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**Champaign-Urbana Public Health District**

**BOARD OF HEALTH  
Study Session  
May 28, 2015**

On May 28, 2015, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held a Study Session at 201 W. Kenyon Rd., Champaign, Illinois. This meeting was rescheduled from Wednesday, May 27, 2015. Mr. Andy Quarnstrom called the meeting to order at 10:30 AM. Upon roll call, the following board members were found to be present: Mr. Andy Quarnstrom, Chair, and Ms. Patti Petrie. Ms. Michelle Mayol, Secretary, was absent.

Public Participation – None

An updated Billing and Collections policy was presented to the Board. This policy would allow CUPHD to send statements to clients with an outstanding balance for three months, approximately every 30 days, and grant the ability to write off the balance after six months. No one will be denied service for inability to pay. This item will be placed on the next monthly meeting agenda.

Ms. Julie Pryde stated that an RFP for legal counsel is currently being reviewed by an Attorney outside of Champaign County. Ms. Pryde will add a letter of intent, due date and bid opening date. This item will be placed on the next monthly meeting agenda.

Ms. Pryde also presented Board Rules. Mr. Andy Quarnstrom found them to be acceptable as presented. Changes to the agenda include the Treasurer's Report being placed under new business and adding approval of the agenda after roll call. This item will be placed on the next monthly meeting agenda.

The next monthly meeting will be held on June 8, 2015 at 4:30 PM and the next study session will be held June 24, 2015 at 10:30 AM.

Ms. Pryde noted that CUPHD received several interested candidates in response to the posting of the Medical Director position.

**CUPHD Board of Health Study Session – May 28, 2015**  
**Page 2**

With no further business to be discussed, Ms. Patti Petrie made a motion to adjourn the study session at 10:51 AM. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

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Chair

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Secretary