



Public Health
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Champaign-Urbana Public Health District

Board of Health

Monthly Meeting

March 12, 2007

On March 12, 2007, the Board of Health of the Champaign-Urbana Public Health District held a monthly meeting at the district satellite office at 815 North Randolph Street, Champaign. Ms. Carol Elliott, Chair, called the meeting to order at 5:03 p.m. Upon roll call, the following board members were found to be physically present: Ms. Carol Elliott, Chair, Ms. Linda Abernathy, Secretary and Mr. Pius Weibel.

Public participation – none.

The first agenda item was the approval of minutes from the January 31st Study Session, the February 5th Monthly Meeting, the February 20th Special Meeting and the March 5th Study Session. Mr. Weibel made a motion to approve the minutes. Ms. Abernathy seconded the motion. With all in favor, the motion carried.

Treasurer's Report – Ms. Shelley Scott presented the reports and commented that all billings are up-to-date and revenues are shown at the accrued amounts rather than when received as was done in the prior fiscal year. Dental revenues were behind due to a billing change with Doral. The corrections are being made and billings will be resubmitted. Line item transfers will be submitted for the April meeting and a budget revision will be needed for Infectious Disease as a result of not receiving a grant in the amount of \$400,000. Accounting has purchased and installed a new time keeping system and is enacting a new Purchase Order system. Payroll has been taken in-house and all of these items address the fiscal correction plan given to CUPHD by Illinois Department of Human Services (DHS) in 2005. Mr. Pius Weibel made a motion to accept the December 2006 and January 2007 Treasurer's Report and place it on file. Ms Abernathy seconded the motion. With all in favor, the motion carried.

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Correspondence – none.

Cost of living Allowance – Mr. Palazzolo answered questions regarding the cost of living allowance (COLA) verses merit increases. The COLA was taken from the Consumer Price Index-Urban Wage Earners and Clerical and is slightly higher than the Rural Index would be. The COLA will be given to all employees and merit increases will be based on performance. Merit steps are in the process of being revised and options are being reviewed for those employees that are have inequities with their salaries. The new COLA will be factored into the salaries for the new fiscal year budget. There was discussion regarding an effective and implementation date of April 1st, 2007 (new fiscal year) or July 1st, 2007 (date used in past). Ms. Scott commented that a July 1st date would require Divisions to revise and submit new spending plans for grants. Ms. Abernathy made a motion to approve the Cost of Living Allowance with an effective date of April 1st, 2007 in the amount of 3.3%. Mr. Weibel seconded the motion. With all in favor, the motion carried.

Electronic Attendance at Board Meetings – Mr. Fred Grosser discussed the rules for electronic attendance at board meetings. These rules were taken from the Illinois Municipal League. Mr. Weibel did not agree with the wording in 3b, “the member will be deemed authorized to attend the meeting electronically unless a motion objecting to the member’s electronic attendance is made at that time”. Mr. Grosser commented that a member is entitled unless another member objects and that advance notice and approval must be given. Ms. Elliott stated that regardless of whether or not this is adopted, the minutes need to state if each member was physically or electronically present. After discussion, it was agreed that the rules would be revised and this item deferred to a future meeting.

Early Retirement Incentive Window Program – All eligible employees have expressed interest in this program. Eligible employees must submit a letter of intent to retire to Illinois Municipal Retirement Fund (IMRF) within the 366 day window. The employer has the right to set the retirement date for the employee as long as it does not interfere with the employee receiving the “thirteenth” check. The employer is not obligated to offer this program now or in the future. If this program is offered, the employer cannot require a minimum participation. It was asked what the benefits would be for the employer and employee. The employer benefits would be a financial advantage as it is probable that two of the positions would not be replaced. The employee advantage is allowing them to retire early and still give them the benefit of years of service for their retirement. There is a cost associated for both parties. There is the possibility that it could cost CUPHD if only one person chose to participate but would also be advantageous if more than one, depending on heir positions, participated. Ms. Elliott commented that she had concerns for the cost to the District and would rather spend the monies on services. Mr. Weibel asked if the District could absorb the worst case scenario. Ms. Scott said yes and that the cost will be incurred over a five year

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period. Mr. Pius Weibel made a motion to adopt the Illinois Municipal Retirement Fund Early Retirement Incentive Window Program Resolution number 2007-03-01 and Amortization Resolution number 2007-03-02 as outlined with an amortization period of five years to be effective April 1, 2007. Ms. Abernathy seconded the move. A roll call was taken. Ms. Abernathy and Mr. Weibel were in favor. Ms. Elliott was not in favor. With the majority in favor, the motion carried.

The next monthly meeting will be held April 9, 2007 at 5:00 p.m. and a Monthly Study Session will be held March 28, 2007 at 9:30 a.m.

Seeing no further business, Ms Elliott adjourned the meeting at 6:16 p.m.

Chair

Secretary