HEALTH DISTRICT BOARD MEETING PACKET

March 9, 2026

NOTICE: In accordance with the Illinois Open Meetings Act, notice is hereby given that the Board will hold a public meeting at the date, time, and location below. The purpose of this meeting is to conduct the regular business of the Board and to consider items listed on the posted agenda. This notice and agenda are posted in accordance with statutory requirements.

Public Comments / Open Forum:
Comments for the Open Forum must be submitted by 2:00 PM on the meeting day to Clerk Leticia Garcia at 6700 W. 26th Street, Berwyn, IL 60402, via email at LGarcia@ci.berwyn.il.us, or by phone at (708) 749-6451.

BERWYN TOWNSHIP PUBLIC HEALTH DISTRICT HEALTH BOARD	☒ REGULAR MEETING ☐ SPECIAL MEETING ☐ COMMITTEE OF THE WHOLE/WORKSHOP	DATE	Monday, March 9, 2026
		TIME	**4:00 PM**
		LOCATION	6600 W. 26th St., 1st FL Conf. Rm.

AGENDA

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. OPEN FORUM
4. APPROVAL OF MINUTES
   A. Regular Meeting on February 9, 2026
5. STAFF REPORT UPDATES
   A. Clinic Activity – February 2026
   B. Sanitation Activity – February 2026
   C. Vital Statistics Activity – February 2026
6. APPROVAL OF BILLS PAYABLE & PAYROLL – February 2026
7. STATEMENT OF RECEIPTS & DISBURSEMENTS
8. CORRESPONDENCE
9. OLD BUSINESS
10. NEW BUSINESS
    A. Review and Approval of Proposed Budget Transfers – Eagan
    B. Review and Approval of Sponsorship for Fifty (50) "Stop the Bleed" Basic Kits – Garcia
    C. Approval of IMRF Resolution – Reinstating/Notice of Appointment of Authorized Agent – Avila
    D. Discussion and Approval of Mental Health Initiative – Pereda
    E. Discussion and Approval STI Testing Partnership – Avila
11. ADJOURNMENT

BERWYN TOWNSHIP PUBLIC HEALTH DISTRICT HEALTH BOARD	☐ REGULAR MEETING ☐ SPECIAL MEETING ☒ COMMITTEE OF THE WHOLE/WORKSHOP	DATE	Monday, March 9, 2026
		TIME	**4:30 PM**
		LOCATION	6600 W. 26th St., 1st FL Conf. Rm.

AGENDA

1. ROLL CALL
2. OPEN FORUM
3. REVIEW OF FY 2025-2026 BUDGET VS. EXPENDITURES
4. DISCUSSION OF ANCIPATED FY 2026-2027 COST INCREASES FOR ROUTINE LINE ITEMS
5. ADJOURNMENT

AGENDA ITEM SUMMARY

MEETING DATE: MARCH 9, 2026

AGENDA ITEM	4	ACTION PROPOSED	☐ INFORMATIONAL ONLY ☐ DISCUSS ☒ REVIEW ☒ APPROVE
TITLE	Approval of Minutes		
SUBMITTED BY	Leticia Garcia, Health Board Secretary		

SUMMARY
The Board will review and approve the minutes from the previous Board meeting(s) to ensure an accurate and official record of the meeting's proceedings and actions.
ATTACHMENTS
• Regular Meeting on **February 9, 2026**

BERWYN PUBLIC HEALTH DISTRICT
Regular Meeting – February 9, 2026

Call to Order: Board President Avila called the meeting to Order at 4:00 p.m. Board President Avila, Board Secretary Garcia and Board Treasurer Pereda were present. Health District Accountant Eagan, Health District Attorney Zdarsky and Clerk's Office Administrative Assistant Casper also attended.

Pledge: Attendees rose to recite the Pledge of Allegiance.

Open Forum: Avila opened the floor for Public Comment. Garcia reminded Avila to reach out to Cathy Fallon from the Berwyn Park District. Avila confirmed he had responded February 9, 2026, regarding the bus district donation request. Seeing as no one else addressed any comments, Garcia closed the section of Open Forum.

Approval of Minutes:

A. **Regular Meeting on January 12, 2026:** Avila made the motion, seconded by Pereda, to approve the Regular Meeting Minutes for January 12, 2026. The motion passed by a unanimous voice vote.

Staff Report Updates – January 2026:

A. **Clinic Activity**: Avila made the motion, seconded by Garcia, to approve the January 2026 Clinic Activity report, as submitted. The motion passed by a unanimous voice vote in favor.

B. **Sanitation Activity**: Avila made the motion, seconded by Garcia, to approve the January 2026 Sanitation Activity report, as submitted. The motion passed by a unanimous voice vote in favor.

C. **Vital Statistics Activity**: Avila made the motion, seconded by Pereda, to approve the January 2026 Vital Statistics Activity report, as submitted. The motion passed by a unanimous roll call vote in favor.

Approval of Bills Payable & Payroll – January 2026: Avila made the motion, seconded by Pereda, to approve the disbursements for payables and payroll as submitted for $107,659.53. The motion passed by a unanimous roll call vote in favor.

Statement of Receipts and Disbursements: Eagan was recognized and commented on district expenses and reserves. Eagan stated financials are in good shape. Avila made the motion, seconded by Pereda, to file this communication as informational. The motion passed by a unanimous voice vote.

Correspondence: Nothing submitted.

Old Business: Nothing submitted.

New Business:

A. **Audit Engagement Letter from Evans, Marshall & Pease PC:** Avila made the motion, seconded by Pereda, to approve the renewal of the upcoming audit and authorize payment in the amount of $9,000.00 for the year 2026. The motion passed by a unanimous roll call vote.

B. **Review and Approve CPR Training Event:** Garcia was recognized and opened a discussion regarding hosting a CPR Training Event for the residents of Berwyn. Discussion ensued around the logistics. Garcia inquired about how many sessions can be hosted per year by the Health District. Avila confirmed after July 2026, two sessions can be held. Discussion ensued. Garcia made the motion, seconded by Pereda, to create a CPR Training Event, a flyer, and work with Clinic Nurse, Betsy, to pick dates for future CPR Training Events. The motion passed by a unanimous voice vote.

C. **Review and Approve IDPH Drug Overdose Prevention Program:** Garcia was recognized and confirmed she was able to secure a case of Narcan for the Berwyn Public Library, and a case of Narcan for the Health Department. Garcia inquired if it would be advantageous for the Berwyn Public Health Department to be the host of having the Narcan and other entities in Berwyn would get it from BPHD. Avila suggested referring this program to Legal as someone from BPHD would have to be the lead the program. Discussion ensued. Garcia made the motion, seconded by Avila, to refer the IDPH Drug Overdose Prevention Program to legal, and defer approval of the IDPH Drug Overdose Prevention Program. The motion passed by a unanimous voice vote.

