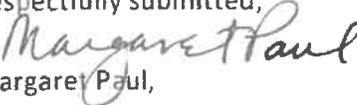
708 Mental Health Board Grant: Avila then made the motion, seconded by Pareda, to defer this item to the January meeting. The motion passed on a unanimous voice vote.

New Business:

Review and Approve 2024 Annual Treasurer's Report: Mr. Egan has provided the Board with a tentative Treasurer's Report for the 12 Months Ended 3/31/24 for review. Avila made the motion, seconded by Paul, to approve the Annual Treasurer's Report as presented and publish the availability of the report and audit in the local paper. The motion passed by a unanimous voice vote.

Adjournment: Avila made the motion, seconded by Paul, to adjourn the meeting. The motion passed by a unanimous voice vote. The meeting adjourned at 4:45 p.m.

Respectfully submitted,


Margaret Paul,
BPHD Secretary



BERWYN TOWNSHIP PUBLIC HEALTH DISTRICT
Minutes of the Special Meeting of September 17, 2024

Call to Order: President Avila called the Special Meeting to Order at 12:00 pm. Board members Pereda and Paul were present for the meeting. The attendees rose and recited the Pledge of Allegiance. The purpose of the meeting was to discuss and vote on the Mental Health Needs Assessment Proposal by Digame LLC.

Open Forum: Avila opened the floor for public comment. There were no commenters. Open Forum was closed.

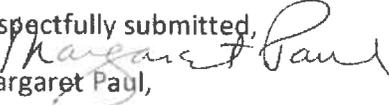
Mental Health Needs Assessment: Avila distributed an email received from Attorney Zdarsky on September 17, 2024. Mr. Zdarsky attached a Rider to the contract under consideration. Board members reviewed the proposal and the recommendation of Mr. Zdarsky. Discussion ensued.

Paul asked about the costs in addition to the contract fee. The Board discussed methods of making Berwyn residents aware of the survey and anticipated costs of publicizing it. Paul asked if the survey would focus on children only. Discussion ensued with the Board agreeing that the survey would encompass mental health needs of all ages in Berwyn.

Paul then made the motion, seconded by Parede, to approve the Proposal with the Rider for a Mental Health Needs Assessment by Digame, LLC. For an amount not to exceed \$29,675 and authorize an additional budget of \$2,525 for additional costs for a total of \$32,200.00.

Adjournment: Avila made the motion, seconded by Parede, to adjourn the meeting. The motion passed by a unanimous roll call vote. The meeting adjourned at 12:27 pm.

Respectfully submitted,


Margaret Paul,

Health District Secretary



BERWYN TOWNSHIP PUBLIC HEALTH DISTRICT MEETING MINUTES

MEETING TYPE		
<input type="checkbox"/> REGULAR MEETING	<input type="checkbox"/> SPECIAL MEETING	<input type="checkbox"/> BUDGET WORKSHOP
<input type="checkbox"/> OTHER: _____		<input checked="" type="checkbox"/> DECENNIAL COMMITTEE
DAY AND DATE	TIME	LOCATION
MON, JUNE 5, 2023	11:00 AM	6600 W. 26 th Street 1 st Floor Conference Room

BOARD MEMBERS / ATTENDEES REQUESTED	PRESENT	ABSENT
David J. Avila, Health Board President	x	
Margaret Paul, Health Board Treasurer	x	
Jacqueline Pereda, Health Board Secretary	x	
Deanne Durica, Township Resident	x	
Rafael Padilla, Township Resident	x	
Larry Zdarsky, Attorney	x	
Betsy Canedo, Head Nurse	x	
Jessica Aquino Rodriguez, Operations Manager	x	

CALL TO ORDER/ROLL CALL: Supervisor Avila called the Berwyn Township Health Department Decennial Committee meeting to Order at 11:06 a.m. Treasurer Margaret Paul and Secretary Jacqueline Pereda present on the Call of the Roll. Town Attorney Larry Zdarsky, Nurse Betsy Canedo, Operations Manager Jessica Rodriguez, Rafael Padilla and Deanna Durica were in attendance.

PLEDGE: Attendees recited the Pledge of Allegiance

INTRODUCTION OF COMMITTEE MEMBERS: Supervisor Avila introduced Mr. Padilla and Ms. Durica as his appointees to the Committee as Resident Members. Supervisor Avila made the Motion, seconded by Treasurer Margaret Paul, to approve the appointments to the committee as submitted. The motion carried by a unanimous voice vote.

OVERVIEW OF STATUE, COMMITTEE, CONCEPT OF CONCLUDING REPORT (AGENDA ITEMS E, F, AND G): Town Attorney Larry Zdarsky was recognized. He provided the members with a copy of 50 ILCS 70/hereinafter referred to as "the Act") covering points in the statue. Town Attorney Larry Zdarsky provided a copy of the Township Officials of Illinois Recommended Procedures for Compliance with the Decennial Committees on Local Government Efficiency Act (Crabtree and Krafthefer). He highlighted aspects of the document. Questions and discussion ensued concerning the information provided. Supervisor Avila made the Motion, seconded by Secretary Jacqueline Pereda, to mark the oral comments as informational. The Motion carried by a unanimous voice vote.



