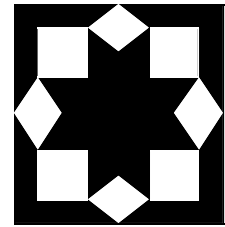


STEPHENSON COUNTY HEALTH DEPARTMENT

Building a Healthy Community
www.stephensonhealth.com

Kerry Whipple, PhD, CHES
10 W. Linden Street
Public Health Administrator
Freeport, IL 61032-3310
815-235-8353



NOVEMBER 2024

Stephenson County Health Department and the Freedom of Information Act

This facility is the Stephenson County Health Department, located at 10 West Linden Street in Freeport, IL. It houses the Stephenson County Health Department divisions (Administration, Vital Records, Finance, IL Breast and Cervical Cancer programs, Public Health Nursing programs, Public Health Family Services programs, Health Education, and Emergency Response), and is also the administrative office of the Environmental Health Division, Family Connects IL, and Moving Beyond Depression programs located at 50 W. Douglas, Freeport, IL 61032, Suite 902.

The Stephenson County Health Department has a budget for FY 25 of \$4,075,383 and employs 51 full, part-time, and contractual employees. Hours of operation are Monday through Friday, 8:30 am to 4:30 pm, except for legal or court holidays.

The Health Department is administered by Kerry Whipple, PhD, CHES, with oversight by the Stephenson County Board of Health: Dr. Chad Reedy, Kathy Brenner, RN, Lisa Flynn, Michelle Folgate, Robert Geller, MD, Scott Helms, Christina Hendrickson, MSN, RN, Clarence Parks, MD, and Shevawn Brenner.

Many of the Health Department's records are not available for public perusal, including medical records, which are exempt from FOIA requests under HIPAA, and birth and death records, which are exempt per the Illinois Vital Records Act.

Some documents, including Health Department Ordinances, annual reports, and monthly program statistics, are available without the completion of a FOIA request.

Before you complete a FOIA request, you may want to review our website stephensonhealth.com for available information and services.

All other health department records available under FOIA can be obtained by written request from the **Administrative Offices of the Health Department, 10 West Linden Street, Freeport, Illinois 61032.**

These include:

- ☐ Approved Minutes of Board of Health open meetings
- ☐ AOK Network Meeting Minutes
- ☐ HFI Team Meeting Minutes
- ☐ WIC Team Meeting Minutes
- ☐ IBCCP/Well Woman Team Meeting Minutes
- ☐ Family Planning Information and Education Committee minutes
- ☐ Well construction records
- ☐ Water test results
- ☐ Soil information
- ☐ Septic system records
- ☐ Well & Septic Evaluations
- ☐ Certified Food Managers
- ☐ Food Establishment Information & Inspection Reports
- ☐ List of Licensed Septic Installers & Pumpers
- ☐ Tanning Information & Inspection reports
- ☐ Body Art Information & Inspection reports
- ☐ Financial Audits

Freedom of Information requests must be made in writing. A template form is available for use but it not mandatory. A request can be made by mail, special courier, email, or other means as long as it is in writing. Requests should be as detailed as possible to assist in finding the requested information in a timely fashion.

The designated Freedom of Information officer for the Stephenson County Health Department is:

Kerry Whipple, PhD, CHES, Public Health Administrator/Stephenson County Registrar
kwhipple@stephensoncountyil.gov