D. **Review and Approve Stop the Bleed Training Event:** Garcia was recognized and opened a discussion regarding hosting a Stop the Bleed Training Event through the Health Department. Garcia stated due to protests and various ongoing situations in the community, residents expressed an interest in having essential lifesaving readiness skills. Discussion ensued. Avila stated the course the Health Department hosts is a CPR/Life Saving Skills course, and Garcia needs to combine the CPR Training Event with the Stop the Bleed Training Event. Discussion ensued. Garcia made the motion, seconded by Avila, to combine the CPR Training Event with the Stop the Bleed Training Event, refer the Event to Legal, and defer approval of the CPR/Stop the Bleed Training Event. The motion passed by a unanimous voice vote.

Adjournment: Avila made the motion, seconded by Pereda, to adjourn the meeting at 4:22 p.m. The motion passed by a unanimous voice vote.

Respectfully submitted,

Leticia Garcia,
Board Secretary

AGENDA ITEM SUMMARY

MEETING DATE: MARCH 9, 2026

AGENDA ITEM	5-A	ACTION PROPOSED	☒ INFORMATIONAL ONLY ☐ DISCUSS ☐ REVIEW ☐ APPROVE
TITLE	Clinic Monthly Activity Report		
SUBMITTED BY	Bradford S. Wainer, D.O., Clinic Medical Director		

SUMMARY

The Board will review the Clinic's monthly activity report. The report provides an overview of services provided, including mental health services, immunizations, and other public health activities conducted by the Clinic during the reporting period. The report is presented for informational purposes.

ATTACHMENTS

- Nursing Report for **February 2026**

NURSING MONTHLY REPORT

February 1ST- February 28TH, 2026

1. Monthly report organized, prepared, and distributed at the monthly Berwyn Public Health meeting.
2. Residents of Berwyn continue to call needing to make appointments for immunizations and TB Tests.
3. The Health District continued to offer saliva PCR Tests.
4. Refrigerator and freezer temperatures are recorded twice a day per VFC guidelines and logged into I-CARE daily. The Clinic continues to download temperature data from the temperature data logger in the vaccine room for record-keeping per VFC guidelines.
5. Clinic continues to conduct regular counts of vaccine inventory to ensure vaccine accuracy and that we have enough vaccines to meet demand.
6. The clinic continues working on being able to provide safe sex materials at the clinic.
7. The clinic is partnering with Calor, an organization that provides STD testing and full support services. This collaboration would enable free, confidential STD testing at the Berwyn Public Health District, offering a valuable service to the community.
8. The clinic continues offering our loaner medical equipment, such as wheelchairs, walkers, and canes, to Berwyn residents.
9. Our annual coat drive provided coats to families in need in Berwyn. We delivered the remaining coats to families in Berwyn in February. The clinic collected the remaining coat drive boxes at the remaining sites.
10. The clinic has hosted Wellness Wednesday screenings and consultations in February. Wellness Wednesday is now open for March.

Updated Mental Health Initiative Program

The BPHD has two active intern therapists from Dominican University who are currently seeing residents. We hired an additional therapist who will offer appointments on Tuesday and Thursday evenings and on Saturday.

In addition, the Mental Health Initiative Program volunteer physicians have begun to see individuals who are in need of antidepressant or other medication related to mental health. Dr. Wainer and Dr. Weiss had appointment

Staff met with Sears Pharmacy in Oak Park. In partnership with Sears Pharmacy, we aim to address the needs of residents who struggle to afford prescriptions. Sears Pharmacy is expected to provide a memorandum of understanding (MOU) in March. This partnership will allow us to help

Clinic Service/Deposit Tracking

Feb 1st-28th Tracking

Scheduled	49	
Seen	43	
Cancellations	4	
Rescheduled	0	
No Call/No Shows	2	
New Patients	8	
VFC	7	
Medicaid	5	
Uninsured	2	
Underinsured	0	
TB Test	4	
TB Results	Neg:3	Pos:0
Flu Shots Totals	Reg:1	HD:0

Yearly Tracking (April 2025-March 2026)

Scheduled	635	
Seen	556	
Cancellations	54	
Rescheduled	3	
No Call/No Shows	22	
New Patients	53	
VFC	161	
Medicaid	111	
Uninsured	50	
Underinsured	0	
TB Test	89	
TB Results	Neg:87	Pos:
Flu Shots Totals	Reg:171	HD:48

FEB Clinic Deposit

Total Deposit	$90.00

Yearly Total Deposit

Total Deposit	$2830.00

AGENDA ITEM SUMMARY

MEETING DATE: MARCH 9, 2026

AGENDA ITEM	**5-B**	ACTION PROPOSED	☒ INFORMATIONAL ONLY ☐ DISCUSS ☐ REVIEW ☐ APPROVE
TITLE	Sanitation Monthly Activity Report		
SUBMITTED BY	Sheri Leto, Inspector		

SUMMARY

The Board will receive the Sanitation Department's monthly activity report. The report provides an overview of inspections, food complaints, training, special events, and environmental health and safety activities conducted by the Department for the reporting period. The report is presented for informational purposes.

ATTACHMENTS

- Sanitation Report for **February 2026**

Berwyn Public Health District
Sanitation Report | February 1, 2026 through February 28, 2026

MONTHLY RECAP

A. New Businesses: *Mr. Cafe*
B. Food Complaints: 16th Street Liquors.
C. Training: *None to Report*
D. Special Events: *None to report*
E. Other: *1 FOIA*

ESTABLISHMENT INSPECTIONS DETAILS

February 2026

Company	#	Street	Gls	DOI	Insp.	Notes	NB	CI	VHR	HR	MR	LR	CF	TF
Mr. Cafe	6806	Cermak Rd		2/10/26	JV	Ivan Rendun 708-691-3029	1				*			
16th St Liquors	6808	16th St		2/4/26	JV			1			*			
Alphabet Learning Center	6958	Windsor Ave	1	1/30/26	JV	Inspection from January			1					
Concordia Little Lambs	3144	Home Ave	1	2/27/26	JV				1					
D'Nuez Mexican Fusion Restaurant	7010-16	Cermak Rd	1	2/6/26	JV					1				
Waldo Cooney's Pizza	6733	Cermak Rd	1	2/10/26	JV					1				
Tamales Ogden Champurrado	6333	Ogden Ave	1	2/5/26	JV					1				
Tamales Ogden Champurrado	6333	Ogden Ave	1	2/11/26	JV	Follow Up				1				
Las Quecas	6311	Cermak Rd	1	2/20/26	JV					1				
Tortilleria El Rey	6311-B	Cermak Rd	1	2/20/26	JV					1				
Gaia Ristorante	6822	Windsor Ave	1	2/24/26	JV					1				
7-11	6603	16th St	1	2/4/26	JV						1			
16th St. Liquors	6808	16th St	1	2/4/26	JV						1			
Taco Bell	6956	Ogden Ave	1	2/2/26	JV						1			
Stick It	6625	Roosevelt Ave	1	2/26/26	JV						1			
PAV YMCA of Berwyn/Cicero	2947	Oak Park Ave	1	2/5/26	JV							1		
Pink Owl	2713	Ridgeland Ave	1	2/11/26	JV							1		
Wagner's Lounge	6840	Cermak Rd	1	2/11/26	JV							1		
Avito Café	6510	Ogden Ave	1	2/24/26	JV							1		
Striker Lanes	6728	16th St	1	2/24/26	JV							1		
AK Convinient Store LLC	2140	Highland Ave	1	2/26/26	JV							1		
St. Odilo- Mardi Gras	6617	23rd St	1	2/14/26	JV									1

