



Board of Health

Study Session

January 25, 2006

The Board of Health of the Champaign-Urbana Public Health District held a study session on Wednesday, January 25, 2006, at the district's satellite office at 815 North Randolph Street, Champaign. Ms. Carol Elliott, Chair, called the session to order at 9:33 a.m. Upon roll call the following board members were found to be present: Ms. Carol Elliott and Ms. Linda Abernathy. Ms. Barbara Wysocki joined the meeting at 9:39 a.m.

Public Participation – none present.

Signature card paperwork was given to Ms. Elliott and Ms. Wysocki for their signatures. It will be checked into as to whether or not a resolution is required by the bank.

A lease proposal for 815 N. Randolph, Champaign was presented to the board for review. Mr. Fred Grosser has been looking at it. It was asked that the board review it for any changes they might like to see. Mr. Pope expressed that he would prefer the board make a decision with regards to the length of the lease as soon as possible. Mr. Pope shared a new floor plan that had a few changes on it and outlined what those changes were.

Ms. Wysocki shared the proposed floor plan for the Champaign County Nursing Home. It showed CUPHD as an anchor taking the east wing with other organizations throughout the rest of the main floor. Ms. Abernathy recommended that Mr. Palazzolo do a site visit to the nursing home with Riley Glerum and Denny Inman. Ms. Abernathy stated that there is just as much interest in building. She would like Mr. Palazzolo to keep an open mind with regards to options and the best interest of the District. Mr. Palazzolo will call Mr. Inman to schedule a walk-thru and talk with Garry Bird regarding the nursing home. Ms. Elliott stated that the board had previously committed to the expansion at 815 N. Randolph. Mr. Palazzolo will report to the board as soon as possible with his thoughts on the nursing home and Randolph St. lease options.

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IPLAN Extension – The Health District is required by the state to put together an IPLAN as part of its certification. Awais Vaid is working on putting this together for both the County and CUPHD. He has sent a letter asking for an extension and it has been approved. The new process has caused somewhat of a delay but the District will meet the deadline of May 15, 2006 for getting both the County and CUPHD plans submitted.

Ms. Elliott submitted a request for policies regarding board member reimbursement for health district related expenses. The current personnel policy does not mention board members. Mr. Palazzolo will work on creating a policy for reimbursement for expenses over and above the normal board related functions. It will be given to the members for their review and comments and then placed on a monthly meeting agenda for approval. Ms. Wysocki asked about possible conferences that board members should be attending. Mr. Palazzolo will look into a policy for this as well and creating a budget for this. Ms. Elliott will forward to Mr. Palazzolo information regarding this type of policy along with monies allotted and caps.

There was a mishap with regards to posting a meeting notice. A Standard Operating Procedure has been drafted. Any special meetings will be handled via email and telephone notification. A final SOP will be given to all board members upon completion.

Food Service Permit Fees – A study from 2003 was presented showing food service permit fees verses actual costs. The current costs are above the fees that are charged. The theory is to have the county fees and city fees the same. This item will be placed on the February monthly meeting agenda for board action.

The board would like to look at the District holding Town Hall meetings. The public would be invited and be allowed to make comments. Mr. Palazzolo would like to begin these meeting this year and suggests no more than three, as they will require a lot of work putting together. Several items will need to be looked into such as meeting locations within the community, public access television, Directors availability and identifying stakeholders to attend.

The report on the Multi-Board Study Session will be had at another meeting due to time constraints for this meeting.

An RFP for legal counsel was proposed by Ms. Wysocki. The current legal representation has been with the District for approximately sixteen years. Ms. Elliott is concerned about switching legal counsel because of Mr. Grosser's background and knowledge of the District. Mr. Grosser will provide to the board and Mr. Palazzolo, at the February Study Session, what he does for CUPHD. There is a possibility that this topic will be a closed session depending on the content of his report.

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Ms. Wysocki moved for a closed session to consider the employment of specific employees pursuant to section 2©(1) of the open meetings act, chapter 5, Illinois Compiled Statues, paragraph 120/2©(1). Ms. Abernathy seconded the move. A roll call was taken and all board members were in favor of a closed session. The board went into closed session at 11:31 a.m. Also present during the closed session were Mr. Vito Palazzolo and Mr. Fred Grosser.

Ms. Elliott declared the session open at 11:59 p.m. Present at this time were board members Barbara Wysocki and Linda Abernathy along with Vito Palazzolo and Fred Grosser.

With no further business to be discussed, Ms. Elliott adjourned the meeting at 12:03 p.m.

Chair

Secretary