BERWYN TOWNSHIP PUBLIC HEALTH DISTRICT MEETING MINUTES

MEETING TYPE		
<input type="checkbox"/> REGULAR MEETING	<input type="checkbox"/> SPECIAL MEETING	<input type="checkbox"/> BUDGET WORKSHOP
<input checked="" type="checkbox"/> DECENNIAL COMMITTEE		
<input type="checkbox"/> OTHER: _____		
DAY AND DATE	TIME	LOCATION
August 12, 2024	3:52 PM	6600 W. 26 TH STREET, 1 ST FLOOR CONFERENCE ROOM

BOARD MEMBERS / ATTENDEES REQUESTED	PRESENT	ABSENT
David J. Avila, Health Board President	x	
Deanna Durica, Resident	x	
Jacqueline Pereda, Health Board Treasurer	x	
Betsy Canedo, Nurse	x	
Rafael Padilla, Resident	x	
Larry Zdarsky, Attorney	x	
Jessica Aquino Rodriguez, Operations Manager	x	

1. **Call to Order/Roll Call:** Avila called the Berwyn Township Health Department Decennial Committee on Local Government Efficiency meeting to Order at 3:52 p.m. Treasurer, Jacqueline Pereda, and Supervisor David Avila were present on the Call of the Roll. Operations Manager Jessica Rodriguez, Attorney Larry Zdarsky, Health Clinic Nurse Betsy Canedo, Resident Deanna Durica, and Resident Rafael Padilla, were also in attendance.

2. **Pledge:** The attendees recited the Pledge of Allegiance.

3. **Open Forum:** President Avila opened the floor for public comment. There were no commenters.

4. **Committee Timelines, Schedule & Deadlines:**

The committee reviewed the report and discussed recommendations and requested to update Page 3 to edit the history in the second paragraph, Page 8 & 9, to edit the list audit, Page 9 to add more information on the extensive training the township completed for DEI Training. Further, to add information on the current EMR project in the Health District.

5. **Staff Needs and Responsibilities, Assignment of Tasks, Next Meeting:**

Avila made the motion, seconded by Pereda, to schedule the next Decennial committee meeting for September 9, 2024. The motion carried by a unanimous voice vote.

6. **Comments from Attending Residents**

Avila called for comments. There were no other residents attending the meeting.

7. **Adjournment:** Avila made the motion, seconded by Pereda, to adjourn the meeting. The motion carried by a unanimous voice vote. The meeting adjourned at 4:03 p.m.

Respectfully Submitted,
Jacqueline Pereda, Township Assessor & Health Board Treasurer



AGENDA ITEM SUMMARY

AGENDA ITEM: **5-A**

TITLE	Clinic Activity
MEETING DATE	October 17, 2024
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 – September 2024

ACTION PROPOSED

X	INFORMATION		DISCUSSION		REVIEW & APPROVAL
	OTHER				

NURSING MONTHLY REPORT

September 1-30, 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, TB Tests, and guidance on Covid-19 guidelines.
3. The Health District continues to offer saliva PCR Tests in the month of September 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.
8. Clinic continues working on its Berwyn Wellness Initiative.
9. Clinic has hosted the Wellness Wednesday Screenings in September.
10. Due to successful pilot program with Yoga in the Park resumed in September for a limited number of weeks with a tentative end date of October 5th. We hope to start again in 2025.
11. We attended the Community Resource Fair on September 7 and vaccinated Berwyn residents for the flu.
12. On Tuesday, September 17th we taught AED training to St. Odillos Church for the church service ushers. In October we will be teaching CPR training once a month at North Berwyn Park District.
13. On September 25th we had clinic staff meet with E-Clinical representatives to go over additional details.

Monthly Tracking:

Scheduled	86	Blood Pressure Check	0
Seen	81	TB Tests	4
Walk-ins	17	TB reads	4
Home Visits	0	Positive TB reads	0
No Call/No Show-		Flu Shots Total:	
Cancellations	19	Regular – Quad	0
Rescheduled	2	High Dose	0
New Patients	22	Nutrition Referrals	0
Established	59	School Physicals	
VFC	16	Referral	1
Title 19	11	Rx collection	0
Uninsured	5	Sharps collection	0
Under insured	0	Records Request	0
Lead Testing	0	Medical Loan	0
Hemoglobin	0	English	69
Adult Immunizations	0	Spanish	12

September Clinic Deposit: \$60.00

September Flu Deposit: \$0.00

Total Deposit: \$60.00

Yearly Tracking (April 2024 – March 2025):

Scheduled	272	Blood Pressure Check	0
Seen	247	TB Tests	69
Walk-ins	29	TB reads	66
Home Visits	0	Positive TB reads	0
No Call/No Show-		Flu Shots Total:	
Cancellations	42	Regular – Quad	3
Rescheduled	11	High Dose	0
New Patients	109	Nutrition Referrals	0
Established	138	School Physicals	
VFC	91	Referral	0
Title 19	62	Rx collection	6
Uninsured	29	Sharps collection	10
Under insured	0	Records Request	6
Lead Testing	0	Medical Loan	0
Hemoglobin	0	English	166
Adult Immunizations	9	Spanish	81

Fiscal Year Totals:

Clinic Deposit: \$1630.00

Flu Deposit: \$0.00

Total Deposit: \$1630.00



AGENDA ITEM SUMMARY

AGENDA ITEM: **5-B**

TITLE	Sanitation Activity
MEETING DATE	October 17, 2024
SUBMITTED BY	Sheri Leto, Inspector

SUMMARY

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

ATTACHMENTS

- Sanitation Report – September 2024

ACTION PROPOSED

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

**Berwyn Public Health District
Sanitation Report**

Reporting Period: September 1, 2024 through September 30, 2024

MONTHLY RECAP

New Businesses

No New Businesses to report.