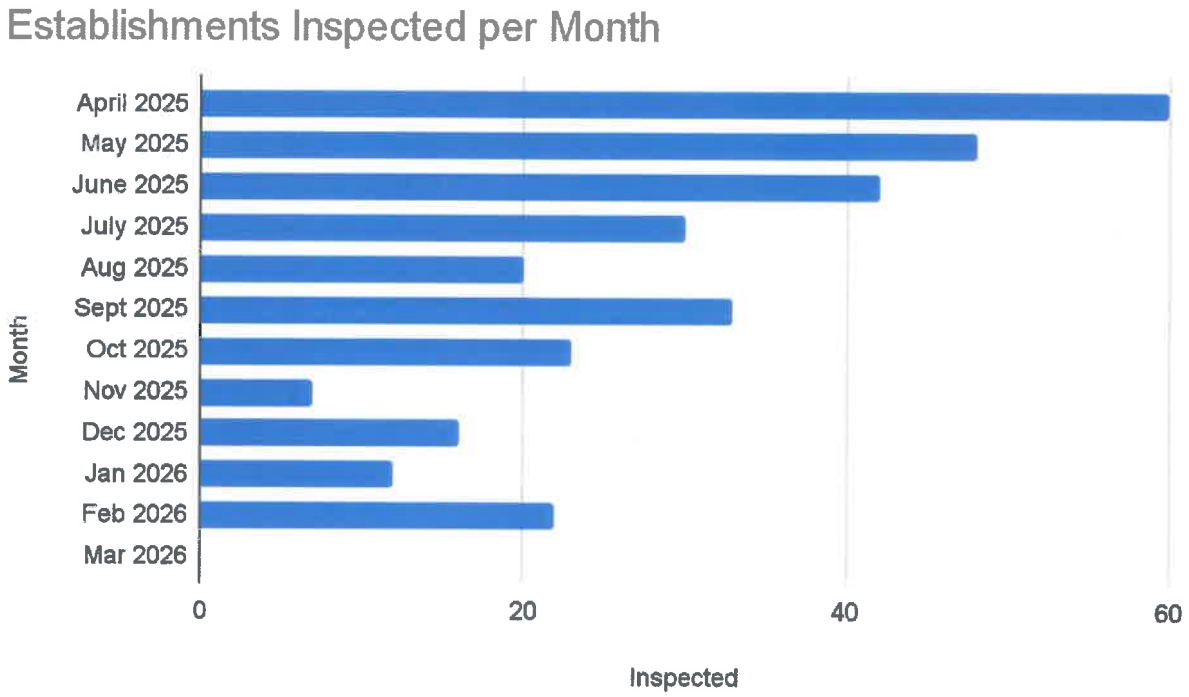
	MONTHLY TOTALS	Goals	Actual	YEARLY TOTALS	
	New Businesses	0	1	New Business	32

Berwyn Public Health District
Sanitation Report | February 1, 2026 through February 28, 2026

February 2026

Company	#	Street	Gls	DOI	Insp.	Notes	NB	CI	VHR	HR	MR	LR	CF	TF
		Complaint Inspections		0	1	*Complaint Insp.*						*18*		
		Very High		2	2	*Routine Insp.*						*201*		
		High		7	7									
		Medium		4	4									
		Low		6	6									
		Cottage Food		0	0	*Cottage Food*						*0*		
		Temporary Food		1	1	*Temporary Food*						*62*		
		Total		20	22	*Total YTD*						*313*		

Graph 1: ROUTINE INSPECTIONS - April 2025 - March 2026



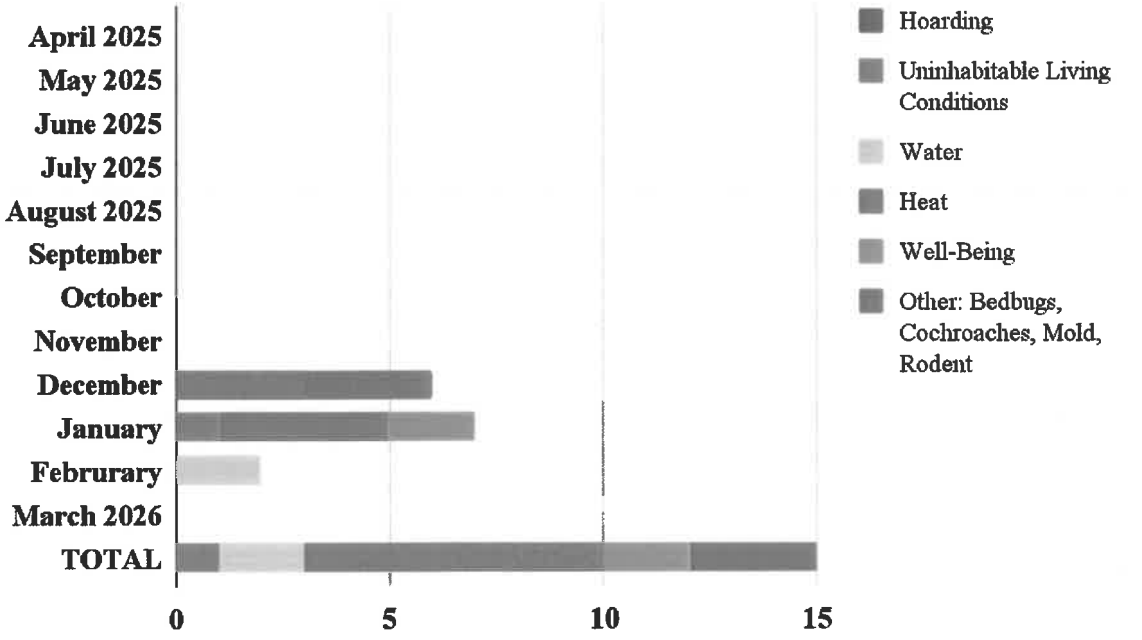
BERWYN SHOPS

No activity to report

ENVIRONMENTAL HEALTH & SAFETY CALLS: RESIDENTIAL

Issue	# of calls	Issue	# of calls
Hoarding	0	***Other Complaints***	
Uninhabitable Living Conditions	1	Rodents	
Water	0	Bedbugs	0
Heat	4	AC	0
Well-Being Checks	2	Mold	0

Environmental Health & Safety: Residential April 2025 - March 2026 Overview



RODENT ABATEMENT

No activity to report

GOALS

Completed:

1. A completion rate of 110% of the Food Establishment Inspections for February.
    a. We met and exceeded our goal of 98%.

