



CHAMPAIGN-URBANA PUBLIC HEALTH DISTRICT
BOARD OF HEALTH
MONTHLY MEETING – February 13, 2023

MONTHLY MEETING

On Monday, February 13, 2023, the Board of Health (“Board”) of the Champaign-Urbana Public Health District (“CUPHD”) conducted its monthly meeting in the Main Conference Room at CUPHD, 201 W. Kenyon Road, Champaign, Illinois.

Board Chair Andy Quarnstrom called the meeting to order at 4:30 PM. Mr. Kyle Patterson, Board Secretary, was present at roll call; Ms. Danielle Chynoweth was absent. Mr. Quarnstrom motioned to approve the agenda, which Mr. Patterson seconded. With all present in favor, the motion carried.

Mr. Patterson motioned to approve the Board’s meeting minutes from January 9, 2023. Mr. Quarnstrom seconded the motion. With all present in favor, the motion carried.

Public Participation – None.

Correspondence – Mr. Brandon Meline, Director of CUPHD’s Maternal and Child Health Division, commented that the State of Illinois (DHS/HFS) reinstated the ability for local governments to file claims for a 50/50 Federal Medicaid match on local tax dollars used to supplement grant expenditures for maternal and child health services, including Family Case Management and Healthworks/Youthcare. CUPHD is now able to submit claims for the previous seven quarters and quarters moving forward. This administrative mechanism was last accessible to CUPHD five years ago.

Old Business – None.

New Business – Mr. Ron Fields, Board Treasurer, reported on the Board’s Financial Statement of December 2022. Cash at the end of December was \$8,232,541. The total fund balance of \$7,775,328 represented 46% of the budgeted expenditures for the year, within the guideline of 25 - 50% of annual expenditures available in cash. CUPHD ended the sixth fiscal month of the year with a surplus of \$432,811 versus a budgeted YTD of (\$549,510). The total budget is \$17,069,875 with an operating deficit budget of (\$1,213,396). Total revenues were \$7,403,414, which is \$1,046,073 under the YTD annual budget. Expenditures were \$6,970,603, which is \$2,028,393 under budget for the YTD fiscal year.

A financial report for December 2022 from CUPHD’s Director of Finance Ms. Amanda Knight was available for review.

The CUPHD credit card statement for January 2023 was placed on file after Board review.

Mr. Quarnstrom put forth an omnibus motion to approve payments to Board Treasurer Ronald Fields for \$585.00 for services in January 2023 (Check Request #5577), and to Ms. Ruth Wyman, Board Attorney, for services from January 4, 2023, through January 9, 2023, for \$175.00 (Check Request #5482). Mr. Patterson seconded the motion. With all present in favor, the motion carried.

Mr. Patterson motioned to approve Check Request #5475 for \$13,330.00 to Meyer Capel of Champaign, IL for legal services in December 2022. Mr. Quarnstrom seconded, and, with all present in favor, the motion carried.

Mr. Patterson motioned to approve Check Request #5378 for \$7,990.00 to Circa of Milwaukee, WI for job postings, marketing services, and Office of Federal Contract Compliance Programs (OFCCP) set-up between October 1, 2022, and December 31, 2023. Mr. Quarnstrom seconded, and with all present in favor, the motion carried.

Mr. Patterson motioned to approve Check Request #5508 for \$8,469.95 to American Environmental Corporation of Indianapolis, IN for initial consultation professional fees through December 30, 2022. Mr. Quarnstrom seconded, and, with all present in favor, the motion carried.

Mr. Patterson motioned to approve Check Request #5620 for \$6,500.00 to Sikich LLP in Naperville, IL for progress billing related to the audit of financial statements, report on internal controls and compliance in accordance with Government Auditing Standards, and preparation of a management letter for the year ended June 30, 2021. Mr. Quarnstrom seconded, and, with all present in favor, the motion carried.

Mr. Patterson motioned to approve Check Request #5644 for \$19,429.55 to the Illinois Department of Public Health, Office of Health Protection, to return unused grant funds from COVID Mass Vaccination Grant #15080610I. Mr. Quarnstrom seconded, and, with all present in favor, the motion carried.

Ms. Whitney Greger, Director of Wellness and Health Promotion at CUPHD, provided an update on the Adolescent Health Program from IDPH. CUPHD has held the program for a few years, during which time it expanded immensely. Ms. Kelly Flanigan, CUPHD Health Educator II, conducts substance abuse and mental health screenings with 11- to 21-year-old adolescents at Teen & Adult Services. When appropriate, clients are then referred for further assistance. A large part of the referral process encompasses engagement from primary care providers. When applicable, CUPHD ensures that clients have insurance coverage and connects them with a primary care provider who will provide an annual well-care visit. CUPHD's main referral partner is the Champaign Health Center (CHC), located next door to CUPHD. This fiscal year, Ms. Greger's staff are working closely with Frances Nelson and Urbana School Health Center to ensure their physical clinic spaces are welcoming to adolescents and that the services provided meet their needs.

Mr. Quarnstrom entertained a motion to approve a Letter of Support for 12-Year Extension of the North Campustown Tax Increment to Illinois State Representative Carol Ammons and Illinois State Senator Paul Faraci. Mr. Patterson seconded the motion, and, with all present in favor, the motion carried.

Mr. Patterson motioned to approve renewal of Professional Liability/Malpractice Insurance with USI Insurance Services for \$93,931.00, effective February 27, 2023, thru February 26, 2024. Mr. Quarnstrom seconded the motion, and, with all present in favor, the motion passed. Ms. Pat Robinson, Director of CUPHD's Human Resources Division, observed that the cost of the policy increased by \$24,000.00 this year, reflecting increased liabilities from the amount of COVID vaccinations the agency delivered last year.

Mr. Patterson motioned for approval of the Western Governors University Education Affiliation Agreement with CUPHD, the purpose of which is to guide and direct the parties respecting their affiliation, working arrangements, and agreements in furtherance thereof to provide high-quality,

practice experiences for students of University. Mr. Quarnstrom seconded, and, with all present in favor, the motion carried.

There were no pending grant contracts for the Administrator's signature this month.

The Board's next study session is scheduled for Thursday, February 23, 2023, at 10:30 AM at CUPHD. The next monthly Board meeting is scheduled for Monday, March 13, 2023, at 4:30 PM at CUPHD.

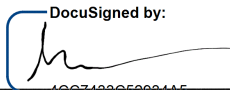
With no further business to be conducted, Mr. Quarnstrom adjourned the meeting at 4:45 PM.



Chair

2/27/23

Date

DocuSigned by:


Secretary

3/28/2023

Date

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