



Public Health
Prevent. Promote. Protect.

Champaign-Urbana Public Health District

**BOARD OF HEALTH
Study Session & Special Meeting
April 27, 2011**

Study Session

On April 27, 2011, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held a Study Session & Special Meeting at 201 W. Kenyon Rd., Champaign, Illinois. Ms. Carol Elliott called the Study Session to order at 9:31 AM. Upon roll call, the following board members were found to be present: Ms. Carol Elliott, Chair, Mr. Pius Weibel, Secretary, and Ms. Pam Borowski.

Public Participation – Valerie McWilliams of the North First Street Farmer’s Market addressed the Board concerning food service permit fees.

Ms. Julie Pryde reported that Health Alliance provided a contract template for approval. Attorney, Fred Grosser, will review. The contract will need to be approved once finalized.

Ms. Pryde also noted that April 27, 2011 was the last day prior to Cherry Orchards landlords being in contempt of court for illegal sewage disposal.

Mr. Jim Roberts presented a proposed Amendment to the Ordinance concerning food establishment fee exemptions. Mr. Pius Weibel made a recommendation to add an additional item to the Ordinance stating the fee can be waived by Board approval for educational purposes benefiting public health on a case-by-case basis. This item will be voted on during the Special Meeting.

Ms. Andrea Wallace, Director of Finance, presented Policy #9200-01.04 Fund Balance Policy in accordance with a new Governmental Accounting Standards Board Statement. The policy includes five (5) new fund type definitions.

Ms. Wallace also presented Policy #9200-01.05 Whistle Blower Policy as suggested by CUPHD’s auditing firm. Ms. Elliott and Mr. Weibel both made suggestions regarding the verbiage of the policy.

Ms. Wallace proposed that CUPHD establish a separate fund in the budget for capital projects/building improvements for planning and tracking purposes.

CUPHD Board of Health Study Session & Special Meeting

April 27, 2011

Page 2

Mr. Awais Vaid reported that the Maternal and Child Health division is looking at clinic flow and patient tracking software and registration kiosks. The new system would be covered through an emergency preparedness grant.

Ms. Pryde addressed the Board regarding House Bill 161, Amendment 1. CUPHD has been asked to oppose the Bill requiring photo ID for the use of SNAP cards. Attorney, Fred Grosser, will review statutes for a unit of government supporting or opposing legislation. No action is to be taken at this time until further clarification.

Wellness and Health Promotion requested approval of two (2) contracts with CUMTD for advertisement of the Illinois Tobacco Quitline.

Request for approval of Dental Electronic Billing was deferred.

The credit application and agreement from Medline Industries was deferred.

Pending subcontracts between CUPHD and Sisters and Brothers Helping Each Other and CUPHD and CUPHD for HIV testing were deferred.

The next monthly meeting will be held on May 9, 2011 at 4:30 PM and the next study session will be held on May 25, 2011 at 9:30 AM.

With no further business to be discussed, Ms. Carol Elliott adjourned the study session at 10:36 AM.

Special Meeting

Immediately following, Ms. Carol Elliott called the Special Meeting to order at 10:42 AM. Upon roll call, the following board members were found to be present: Ms. Carol Elliott, Chair, Mr. Pius Weibel, Secretary, and Ms. Pam Borowski.

Ms. Pam Borowski made a motion to approve the contract between CUPHD and CUMTD for May 1 – May 31, 2011. Mr. Pius Weibel seconded the motion. With all in favor, the motion carried.

Ms. Pam Borowski made a motion to approve the contract between CUPHD and CUMTD for June 1 – June 30, 2011. Mr. Pius Weibel seconded the motion. With all in favor, the motion carried.

Item D, approval of Dental Electronic Billing Contract, was not needed.

CUPHD Board of Health Study Session & Special Meeting

April 27, 2011

Page 3

American Express will not adjust verbiage in their contract with CUPHD; additional credit card options will be explored. Mr. Pius Weibel made a motion to defer the approval of the American Express Account Application and Agreement. Ms. Pam Borowski seconded the motion. With all in favor, the motion carried.

Ms. Pam Borowski made a motion to approve the check request for \$25,000 to the U of I for the Expansion of Indicator to East Central Illinois Healthcare Providers. Mr. Pius Weibel seconded the motion. With all in favor, the motion carried.

Item G, Request for Approval of Letter Opposing House Bill 161, Amendment 1, was not needed.

The Amendment to Ordinance No. 2011-04-11 concerning food service fee exemptions was updated with the addition of Section 2 stating, "The Board of Health may waive the health permit fee on an individual basis on annual application for waiver for non-profit organizations engaging in a retail food store operation or food service for a public service purpose". The Amendment will be effective June 1, 2011. Mr. Pius Weibel made a motion to approve the Amendment. Ms. Pam Borowski seconded the motion. A roll call vote was taken: Ms. Carol Elliott – not in favor; Mr. Pius Weibel – in favor; Ms. Pam Borowski – in favor. The motion was carried.

Mr. Pius Weibel made a motion to approve Ms. Julie Pryde, Public Health Administrator, to sign the pending grant contract between CUPHD and IDPH for the Illinois Tobacco Quitline Expansion in the amount of \$61,777. Ms. Pam Borowski seconded the motion. With all in favor, the motion carried.

With no further business to be discussed, Ms. Carol Elliott adjourned the meeting at 10:55 AM.

Chair

Secretary