



Public Health
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Champaign-Urbana Public Health District

Board of Health

Monthly Meeting

May 14, 2007

On May 14, 2007, the Board of Health of the Champaign-Urbana Public Health District held a monthly meeting at the district satellite office at 815 North Randolph Street, Champaign. Ms. Carol Elliott, Chair, called the meeting to order at 5:02 p.m. Upon roll call, the following board members were found to be physically present: Ms. Carol Elliott, Mr. Pius Weibel and Ms. Linda Abernathy.

Public participation – none.

The first agenda item was the approval of minutes from the April 9th Monthly Meeting, the May 3rd Special Meeting and the May 4th Special Emergency Meeting. Mr. Weibel stated that he had to leave the May 3, 2007 meeting at 3:15 p.m. during the closed session. There was a question regarding if a motion was made at the May 3, 2007 meeting and the recording will need to be reviewed. Ms. Abernathy made a motion to approve the April 9th Monthly Meeting minutes and the May 4th Special Emergency Meeting minutes. Mr. Weibel seconded the motion. With all in favor, the motion carried. The May 3rd Special Meeting minutes were deferred for corrections.

Treasurer's Report – Ms. Elliott introduced Ms. Teresa Sturm, Interim Director of Finance. No revenue and expenditure reports were presented this month.

Correspondence - Ms. Pryde updated the board on staff changes noting Ms. Teresa Sturm, Interim Director of Finance and Ms. Candi Crause, Interim Director of Infectious Disease Prevention and Management while Ms. Pryde is Interim Administrator.

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FY 2007-2008 Proposed Budget Designation - Ms. Elliott explained that this is the first step in the budget process and the District must adopt a budget by the end of June. A public hearing needs to be held and the proposed budget will be placed on file and available for thirty days before adopting the final budget. Ms. Sturm commented that the fiscal years 2005, 2006 and 2007 were used for preparation of this budget. Utility costs are higher due to the purchase of the Kenyon Rd. facility. Federal mileage rates have increased. Changes to the budget will be allowed prior to approval of the final budget. Mr. Weibel made a motion to place the fiscal year 2007-2008 proposed budget on file. Ms. Abernathy seconded the motion. A roll call vote was taken. With all in favor, the motion carried.

Authorization of Acting IMRF Agent – Ms. Pat Robinson, Human Resource Director, is currently the Authorized Agent for Illinois Municipal Retirement Fund (IMRF). It was agreed to have remain as such. Mr. Weibel made a motion to leave Ms. Pat Robinson as Acting IMRF Authorized Agent. Ms. Abernathy seconded the motion. With all in favor, the motion carried.

Updated Bank Authorization & Signature Cards – This item refers to the District's account with Main Street Bank and Trust. Mr. Bob Brunson, Treasurer, and Ms. Carol Elliott, Chair will remain as signors. Mr. Vito Palazzolo will be removed and replaced with Ms. Julie Pryde, Ms. Shelley Scott will be removed and replaced with Ms. Teresa Sturm and Ms. Barbara Wysocki will be removed and replaced with Mr. Carl Pius Weibel. The changes will be reflected on four accounts. Mr. Weibel made a motion to make the above mentioned changes. Ms. Abernathy seconded the motion. With all in favor, the motion carried.

Disposal of Surplus Personal Property – The Kenyon Rd. building was purchased with a large amount of furniture and telephones. Three bids were obtained to have vendors remove the old furnishings. Ms. Elliott suggested looking at donating furniture to other agencies. The board deferred making a decision on the bids. Mr. Weibel made a motion to defer this item to the next study session. Ms. Abernathy seconded the motion. With all in favor, the motion carried.

Chronic Disease/Health Promotion Consultant Contract – The District currently has a \$5,000 grant with Illinois Department of Public Health for the Illinois Breast and Cervical Cancer Program. The District would like to contract with Louise McLintock for her services to fulfill this grant. The agreement is written with a maximum sum of \$2,000 and a maximum mileage sum of \$1,000 and a term through June 30, 2007. Mr. Grosser has reviewed the agreement. Ms. Abernathy made a motion to approve the Agreement for Services with an effective date of May 14, 2007 and authorizing Ms. Carol Elliott and Ms. McLintock to sign agreement. Mr. Weibel seconded the motion. With all in favor, the motion carried.

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Approval of Bid for Removing Carpet from New Mobile Unit and Installing Laminate Flooring – The new mobile unit was pre-owned and came with carpeting. Carpet is not efficient for clinics and Ms. Pryde would prefer to have laminate installed. It was suggested to have professionals install instead of District staff so the flooring would be guaranteed. Ms. Pryde was asked to obtain the two bids in writing and submit a copy to the board in paper format rather than the previous email.

Mr. Weibel made a motion to go into closed session to consider the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the Champaign-Urbana Public Health District, pursuant to 5 ILCS 120/2(c)(1) of the Open Meetings Act. Ms. Abernathy seconded the motion. A roll call vote was taken. With all in favor of a closed session, the motion carried. The board entered into closed session at 5:30 p.m. Also present during the closed session was Mr. Fred Grosser.

Ms. Elliott declared the session open at 5:48 p.m. Present at this time were board members Mr. Pius Weibel and Ms. Linda Abernathy along with Mr. Grosser.

Old Business – none. Mr. Weibel asked if the Child Advocacy Center is interested in leasing space at the Kenyon Rd. facility. Mr. Grosser commented that they are, that he has drafted a contract and is working with Assistant State’s Attorney, Susan McGrath. They are looking at a move-in date of August 1, 2007. Ms. Pryde gave an update on the phase II remodel of Kenyon Rd. Everything is going well and construction may be done by July 15, 2007. Upon completion, all remaining staff at Neil and Randolph Streets will be moved into Kenyon Rd.

The next monthly meeting will be held June 11, 2007 at 5:00 p.m. and a monthly study session will be held May 30, 2007 at 9:30 a.m.

Seeing no further business, Ms Elliott adjourned the meeting at 5:54 p.m.

Chair

Secretary