Food Complaints

In the month of September there were no food complaints:

Trainings:

1. 13th Annual Food Service Seminar (9/23/2024)

- a. This Seminar was hosted by the LaSalle County Health Department, held at the Senica’s Oak Ridge and discussed the following: rodent control, pest management skills, farmers market operations, food code 2022 highlights and clarification, and more.

Special Events

1. YMCA Pastapalooza 2024 (9/20/2024)

- a. C. Riggan was the inspector.

2. 23rd Annual Oktoberfest (9/20/2024 & 9/21/2024)

- a. 14 vendors were in attendance. C. Riggan was the inspector.

3. Berwyn Sunday Market (9/22/2024)

- a. Cancelled due to inclement weather.

4. Alderman Alicia Ruiz Hispanic Heritage Parade 7 Festival (9/29/2024)

- a. 3 vendors were in attendance. C. Riggan was the inspector.

September 2024														
Company	#	Street	Gls	Insp. Date	Insp.	Notes	N B	C I	V HR	H R	M R	L R	C E	I E
KFC, Store #Y313102	6200	Cermak Rd		9/24/2024	MK					1				
Wanda's Chinese Restaurant	6301	Cermak Road		9/26/2024	MK					1				
Uncle Shawarma	6310	Cermak Road		9/24/2024	MK					1				
Guadalajara Grill & Bar	6814	Cermak Road		9/25/2024	MK					1				
Parrilla Express	6401	34th Street		9/24/2024	MK					1				
Lalo's Restaurant	3011	Harlem Avenue		9/19/2024	MK					1				
Connies Family Restuarant	3271	Harlem Avenue		9/10/24	MK					1				

Berwyn Public Health District Sanitation Report

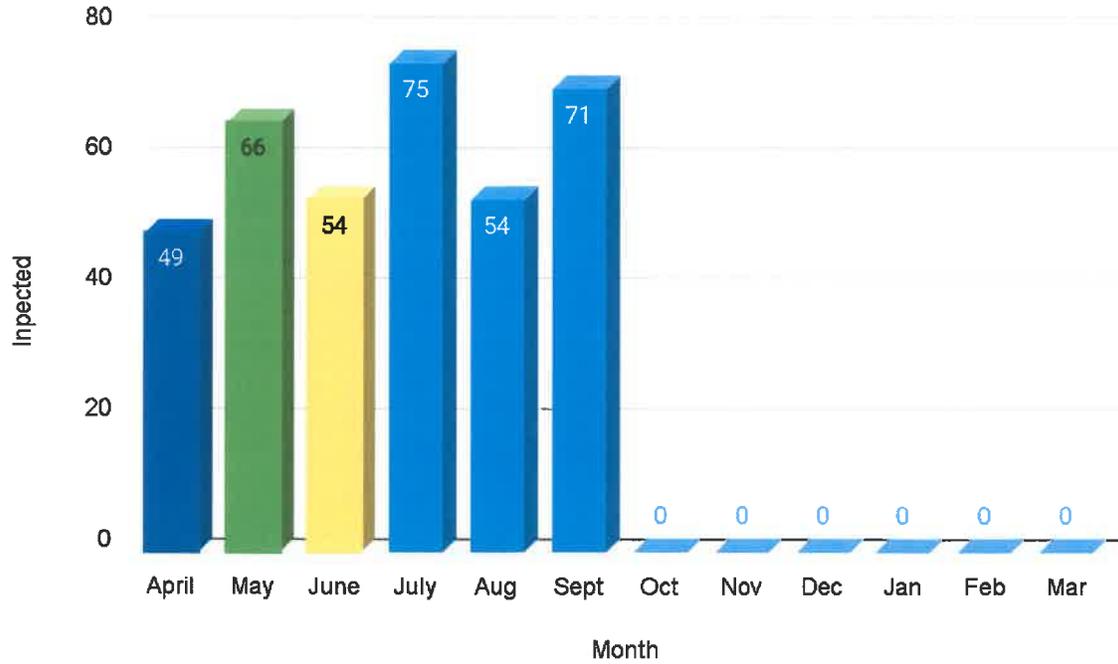
2

Berwyn Fruit Market	3811	S Harlem Ave		9/12/24	MK					1			
The Garage Smokehouse & Bar	3202	Grove Ave		9/12/24	MK					1			
MacNeal Memorial Hospital	3249	S Oak Park Ave		9/11/2024	MK					1			
Familia Fresh Market	3308	S Oak Park Ave		9/11/2024	MK					1			
Jaios Spots Bar and Grill	6334	Ogden Avenue		9/12/2024	MK					1			
White Castle	7155	Ogden Avenue		9/25/2024	MK					1			
Sushi Junki	6639	Roosevelt Road		9/26/2024	MK					1			
Gaia Ristorante Italiano	6822	Windsor Avenue		9/25/2024	MK					1			
Cafe Cappucino	6910	Windsor Ave		9/4/24	MK					1			
El Moral Meat Market	6706	16th Street		9/10/2024	MK					1			
La Michoacana Los Primos	6224	Cermak Road		9/10/2024	MK					1			
El Rey Tortilla's (TORTILLERIA EL REY)	6311- B	Cermak Road		9/17/2024	MK					1			
Paeteria La Michoacana	6533	Cermak Road		9/17/2024	MK					1			
Dunkin Donuts & Deli/ Baskin Robbins	6601	Cermak Road		9/19/2024	MK					1			
Dominos Pizza	6613	Cermak Road		9/19/2024	MK					1			
The Freeze (Tasty Freeze)	6621	26th Street		9/19/2024	MK					1			
K & H Corner Store	1400	Kenilworth Avenue		9/11/2024	MK					1			
Little Caesar's #1739	6801	Ogden Ave		9/25/2024	mk					1			
Taco Bell	6956	Ogden Avenue		9/4/2024	MK					1			
Dunkin Donuts/Baskin Robbins	7020	Ogden Avenue		9/4/2024	MK					1			
7-Eleven #3858880	7144	Ogden Avenue		9/10/24	MK					1			
Commodore Barry Post #256	6921	Roosevelt Road		9/24/2024	MK					1			
Culvers	6943	Roosevelt Rd		9/12/2024	MK					1			
RAM Liquors	6515	Cermak Road		9/3/2024	MK						1		
Flight 22 Wine Bar	6518	Cermak Road		9/3/2024	MK						1		
Olivia's Place	2823	Harlem Avenue		9/26/2024	MK						1		
Junior's Bar & Grill	7011	Ogden Avenue		9/3/2024	MK						1		
Shelby's Place	6601	Roosevelt Road		9/17/2024	MK						1		
Distro Music Hall	6815	Roosevelt Road		9/12/24	MK						1		
Lucky's Tavern	7123	Roosevelt Road		9/17/2024	MK						1		
George's Tavern	6741	Stanley Avenue		9/3/2024	MK						1		
Godson's	6910	Windsor Avenue		9/4/2024	MK						1		

