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Champaign-Urbana Public Health District

**BOARD OF HEALTH
Monthly Meeting
August 13, 2007**

On August 13, 2007, the Board of Health of the Champaign-Urbana Public Health District held a Monthly Meeting at 201 W. Kenyon, Champaign, IL. Ms. Carol Elliott called the meeting to order at 5:02 PM. Upon roll call, the following board members were found to be present: Ms. Carol Elliott, Chair and Ms. Linda Abernathy. Mr. Pius Weibel, Secretary, was absent.

Public Participation – None.

Ms. Linda Abernathy made a motion to approve meeting minutes from July 9, 2007 Monthly Meeting, July 25, 2007 Study Session, and August 6, 2007 Special Meeting. Ms. Carol Elliott seconded the motion noting several corrections. With all in favor, the motion carried.

Corrections and clarifications were made to the Treasurer's Report including variance changes to the four (4) income accounts of tobacco-free community, Wellness on Wheels, prostate cancer screenings, and vision and hearing; Workers' Compensation rates have increased and those changes will be adjusted on the September 30th budget; non-CUPHD license payment included the Champaign County health food permits; medical malpractice and insurance increased due to coverage for two (2) full-time dentists that was not considered at budget time; and an adjustment for furniture and blinds for the new space. All other percentages are normal. Ms. Linda Abernathy made a motion to accept the Treasurer's Report. Ms. Carol Elliott seconded the motion. With all in favor, the motion carried.

Julie A. Pryde received notification that the Local Health Protection Grant review was complete and we met all requirements for food protection, potable water supply, and private sewage. CUPHD has been found to be in substantial compliance with the standard of Illinois local protection and the next compliance review will be in 2010. That covers both CUPHD and the Champaign County Public Health Department. Additional correspondence included a thank-you note from the Red Cross for the donated furniture and CUPHD received a conditional Certificate of Occupancy.

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Additional news included information that CUPHD is working with the County to purchase mobile services which would be determined after their budget meeting, as well as re-establishing a dental component. CMS and the City of Champaign are to visit on August 15th to look at available space for lease. They could possibly be interested in 815 N. Randolph as well.

Julie A. Pryde delivered the original copies of the BKD auditor's report to the Board.

Mr. Pius Weibel was in attendance at approximately 5:15 PM.

A proposal was made to utilize student volunteers for the educational component for the Dental Sealant Program. Ms. Carol Elliott made the motion to allow Alicia Ekhoft, Dental Program Coordinator, to discuss the possibility of partnership with Parkland's Dental Department. Ms. Linda Abernathy seconded the motion. With all in favor, the motion carried.

The Dental Division's request for a moving trailer has been put on hold for further evaluation.

The Equity Justification Form requires initial purchase approval from Teresa Sturm, Director of Finance. This process allows her to review the budget prior to Directors authorizing a purchase. Mr. Pius Weibel made the motion to accept the Equity Adjustment Form. Ms. Linda Abernathy seconded the motion. With all in favor, the motion carried.

Teresa Sturm, Director of Finance requested one (1) business credit card for District purchases. Ms. Carol Elliott requested that the District hold off on obtaining a credit card for further research and discussion. There needs to be specific guidelines regarding items that can be purchased via the credit card. This item is to be added to the next study session agenda. Also to be reviewed at the study session is the policy regarding procedures as well as a presentation from an American Express representative.

Permission to increase the Mobile credit card limit to \$1,000 was requested. Mr. Pius Weibel made the motion to increase the Mobile credit card to \$1,000 per month. Ms. Linda Abernathy seconded the motion. With all in favor, the motion carried.

Repair fee for vision services is reimbursable through Medicaid and a request was made to charge \$5.00 for those services. There will be no out-of-pocket expense to the client. Ms. Carol Elliott made the motion to approve Medicaid's vision report. Ms. Linda Abernathy seconded the motion. With all in favor, the motion carried.

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Julie A. Pryde reported that the burglar and fire alarms have been turned back on at 815 N. Randolph. CUPHD is to maintain the property throughout the duration of the lease (i.e. lawn maintenance, etc.). CUPHD will hold off on signing an agreement with Ramshaw Real Estate.

The Employee Assistance Program was approved. Mr. Pius Weibel made the motion to move forward with the contract and for Fred Grosser to review it. Ms. Linda Abernathy seconded the motion. With all in favor, the motion carried.

The Champaign County Christian Health Center has started providing services at CUPHD. They have signed the contract and provided proof of insurance. Mr. Pius Weibel made the motion to have the Board's Chair sign the contract with Champaign County Christian Health Center. Linda Abernathy seconded the motion. With all in favor, the motion carried.

Contract negotiations with Alex Ruggieri at Sperry Van Ness to show potential leased space at CUPHD's former facilities have been put on hold.

MTD has instructed their drivers to let people off at the light at Kenyon Road. Carol's call regarding sidewalks was not returned. The status of MTD services is to be kept on the agenda.

Mr. Pius Weibel requested that an item be added to the next study session regarding compensation for the Interim Administrator.

The closed session was not needed.

The next study session will be held on August 29, 2007 at 9:30 AM and the next monthly board meeting will be held on September 10, 2007 at 5:00 PM.

With no further business to be discussed, Ms. Elliott adjourned the meeting at 6:13 PM.

Chair

Secretary