



Public Health
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Champaign-Urbana Public Health District

CHAMPAIGN-URBANA PUBLIC HEALTH DISTRICT

BOARD OF HEALTH

MONTHLY MEETING – NOVEMBER 14, 2022

MONTHLY MEETING

On Monday, November 14, 2022, the Board of Health (“Board”) of the Champaign-Urbana Public Health District (“CUPHD”) held its monthly meeting at CUPHD, 201 W. Kenyon Road, Champaign, IL in the facility’s Main Conference Room.

Chairperson Mr. Andy Quarnstrom called the meeting to order at 3:30 PM. The following Board Members were present at roll call: Mr. Andrew Quarnstrom, Chair, and Ms. Danielle Chynoweth. Mr. Kyle Patterson was absent at roll call but arrived by 4:19 PM.

Ms. Chynoweth motioned to approve the Meeting Agenda; Mr. Quarnstrom seconded. With all present in favor, the motion carried.

Ms. Chynoweth motioned 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.

(11) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.

Ms. Chynoweth motioned to return to the open meeting at 4:10 PM. Mr. Quarnstrom seconded. With all present in favor, the motion carried.

Ms. Chynoweth motioned to approve the minutes of the October 17, 2022 Board of Health Meeting. Mr. Quarnstrom seconded the motion. With all present in favor, the motion carried.

Public Participation – Ms. Patricia Hunt addressed the Board and requested copies of all current grants of the District. Ms. Hunt left her email address and phone number for District staff to contact when copies are ready.

Correspondence –None.

Old Business – None.

New Business – Mr. Ron Fields, Board Treasurer, presented a report for September 2022. Cash as of September 3, 2022, was \$7,564,012. CUPHD’s total fund balance of \$8,221,541 represents 48% of the budgeted expenditures for the year, within the guideline of a range of 25% -50% of annual expenditures available in cash. Total revenues were \$4,154,302, which is \$101,128 under the YTD annual budget.

Ms. Chynoweth motioned to approve payment to Board Treasurer Ronald Fields for \$450.00 for services rendered in October 2022 (Check Request #5007). Mr. Quarnstrom seconded the motion. With all present in favor, the motion carried.

Ms. Chynoweth motioned to approve Check Request #4973 for \$6,581.30 to GlaxoSmithKline Pharmaceuticals for influenza vaccine. Mr. Quarnstrom seconded the motion. With all present in favor, the motion carried.

Ms. Chynoweth motioned to approve Check Request #4978 for \$29,758.89 to American Dowell Sign Company for deposit for an electric sign (fabrication and installment). Mr. Quarnstrom seconded the motion. With all present in favor, the motion carried.

The CUPHD Credit Card Statement from October 2022 was placed on file after Board review

Ms. Chynoweth motioned to approve the memorandum of understanding between CUPHD and Douglas County Health Department to implement tobacco prevention and control activities as outlined in IDPH's FY23 Illinois Tobacco-Free Community Grant Program. Mr. Quarnstrom seconded the motion. With all present in favor, the motion carried.

Ms. Chynoweth motioned to approve the Diversity, Equity, and Inclusion Specialist job description. Mr. Quarnstrom seconded the motion. With all present in favor, the motion carried.

Ms. Chynoweth motioned to approve the proposal from Clifton, Larson & Allen to provide additional compensation services for \$4,400.00 with eleven (11) job descriptions added beyond the original agreement. Mr. Quarnstrom seconded the motion. With all present in favor, the motion carried.

Ms. Chynoweth motioned to approve an increase in flex spending accounts to IRS maximum limit of \$3,050. Mr. Quarnstrom seconded the motion. With all present in favor, the motion carried.

Ms. Chynoweth motioned to approve the renewal of extended coverage quote from Caterpillar of Nashville, Tennessee for parts and labor for CUPHD maintenance for 60 months for \$3,990.00. Mr. Quarnstrom seconded the motion. With all present in favor, the motion carried.

Ms. Chynoweth motioned to approve the memorandum of understanding between Cunningham Township and CUPHD in which CUPHD will reimburse CTSO up to \$65,000.00 of expenditures related to the operation of winter emergency housing between November 15, 2022, and June 30, 2023. Mr. Quarnstrom seconded the motion. Ms. Chynoweth recused herself from discussion and voting on this agenda item. Mr. Quarnstrom and Mr. Patterson voted in favor and the motion carried.



Ms. Chynoweth motioned to approve the memorandum of understanding between CU at Home and CUPHD in which CUPHD will reimburse CU at Home up to \$135,000.00 for expenditures related to the operation of the mid barrier shelter, beginning on December 12, 2022. Mr. Patterson seconded the motion. With all present in favor, the motion carried.

Ms. Chynoweth motioned to approve the 2023 monthly board meetings and study session schedule. Mr. Patterson seconded the motion. With all present in favor, the motion carried.

Pending Grants - Ms. Chynoweth motioned to approve the Public Health Administrator, Julie Pryde, to sign the grant agreement between Illinois Department of Public Health and CUPHD for a Family Planning Grant for services to be provided by the Division of Teen & Adult Services in the amount of \$50,000 for the period July 1, 2022, through June 30, 2023. Mr. Patterson seconded the motion. With all present in favor, the motion carried.

Future Meetings: The next study session is scheduled for Wednesday, November 30, 2022, at 10:30 AM at CUPHD. The next monthly CUPHD board meeting is scheduled for Monday, December 14, 2022, at 4:30 PM at CUPHD.

Adjournment: With no further business to be conducted, Mr. Quarnstrom adjourned the meeting at 4:52 PM.

 _____	12/12/22 _____	 _____	12/12/22 _____
Chair	Date	Secretary	Date