**Berwyn Public Health District
Sanitation Report**

		Cottage Food	0	0	Cottage Food	4
		Temporary Food	0	32	Temporary Food	64
		Total	0	71	Total YTD	89

Graph 1: ROUTINE INSPECTIONS - April 2024 - March 2025



BERWYN SHOPS

No News.

**Berwyn Public Health District
Sanitation Report**

5

ENVIRONMENTAL HEALTH & SAFETY: RESIDENTIAL

- Hoarding: 0
- Uninhabitable
 Living Conditions: 0
- Water: 0
- Heat: 0
- Well-Being Checks: 3
- Other - Bedbugs/
 Cockroaches: 1

GOALS

Completed:

1. A completion rate of 100% of the Food Establishment Inspections for September.
 - a. We met and exceeded our goal of 90%.

In-Progress Goals:

1. A 90% or better completion rate of the Food Establishment Inspections for October.
2. By the end of the 2024-2025 Fiscal Year, to have inspected 650 establishments, including any Temporary Food Events.
3. Perfect The BEE Award, formally known as the Sheri Smith Award, to have all details ready to present to the Board.
4. Start drafting SOPs stated in the April 2023 Board Meeting.
5. BHD can obtain 25% of the prospective food vendors for 2024 Berwyn Shops.
6. Create clear guidelines and expectations for the Cottage Food Berwyn Pop-Up Vendors.
7. 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.
8. 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	October 17, 2024
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 – September 2024

ACTION PROPOSED

X	INFORMATION		DISCUSSION		REVIEW & APPROVAL
	OTHER				

Berwyn Township Public Health District · Vital Records Report

October, 2024

Report of monies collected by the Berwyn Public Health District Vital Statistics Department for the month of **September 2024** for certified copies of Birth and Death records as follows
(18 LESS requests than August-2024):

Total Amount Collected	\$2,266.00
Fee to the State of Illinois: (Death Surcharge Fee 55- D.C. Requested): (Total Credit Charges: 60= Amount: \$1,288.00)	-\$220.00
Health District Portion of Fees:	\$2,046.00

These figures represent fiscal year 2024/2025

Total Fees Collected (to date):	\$16,088.60
Total paid to State of Illinois (to date):	-\$2,112.00
Total Berwyn Health District (to date):	\$13,976.60

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

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

Check is for the month of September, 2024.

Multiply number of copies issued by \$4.00, total amount due \$ 220. 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

Signature of County Clerk _____ Date _____
OR
Signature of Local Registrar D. J. O'Rourke Date _____

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



AGENDA ITEM SUMMARY

AGENDA ITEM: **6**

TITLE	Bills Payable and Payroll
MEETING DATE	October 17, 2024
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