In-Progress Goals:

1. A 98% or better competition rate of the Food Establishment Inspections for March.
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. 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.

Submitted by:
Sheri A. Leto

AGENDA ITEM SUMMARY

MEETING DATE: MARCH 9, 2026

AGENDA ITEM	**5-C**	ACTION PROPOSED	☒ INFORMATIONAL ONLY ☐ DISCUSS ☐ REVIEW ☐ APPROVE
TITLE	Vital Records Monthly Activity		
SUBMITTED BY	Vanessa Rosales, Interim Deputy Registrar		

SUMMARY

The Board will receive the monthly Vital Records report, which provides a summary of births and death certificates issued, fees collected, and amount owed to the State for the reporting period. The report is presented for informational purposes.

ATTACHMENTS

- Vital Records Report for **February 2026**

March 2026

Report of monies collected by the Berwyn Public Health District Vital Statistics Department for the month of **February 2026** for certified copies of Birth and Death records as follows (**39 MORE** requests than January-2026):

Total Amount Collected	$3,656.20
Fee to the State of Illinois:	-$488.00
(Death Surcharge Fee 122– D.C. Requested):	
(Total Credit Charges: 82 = Amount: $2,082.20)	
Total Credit Card Fees: $103.20	
Total Credit Card Charges Deposited to Bank: $1,979.00	
Health District Portion of Fees:	$3,065.00

These figures represent fiscal year 2025/2026

Total Fees Collected (to date):	$36,672.79
Total Credit Card Fees Collected (to date):	-$187.79
Total paid to State of Illinois (to date):	-4,548.00
Total Berwyn Health District (to date):	$31,937.00

These figures represent fiscal year 2024/2025

Total Fees Collected (to date):	$32,962.80
Total paid to State of Illinois (to date):	-$4,264.00
Total Berwyn Health District (to date):	$28,698.80

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 Berwyn Health District (to date):	$35,068.70

These figures represent fiscal year 2021/2022

Total Berwyn Health District (to date):	$37,523.00

Respectfully,

Vanessa Rosales

Vanessa Rosales
Local Deputy 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

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

Check is for the month of February, 2026.

Multiply number of copies issued by $4.00, total amount due $ 488.00. 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** _____ 2/26/2026

Signature of County Clerk Date Signature of Local Registrar 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

MEETING DATE: MARCH 9, 2026

AGENDA ITEM	5	ACTION PROPOSED	☐ INFORMATIONAL ONLY ☐ DISCUSS ☒ REVIEW ☒ APPROVE
TITLE	Bills Payable and Payroll		
SUBMITTED BY	Brian Eagan, CPA | Senior Vice President, Selden Fox, Ltd.		

SUMMARY

The Board will review and consider approval of the monthly Bills Payable and Payroll report. The report details all invoices, disbursements, and payroll expenditures for the period, ensuring transparency and proper authorization of the Health District's financial obligations. Physical invoices and receipts are available for review and audit. Approval of this report authorizes payment of the listed bills and payroll.

ATTACHMENTS

- Public Health District Payables and Payroll

Berwyn Public Health District
Disbursements for Approval
March 9, 2026

Item	Ref #	Date	Payee	Description	Account	Amount
INTERIM DISBURSEMENTS						
1	Debit	02/02/26	Google	google suite for mental health program	5346.00	$ 14.00
2	Debit	02/02/26	Indeed	job posting for mental health	5325.06	139.15
3	ACH	02/02/26	Wells Fargo Vendor Financial Services	copier lease	5005.00	244.56
4	Debit	02/03/26	Network Solutions	email domain	5150.00	183.06
5	Debit	02/09/26	Amazon Capital Services	office supplies	5615.00	59.02
6	Debit	02/09/26	Adobe	software - H/T	5150.00	199.80
7	Debit	02/09/26	Elkay Sales	water filter replacement - H/T	5346.00	227.98
8	Debit	02/09/26	Ring Central	DigitalLine Unlimited	5720.00	397.61
9	Debit	02/10/26	USPS	postage for vitals	5620.00	8.85
10	Debit	02/10/26	Amazon Capital Services	Health inspector supplies	5615.00	12.34
11	Debit	02/10/26	Amazon Capital Services	Health inspector supplies	5615.00	30.10
12	Debit	02/10/26	American Academy of Pediatrics	pediatric program education brochure	5336.00	375.00
13	Debit	02/10/26	USPS	postage for vitals	5620.00	8.85
14	ACH	02/11/26	Cintas	cleaning services/ supplies	5605.00	893.64
15	Debit	02/13/26	Uber	uber ride for mental health patient	5346.00	6.94
16	Debit	02/13/26	Uber	uber ride for mental health patient	5346.00	9.94
17	Debit	02/13/26	Indeed	job posting for mental health	5325.06	120.00
18	Debit	02/17/26	Amazon Capital Services	office supplies	5615.00	42.65
19	Debit	02/17/26	Adobe	software	5150.00	77.51
20	Debit	02/18/26	Amazon Capital Services	office supplies	5615.00	25.54
21	Debit	02/18/26	Amazon Capital Services	office supplies	5615.00	15.49
22	Debit	02/18/26	Ace Hardware	Cleaning supplies	5605.00	44.26
23	Debit	02/18/26	Health Lab	labs	5315.00	162.25
24	ACH	02/18/26	Shred-it USA LLC	sharp/needle collection	5615.00	850.51
25	ACH	02/18/26	eClinicalWorks	EMR monthly charge for service	5315.00	1,213.46
26	ACH	02/18/26	Comcast	monthly internet services	5720.00	202.05
27	Debit	02/19/26	USPS	postage for vitals	5620.00	8.85
28	30397	02/19/26	ADT Security Services	panic button and alarm system for clinic, 50%	5505.00	2,555.55
29	Debit	02/20/26	Uber	uber ride for mental health patient	5346.00	4.96
30	Debit	02/20/26	Uber	uber ride for mental health patient	5346.00	6.94
31	Debit	02/24/26	Amazon Capital Services	office supplies	5615.00	39.17
32	Debit	02/24/26	Amazon Capital Services	Vacuum cleaner	5615.00	119.99
33	Debit	02/25/26	Amazon Capital Services	furniture for therapy room	5346.00	71.98
34	Debit	02/25/26	Amazon Capital Services	artwork for therapy room	5346.00	131.28
35	Debit	02/25/26	Amazon Capital Services	furniture for therapy room	5346.00	132.99
36	Debit	02/27/26	Uber	uber ride for mental health patient	5346.00	5.88
37	Debit	02/27/26	Uber	uber ride for mental health patient	5346.00	1.00
38	Debit	02/27/26	Uber	uber ride for mental health patient	5346.00	4.90
				Total Interim Disbursements		$ 8,648.05
INTERCOMPANY						
1	Debit	02/13/26	Amazon Capital Services	medical id bracelet -GA	1410.00	$ 24.96
2	Debit	02/13/26	Township Officials of Illinois	membership - T	1400.00	125.00
3	Debit	02/19/26	Amazon Capital Services	medical id bracelet -GA	1410.00	12.48
				Total Intercompany		$ 162.44
DISBURSEMENTS TO VENDORS						
1	30412	03/09/26	AFS Counseling	Consulting on mental health program	5346.00	$ 8,013.50
2	30417	03/09/26	AM Counseling & Consulting	Consulting for mental health program	5346.00	260.00
3	30415	03/09/26	Ann Hostetter LCSW	Consulting for mental health program	5346.00	8,075.00
4	30411	03/09/26	AR Electric	sunday market equipment rental and support	5325.05	130.00
5	30407	03/09/26	BCBS - Profile 43806	2026-03 insurance premiums	5880.00	4,586.53
6	30406	03/09/26	City of Berwyn - Water	monthly water	5710-00	75.68
7	30420	03/09/26	Dearborn Life Insurance Company	2026-03 insurance premiums	5880.00	45.54
8	30413	03/09/26	First Gen Counseling	Consulting for mental health program	5346.00	450.00
9	30409	03/09/26	Heather Casper	township/health district meeting attendance	5820.00	42.00
10	30405	03/09/26	Humility Therapy, PLLC	labs - autopay	5315.00	650.00
11	30423	03/09/26	Illinois Dept. of Public Health	2026-02 death and birth certificates	5430.00	488.00
12	30398	03/09/26	Johnson Controls Fire Protection LP	service call	5505.00	1,574.08
13	30414	03/09/26	Konica Minolta Business Solutions	Usage charges 12/15/25-01/14/26	5515.00	633.37
14	30408	03/09/26	Lawrence Zdarsky	2026-03 Legal Services	5143.00	1,594.00
15	30402	03/09/26	McKesson Medical	Medical Supplies	5610.00	653.10

