



**Public Health**  
Prevent. Promote. Protect.

Champaign-Urbana Public Health District

**CHAMPAIGN-URBANA PUBLIC HEALTH DISTRICT**

**BOARD OF HEALTH**

**MONTHLY MEETING AGENDA, JUNE 12, 2023**

<b>Location:</b>	Champaign-Urbana Public Health District 201 W. Kenyon Road Champaign, IL 61820  <i>Main Conference Room (Park and enter through the entrance located on the north side of the building)</i>
<b>Date:</b>	Monday, June 12, 2023
<b>Time:</b>	4:30 PM CST

**MONTHLY MEETING**

- I. CALL TO ORDER and ROLL CALL
- II. APPROVAL OF AGENDA/ADDENDA
- III. APPROVAL OF MINUTES OF PREVIOUS MEETINGS – May 8, 2023
- IV. PUBLIC PARTICIPATION
- V. CORRESPONDENCE
- VI. OLD BUSINESS
- VII. NEW BUSINESS
  - A. Financial Reports
    - 1. Report from CUPHD Treasurer Ronald Fields, for April 2023.
    - 2. CUPHD Director of Finance Report, as of April 30, 2023.
  - B. Review of Credit Card Statement from May 2023.
  - C. Approval of Payments to Board of Health appointees:
    - 1. Ratification of Expense Sheet Item #5140 for \$114.63 to Julie Pryde, Administrator, for mileage to IAPHA meeting in Springfield, IL.
    - 2. Ratification of Expense Sheet Item #5210 for \$2,405.35 to Julie Pryde, Administrator, for expenses at NNPHI Conference in Washington, DC.
    - 3. Check request #6452 to Ron Fields, Board Treasurer, for \$625.00 for services in May 2023.
  - D. Approval of Accounts Payable Invoices:

1. Ratification of Check Request #6127 to Cunningham Township for \$10,915.99 for winter emergency housing in March 2023. (Was moved from May 8, 2023, meeting as Board did not make quorum due to recusal of member). Approved May 11, 2023.
  2. Check Request #6420 to Tyler Technologies for \$21,569.16 for annual fee of Environmental Health Data Management System from July 1, 2023, through June 30, 2024.
  3. Check Request #6421 to Clifton Larson Allen for \$13,650.00 for Compensation Consulting Services (\$13,000.00) and Technology and Client Support fee (\$650.00).
  4. Ratification of Check Request #6375 to Ruth Wyman, Board Attorney, for \$125.00 for legal services from May 2, 2023, through May 14, 2023.
  5. Ratification of Check Request #6318 to Meyer Capel for \$693.00, for legal services in April 2023.
  6. Requisition #6434 to Romine Commercial Painting for \$38,850.00 for painting CUPHD exterior.
  7. Requisition #6446 to A&A Concrete for \$18,253.20 for PCC Sidewalk, six inches with curb on one side.
  8. Check Request #6465 to Lori Egizio for \$7,504.00 for Motivational Interviewing Presentation, conducted three days on site.
  9. Check Request #6458 to Champaign County GIS Consortium for \$6,077.00 for Annual PDC Agreement from July 1, 2023, through June 30, 2024.
  10. Check Request #6455 to C-U at Home for \$49,066.50 for Mid Barrier Shelter Program.
  11. Check Request #6493 to the Immigration Project for \$7,500.00, in connection with the Activating Relationships in Illinois for the Systemic Equity Grant, from June 12, 2023, through January 31, 2024.
  12. Check Request #6495 to Champaign County Economic Development Corporation for \$9,375.00, in connection with the Activating Relationships in Illinois for Systemic Equity Grant, from June 12, 2023, through January 31, 2024.
- E. Approval of agreement between CUPHD's G.R.E.A.T. Start Program and Tanya Blackshear, Consultant, of Champaign, IL, from July 1, 2023, to June 30, 2024, for support to program administrator and staff at an hourly rate of \$150.00 for fifteen (15) hours of services monthly, professional development training and prep, client support, community support, and/or group sessions, for up to \$27,000.00.
- F. Approval of renewal of subscription to Baby TALK Inc. Data Platform, an evidence-informed entity using aggregate data collected from affiliate programs to document impact and to inform curriculum development, from July 1, 2023, through June 30, 2024, for a total of \$2,000.00.
- G. Approval of First Amendment of Interagency Agreement with LaSalle County Health Department for the National Initiative to Address COVID-19 Health Disparities Among Populations at High Risk and Underserved, including Racial and Ethnic Minority Populations and Rural Communities Federal Grant.
- H. Approval of First Amendment of Interagency Agreement with Kankakee County Health Department for the National Initiative to Address COVID-19 Health Disparities Among