- Disbursements for Approval – October 17, 2024

ACTION PROPOSED

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

Berwyn Public Health District
Disbursements for Approval
October 17, 2024

Item	Ref #	Date	Payee	Description	Account	Amount
INTERIM DISBURSEMENTS						
1	Debit	09/04/24	Constant Contact	monthly charge-annual renewal of software	5625.00	\$ 42.75
2	Debit	09/04/24	AllPaid	food safety classes for Clay Riggan	5405.00	36.50
3	Debit	09/04/24	AllPaid	food safety classes for Jesus Villalba	5405.00	36.50
4	Debit	09/09/24	Ring Central	DigitalLine Unlimited	5720.00	394.44
5	Debit	09/16/24	Adobe	software	5615.00	63.74
6a	Debit	09/18/24	Amazon	Office Supplies split with Town	5615.00	85.28
6b				Due from Township	1400.00	85.27
7a	Debit	09/18/24	Amazon	Office Supplies split with Town	5615.00	21.60
7b				Due from Township	1400.00	21.61
8	Debit	09/24/24	Amazon	Due from GA	1410.00	46.31
9	Debit	09/25/24	Amazon	Due from GA	1410.00	21.88
10	Debit	09/26/24	Amazon	Due from GA	1410.00	47.86
11a	Debit	09/27/24	Amazon	Office Supplies split with Town	5615.00	21.24
11b				Due from Township	1400.00	21.24
12	Debit	09/27/24	Amazon	Due from GA	1410.00	11.44
13a	Debit	09/30/24	Amazon	Office Supplies split with Town	5615.00	6.89
13b				Due from Township	1400.00	6.90
Total Interim Disbursements						\$ 971.45
DISBURSEMENTS TO VENDORS						
1	21622	10/17/24	606 Entertainment Group LLC	09/07/24 event stage lighting	5325.00	\$ 350.00
2	21623	10/17/24	Amazon Captial Services	Office Supplies	5615.00	365.38
3	21624	10/17/24	American Parks Company	removal of athletic equip + installation of red baron	5325.00	17,116.00
4	21625	10/17/24	AR Electric	stage lights + generators + 2 light towers	5005.00	3,100.00
5	21626	10/17/24	BCBS - Profile 43806	2024-10 insurance premiums	5880.00	5,081.93
6	21627	10/17/24	Berwyn Development Corporation	Hispanic Heritage Month vendor fee	5325.00	50.00
7	21628	10/17/24	Berwyn General Assistance Fund	Payroll reimbursement	5326.00	954.41
8	21629	10/17/24	Berwyn Township	Shared employee reimbursement	5326.00	1,837.13
9	21630	10/17/24	Canopus Exectuve Strategies	Consulting on grant funding	5334.00	9,000.00
10	21631	10/17/24	Cintas	Janitor supplies	5605.00	637.81
11	21632	10/17/24	City of Berwyn - Water	monthly water	5710.00	76.60
12	21633	10/17/24	Comcast Business (Internet)	Internet 9/25/24-10/24/24	5720.00	159.90
13	21634	10/17/24	Dearborn Life Insurance Company	2024-10 insurance premiums	5880.00	63.10
14	21635	10/17/24	Eduardo Cabrera	Reimburse- small garbage bags (Walgreens)	5605.00	11.72
15	21658	10/17/24	Elizabeth Simbi	Yoga in the Park 9/14,9/21,9/29,10/5	5325.00	680.00
16	21636	10/17/24	Evans, Marshall & Pease, P.C.	FYE 2024 audit	5115.00	3,875.00
17	21637	10/17/24	Gopher	Fitness Fund Program for St. Leonard	5325.00	775.55
18	21638	10/17/24	Health Lab	Labs	5315.00	396.75
19	21639	10/17/24	Illinois Department of Public Health	2024-09 death and birth certificates	5430.00	220.00
20	21640	10/17/24	Illinois Environmental Health Association	Environmental Health membership for Clay Riggans	5120.00	55.00
21	21641	10/17/24	International Security Products	Vital Records	5430.00	1,389.62
22	21642	10/17/24	Johnny's Landscaping Services	grass cut 9/4, 9/11, 9/18, 9/25, split H/T	5505.00	160.00
23	21643	10/17/24	Konica Minolta Business Solutions	Monthly lease	5515.00	268.45
24	21644	10/17/24	Lawndale News	Annual Audits and Treasurer Reports	5625.00	259.00
25	21645	10/17/24	Lawrence Zdarsky	2024-10 Legal Services	5143.00	1,555.00
26	21646	10/17/24	Martin Calibration	calibration maintenance of clinic refrigerator	5505.00	856.65
27	21647	10/17/24	McKesson Medical-Surgical	Medical Supplies	5610.00	521.69
28	21648	10/17/24	Nicor Gas	Monthly gas	5710.00	50.27
29	21649	10/17/24	Party Picassos	9.7.24 Community Festival	5325.00	1,200.00
30	21650	10/17/24	S.B.C. Waste Solutions	Waste service	5325.00	329.75
31	21651	10/17/24	Sanofi Pasteur Inc.	Flu vaccines	5320.00	5,783.70
32a	21652	10/17/24	Selden Fox, Ltd.	2024-10 Accounting Services	5105.00	1,975.00
32b				2024-10 Software	5615.00	275.00
33	21653	10/17/24	Sound InSight Inc.	Children's Center - Riverside	5332.00	900.00
34	21654	10/17/24	Stericycle	Monthly medical waste disposal	5420.00	617.43
35	21655	10/17/24	ULINE	Fitness Fund Program for St. Leonard	5325.00	2,995.06
36	21656	10/17/24	Vision Service Plan	2043-10 insurance premiums	5880.00	156.99
Total Disbursements to Vendors						\$ 64,099.89

**Berwyn Public Health District
Disbursements for Approval
October 17, 2024**

<u>Item</u>	<u>Ref #</u>	<u>Date</u>	<u>Payee</u>	<u>Description</u>	<u>Account</u>	<u>Amount</u>
PAYROLL CHECKS & WITHHOLDINGS SUMMARY						
1	Board checks	09/09/24	Board checks	Gross board payroll - September	various	\$ 11,114.27
2	EFT	09/13/24	Gross Payroll	Gross payroll 9/1/24 - 9/15/24	various	13,539.12
3	EFT	09/13/24	Payroll withholdings	Payroll taxes - 9/1/24 - 9/15/24	various	2,030.73
4	EFT	09/13/24	Employer IMRF Obligation	IMRF match - 9/1/24 - 9/15/24	5835.00	129.05
5	EFT	09/30/24	Gross Payroll	Gross payroll - 9/16/24 - 9/30/24	various	13,331.07
6	EFT	09/30/24	Payroll withholdings	Payroll taxes - 9/16/24 -9/30/24	various	1,031.67
7	EFT	09/30/24	Employer IMRF Obligation	IMRF match - 9/16/24 - 9/30/24	5835.00	<u>94.36</u>
Total Payroll & Withholding Disbursements						\$ 41,270.27
Total Disbursements for Approval						\$ 106,341.61
Reconciled Cash Balance at 9/30/24-Citizens Bank						803,244.79
Cash Balance at 9/30/24-Republic Bank						<u>39,524.19</u>
Total						\$ <u>842,768.98</u>