Berwyn Public Health District
Disbursements for Approval
March 9, 2026

Item	Ref #	Date	Payee	Description	Account	Amount
16	30404	03/09/26	Nicor Gas	2026-02 Monthly gas	5710.00	596.02
17	30421	03/09/26	NIR Rood Care, Inc.	Roof care service visits	5006.00	1,200.00
18	30422	03/09/26	No. 1 Fire Extinguisher Service LLC	fire extinguisher service	5505.00	135.00
19	30424	03/09/26	North Berwyn Park District	5k sponsorship	5325.00	5,000.00
20	30419	03/09/26	Paul H Brookes Publishing Co. Inc.	English starter kit, Spanish starter kit	5615.00	666.70
21	30418	03/09/26	Robert Baumer	snow/shovel/salt services, H/T	5530.00	2,092.50
22a	30403	03/09/26	Selden Fox, Ltd.	2026-03 Accounting Services	5105.00	2,075.00
22b				2026-03 Software	5106.00	275.00
23	30410	03/09/26	TechPro, Inc.	phone hosting	5005.00	420.00
24	30416	03/09/26	Unlimited Fire Restoration Inc.	emergency fire services+window replacement (50%)	5505.00	4,106.35
25	30400	03/09/26	Vince Murphy & Associates, P.C.	Consulting on mental health program	5346.00	260.00
26	30401	03/09/26	Vision Service Plan	2026-03 insurance premiums	5880.00	150.18
				Total Disbursements to Vendors		$ 44,247.55

PAYROLL CHECKS & WITHHOLDINGS SUMMARY

1	Board checks	02/09/26	Board checks	Gross board payroll - February	various	$ 11,348.43
2	EFT	02/13/26	Gross Payroll	Gross payroll 1/26/26 - 2/10/26	various	19,829.74
3	EFT	02/13/26	Payroll withholdings	Payroll taxes - 1/26/26 - 2/10/26	various	2,954.42
4	EFT	02/13/26	Independent Contractor	1/26/26-2/10/26	5510.00	114.00
5	EFT	02/13/26	Employer IMRF Obligation	IMRF match -1/26/26 - 2/10/26	5835.00	96.77
6	EFT	02/27/26	Gross Payroll	Gross payroll - 2/11/26 - 2/25/26	various	20,484.48
7	EFT	02/27/26	Payroll withholdings	Payroll taxes - 2/11/26 -2/25/26	various	2,111.71
8	EFT	02/27/26	Independent Contractor	2/11/26-2/25/26	5510.00	202.73
9	EFT	02/27/26	Employer IMRF Obligation	IMRF match - 2/11/26 - 2/25/26	5835.00	69.13
				Total Payroll & Withholding Disbursements		$ 57,211.41
				Total Disbursements for Approval		$ 110,269.45
				Reconciled Cash Balance at 2/28/26-Byline Bank checking		$ (1,537.26)
				Reconciled Cash Balance at 2/28/26-Republic Bank checking		337,423.25
				Reconciled Cash Balance at 2/28/26-Republic Bank sweep		13.04
					Total	$ 335,899.03

CERTIFICATE

March 9, 2026
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 9th day of March 2026 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 9th day of March 2026 and that the foregoing amounts are due to the organizations or persons stated above.

_____ Secretary

Countersigned

_____ Chairman

AGENDA ITEM SUMMARY

MEETING DATE: MARCH 9, 2026

AGENDA ITEM	6	ACTION PROPOSED	☒ INFORMATIONAL ONLY ☐ DISCUSS ☐ REVIEW ☐ APPROVE
TITLE	Statement of Receipts & Disbursements		
SUBMITTED BY	Brian Eagan, CPA | Senior Vice President, Selden Fox, Ltd.		

SUMMARY

The Board will review the monthly *Statement of Revenues, Expenditures, and Changes in Net Assets – Modified Cash Basis*. The report summarizes revenues received, expenditures paid, and changes in net assets for the fiscal year to date, providing an overview of the Health District's financial activity. The report is presented for informational purposes.

ATTACHMENTS

- Statement of Revenues, Expenditures, and Changes in Net Assets – Modified Cash Basis for the period **April 1, 2025 through February 28, 2026**

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, 2025 through February 28, 2026 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.

