



Public Health
Prevent. Promote. Protect.

Champaign-Urbana Public Health District

**BOARD OF HEALTH
Monthly Meeting
May 20, 2019**

On May 20, 2019, 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 11:04 AM. Upon roll call, the following board members were found to be present: Mr. Andy Quarnstrom, President, Danielle Chynoweth, Secretary and Mr. Giraldo Rosales.

Mr. Giraldo Rosales made a motion to approve the agenda. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the April 8, 2019, monthly meeting minutes. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the April 8, 2019, Annual Meeting Minutes. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Public Participation – Mr. Jordan Baldarotta, Baldarotta Porketta & Sicilian Sausage, was present to request information as to why local catering businesses need a temporary food permit for every venue they serve in.

Stango Cuisine was present to request information as to why a business is charged twice for an annual permit when they move locations in the same calendar year. Stango Cuisine also had questions regarding permit fees, at the Farmer's Market at Lincoln Square, where they sell their meat pies. Ms. Danielle Chynoweth thanked Mr. Baldarotta and Stango Cuisine for coming to the CU Board of Health monthly meeting.

Mr. Jim Roberts gave a follow-up regarding Geil Farmstead. Mr. Geil received a permit to operate at the first Farmer's Market of the season, at Lincoln Square, in May 2019. The plan review fee and permit fee were waived until August 1, 2019.

Mr. Pius Weibel recently applied for the CU BOH treasurer position. He was present to talk to the Board about the treasurer position. He provided the Board with a general fund balance chart he created, and explained to the Board why he would be a good candidate.

Correspondence – Mr. Jim Roberts provided information relative to the informational memorandum he sent to Baldarotta's addressing fee complaints. He said permits are not transferable from one location to the next. Anytime a new permit is issued, there is a fee charged. Ms. Danielle Chynoweth told the representative from Stango Cuisine she could apply for a permit to sell her meat pies at the Farmer's Market at Lincoln Square. At this time, the plan review fee along with the permit fee would be waived until August 1, 2019. Mr. Andy Quarnstrom and Ms. Chynoweth suggested a Study Session to discuss all aspects of issuing food permits moving forward.

Old Business – Mr. Andy Quarnstrom said he feels the process to appoint a treasurer for the BOH needs to be re-evaluated. He proposed that each Board member choose their top candidate and from that list, those candidates will be interviewed. Ms. Danielle Chynoweth and Mr. Giraldo Rosales agreed. Mr. Quarnstrom suggested bringing in the treasurer candidates to the next CU BOH meeting scheduled June 10, 2019.

New Business – No questions on the Treasurer's Report.

Ms. Danielle Chynoweth made a motion to approve payments to the Board of Health Appointees: Fred Grosser, Attorney, in the amount of \$1,000.00, Julie Pryde, Administrator, in the amount of \$99.76 for mileage to Springfield, Illinois, for Illinois Council on Women and Girls Meeting, Julie Pryde, Administrator, in the amount of \$99.76 for mileage to Springfield, Illinois, for Sangamon County Health Department for an IAPHA meeting. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

The monthly credit card statement was in the board packet prepared for the meeting.

Ms. Danielle Chynoweth made a motion to approve the Intergovernmental Cooperative Agreement with the State of Illinois Central Management Services for Health Insurance Renewal. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the Advertising Proposal between WCIA3 (Nexstar Media Group) and Champaign-Urbana Public Health District in the amount of \$3,425 for a television campaign to promote the Illinois Tobacco Quit Line using CDC Tips From Former Smokers advertisements. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the Rental Agreement between Ellen McCullough, Landlord, and Champaign-Urbana Public Health District, Tenant, for space located at 223 E. Mulberry Street, Watseka, IL for a lease period of 7/1/19-6/30/20 in the amount of \$1,950.00 per month. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the termination of the contractual agreement between Champaign-Urbana Public Health District and Illinois Department of Revenue-Alcoholic Liquor Enforcement Pilot Program for the city limits of Champaign from August 30, 2018 – May 31, 2019. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve a check in the amount of \$15,075.00 payable to Illinois Liquor Control Commission for termination of LC-13 Agreement. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the media contract and check request between Adams Outdoor Advertising and Champaign-Urbana Public Health District in the amount of \$5,000.00 for a digital media campaign to educate the public about e-cigarettes. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the Advertising Contract between C-U Mass Transit District (CUMTD) and Champaign-Urbana Public Health District in the amount of \$1,455.00 for CUMTD to run bus boards using CDC Tips from Former Smokers imaging to promote the Illinois Tobacco Quit Line. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the Contract Agreement between Champaign-Urbana Public Health District and Molina Managed Care Organization to provide integrated health home services. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the updated Finance policy – 9200-07.01 Purchasing Policy. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the updated Finance policy – 9200-07.03 Federal Award Procurement Standards Policy. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the updated Finance policy – 9200-12.01 Capitalization Threshold Policy. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the updated Finance policy – 9200-12.02 Property Control Policy. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve Purchase Order No 20-0338 to purchase Narcan in the amount of \$18,000.00, Project No. 2450. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve Purchase Order No 20-0339 to purchase Narcan in the amount of \$18,000.00, Project No 2451. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve Lease Agreement between Champaign-Urbana Public Health District and The Champaign County Children’s Advocacy Center. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the media contract and check request between Adams Outdoor Advertising and Champaign-Urbana Public Health District in the amount of \$10,410.00 for a digital media campaign to promote the importance of adolescent well-care visits among adolescents 11-21 year old. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the media contract and check request between Adams Outdoor Advertising and Champaign-Urbana Public Health District in the amount of \$12,000.00 for a digital media campaign to promote HIV prevention services. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the annual DentaQuest “Disclosure of Ownership and Conflict of Interest Form.” Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the Clifton Larson Allen LLP proposal to provide financial assessment services to Champaign-Urbana Public Health District. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Approval of the GRINDR agreement was deferred until the CU BOH Special Meeting, May 29, 2019.

Mr. Giraldo Rosales made a motion to approve a check in the amount of \$5,979.70 payable to Champaign County Public Health Department for Tobacco-free Communities Grant July-September 2018. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

No Pending Grant Contracts for the Administrator to sign.

With no further business to be discussed, Ms. Danielle Chynoweth made a motion to adjourn the meeting at 12:24PM. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

The next Study Session will be held May 29, 2019, at 10:30AM. The next monthly meeting will be held on June 10, 2019, at 4:30 PM.

Chair

Secretary