

BOARD OF HEALTH
Public Hearing & Monthly Meeting
September 16, 2019

On September 16, 2019, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held a Public Hearing and Monthly Meeting at 201 W. Kenyon Rd., Champaign, Illinois. This meeting was rescheduled from September 9, 2019. Mr. Andy Quarnstrom called the Monthly Meeting to order at 4:31 PM. Upon roll call, the following board members were found to be present: Mr. Andy Quarnstrom, Chair, Ms. 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.

Mr. Giraldo Rosales made a motion to suspend the Monthly Meeting to open the Public Hearing. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Immediately following, Mr. Andy Quarnstrom called the Public Hearing to order at 4:31 PM. All Board members were present. No one from the public addressed the Board on the Proposed FY20 Budget and Appropriation Ordinance 2019-09-01. With no further business to be discussed, Ms. Danielle Chynoweth made a motion to adjourn the Public Hearing at 4:32 PM. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to re-enter into the Monthly Meeting. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

The minutes from the August 12, 2019 Monthly Meeting were not approved and will be presented at the next meeting.

Public Participation – None

Correspondence – Mr. Fred Grosser, Attorney, gave an update regarding the current tax levy and its background. Mr. Grosser, along with several CUPHD staff including the Administrator, met with the County Clerk addressing the tax levy and funding error of approximately \$579,000. Mr. Grosser will continue to work with the State's Attorney and has recommended obtaining a joint letter from the State's Attorney and County Clerk stating their intentions in resolving this matter.

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Old Business – None

New Business – Mr. Ron Fields, Treasurer, gave a report summarizing finances including budget information: CUPHD has a surplus of approximately \$532,000; revenue of \$13.3M; expenditures of \$12.8M; and a current fund balance of \$4.4M. Mr. Andy Quarnstrom requested a summary for the board packet moving forward.

Ms. Danielle Chynoweth made a motion to approve payments to the Board of Health Appointees: Ron Fields, Treasurer, in the amount of \$480.00; Fred Grosser, Attorney, in the amount of

\$3,530.00; and Julie Pryde, Administrator, in the amount of \$124.96 for mileage reimbursement and Friendship Festival expenses.

Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

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

The FY20 Budget and Appropriation Ordinance was presented for approval. Ms. Danielle Chynoweth made a motion to approve the FY20 Budget and Appropriation Ordinance 2019-09-01. Mr. Giraldo Rosales seconded the motion. Upon a roll call vote, the motion carried unanimously.

Ms. Danielle Chynoweth made a motion to approve the Lease and Maintenance Agreement with Lazars Edge for Xerox office equipment. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

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

Ms. Danielle Chynoweth made a motion to approve the revised Hiring Policy: Recruitment and Selection Process. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the Community Health Partnership of Illinois Lease Agreement. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve Invoice #cuphd201907.1 in the amount of \$605.00 for paralegal services. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the 2020 Holiday Schedule. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve the Professional Services Agreement with MSA and fees in the amount of \$7,960.00 for a new basement clinic with an amendment pending revisions approved by legal. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

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Ms. Danielle Chynoweth made a motion to approve invoice payable to GlaxoSmithKline in the amount of \$8,170.41 for Fluarix. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve check request payable to Illinois Department of Employment Security in the amount of \$6,521.35 for unemployment taxes from 4/1/19 – 6/28/19. Ms. Danielle Chynoweth seconded the motion. A brief discussion was held regarding the item and it was determined that this payment was the result of CUPHD's third party vendor, IOI Pay, filing bankruptcy. Ms. Chynoweth requested that items of this nature have a prepared statement in the packet. This item will be placed on the next meeting agenda for further discussion and future plans moving forward. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the Infant Mental Health Consultant Agreement between CUPHD and Tanya Blackshear, LCSW for the time period of July 1, 2019 – June 30, 2020 and payment in the amount of \$24,000.00. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve Memorandum of Lease Agreement Termination with the Urbana School District effective September 16, 2019. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve pending subcontract agreements to conduct opiate overdose prevention trainings and for the Chair to sign: CUPHD and Vermilion County Health Department; CUPHD and Ford County Health Department; CUPHD and Edgar County Health Department; CUPHD and Cumberland County Health Department; CUPHD and Coles County Health Department; CUPHD and Douglas County Health Department; and CUPHD and Clark County Health Department. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve Ms. Julie Pryde, Public Health Administrator, to sign the following pending grant contracts: CUPHD and IDPH for Vision and Hearing Screening in the amount of \$5,397.00; CUPHD and IPHA for HIV Prevention Services in the amount of \$156,017.00; and CUPHD and IDPH for Integration of Perinatal Oral Health Services Project in the amount of \$15,665.00. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

The next Study Session scheduled for September 25, 2019 will be canceled. The next Monthly Meeting will be held on October 15, 2019 at 4:30 PM, rescheduled from October 14, 2019.

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With no further business to be discussed, Ms. Danielle Chynoweth made a motion to adjourn the meeting at 5:25 PM. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

Chair

Secretary

