



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

**Champaign-Urbana Public Health District**

**BOARD OF HEALTH  
Study Session & Special Meeting**

**Wednesday, January 26, 2011  
9:30 AM**

**Location: Champaign-Urbana Public Health District  
201 W. Kenyon, Champaign, IL  
Main Conference Room  
(Park & Enter on North Side of Facility—Middle Door)**

STUDY SESSION AGENDA

- A. CALL TO ORDER & ROLL CALL
- B. PUBLIC PARTICIPATION
- C. OLD BUSINESS
  - 1. Salary Adjustment Policy – Cost of Living Allowance (COLA) & Merit
  - 2. Merit Increase Based on FY11 Budget
- D. NEW BUSINESS
  - 1. Verify Need for Health Permit at Lodging Accommodations and Concessions that May Be Operating a Food Service Kitchen
  - 2. Consequences of Assigning Risk Classification to Food Permit Facilities with Seasonal Fees
  - 3. Plan review Fees: Create a Fee for Plan Review Services for Food Facilities less than 100 Square Feet
  - 4. Presentation of the Local Assessment of Need (IPLAN)
  - 5. Copier Lease with R.K. Dixon and Canon
  - 6. Letter to Carle: Referral of Health Alliance-Insured Clients to CUPHD's STD Clinic & Other Services
  - 7. Cost Adjustment for Infection Control Trainings
  - 8. Mosquito Surveillance and Abatement Biker - Combined Job Classification
  - 9. Special Projects Coordinator – New Job Classification
  - 10. Environmental Health Specialist - Revised Job Description
- E. NEXT MEETING
  - 1. Monthly Board Meeting: February 14, 2011 at 4:30 PM
  - 2. Study Session: February 23, 2011 at 9:30 AM
- F. ADJOURNMENT

SPECIAL MEETING AGENDA

- A. CALL TO ORDER & ROLL CALL
- B. ADOPTION OF 2010 CHAMPAIGN COUNTY COMMUNITY HEALTH PLAN (IPLAN)
- C. PLAN REVIEW FEES: CREATE A FEE FOR PLAN REVIEW SERVICES FOR FOOD FACILITIES LESS THAN 100 SQUARE FEET
- D. COPIER LEASE WITH R.K. DIXON AND CANON
- E. CHECK REQUEST OVER \$5,000 TO CARLE PHYSICIAN GROUP FOR IBCCP SERVICES

- F. CHECK REQUEST TO IDPH FOR THE RETURN OF UNUSED GRANT FUNDS FOR THE ARRA GRANT
- G. PURCHASE ORDER TO CDW GOVERNMENT INC. IN THE AMOUNT OF \$7,629.70 FOR 19 THIN CLIENT COMPUTERS
- H. MOSQUITO SURVEILLANCE AND ABATEMENT BIKER COMBINED JOB CLASSIFICATION
- I. SPECIAL PROJECTS COORDINATOR – NEW JOB CLASSIFICATION
- J. ENVIRONMENTAL HEALTH SPECIALIST – REVISED JOB DESCRIPTION
- K. SALARY ADJUSTMENT POLICY – COST OF LIVING ALLOWANCE (COLA) AND MERIT
- L. APPROVAL OF MERIT INCREASE
- M. PENDING SUBCONTRACTS & AGREEMENTS FOR THE CHAIR TO SIGN
  1. Bank of Bourbonnais Trust No. 25-1197, Landlord, and CUPHD
  2. Prairie Center Health Systems, Inc. and CUPHD
  3. Daniel J. Mundy and Jacquelyn S. Mundy as Trustees of The Family Trust of Daniel J. Mundy and Jacquelyn S. Mundy
- N. ADJOURNMENT