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**Champaign-Urbana Public Health District**

**BOARD OF HEALTH  
Monthly Meeting Minutes  
December 9, 2019**

On December 9, 2019, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held a Monthly Meeting at 201 W. Kenyon Rd., Champaign, Illinois. Ms. Danielle Chynoweth called the Monthly Meeting to order at 4:35 PM. Upon roll call, the following board members were found to be present: Ms. Danielle Chynoweth, Secretary, and Mr. Giraldo Rosales. and Mr. Andy Quarnstrom, Chair, was absent.

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 approve the minutes from the October 15, 2019 Monthly Meeting and the October 30, 2019 Study Session. Ms. Danielle Chynoweth seconded the motion. Ron Fields, Treasurer, noted a correction to be made. With all in favor, the motion carried.

Public Participation – None

Correspondence – None

Old Business – None

New Business – Mr. Ron Fields, Treasurer, gave a report summarizing finances including budget information: as of October 31, 2019, CUPHD has total assets of \$5.5M, total liabilities of \$1.4M, and a fund balance of \$4.1M. He also noted that the deficit has grown by approximately \$99,000 over the last month. Total income is \$3.4M. Total Revenue is behind \$1.1M. Ron has asked Amanda Knight for additional statements/reports for the last 18 months to look into the deficit further. Julie Pryde explained that the deficit is in part due to CUPHD not receiving Medicaid monies due to the new Managed Care Options. Mr. Giraldo Rosales made a motion to place the report on file Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

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Mr. Giraldo Rosales made a motion to approve payments to the Board of Health Appointees: Ron Fields, Treasurer, in the amount of \$450.00; Fred Grosser, Attorney, in the amount of \$3,600.00; and Julie Pryde, Administrator, in the amount of \$2,674.07 for mileage, meals, and lodging reimbursement. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

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

Mr. Giradlo Rosales made a motion to approve Invoice #cuphd201911.1 in the amount of \$15.00 for paralegal services. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve MOU between CUPHD and Douglas County Health Dept. in the amount of \$46,525 to support the regional approach to the Illinois-Tobacco-free Communities FY20 grant awarded to CUPHD by the IL Dept. of Public Health. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the Cyber Liability Insurance Proposal Annual Renewal 11-2019-11-2020 in the amount of \$5,400. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the Affiliation Agreement between CUPHD and UIUC School of Social Work for interns pending changes approved by Attorney, Fred Grosser. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the proposal from Krone Care for Passenger Elevator Hydraulic Piston Replacement in the amount of \$27,740. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the Lease Amendment between CUPHD and The Board of Trustees of the University of Illinois for lease space at 201 W. Kenyon Rd., Suite D. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve ratification of amendment between Netsmart Technologies, Inc. and CUPHD terminating services effective 11-30-2019. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

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Mr. Giraldo Rosales made a motion to approve the revised agreement between CUPHD and Tyler Technologies, Inc. for food establishment inspection software services including a new public inspection report portal. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the revisions to Job Classification Schedule to change the Director of Infectious Disease to Director of Teen and Adult Services; change Assistant Administrator to Deputy Administrator; and move Director positions to Range from 12 from Range 11 with no change in salaries. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

There were no pending grant contracts for approval.

The date of the next Study Session is to be determined. If no Study Session is needed could possibly be canceled. The next Monthly Meeting will be held on January 13, 2020 at 4:30 PM.

With no further business to be discussed, Ms. Danielle Chynoweth made a motion to adjourn the Monthly Meeting at 4:52 PM. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

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Chair

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Secretary