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Champaign-Urbana Public Health District

**BOARD OF HEALTH
Monthly Meeting
June 8, 2015**

On June 8, 2015, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held a Monthly Meeting at 201 W. Kenyon Rd., Champaign, Illinois. Mr. Andy Quarnstrom called the meeting to order at 4:31 PM. Upon roll call, the following board members were found to be present: Mr. Andy Quarnstrom, Chair, and Ms. Michelle Mayol, Secretary. Ms. Patti Petrie was in attendance at 4:35 PM.

Ms. Michelle Mayol made a motion to approve the agenda. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Ms. Michelle Mayol made a motion to approve meeting minutes from the May 11, 2015 Monthly Meeting and May 28, 2015 Study Session. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Public Participation – Ashlee Roderick from the Cake Artist Studio addressed the Board regarding home kitchen operations and stated she was not in favor of this law. Regina Johnson also addressed the Board who is in favor of the home kitchen operation law.

Correspondence – None

Ms. Julie Pryde gave an update on Ebola. Actions were taken for one person being monitored that began running a fever. Patient was not positive for Ebola. A hot wash was conducted after the event.

Ms. Michelle Mayol made a motion to approve revisions to the Collaborating Physician job description. Ms. Patti Petrie seconded the motion. With all in favor, the motion carried.

Ms. Patti Petrie made a motion to defer the appointment of a Medical Director to the July meeting. Ms. Michelle Mayol seconded the motion. With all in favor, the motion carried. Three people have expressed interest with one applying for the position.

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Ms. Julie Pryde stated that the RFP for legal counsel is being reviewed by an Attorney outside of Champaign County and is not ready at this time.

Ms. Patti Petrie made a motion to approve the Board Rules. Ms. Michelle Mayol seconded the motion. With all in favor, the motion carried.

Ms. Michelle Mayol made a motion to approve the Billing and Collections policy. Ms. Patti Petrie seconded the motion. With all in favor, the motion carried.

Mr. Arnold Blair noted that the Treasurer's Report was in the packet for review. There are no major changes to CUPHD's financials. Ms. Petrie requested details regarding travel expenses.

Ms. Michelle Mayol made a motion to approve May payments to the Board of Health Appointees: Arnold Blair, Treasurer, in the amount of \$582; Fred Grosser, Attorney, in the amount of \$1,825; and Julie Pryde, CUPHD Administrator, for reimbursement in the amount of \$17.31. Ms. Patti Petrie seconded the motion. With all in favor, the motion carried.

Ms. Michelle Mayol made a motion to approve Resolution 2015-06-01 Ascertain Prevailing Rate of Wages. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Ms. Michelle Mayol made a motion to approve the designation of FY16 Tentative Budget and Appropriation Document. Ms. Patti Petrie seconded the motion. With all in favor, the motion carried.

Mr. Jim Roberts presented information regarding the home kitchen operation. This law took effect in June 2014. There are current legislative changes being proposed.

Ms. Michelle Mayol made a motion to approve the Renewal Agreement and Statement of Work with the Digital Health Department, Inc. Ms. Patti Petrie seconded the motion. With all in favor, the motion carried.

Ms. Michelle Mayol made a motion to approve the invoice for the Renewal Agreement and Statement of Work for the Digital Health Department, Inc. for July 1, 2015 – June 30, 2016 in the amount of \$13,891. Ms. Patti Petrie seconded the motion. With all in favor, the motion carried.

Ms. Michelle Mayol made a motion to approve the Professional Healthcare Services agreement between CUPHD and Dr. Anne Robin. Ms. Patti Petrie seconded the motion. With all in favor, the motion carried.

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Ms. Michelle Mayol made a motion to approve the rental agreement with the Art Co-op. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Ms. Michelle Mayol made a motion to approve the provider contract between CUPHD and the American Anesthesiology Associates of Illinois, SC for the Illinois Breast and Cervical Cancer Project. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

A discussion was held regarding audit firms for the next fiscal year. The Board will review every five years. The engagement letter from CliftonLarsonAllen will be presented at the next meeting.

Ms. Michelle Mayol made a motion to approve the internship agreement with Illinois State University. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Ms. Michelle Mayol made a motion to approve the purchase order for the Microsoft Enterprise Agreement License Renewal with CDW Government, Inc. in the amount of \$44,631.37. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Ms. Michelle Mayol made a motion to approve the contract with SJ Broadcasting, LLC for radio advertising. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Ms. Michelle Mayol made a motion to approve the Comcast Spotlight advertising in the amount of \$8,146.95. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Ms. Michelle Mayol made a motion to approve the participation agreement between CUPHD and Government Pay Service, Inc. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Ms. Michelle Mayol made a motion to approve Lazars Edge Addendum A - Part Service Agreement. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Ms. Michelle Mayol made a motion to approve the Community Health Partnership of Illinois Agreement. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Ms. Michelle Mayol made a motion to approve Ms. Julie Pryde, Public Health Administrator, to sign the following pending grant contracts: CUPHD and IDPH for Ground Water Permits in the amount of \$2,175; CUPHD and IDPH for Vector Surveillance in the amount of \$20,688; and CUPHD on behalf of the

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Champaign County Health Department and IDPH for Vector Surveillance in the amount of \$16,596. Ms. Pattsy Petrie seconded the motion. With all in favor, the motion carried.

Ms. Pattsy Petrie made a motion to go into closed session pursuant to the Open Meetings Act, 5 ILCS 120/2(c)(1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. Ms. Michelle Mayol seconded the motion. Upon a roll call vote, the motion carried unanimously. At 5:22 PM, the board went into closed session.

Mr. Andy Quarnstrom declared the session open at 5:27 PM. Present at this time were board members Mr. Andy Quarnstrom, Ms. Michelle Mayol and Ms. Pattsy Petrie, and Amy Roberts.

A study session will be held June 24, 2015 at 10:30 AM and the next monthly meeting will be held July 13, 2015 at 4:30 PM.

With no further business to be discussed, Ms. Pattsy Petrie made a motion to adjourn the monthly meeting at 5:28 PM. Ms. Michelle Mayol seconded the motion. With all in favor, the motion carried.

Chair

Secretary