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**Champaign-Urbana Public Health District**

**BOARD OF HEALTH  
Monthly Meeting  
October 20, 2008**

On October 20, 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 5:05 PM. Upon roll call, the following board members were found to be present: Ms. Carol Elliott, Chair, Mr. Pius Weibel, Secretary, and Ms. Linda Abernathy.

Public Participation – None.

Mr. Pius Weibel made a motion to approve meeting minutes from September 8, 2008 Monthly Meeting and September 24, 2008 Special Meeting and Study Session. Ms. Linda Abernathy seconded the motion. With all in favor, the motion carried.

Ms. Andrea Wallace presented the Finance Report illustrating that CUPHD is on budget for total revenue and total expenditures through June 30, 2008 at \$2,276,721 which is under budget by \$42,824. Mr. Pius Weibel made a motion to place the Finance Report on file. Ms. Linda Abernathy seconded the motion. With all in favor, the motion carried.

There was no new correspondence to be presented. Ms. Carol Elliott stated that she recently attended the Illinois Association of Public Health Boards in Bloomington, Illinois.

Mr. Pius Weibel made a motion to approve the payment of invoice #Q5044 to Garrison Enterprises for the Digital Health Department software in the amount of \$10,000. Ms. Linda Abernathy seconded the motion. With all in favor, the motion carried.

Mr. Jim Roberts proposed that CUPHD implement the same fee structure as Champaign County for private sewage services. Mr. Pius Weibel made a motion to approve sewage fees for the private sewage system program for \$200, a variance of \$200, sewage code book for \$5, and a plat review for one (1) to ten (10) lots for \$200 and each lot over ten (10) for \$15 effectively immediately. Ms. Linda Abernathy seconded the motion. With all in favor, the motion carried.

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The Illinois Department of Public Health has amended the Food Sanitation Rules & Regulations. Local ordinances should be updated to comply with the State. Mr. Pius Weibel made a motion to adopt the Champaign-Urbana Food Sanitation Ordinance effective two (2) months from the date of adoption, October 20, 2008. Ms. Linda Abernathy seconded the motion. Upon a roll call vote, the vote carried unanimously.

Ms. Julie A. Pryde reported that a health research institute will not be pursued with the University of Illinois at this time; however, CUPHD would still like to develop an institute for specifically proposed research projects. Attorney, Fred Grosser, will research any legal issues with the creation of such institute.

Mr. Awais Vaid updated the Board regarding the utilization of the GIS software. Projects have included the "Vote 'n Vax" outreach and correlating fast-food locations in relation to schools. No action was needed.

Ms. Andrea Wallace researched lease options for CUPHD's postage meter. Pitney Bowes can provide an upgraded postage meter for a cost of \$255 per month. Another distributor provided an estimate of \$345 per month. Mr. Pius Weibel made a motion to approve a 5-year lease with Pitney Bowes for \$255 per month pending approval of the contract from Attorney, Fred Grosser. Ms. Linda Abernathy seconded the motion. With all in favor, the motion carried.

Ms. Patricia Robinson addressed the Board regarding secondary employment for non-management employees working in food establishments within Champaign County. Currently, the Division Director approves the initial request which is then submitted to Human Resources. Ms. Patricia Robinson, Director of Human Resources, gives the final approval. Ms. Robinson will look at revising the current secondary employment policy to address this issue. Mr. Weibel suggested that employees be made aware that revisions to the policy could effect any prior secondary employment approvals.

Ms. Robinson also addressed the Board regarding a new Dental Hygienist position on a PRN basis to assist in the school sealant program. The position is hourly with no benefits. Ms. Robinson will research if there are any implications of this position in conjunction with number of qualifying hours to be eligible for IMRF (Illinois Municipal Retirement Fund).

The Kenyon Road sidewalk project went past the scheduled deadline and needs an extension to complete the work. No cost is associated with the extension. Mr. Pius Weibel made a motion to approve the extension of the contract for fourteen (14) days authorizing the Chair and Secretary to sign the contract. Ms. Linda Abernathy seconded the motion. With all in favor, the motion carried.

Mr. Lyn Niemann requested approval for payment of a new Dell server to be utilized by MCH replacing twenty-five (25) desktop computers. Mr. Pius Weibel made a motion to approve the purchase of item #450272965 from Dell

Computers in the amount of \$5,029.24. Ms. Linda Abernathy seconded the motion. With all in favor, the motion carried.

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Mr. Niemann reported that Quality Plumbing has decided not to provide HVAC work due to the size of CUPHD. McCormick Commercial Services has completed a site survey and provided a contract for services. Mr. Pius Weibel made a motion to approve the contract with McCormick Commercial Services, proposal #3881-107 in the amount of \$14,236.98, and for the Chair to sign the contract. Ms. Linda Abernathy seconded the motion. With all in favor, the motion carried.

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 Get the Lead Out in the amount of \$3,600; CUPHD and IDPH for IL Breast & Cervical Cancer Grant in the amount of \$20,000; CUPHD and IDPH for CDC Pandemic Preparedness in the amount of \$578,000; CUPHD and IDPH for Reality Illinois in the amount of \$18,000; and for the Chair to sign the Employee Assistance Program contract renewal between CUPHD and Carle Clinic in the amount of \$3,751. Ms. Linda Abernathy seconded the motion. With all in favor, the motion carried.

There was no action to be taken at this time regarding Cook County Case #00CH9800-Mary Lewis v. Lead Industry Association. Attorney, Fred Grosser, is in contact with the State and the attorney representing this case.

Attorney, Fred Grosser, stated that the contract between CUPHD and the Champaign County Board of Health still has changes to be made in Section 9 regarding codes. The County Board of Health will be voting on the contract at their November meeting. This item will be placed on the next CUPHD Monthly Meeting agenda.

Mr. Pius Weibel made a motion to go into closed session to discuss pending litigation pursuant to Section 2 (C)(11) of the Open Meetings Act, Chapter 5, Illinois Compiled Statutes, Section 120/2(C)(11). Closed and open session concerning pending litigation. Ms. Linda Abernathy seconded the motion. Upon a roll call vote, the motion carried unanimously.

Mr. Pius Weibel made a motion to go into closed session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Champaign-Urbana Public Health District pursuant to Section 2 (C)(1) of the Open Meetings Act, Chapter 5, Illinois Compiled Statutes, Section 120/2(C)(1). Ms. Linda Abernathy seconded the motion. Upon a roll call vote, the motion carried unanimously. At 6:10 PM, the board went into closed session.

Ms. Carol Elliott declared the session open at 7:08 PM. Present at this time were board members Ms. Carol Elliott, Mr. Pius Weibel, and Ms. Linda Abernathy, Acting Administrator, Julie A. Pryde, Ms. Patricia Robinson, Director of Human Resources, Attorney, Fred Grosser, and additional Division Directors.

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Mr. Pius Weibel made a motion to file an appeal with the Appellate Court for the case of CUPHD v. Illinois Department of Employment Security, Case #2008-MR121. Ms. Linda Abernathy seconded the motion. With all in favor, the motion carried.

Mr. Pius Weibel made a motion to defer Item J, Discussion of the Permanent Public Health Administrator. Ms. Linda Abernathy seconded the motion. With all in favor, the motion carried.

The next study session will be held on October 29, 2008 at 9:30 AM and the next monthly board meeting will be held on November 10, 2008 at 5:00 PM.

With no further business to be discussed, Ms. Carol Elliott adjourned the meeting at 7:09 PM.

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Chair

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Secretary