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Champaign-Urbana Public Health District

**BOARD OF HEALTH
Monthly Meeting
September 8, 2008**

On September 8, 2008, 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 5:04 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 July 21, 2008 Monthly Meeting, July 30, 2008 Study Session, August 11, 2008 Monthly Meeting, and August 27, 2008 Study Session. Ms. Carol Elliott seconded the motion noting one (1) correction to be made to the July 21, 2008 Monthly Meeting minutes. With all in favor, the motion carried.

Ms. Andrea Wallace reported that the audit started on September 2, 2008 and the field work is expected to be completed the following week. A Special Meeting may be requested for approval of the audit. In addition, the Medicare application has been completed for billing purposes of the upcoming flu clinic.

There was no new correspondence to be presented.

Ms. Lori Holmes has completed the Annual Report 2007. Mr. Pius Weibel made a motion to approve and place on file the Annual Report 2007. Ms. Carol Elliott seconded the motion. With all in favor, the motion carried.

Ms. Andrea Wallace presented transfer items for FY08. Mr. Pius Weibel made a motion to approve transfers into the General Fund in the amount of \$3,982, the IMRF Fund in the amount of \$368,002, and the Insurance Fund in the amount of \$33,365 for a total amount of \$405,349, and to transfer out of the General Fund in the amount of \$401,367 and the Audit Fund in the amount of \$3,982 for a total amount of \$405,349. Ms. Carol Elliott seconded the motion. Upon a roll call vote, the motion carried unanimously.

Mr. Pius Weibel made a motion to approve the list of proposed fixed assets for disposition. Items for disposal are: 30009, 30015, 30030, 30043, 30046, 30047, 30057, 30058, 30061, 30123, 30137, 30157, 30170, 30171, 30174, 30207, 30208, 30284; 30122, 30302, 30027, 30029, and 30053.

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The detailed disposition sheet is attached. Ms. Carol Elliott seconded the motion. With all in favor, the motion carried.

There was no new information regarding estimates for replacement doors or HVAC maintenance options.

Ms. Patricia Robinson addressed the Board regarding a Permanent Residency Card sponsorship for Epidemiologist, Awais Vaid. The approximate cost will be \$4,985. Mr. Pius Weibel made a motion to approve CUPHD to cover expenses relating to Mr. Vaid's Permanent Residency Card. Ms. Carol Elliott seconded the motion. With all in favor, the motion carried.

There was no new information regarding Cook County Case#00CH9800-Mary Lewis v. Lead Industry Association.

Ms. Julie Pryde reported that no further action has been taken at this time in regards to the CUPHD and University of Illinois' Health Research Collaboration. Ms. Pryde will coordinate efforts with Ms. Dolores Albarracin to establish a written agreement.

There was no new information regarding the UIUC Vet Med GIS Service proposal.

Mr. Jim Roberts requested approval for signature verification and to pay an invoice from Garrison Enterprises, Inc. for maintenance services rendered to CUPHD for the Digital Health Department Data Management System. The Board requested to review a copy of the original contract, signed in 2005, prior to granting approval. The invoice amount is \$10,000 which includes a \$2,000 discount due to several program modules not being complete at this time.

Ms. Julie Pryde provided a revised contract between CUPHD and the Community Service Center of Northern Champaign County. The rental amount of the lease agreement was increased by \$20. Mr. Pius Weibel made a motion to ratify the amended contract between CUPHD and the Community Service Center of Northern Champaign County in the amount of \$470 per month. Ms. Carol Elliott seconded the motion. With all in favor, the motion carried.

The lease renewal agreement for the Pitney Bowes postage meter was put on hold until the next study session in order to obtain cost comparisons from other vendors. Attorney, Fred Grosser, will review the original contract.

Mr. Pius Weibel made a motion to approve the contract between CUPHD and A & R Services for the Kenyon Road sidewalk project and for the Chair to sign the contract. Ms. Carol Elliott seconded the motion. With all in favor, the motion carried.

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Ms. Julie A. Pryde asked permission to sign five (5) pending contracts. Mr. Pius Weibel made a motion to approve the Acting Administrator, Julie A. Pryde, to sign the following contracts between: CUPHD and IDPH for IL Tobacco-Free Communities in the amount of \$34,764; CUPHD on behalf of the Champaign County Health Department and IDPH for IL Tobacco-Free Communities in the amount of \$25,477; CUPHD and IDPH for a Bioterrorism Grant in the amount of \$96,389; CUPHD on behalf of the Champaign County Health Department and IDPH for a Bioterrorism Grant in the amount of \$63,787; CUPHD and the Komen Foundation for the “Race for the Cure” in the amount of approximately \$14,619. Ms. Carol Elliott seconded the motion. With all in favor, the motion carried.

There were no items for discussion under Old Business.

Mr. Pius Weibel made a motion to go into closed session to discuss the evaluation of the Acting Public Health Administrator pursuant to Section 2(C)(1) of the Open Meetings Act, Chapter 5, Illinois Compiled Statutes, Paragraph 120/2(C)(1). Ms. Carol Elliott seconded the motion. Upon a roll call vote, the motion carried unanimously. At 5:40 PM, the board went into closed session.

Ms. Carol Elliott declared the session open at 5:59 PM. Present at this time were board members Ms. Carol Elliott and Mr. Pius Weibel, and Acting Administrator, Julie A. Pryde.

The next study session will be held on September 24, 2008 at 9:30 AM and the next monthly board meeting will be rescheduled from October 13, 2008 at 5:00 PM. The date is to be determined.

With no further business to be discussed, Ms. Carol Elliott adjourned the meeting at 6:01 PM.

Chair

Secretary