CERTIFICATE

October 17, 2024
COOK COUNTY, ILLINOIS

We, the undersigned, members of the Board of the Berwyn Public Health District, Cook County, Illinois, certify and state as follows:

that we have this 17th day of October 2024 examined and approved the foregoing claims or charges against Berwyn Public Health District Fund and that we hereby approve said claims or charges and direct the Chairman to pay the same aforesaid vouchers and payroll consisting of 2 pages.

_____ Secretary
_____ Treasurer
_____ Chairman

CERTIFICATE

I, the undersigned, Secretary of Berwyn Public Health District, Cook County, Illinois, certify and state as follows:

that the Board of the Berwyn Public Health District examined, reviewed, approved and directed the payment of the foregoing accounts on this 17th day of October 2024 and that the foregoing amounts are due to the organizations or persons stated above.

_____ Secretary

Countersigned

_____ Chairman



AGENDA ITEM SUMMARY

AGENDA ITEM: **7**

TITLE	Statement of Receipts & Disbursements
MEETING DATE	October 17, 2024
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 September 30, 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 September 30, 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.

October 14, 2024

Berwyn Public Health District
Statement of Revenues, Expenditures, and
Changes in Net Assets - Modified Cash Basis
April - September 2024

	April - Sept 2024	Approved Budget	Remaining Budget	% of Budget
Income				
4000.00 Real Estate Taxes		-	-	
4100.00 Property Tax	\$ 376,616.40	\$ 745,000.00	\$ (368,383.60)	50.55%
4200.00 Replacement Tax	13,569.25	35,000.00	(21,430.75)	38.77%
4400.01 Fees, Rents and Others			-	
4400.00 Rental income	38,235.00	76,440.00	(38,205.00)	50.02%
4410.00 Vital Record Income	18,037.60	37,500.00	(19,462.40)	48.10%
4450.00 Clinic Fees & Income	588.00	2,000.00	(1,412.00)	29.40%
Total 4400.01 Fees, Rents and Others	56,860.60	115,940.00	(59,079.40)	49.04%
4440.00 Miscellaneous Income	115.97	5,000.00	(4,884.03)	2.32%
4600.00 Investment Income	49,932.07	15,000.00	34,932.07	332.88%
Total Income	497,094.29	915,940.00	(418,845.71)	54.27%
Gross Profit	497,094.29	915,940.00	(418,845.71)	54.27%
Expenses				
5000.00 Capital Outlay			-	
5005.00 Medical & Office Equipment	4,257.98	100,000.00	(95,742.02)	4.26%
5006.00 Roof and Building Improvements	(2,784.00)	150,000.00	(152,784.00)	-1.86%
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	2,133.98	268,000.00	(265,866.02)	0.80%
5100.00 Contractual Services			-	
5105.00 Accounting/Bookkeeping	9,925.00	23,700.00	(13,775.00)	41.88%
5106.00 Payroll Processing Fees	1,650.00	2,400.00	(750.00)	68.75%
5115.00 Annual Audit	3,862.50	7,250.00	(3,387.50)	53.28%
5120.00 Association Dues	132.00	2,000.00	(1,868.00)	6.60%
5135.00 Gen Liab, Work Comp, Prop Ins	348.50	23,500.00	(23,151.50)	1.48%
5140.00 Legal Expense	1,350.00	7,500.00	(6,150.00)	18.00%
5143.00 Health District Attorney	7,925.00	19,000.00	(11,075.00)	41.71%
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 - Pediatri	-	20,000.00	(20,000.00)	0.00%
Total 5100.00 Contractual Services	25,193.00	181,350.00	(156,157.00)	13.89%
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 - September 2024

	April - Sept 2024	Approved Budget	Remaining Budget	% of Budget
5315.00 Clinics	825.25	10,000.00	(9,174.75)	8.25%
5320.00 Spec. Program - Flu	(492.00)	19,000.00	(19,492.00)	-2.59%
5325.00 Spec. Programs - Other	28,164.02	40,000.00	(11,835.98)	70.41%
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	12,331.56	35,000.00	(22,668.44)	35.23%
5328.00 Special Programs-Emergency Prep	(2,301.05)	10,000.00	(12,301.05)	-23.01%
5332.00 Special Prg. - Eyes for Educati	1,312.00	6,500.00	(5,188.00)	20.18%
5334.00 Special Prg.-Health Grants	24,929.00	80,000.00	(55,071.00)	31.16%
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	65,902.79	1,944,500.00	(1,878,597.21)	3.39%
5400.00 Other Expenditures			-	
5405.00 Conference/Education Expenses	73.00	4,500.00	(4,427.00)	1.62%
5410.00 Contingencies	960.89	5,000.00	(4,039.11)	19.22%
5413.00 Transaction Processing Fees	-	6,500.00	(6,500.00)	0.00%
5420.00 Medical Waste Disposal	9,612.84	7,500.00	2,112.84	128.17%
5425.00 Official's Bonds	-	3,500.00	(3,500.00)	0.00%
5430.00 Death Surcharge Fee	1,844.00	7,500.00	(5,656.00)	24.59%
Total 5400.00 Other Expenditures	12,490.73	34,500.00	(22,009.27)	36.21%
5500.00 Repairs and Maintenance			-	
5505.00 Building Maintenance	5,455.95	25,000.00	(19,544.05)	21.82%
5510.00 Janitorial Service	-	3,000.00	(3,000.00)	0.00%
5515.00 Equipment Maintenance Agreement	2,920.43	4,000.00	(1,079.57)	73.01%
5530.00 Snow Removal	485.00	3,500.00	(3,015.00)	13.86%
Total 5500.00 Repairs and Maintenance	8,861.38	35,500.00	(26,638.62)	24.96%
5600.00 Supplies and Materials			-	
5605.00 Janitorial Supplies	4,053.05	2,500.00	1,553.05	162.12%
5610.00 Medical Supplies	4,742.76	3,000.00	1,742.76	158.09%