March 4, 2026

Berwyn Public Health District
Statement of Revenues, Expenditures, and Changes in Net Assets - Modified Cash Basis
April 2025-February 2026

	Apr 2025 - Feb 2026	Tentative Budget	Remaining Budget	% of Budget
Income				
4000.00 Real Estate Taxes		-	-	
4100.00 Property Tax	$ 384,763.46	$ 760,000.00	$ (375,236.54)	50.63%
4200.00 Replacement Tax	19,323.80	35,000.00	(15,676.20)	55.21%
4300.00 Grant Income	493,046.35	125,000.00	368,046.35	394.44%
4400.01 Fees, Rents and Others			-	
4400.00 Rental Income	71,497.79	76,440.00	(4,942.21)	93.53%
4410.00 Vital Record Income	50,041.52	32,500.00	17,541.52	153.97%
4450.00 Clinic Fees & Income	240.00	1,000.00	(760.00)	24.00%
Total 4400.01 Fees, Rents and Others	**121,779.31**	**109,940.00**	**11,839.31**	**110.77%**
4440.00 Miscellaneous Income	100.80	3,500.00	(3,399.20)	2.88%
4600.00 Investment Income	37,712.28	15,000.00	22,712.28	251.42%
Total Income	**1,056,726.00**	**1,048,440.00**	**8,286.00**	**100.79%**
Gross Profit	**1,056,726.00**	**1,048,440.00**	**8,286.00**	**100.79%**
Expenses				
5000.00 Capital Outlay			-	
5005.00 Medical & Office Equipment	183,174.87	150,000.00	33,174.87	122.12%
5006.00 Roof and Building Improvements	79,374.79	50,000.00	29,374.79	158.75%
5007.00 Park Improvements and Equipment	32,060.00	8,000.00	24,060.00	400.75%
5010.00 Parking Lot Improvements	4,251.99	10,000.00	(5,748.01)	42.52%
Total 5000.00 Capital Outlay	**298,861.65**	**218,000.00**	**80,861.65**	**137.09%**
5100.00 Contractual Services			-	
5105.00 Accounting/Bookkeeping	25,661.15	24,885.00	776.15	103.12%
5106.00 Payroll Processing Fees	275.00	2,400.00	(2,125.00)	11.46%
5115.00 Annual Audit	9,000.00	8,500.00	500.00	105.88%
5120.00 Association Dues	1,599.50	2,000.00	(400.50)	79.98%
5135.00 Gen Liab, Work Comp, Prop Ins	19,483.50	24,000.00	(4,516.50)	81.18%
5140.00 Legal Expense	-	7,500.00	(7,500.00)	0.00%
5143.00 Health District Attorney	17,534.00	19,950.00	(2,416.00)	87.89%
5144.00 IT Services	-	10,000.00	(10,000.00)	0.00%
5150.00 Website Services	2,808.50	5,000.00	(2,191.50)	56.17%
5160.00 Rodent Abatement Agreement	46,000.00	40,000.00	6,000.00	115.00%
5170.00 Grant Consultants	6,000.00	46,000.00	(40,000.00)	13.04%
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	**128,361.65**	**231,235.00**	**(102,873.35)**	**55.51%**

Berwyn Public Health District
Statement of Revenues, Expenditures, and Changes in Net Assets - Modified Cash Basis
April 2025-February 2026

	Apr 2025 - Feb 2026	Tentative Budget	Remaining Budget	% of Budget
5300.00 Health Programs			-	
5310.00 Lead Awareness Program	-	2,500.00	(2,500.00)	0.00%
5315.00 Clinics	8,143.68	10,000.00	(1,856.32)	81.44%
5320.00 Spec. Program - Flu	15,901.74	19,000.00	(3,098.26)	83.69%
5325.00 Spec. Programs - Other	44,712.55	40,000.00	4,712.55	111.78%
5325.02 Special Program-Combined Veteran	-	4,000.00	(4,000.00)	0.00%
5325.03 Berwyn Holiday Fund	5,000.00	5,000.00	-	100.00%
5325.04 Senior Breakfast	2,000.00	2,000.00	-	100.00%
5325.05 Sunday Market	2,073.14	12,000.00	(9,926.86)	17.28%
5325.06 Marketing and Promotion	3,548.18	5,000.00	(1,451.82)	70.96%
5326.00 Spec. Programs - Intergov	10,110.07	35,000.00	(24,889.93)	28.89%
5328.00 Special Programs-Emergency Prep	242.55	5,000.00	(4,757.45)	4.85%
5332.00 Special Prg. - Eyes for Educati	5,904.00	8,500.00	(2,596.00)	69.46%
5334.00 Special Prg.-Health Grants	-	80,000.00	(80,000.00)	0.00%
5336.00 Heatlh Families	1,815.98	100,000.00	(98,184.02)	1.82%
5337.00 Infrastructure Initiatives	629,370.76	1,000,000.00	(370,629.24)	62.94%
5340.00 Participatory Budget	37.41	17,000.00	(16,962.59)	0.22%
5345.00 Mental Health Voucher Program	13,097.70	50,000.00	(36,902.30)	26.20%
5346 New Programs and Initiatives	176,036.48	300,000.00	(123,963.52)	58.68%
Total 5300.00 Health Programs	**917,994.24**	**1,695,000.00**	**(777,005.76)**	**54.16%**
5400.00 Other Expenditures			-	
5405.00 Conference/Education Expenses	1,890.35	10,000.00	(8,109.65)	18.90%
5410.00 Contingencies	(0.06)	5,000.00	(5,000.06)	0.00%
5413.00 Transaction Processing Fees	3,502.66	6,500.00	(2,997.34)	53.89%
5420.00 Medical Waste Disposal	10,461.59	12,500.00	(2,038.41)	83.69%
5425.00 Official's Bonds	3,500.00	4,000.00	(500.00)	87.50%
5430.00 Death Surcharge Fee	4,300.00	7,500.00	(3,200.00)	57.33%
Total 5400.00 Other Expenditures	**23,654.54**	**45,500.00**	**(21,845.46)**	**51.99%**
5500.00 Repairs and Maintenance			-	
5505.00 Building Maintenance	43,495.22	25,000.00	18,495.22	173.98%
5510.00 Janitorial Service	4,306.73	3,000.00	1,306.73	143.56%
5515.00 Equipment Maintenance Agreement	5,977.71	5,000.00	977.71	119.55%
5530.00 Snow Removal	437.50	3,500.00	(3,062.50)	12.50%
Total 5500.00 Repairs and Maintenance	**54,217.16**	**36,500.00**	**17,717.16**	**148.54%**
5600.00 Supplies and Materials			-	
5605.00 Janitorial Supplies	10,018.57	5,000.00	5,018.57	200.37%
5610.00 Medical Supplies	4,270.16	5,000.00	(729.84)	85.40%

Berwyn Public Health District
Statement of Revenues, Expenditures, and Changes in Net Assets - Modified Cash Basis
April 2025-February 2026