Populations at High Risk and Underserved, including Racial and Ethnic Minority Populations and Rural Communities Federal Grant.

- I. Approval of Amendment to Subscription Schedule with Infosoft Group LLC, dba Circa, for the Addition of Advancing Belonging and Inclusion in the amount of \$1,105.00.
- J. Approval of bid for replacement of low energy insulated glass from:
  - 1. Arrow Glass of Urbana, IL, for \$18, 105.38 - Part 1.
  - 2. Arrow Glass of Urbana, IL, for \$1,216.54 – Part 2.
- K. Approval of Interagency Agreements between CUPHD and the following agencies for the FY24 Activating Relationships in Illinois for Systemic Equity (ARISE) Program from June 12, 2023, through January 31, 2024:
  - 1. Immigration Project for a maximum amount of \$10,000.00.
  - 2. Champaign County Economic Development Corporation for a maximum amount of \$12,500.
- L. Consideration of bids for engineering services including site surveys and production of design, construction documents, and bid documents for CUPHD’s Kenyon Road Sidewalk Extension Project (500 lineal feet of sidewalk):
  - 1. Proposal from Berns, Clancy and Associates of Urbana, IL for professional engineering services to begin immediately after acceptance for an estimated total of \$25,924.00.
  - 2. Proposal from 50 Fehr Graham for professional engineering services to begin within 30 days of acceptance for an estimated total of \$9,000.00.
- M. Approval of Contract with Crexendo VIP Cloud Communications Company for communications services over a 60-month period for \$1,883.65 per month with a \$26,768.00 one-time activation fee.
- N. Approval of Invoice from Clifton Larson Allen in the amount of \$13,650.00 for Compensation Consulting Services including Analysis of Exempt/Non-Exempt Employment Status and Market Value of Newly Created Positions.
- O. Approval of Digital Date License Agreement with Champaign County GIS Consortium, from July 1, 2023, to June 30, 2025, for \$6,077.00.
- P. Approval of Memorandum of Understanding with Douglas County Health Department to provide regional support for the Illinois-Tobacco-Free Communities FY 24 grant from from June 12, 2023, through July 31, 2024.
- Q. Approval of office furniture quote from Stocks Office Furniture of Champaign, IL, for new waiting room/lounge furniture for the Immigrant Cooperative space for of \$8,295.00.
- R. Approval of bid to replace cubicles for MCH’s GREAT Start Room with grant funding from the Illinois State Board of Education (ISBE).
  - 1. Bid from Stocks Office Furniture of Champaign, IL for \$39,838.26 (sales tax not included).
  - 2. Bid from Arnolds Office Furniture of Pennsylvania for \$26,555.00 (sales tax not included).

S. Approval of purchase of 2023-2024 mobile advertising campaign with Smile Politely Online Campaign for \$6,000.00.

T. Approval of personnel policy modifications

1. Bereavement Leave Policy
2. Family & Medical Leave Policy
3. Victims' Economic Security and Safety Act (VESSA)

U. Pending grant contacts for Administrator's signature

1. City of Urbana Youth Services Grant Program Funding Agreement for C-U Farm to School Program from July 1, 2023, through June 30, 2024, for up to \$37,385.00.

IX. NEXT MEETING

1. Study Session: Thursday, June 29, 2023, at 10:30 AM, at CUPHD.
2. Monthly Board Meeting: Monday, July 10, 2023, at 4:30 PM, at CUPHD.

X. ADJOURNMENT