



Public Health
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Champaign-Urbana Public Health District

**BOARD OF HEALTH
Annual Meeting & Monthly Meeting
April 15, 2013**

Annual Meeting

On April 15, 2013, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held an Annual Meeting at 201 W. Kenyon Rd., Champaign, Illinois. The meeting was rescheduled from April 8, 2013 and was held in the Maternal and Child Health conference room. Ms. Carol Elliott called the meeting to order at 4:30 PM. Upon roll call, the following board members were found to present: Ms. Carol Elliott, Chair, Ms. Pam Borowski, Secretary, and Mr. Alan Kurtz.

Ms. Pam Borowski made a motion to nominate Ms. Michelle Mayol as Chair of the Board of Health upon taking office as Cunningham Township Supervisor effective May 20, 2013. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

Ms. Pam Borowski made a motion to nominate Mr. Alan Kurtz as Secretary of the Board of Health effective May 20, 2013. Ms. Carol Elliott seconded the motion. With all in favor, the motion carried.

Ms. Pam Borowski made a motion to nominate Mr. Jay Ehlman as Treasurer with a rate of \$75 per hour for the first three (3) months; a rate of \$60 per hour after the initial first three (3) which may be converted to a stated monthly rate based upon the estimated hours worked. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

With no further business to be discussed, Ms. Carol Elliott adjourned the meeting at 4:34 PM.

Monthly Meeting

Immediately following, Ms. Carol Elliott called the Monthly Meeting to order at 4:34 PM. Upon roll call, the following board members were found to be present: Ms. Carol Elliott, Chair, Ms. Pam Borowski, Secretary, and Mr. Alan Kurtz.

CUPHD Board of Health Annual Meeting & Monthly Meeting
April 15, 2013
Page 2

Public Participation – Ms. Mari Anne Brocker, Associate Director of Housing, University of Illinois, addressed the Board regarding food inspection posting and the concerns for private residence halls with food service facilities that are inspected by CUPHD. She presented proposed changes made to the placards.

Ms. Pam Borowski made a motion to approve meeting minutes from the March 11, 2013 Monthly Meeting and the March 26, 2013 Study Session and Special Meeting. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

Ms. Andrea Wallace, Director of Finance, was absent. The Board of Health received a copy of the finance report ending October 31, 2012.

Correspondence – Ms. Julie Pryde gave an update on H7N9 and reported that emergency plans for mass vaccination will be reviewed. Ms. Carol Elliott read a Resolution in Recognition and Honor of Robert E. Brunson for his years of service as Treasurer for the Champaign-Urbana Public Health District signed by Chair, Carol Elliott, and Secretary, Pam Borowski.

Mr. Jim Roberts reported that notifications have been sent to County food establishments for the stakeholder open houses. The District food establishments are receiving notice throughout the month when permit renewal fees are paid. He will review the suggested placard changes presented by the U of I.

The meeting between Mr. Fred Grosser, Attorney for CUPHD, and Mr. Joel Fletcher, Assistant State's Attorney, to discuss the Intergovernmental Agreement was cancelled. It has not been rescheduled at this time.

Ms. Pam Borowski made a motion to approve the *We Choose Health* agreement between CUPHD and the City of Champaign in the amount of \$10,000. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

Ms. Pam Borowski made a motion to approve the Servicemaster invoice in the amount of \$9,161.66 for water mitigation services. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

Approval of the Physician Participation Agreement with Humana was deferred.

CUPHD Board of Health Annual Meeting & Monthly Meeting
April 15, 2013
Page 3

Ms. Pam Borowski made a motion to approve the contract to host the Center for Breastfeeding's 5-Day Lactation Counselor Training Course. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

Ms. Pam Borowski made a motion to approve new bank signature cards for Administrator, Julie A. Pryde, Director of Finance, Andrea Wallace, and Treasurer, Jay Ehlman. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

Approval of the advertising contract with Comcast Spotlight, LLC for tobacco prevention in the amount of \$2,502 was deferred.

Approval of the advertising contract with Comcast Spotlight, LLC for the Illinois Tobacco Quitline in the amount of \$4,899 was deferred.

Ms. Pam Borowski made a motion to approve the Availability, L.L.C. Change Request adding new Treasurer, Jay Ehlman. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

Ms. Pam Borowski made a motion to approve the Federal Reserve Bank Joint Custody Service via FedMail® Request Form and Pledgee Agreement Form. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

Ms. Pam Borowski made a motion to approve the estimate payable to Millar-Baskis Construction in the amount of \$12,514 for water damage repair. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

Ms. Pam Borowski made a motion to approve the following Family Planning Policies: 2950-18 Non-Discriminatory Practice; 2950-19 Clinic Management: Job Descriptions; 2950-20 Clinic Management: IEC Committee; 2950-21 Clinic Management: Documentation of Grant Support; 2950-22 Clinic Management: Donations; 2950-23 Clinic Management: Compliance with Federal, State and Local Governments; 2950-24 Clinic Management: Mandatory Reporting; 2950-25 Clinic Management: Abortion; 2950-26 Personnel File Privacy Policy; 2950-27 Community Outreach and Information; and 2950-28 Language Assistance. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

Ms. Pam Borowski made a motion to approve Ms. Julie Pryde, Public Health Administrator, to sign the following pending grant contracts: CUPHD and IDPH for Local Health Protection Grant in the amount of \$193,664; CUPHD on behalf of CCPHD (County) and IDPH for Local Health Protection Grant in the

CUPHD Board of Health Annual Meeting & Monthly Meeting
April 15, 2013
Page 4

amount of \$125,403; and CUPHD and IDPH for IL WISEWOMAN Program, Amendment #1, for a reduction from \$92,750 to \$79,450. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

The next study session will be held April 24, 2013 at 9:30 AM. The next monthly meeting will be held May 13, 2013 at 4:30 PM.

With no further business to be discussed, Ms. Carol Elliott adjourned the meeting at 5:00 PM.

Chair

Secretary