



Board of Health

Study Session

November 13, 2006

The Board of Health of the Champaign-Urbana Public Health District held a study session on Monday, November 13, 2006, at the district's satellite office at 815 North Randolph Street, Champaign. Ms. Carol Elliott, Chair, called the session to order at 3:03 p.m. Upon roll call the following board members were found to be present: Ms. Carol Elliott and Ms. Linda Abernathy. Ms. Barbara Wysocki was absent.

Public Participation – none present.

Unredeemed Check Policy – Mr. Palazzolo commented that this Policy is advantageous for dealings with the various vendors that the Agency does business with. Mr. Grosser asked that the board consider changing the fee from \$20 to \$25 and adding the wording “plus any attorney fees, costs and expenses as provided by applicable statute”.

Capitalization Threshold Policy – This Policy is required by the Governmental Accounting Standards Board. The thought was that the board may have adopted something previously but it could not be located. This policy can replace any existing policy that there may be.

Personal Phone Call Policy – Mr. Palazzolo asked for consideration on approving this Policy as cell phones are becoming an issue during the working day. Some questions were raised with regards to long distance calls and if the District is charged for each call. The District will look into what they are charged for long distance.

Holiday Schedule - Mr. Palazzolo asked the board to consider giving the District New Years Eve off as Holiday and revising the Personnel Policy regarding Christmas Eve from one-half day off to a full day off. He stated that a lot of staff take the time off and productivity is low. Conversation was had suggesting the District also be given one “floating” Holiday and allow the Administrator the capability to determine how many staff from each division could be off.

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Neil Street Building (Sale/Lease) – Since the District has purchased a new building, Mr. Palazzolo asked if the Neil St. location could be placed on the market for sale. The belief is that it could take six to nine months for the building to sell. Ms. Elliott inquired if the District would be required to get bids from realtors and Mr. Grosser does not believe so.

Truth in Taxation Resolution – It was discovered that the largest division in the District and Illinois Municipal Retirement Fund had not been accounted for in the past. These amounts will appear from this point forward.

Champaign County Christian Health Center – This lease agreement would allow the Health Center to use CUPHD space at 710 N. Neil St. every Tuesday from 4:30 to 9:30 p.m. The District is still awaiting a copy of the Health Center’s certificate of insurance. The agreement would not be signed until the certificate is received.

Champaign County Deficit/Contract Renewal – Mr. Palazzolo commented that the current contract will be up in 2008 and would like to know what direction the board would like to take. The Champaign County Public Health Department has a deficit. CUPHD is currently subsidizing approximately \$600,000 to \$750,000. Mr. Palazzolo would like to renegotiate the contract. Mr. Grosser stated that the contract is not self-renewing and that the County has requested a twelve month written notice to terminate the contract. It is the belief that the District does not have the authority to spend Champaign-Urbana tax dollars on County programs. Discussion was had that the Champaign Urbana Board of Health Chair will send a letter to the Champaign County Board of Health President stating that CUPHD will no longer provide services that the County cannot fund.

Correspondence – none.

With no further business to be discussed, Ms. Elliott adjourned the meeting at 4:36 p.m.

Chair

Secretary