	Apr 2025 - Feb 2026	Tentative Budget	Remaining Budget	% of Budget
5615.00 Office Supplies and Expense	13,531.92	15,000.00	(1,468.08)	90.21%
5620.00 Postage and Meter Rental	4,106.10	3,000.00	1,106.10	136.87%
5625.00 Printing and Publication	2,225.40	10,000.00	(7,774.60)	22.25%
Total 5600.00 Supplies and Materials	**34,152.15**	**38,000.00**	**(3,847.85)**	**89.87%**
5700.00 Utilities			-	
5710.00 Heat, Light and Water	2,453.30	4,000.00	(1,546.70)	61.33%
5720.00 Telephone	6,589.80	10,000.00	(3,410.20)	65.90%
Total 5700.00 Utilities	**9,043.10**	**14,000.00**	**(4,956.90)**	**64.59%**
5800.00 Payroll Expenses			-	
5815.00 Chairman	41,249.98	46,000.00	(4,750.02)	89.67%
5816.00 Secretary	33,216.13	36,200.00	(2,983.87)	91.76%
5817.00 Treasurer	32,062.50	36,200.00	(4,137.50)	88.57%
5820.00 Clerks	104,109.33	162,750.00	(58,640.67)	63.97%
5829.0 Interns	6,568.50	45,000.00	(38,431.50)	14.60%
5830.00 Health Director	19,223.60	24,000.00	(4,776.40)	80.10%
5831.00 Taxes - Employer FICA	34,506.68	45,000.00	(10,493.32)	76.68%
5832.00 Taxes - Employer Medicare	8,070.12	10,000.00	(1,929.88)	80.70%
5833.00 Taxes - SUTA	4,421.11	4,000.00	421.11	110.53%
5835.00 Retirement Contribution	2,017.88	15,000.00	(12,982.12)	13.45%
5840.00 Inspectors	57,798.09	110,250.00	(52,451.91)	52.42%
5841.00 Environmental Health Practioner	62,816.33	65,000.00	(2,183.67)	96.64%
5845.00 Janitor	14,881.90	30,000.00	(15,118.10)	49.61%
5860.00 Public Health Nurses	177,507.51	147,000.00	30,507.51	120.75%
5880.00 Grp Health, Vision, Dental Ins	40,234.56	65,000.00	(24,765.44)	61.90%
Total 5800.00 Payroll Expenses	**638,684.22**	**841,400.00**	**(202,715.78)**	**75.91%**
Total Expenses	**2,104,968.71**	**3,119,635.00**	**(1,014,666.29)**	**67.47%**
Net Operating Income	**(1,048,242.71)**	**(2,071,195.00)**	**1,022,952.29**	**50.61%**
Net Income	**$ (1,048,242.71)**	**$ (2,071,195.00)**	**$ 1,022,952.29**	**50.61%**

Beginning net assets	**$ 2,566,214.98**
Ending net assets	**$ 1,517,972.27**

AGENDA ITEM SUMMARY

MEETING DATE: MARCH 9, 2026

AGENDA ITEM	**10-A**	ACTION PROPOSED	☐ INFORMATIONAL ONLY ☐ DISCUSS ☒ REVIEW ☒ APPROVE
TITLE	Proposed Budget Transfers		
SUBMITTED BY	Brian Eagan, CPA | Senior Vice President, Selden Fox, Ltd.		

SUMMARY

The Board will review and consider approval of proposed budget transfers within the current fiscal year budget. These transfers are necessary to ensure adequate funding in specific line items due to operational needs and expenditure adjustments. The proposed changes do not increase the overall budget but reallocate existing appropriations to maintain compliance and support ongoing services. Approval is requested to authorize the recommended transfers.

ATTACHMENTS

- *None*

AGENDA ITEM SUMMARY

MEETING DATE: MARCH 9, 2026

AGENDA ITEM	**10-B**	ACTION PROPOSED	☐ INFORMATIONAL ONLY ☐ DISCUSS ☒ REVIEW ☒ APPROVE
TITLE	Sponsorship of Stop the Bleed Kits		
SUBMITTED BY	Leticia Garcia, Health Board Secretary		

SUMMARY

The Board will consider the sponsorship of fifty (50) "Stop the Bleed" basic kits, requested by Clerk Garcia on behalf of the Berwyn Fire Department. Approval of this item would authorize the purchase and distribution of the kits to support public safety and emergency preparedness.

ATTACHMENTS

- Letter from Clerk Garcia regarding sponsorship request

TOWNSHIP OF BERWYN
PUBLIC HEALTH DISTRICT

A Tradition of Service

Jacqueline Pereda
Town Assessor | Health Board Treasurer

David J. Avila
Town Supervisor | Health Board President

Leticia Garcia
Town Clerk | Health Board Secretary

February 26, 2026

RE: CERT Program
Stop the Bleed Basic Kits

Dear Health Board Members:

Berwyn Fire Department Division Chief Scott Waszak sent a communication requesting 50 of the Stop the Bleed Basic Kit with Trauma Shears for the CERT Program.

The City of Berwyn launched the Community Emergency Response Team (CERT) Program in collaboration with the Berwyn Fire Department, the Berwyn Police Department, and the Cook County Emergency Management Agency in May of 2025 with the mission to prepare residents to protect themselves, their families, and their neighbors in times of crisis.

The CERT Program is an 8-class training series held at the Berwyn Police Department, with sessions covering invaluable topics such as disaster psychology, medical operations, and emergency preparedness. The program is open to residents ages 16 and older.

Mr. Waszak, through the CERT Program, is requesting Berwyn Public Health District and Berwyn Township to sponsor 50 of the Stop the Bleed Basic Kit with Trauma Shears, not to exceed $2,600.00.

Best,

Leticia Garcia
Health Board Secretary

$0.00 $0.00

STOP THE BLEED

Click here for purchase options

HOME SHOP ABOUT GET A QUOTE

STOP THE BLEED® Basic Kit w/Trauma Shears

$45.50 – $49.00

Tourniquet Clear

SOF® Orange

This option of the kit has the SOF® Orange tourniquet

$45.50

− 1 + Add to cart

Category: California Compliant

SKU: KIT111TWSO

Share this product

AGENDA ITEM SUMMARY

MEETING DATE: MARCH 9, 2026

AGENDA ITEM	**10-C**	ACTION PROPOSED	☐ INFORMATIONAL ONLY ☐ DISCUSS ☐ REVIEW ☒ APPROVE
TITLE	IMRF Resolution – Notice of Appointment of Authorized Agent		
SUBMITTED BY	David J. Avila, Health District President		

SUMMARY
The Board will review and consider approval of a resolution appointing an Authorized Agent for the Illinois Municipal Retirement Fund (IMRF). The resolution formally designates the individual authorized to act on behalf of the Health District in matters related to IMRF reporting, communications, and administration.
ATTACHMENTS
• Completed IMRF Form 2.20 for Employer IMRF ID: **3440 – Berwyn Public Health District**

NOTICE OF APPOINTMENT OF AUTHORIZED AGENT

IMRF Form 2.20 (Rev. 10/2014)

INSTRUCTIONS

- The governing body of an IMRF employer (including townships) can appoint any qualified party as the employer's IMRF Authorized Agent.
- The governing body makes the appointment by adopting a resolution.
- The clerk or secretary of the governing body must certify the appointment (see Certification below).
- Mail the completed form to the Illinois Municipal Retirement Fund.
- A copy of the completed form should be retained by the employer.
- The new Authorized Agent will need to register for a new User ID on IMRF Employer Access.

