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Champaign-Urbana Public Health District

**BOARD OF HEALTH
Monthly Meeting
October 15, 2007**

On October 15, 2007, the Board of Health of the Champaign-Urbana Public Health District held a Monthly Meeting at 201 W. Kenyon, Champaign, IL. Ms. Carol Elliott called the meeting to order at 5:02 PM. Upon roll call, the following board members were found to be present: Ms. Carol Elliott, Chair, and Mr. Pius Weibel, Secretary. Ms. Linda Abernathy was absent.

Public Participation – None.

Mr. Pius Weibel made a motion to approve meeting minutes from September 11, 2007 Monthly Meeting, September 26, 2007 Study Session, and October 3, 2007 Special Meeting. Ms. Carol Elliott seconded the motion noting several corrections. With all in favor, the motion carried.

Teresa Sturm, Director of Finance, discussed the Treasurer's Report regarding revenue and expenditures through August 31, 2007. The increase in medical malpractice insurance is due to the addition of an additional dentist on staff. Vehicle operation expenses have increased due to repairs and maintenance on both the large and small mobile units. There is an increase in printing costs due to the addition of the Communication and Information Specialist position as well as an increase in equipment due to space needs. All of these expenditures will be line item transfers in December.

Mr. Pius Weibel made a motion to accept the Treasurer's Report. Ms. Carol Elliott seconded the motion. With all in favor, the motion carried.

Julie A. Pryde received a letter from Brian Bonds at the Illinois Department of Healthcare and Family Services stating a review has been completed and the audit performed by BKD, LLP has met the HFS requirements. The review found the auditors report for a federal award of the medical assistance program accepted with no deficiencies identified.

A letter was received from the Champaign Schools acknowledging the appreciation of a presentation given by Health Educators Jennifer Jackson, Kari Schweighart, and intern Sari Schy.

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CUPHD was one of eight health departments that were chosen to participate in a survey for Columbia University. Findings show that CUPHD is a well integrated organization.

Dr. James Wahl and Dr. Mandy Huang of CUPHD were two of twenty-four dentists in the State of Illinois that received the Healthy Smile Hero Award by Lt. Governor Pat Quinn on October 10, 2007.

Mr. Tom Berns of Berns, Clancy and Associates submitted a proposal and made a presentation to the Board for professional engineering services regarding the Kenyon Road Sidewalk / Access Feasibility Study. Attorney, Fred Grosser, will review the contract. This item will be placed on the next Study Session and Special Meeting agenda.

Julie A. Pryde asked permission to sign three (3) pending contracts. Mr. Pius Weibel made a motion to approve the Acting Administrator to sign the following contracts: CUPHD and the Springfield Urban League for the Stand Against Cancer Project in the amount of \$15,275; CUPHD and IDPH for the IBCCP Grant Amendment #1 in the amount of \$527,790, an increase of \$105,690; and CUPHD and IDPH for Young Men who have Sex with Men (YMSM) HIV Prevention Grant in the amount of \$75,000. Ms. Carol Elliott seconded the motion. With all in favor, the motion carried.

The Pledgee Form will be put on hold. This item will be added to the next Study Session agenda.

Patricia Robinson, Director of Human Resources, presented a Floating Holiday Policy (9500-2.2). Mr. Pius Weibel made a motion to accept an amendment to the Floating Holiday Policy and the adoption of Policy 9500-2.2. Ms. Carol Elliott seconded the motion. With all in favor, the motion carried.

Outmoded supplies and state inventory consisting of one (1) microscope and one (1) scale will be kept at CUPHD. It has been requested that all rubber tubing and unsafe needles be donated to the Veterinary Medicine Clinic. Mr. Pius Weibel made a motion to donate all rubber tubing and unsafe needles to the Veterinary Medicine Clinic. Ms. Carol Elliott seconded the motion. With all in favor, the motion carried.

Lyn Niemann, IT Supervisor, proposed to change CUPHD's current cell phone plan to a restructured rate plan. CUPHD currently has thirty-eight (38) cell phones in operation, most of which are paid by grant funding. The total cost per month under the current plan is \$1,975. The new plan allows for thirty-eight (38) new cell phones. Twenty (20) of the new phones will carry 1,000 minutes per month at a cost of \$59.99 per month and eighteen (18) will not carry minutes, but will pull from a pool of minutes at a cost of \$25.00 per month. The new package reduces available minutes from 38,000 to 20,000. Attorney, Fred Grosser, will

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review the contract. This item will be placed on the next Study Session and Special Meeting agenda.

Remaining monies from construction costs consist of \$60,000 with TC Tatman and \$300,000 from a bank loan. CUPHD will hold on any disbursement of funds at this time.

CUPHD will be hosting an open house on October 24, 2007 from 4PM to 7PM. This will be noticed as a Board of Health Special Meeting.

Patricia Robinson, Director of Human Resources, addressed the Board regarding the Employee Assistance Program referral options. A determination of whether the mandatory referral option is preferred by the Board is needed. Betsy Epling will make a presentation regarding the referral options at the next Study Session. This item will be added to the next Study Session and Special Meeting agenda.

Jim Roberts, Director of Environmental Health, made a request to extend the part-time status of two (2) inspectors through the end of 2007. The additional cost will be \$10,774 which will be covered by the environmental health budget. Mr. Pius Weibel made a motion to extend the temporary status of two (2) part-time inspectors through the end of 2007. Ms. Carol Elliott seconded the motion. With all in favor, the motion carried.

The Corporate Credit Card Policy and Procedure will be put on hold until next meeting due to an addition in the document. This item will be placed on the next Study Session and Special Meeting agenda.

A request was made to adopt an Interim Salary Adjustment Policy. Mr. Pius Weibel made a motion to adopt Interim Salary Adjustment Policy 9500-2.1. Ms. Carol Elliott seconded the motion. With all in favor, the motion carried.

There was no further information to be discussed regarding MTD services.

The next study session and special meeting will be held on October 31, 2007 at 9:30 AM and the next monthly board meeting will be held on November 19, 2007 at 5:00 PM.

Mr. Pius Weibel made a motion to go into closed session to consider the setting of a price for sale of property owned by the Champaign-Urbana Public Health District pursuant to Section 2(C)(5) of the Open Meetings Act, Chapter 5, Illinois Compiled Statutes, Paragraph 120/2(C)(5). Carol Elliott seconded the motion. Upon a roll call vote, the motion carried unanimously. At 6:26 PM, the board went into closed session.

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Ms. Carol Elliott declared the session open at 6:42 PM. Present at this time were board members Ms. Carol Elliott and Mr. Pius Weibel, Attorney, Fred Grosser, and Acting Administrator Julie A. Pryde.

With no further business to be discussed, Ms. Elliott adjourned the meeting at 6:42 PM.

Chair

Secretary