Berwyn Public Health District
Statement of Revenues, Expenditures, and
Changes in Net Assets - Modified Cash Basis
April - September 2024

	April - Sept 2024	Approved Budget	Remaining Budget	% of Budget
5615.00 Office Supplies and Expense	7,651.10	10,000.00	(2,348.90)	76.51%
5620.00 Postage and Meter Rental	722.81	3,000.00	(2,277.19)	24.09%
5625.00 Printing and Publication	1,540.81	10,000.00	(8,459.19)	15.41%
Total 5600.00 Supplies and Materials	18,710.53	28,500.00	(9,789.47)	65.65%
5700.00 Utilities			-	
5710.00 Heat, Light and Water	715.45	4,000.00	(3,284.55)	17.89%
5720.00 Telephone	3,132.41	10,000.00	(6,867.59)	31.32%
Total 5700.00 Utilities	3,847.86	14,000.00	(10,152.14)	27.48%
5800.00 Payroll Expenses			-	
5815.00 Chairman	22,000.02	46,000.00	(23,999.98)	47.83%
5816.00 Secretary	17,100.00	36,200.00	(19,100.00)	47.24%
5817.00 Treasurer	17,100.00	36,200.00	(19,100.00)	47.24%
5820.00 Clerks	42,764.18	162,750.00	(119,985.82)	26.28%
5829.0 Interns	8,955.00	45,000.00	(36,045.00)	19.90%
5830.00 Health Director	12,233.20	24,000.00	(11,766.80)	50.97%
5831.00 Taxes - Employer FICA	14,943.54	45,000.00	(30,056.46)	33.21%
5832.00 Taxes - Employer Medicare	3,494.86	10,000.00	(6,505.14)	34.95%
5833.00 Taxes - SUTA	2,616.59	3,000.00	(383.41)	87.22%
5835.00 Retirement Contribution	1,326.66	15,000.00	(13,673.34)	8.84%
5840.00 Inspectors	23,519.40	110,250.00	(86,730.60)	21.33%
5841.00 Environmental Health Practitioner	32,642.98	65,000.00	(32,357.02)	50.22%
5845.00 Janitor	12,160.50	30,000.00	(17,839.50)	40.54%
5860.00 Public Health Nurses	54,697.80	147,000.00	(92,302.20)	37.21%
5880.00 Grp Health, Vision, Dental Ins	35,412.64	90,000.00	(54,587.36)	39.35%
Total 5800.00 Payroll Expenses	300,967.37	865,400.00	(564,432.63)	34.78%
Total Expenses	438,107.64	3,371,750.00	(2,933,642.36)	12.99%
Net Operating Income	58,986.65	(2,455,810.00)	2,514,796.65	-2.40%
Net Income	58,986.65	\$ (2,455,810.00)	\$ 2,514,796.65	-2.40%
Beginning net assets	2,573,825.92			
Ending net assets	\$ 2,632,812.57			



AGENDA ITEM SUMMARY

AGENDA ITEM: **9-A**

TITLE	Electronic Medical Record Project Update and eClinicalWorks Agreement
MEETING DATE	October 17, 2024
SUBMITTED BY	Betsy Canedo, RN

SUMMARY	
Deferred Item (7/2024)	
ATTACHMENTS	
<ul style="list-style-type: none">• Report Update	

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

Summary of our recommendations to the board regarding the purchase and support of an EMR system.

EMR

We had previously decided to go with the EMR called E clinical works [ECW]. That contract is available but will not be executed until which time we determine we want to move forward and after which we've obtained all the hardware and technical support which is required

Price-\$749/month

Printer

We reviewed two different companies' bids to provide a printer scanner with capabilities of interfacing with our EMR. Those companies were Image Tech and Konica. The price for image tech was \$238 per month for 5000 copies. The KONICA cost was \$257 a month for 5000 copies per month. This printer scanner will provide an interface to the EMR which will be seamless and which allow us to scan in all of our old records and dispose of the paper records. Printer/scanner is compatible with our EMR. **We recommend Image Tech not only because it has a lower price point but also because their service and their support seem to be more robust.**

Price -\$238/month

Tech Support

We need technical support for two aspects of the EMR. First we need installation and setup of hardware and secondly we need a monthly contract to provide technical support and problem-solving. We contacted three tech-support companies who are all in the Chicagoland area. These companies were VIP Tech, Wynndalco and Tech Pro.

VIP support was continuously inactive and was very difficult to connect with. We never got a bid from them despite many attempts to contact them

Wynndalco has very little knowledge or experience with electronic medical records.

