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Champaign-Urbana Public Health District

**BOARD OF HEALTH
Monthly Meeting
February 8, 2010**

On February 8, 2010, 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. Pam Borowski.

Public Participation – None.

Mr. Pius Weibel made a motion to defer the October 8, 2009 Special Meeting minutes. Ms. Pam Borowski seconded the motion. With all in favor, the motion carried. Ms. Pam Borowski made a motion to approve meeting minutes for October 14, 2009 Monthly Meeting, October 28, 2010 Study Session, and November 9, 2009 Monthly Meeting. Mr. Pius Weibel seconded the motion. With all in favor, the motion carried.

Ms. Andrea Wallace presented the Director of Finance report. She reported that CUPHD is approximately \$41,000 under budget for revenue and 6.5% under budget for expenditures. Ms. Pam Borowski made a motion to accept the Director of Finance Report and place on file. Mr. Pius Weibel seconded the motion. With all in favor, the motion carried.

There was no new correspondence.

Ms. Julie Pryde reported that CUPHD continues to host walk-in clinics for H1N1 vaccinations as well as some on-site clinics. Approximately 300 people were vaccinated the previous week.

Mr. Jim Roberts, Director of Environmental Health, is currently waiting to receive a signed contract from the Illinois Department of Public Health (IDPH) to rescind current tattoo artist rules and to adopt the new Body Art Code. Inspections will be postponed until the new code is enacted.

The Champaign County Board of Health has not taken any action regarding the water well testing program. There was no new information.

There was no new information regarding the Champaign County Board of Health services and budget.

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There was no new information regarding billing for the Champaign County Board of Health's consultant interviews. This item is to be continued.

CUPHD received a contract renewal agreement to continue service for the YMSM (Young Men who have Sex with Men) initiative. Mr. Pius Weibel made a motion to approve the agreement for contractual services between CUPHD and Larry Rogers for the YMSM 2010 agreement and for the Chair, Carol Elliott, to sign. Ms. Pam Borowski seconded the motion. With all in favor, the motion carried.

Mr. Pius Weibel made a motion to approve the Chlamydia Evaluation Initiative contract between the University of Illinois' Board of Trustees for GIS services and CUPHD and for Carol Elliott, Chair, to sign. Ms. Pam Borowski seconded the motion. With all in favor, the motion carried.

Approval of a purchase order for dental supplies was not needed.

The designation of FOIA (Freedom of Information Act) and OMA (Open Meetings Act) officers was deferred.

Ms. Pam Borowski made a motion to approve the catering contract between CUPHD and the Hilton Garden Inn for March 31, 2010. Mr. Pius Weibel seconded the motion. With all in favor, the motion carried.

Ms. Andrea Wallace presented an extension of the current Sage application which allows CUPHD to receive payments from clients via a credit card. The Safe Kids program is hosting a fundraising event and would like to be able to accept registration fees and donations on-line. The costs include a \$10.00 per month fee for the software, a one-time \$125.00 set-up fee, and processing fees that are based on a percentage of the total transaction. The contract will need the owner's name changed from Carol Elliott to CUPHD. Ms. Pam Borowski made a motion to approve the Sage application with name changes. Mr. Pius Weibel seconded the motion. With all in favor, the motion carried.

Ms. Andrea Wallace presented an updated annual business agreement with Benefit Planning Consultants (BPC). CUPHD is to be noted as the covered entity as well as the official employer. Ms. Pam Borowski made a motion to approve the business association agreement between CUPHD and Benefit Planning Consultants with changes. Mr. Pius Weibel seconded the motion. With all in favor, the motion carried.

Ms. Andrea Wallace presented an updated signature card from the Federal Reserve Bank to be signed. Ms. Pam Borowski made a motion to approve Andrea Wallace, Julie Pryde, and Carol Elliott as authorized signators on the updated signature card for the Federal Reserve Bank. Mr. Pius Weibel seconded the motion. With all in favor, the motion carried.

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Blackbaud, Inc. recently acquired CUPHD's previous financial software company, FundWare. Blackbaud will replace each of CUPHD's current modules with similar modules from their system. Currently, CUPHD has four (4) employee users. The total cost of transferring those employees to the new software will be \$24,125. The new Blackbaud system proposal includes the financial software, set-up, 40 hours of training, and the transfer of two (2) year's worth of data at a cost of \$34,937. WIC will cover 1/3 of the cost and the remainder will be paid from the administrative budget. Ms. Pam Borowski made a motion to approve the contract agreement between WTI Systems and CUPHD and for the Chair, Carol Elliott, to sign. Mr. Pius Weibel seconded the motion. With all in favor, the motion carried.

Ms. Pam Borowski left at 5:47 PM.

Ms. Jamie Perry, Nursing Services Manager, presented a program site agreement between Carle and CUPHD for Dr. Ann Robin to train family practice residents at CUPHD. There will be no cost to CUPHD and the training will benefit the Illinois WiseWoman grant. Mr. Pius Weibel made a motion to approve the affiliate site agreement between Carle and CUPHD and for the Chair, Carol Elliott, to sign. Ms. Carol Elliott seconded the motion. With all in favor, the motion carried.

Ms. Julie A. Pryde asked permission to sign three (3) pending contracts. Mr. Pius Weibel made a motion to approve the Administrator, Julie A. Pryde, to sign the following contracts between: CUPHD and the AIDS Foundation of Chicago for harm reduction services in the amount of \$15,000; CUPHD and NACCHO for the Medical Reserve Corps in the amount of \$5,000; and CUPHD and IDPH for TB directly observed therapy in the amount of \$8,000. Ms. Carol Elliott seconded the motion. With all in favor, the motion carried.

The next study session will be held on February 24, 2010 at 9:30 AM and the next monthly meeting will be held on March 8, 2010 at 5:00 PM.

With no further business to be discussed, Ms. Carol Elliott adjourned the meeting at 5:54 PM.

Chair

Secretary