EMPLOYER NAME	EMPLOYER IMRF I.D. NUMBER
Berwyn Public Health District	3440

AUTHORIZED AGENT'S SALUTATION	LAST NAME	FIRST NAME	MIDDLE INITIAL	JR., SR., II, ETC.
☐ Dr. ☑ Mr. ☐ Mrs. ☐ Ms.	Avila	David	J.	

TYPE OF GOVERNING BODY
Board of Health, Local Health District

DATE APPOINTMENT MADE (MM/DD/YYYY)	EFFECTIVE DATE OF APPOINTMENT (MM/DD/YYYY)	POSITION TITLE
05/19/2025	05/19/2025	Health Board President

Powers and duties delegated to Authorized Agent pursuant to Sec. 7-135 of Illinois Pension Code by governing body (P.A. 97-0328 **removed** the requirement that the Authorized Agent be a participant in IMRF to file a petition or cast a ballot):

To file Petition for Nominations of an Executive Trustee of IMRF ☐ Yes ☒ No

To cast a Ballot for Election of an Executive Trustee of IMRF ☐ Yes ☒ No

X _____ SIGNATURE OF AUTHORIZED AGENT NAMED ABOVE

03/09/2026 DATE (MM/DD/YYYY)

CERTIFICATION

I, Leticia Garcia (NAME), do hereby certify that I am Secretary (CLERK OR SECRETARY)

of the Berwyn Public Health District (NAME OF EMPLOYER)

and the keeper of its books and records and the foregoing appointment and delegation were made by resolution duly adopted on the date indicated.

SEAL

SIGNATURE OF CLERK OR SECRETARY

BUSINESS ADDRESS

All correspondence and communications with the Authorized Agent are to be addressed as follows:

NAME (*IF DIFFERENT FROM ABOVE*)
Mr. ☐ Mrs. ☐ Ms. David J. Avila

BUSINESS ADDRESS
6600 W 26th St

CITY STATE AND ZIP + 4
Berwyn, Illinois 60402-2652

DAYTIME TELEPHONE NO. (with Area Code)	ALTERNATE TELEPHONE NUMBER (with Area Code)
(708) 788-6600	
FAX NO. (with Area Code)	**EMAIL ADDRESS**
(708) 788-0432	davidavila@berwyntownship.org

AGENDA ITEM SUMMARY

MEETING DATE: MARCH 9, 2026

AGENDA ITEM	10-D	ACTION PROPOSED	☐ INFORMATIONAL ONLY ☒ DISCUSS ☐ REVIEW ☒ APPROVE
TITLE	Group 1 Mental Health Initiative		
SUBMITTED BY	Jacqueline Pereda, Health District Treasurer		

SUMMARY
Mental Health Initiative is looking to provide group counseling services that will focus on various topics. The groups will be held at the township conference room.

ATTACHMENTS
• *None*

AGENDA ITEM SUMMARY

MEETING DATE: MARCH 9, 2026

AGENDA ITEM	**10-E**	ACTION PROPOSED	☐ INFORMATIONAL ONLY ☒ DISCUSS ☐ REVIEW ☒ APPROVE
TITLE	STI Testing Partnership		
SUBMITTED BY	David J. Avila, Health District President		

SUMMARY
STI Testing Partnership: Discussion regarding a partnership between the Berwyn Public Health District and Calor to provide STI testing and wraparound services.

ATTACHMENTS
• MOU between CALOR and Berwyn Township

CALOR

Memorandum of Understanding

Between CALOR (COMPRENSIÓN Y APOYO A LATINOS EN OPOSICIÓN AL RETROVIRUS) and Berwyn Township

I. Purpose

This Memorandum of Understanding (MOU) establishes a partnership between CALOR (COMPRENSIÓN Y APOYO A LATINOS EN OPOSICIÓN AL RETROVIRUS) and Berwyn Township to collaborate in providing HIV testing, prevention, and supportive services to community members. Through this partnership, CALOR will offer on-site HIV testing and linkage services, as well as distribute essential items and harm reduction materials, while Berwyn Township will provide space and community access to facilitate these services.

II. Background

Both CALOR and Berwyn Township share a commitment to promoting community health, safety, and empowerment. This partnership is intended to increase accessibility to HIV prevention and care resources in a community-centered environment.

III. Scope of Collaboration

1. CALOR Responsibilities:

- Provide free Rapid and Confidential HIV testing and counseling.
- Offer linkage to HIV care, PrEP, and PEP services.
- Supply all necessary materials, trained staff, and outreach support to implement these services safely and effectively.
- Referral for full panel STI testing.
- Provide Transportation for STI testing and PrEP/HIV Care.
- Creating flyers and promotional materials with possible collaboration.
- Provide Supportive Services (Insurance Navigation, Housing Referrals, Legal, ect.)

2. Berwyn Township Responsibilities:

- Provide designated space for CALOR to conduct confidential HIV testing and host the Mercadito.
- Assist with promotion and community outreach to increase awareness of available services.
- Support the coordination of logistics for service days, including access to facilities and scheduling.
- Collaboration on Social Media post.

IV. Frequency and Duration

Services will be provided _____. This MOU will take effect upon signature and will remain active for one (1) year, with automatic renewal or modification upon review by both parties. Implementation and Evaluation Schedule. The program shall begin offering community hours in_____. A joint review will take place in _____ to assess program performance and consider adjustments, including the potential expansion of testing days.

V. Communication and Coordination

Each organization will designate a point of contact to coordinate scheduling, logistics, and evaluation of service effectiveness. Regular check-ins will ensure smooth implementation and address any emerging needs or challenges.

Designated Points of Contact:

CALOR Point of Contact:_____

Yollocalli Point of Contact:_____

VI. Confidentiality

Both parties agree to protect the privacy and confidentiality of all clients served through this collaboration, in compliance with HIPAA and other applicable privacy regulations.

VII. Termination or Amendment

This MOU may be amended or terminated at any time by mutual written consent of both parties. Either party may terminate the agreement with thirty (30) days written notice.

VIII. Signatures

For CALOR

Name: Omar Lopez

Title: Executive Director

Signature: _____

Date: _____

For Berwyn Township

Name: _____

Title: _____

Signature: _____

Date: _____