SUPPORT

Their support services are charged on an hourly basis with a minimum of two hours to be paid in advance regardless of what the required time would be. They are open Monday- Friday 9-5. On a monthly basis this company might be less expensive if we have no needs for support but would be markedly more expensive if we require their services on a more regular basis.

INSTALLATION

They did not offer an installation bid nor did they offer standard security features including a fire wall.

Techpro has a very long history of working with EMR's including ECW.

SUPPORT

They charge a monthly service fee of \$525 per month with 24 /7 coverage.

Tech Pro provides a firewall and they are very familiar with electronic medical record companies including ECW. They have given us two possible bids

- Install and purchase of hardware-\$28,165, this price includes installation and 1st-month tech support. This quote does not include cable or cable labor, this would be invoiced at time and material.
- Installation only \$2,200

We recommend Techpro as the tech support company because of their experience with working with EMR's and specifically ECW. Their bid also included critical security which is mandatory when using an EMR.

Monthly Support \$525.00

Installation \$2,200

Installation and hardware 28,165.00

Hardware

There is a bid to purchase all of our hardware from either CDW or Techpro. Buying through CDW would probably be less expensive however purchasing through Techpro might be easier

The cost of purchase through CDW is approximately \$21,068.16, for all Apple products.

Option A- Purchase hardware from CDW and have TechPro will do the installation.

Option B- Purchase Hardware from TechPro and Installation

Lab interface

We currently work with Health Lab. They've been very supportive and easy to work with. They are part of the Northwestern network and therefore are local. Health Lab will pay for and develop an interface between their lab and our EMR at their cost. There will be no additional to us for this service.

Price \$0

SUMMARY:

The approximate monthly cost/month to provide and support the EMR

EMR cost will be \$749 per month

Printer scanner will be \$238 per month

Technical support from Techpro will be \$525 per month

Internet access will be \$160

The total estimated cost to have and support our EMR will be \$1672 per month or \$20,064/year



AGENDA ITEM SUMMARY

AGENDA ITEM: **9-B**

TITLE	Residential Flood Mitigation
MEETING DATE	October 17, 2024
SUBMITTED BY	David J. Avila, Health Board President

SUMMARY
Item Deferred (4/2024)
ATTACHMENTS
<i>None submitted</i>

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	2024 Property Tax Levy Ordinance for Taxes to be Collected in 2025
MEETING DATE	October 17, 2024
SUBMITTED BY	David J. Avila, Board President

SUMMARY	
ATTACHMENTS	

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: **10-B**

TITLE	Schedule of Regular Meetings in 2025
MEETING DATE	October 17, 2024
SUBMITTED BY	Margaret Paul, Board Secretary

SUMMARY

ATTACHMENTS

ACTION PROPOSED

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



TOWNSHIP OF BERWYN PUBLIC HEALTH DISTRICT
6600 W. 26th Street • Berwyn, IL 60402

To: David Avila, Jacqueline Pareda

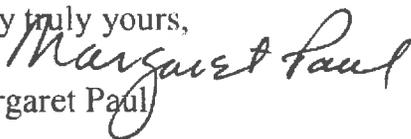
Date: October 2, 2024

Re: Schedule of Regular Meetings in 2025

Dear David and Jackie:

Here is a proposed list of Regular Meeting dates and office closures for 2025. Please review the proposed schedule. I will happily make any changes to the schedule deemed necessary. I would recommend that the Board approve the schedule as submitted or as amended at the October Board meeting.

Very truly yours,


Margaret Paul

**Schedule of Regular Meetings of the Berwyn Public Health District and
Berwyn Township for Calendar Year 2025**

Notice is Hereby Given that the **Berwyn Public Health District Board** will meet at 4:00p.m. on the second Monday of the month (*except for Monday, October 13, 2025 Columbus Day and November 10, 2025 due to Township of Illinois Conference) at the Health District Building at 6600 W. 26th St., Berwyn, Illinois, 1st Floor Conference Room as follows:

Monday, January 13	Monday, July 14
Monday, February 10	Monday, August 11
Monday, March 10	Monday, September 8
Monday, April 14	*Thursday, October 16
Monday, May 12	*Thursday, November 14
Monday, June 9	Monday, December 8

Notice is Hereby Given that the **Berwyn Township Trustees** will meet at 6:00p.m. on the second Monday of each month (*except for October 13, 2025 which falls on Columbus Day and November 10, 2025 due to the Township of Illinois Conference) at the Health District Building at 6600 W. 26th St., Berwyn, Illinois, 1st Floor Conference Room as follows:

Monday, January 13	Monday, July 14
Monday, February 10	Monday, August 11
Monday, March 10	Monday, September 8
Monday, April 14	*Thursday, October 16
Monday, May 12	*Thursday, November 14
Monday, June 9	Monday, December 8

Berwyn Township and Berwyn Public Health District observe the following holidays in 2025 and will close their offices on the following days:

Wednesday, January 1	New Year's Day
Monday, January 20	Martin Luther King's Birthday
Monday, February 17	President's Day
Friday, April 18	Good Friday
Monday, May 26	Memorial Day
Wednesday, June 19	Juneteenth
Friday, July 4	Independence Day
Monday, September 1	Labor Day
Monday, October 13	Columbus Day
Tuesday, November 11	Veterans Day
Thursday, November 27	Thanksgiving
Friday, November 28	Day after Thanksgiving
Wednesday, December 24	Christmas Eve
Thursday, December 25	Christmas Day
Wednesday, December 31	New Year's Eve

Approved By the Berwyn Township Trustees on _____

Approved By the Berwyn Health District Board on _____

By: _____, Town Clerk Health Board Secretary