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Champaign-Urbana Public Health District

**BOARD OF HEALTH
Monthly Meeting
May 13, 2013**

On May 13, 2013, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held a Monthly Meeting at 201 W. Kenyon Rd., Champaign, Illinois. Ms. Carol Elliott called the meeting to order at 4:31 PM. Upon roll call, the following board members were found to present: Ms. Carol Elliott, Chair, Ms. Pam Borowski, Secretary, and Mr. Alan Kurtz.

Public Participation – None

Ms. Pam Borowski made a motion to approve meeting minutes from the April 15, 2013 Monthly Meeting and the April 24, 2013 Study Session and Special Meeting. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

Ms. Andrea Wallace presented the Director of Finance Report. Ms. Wallace reported cash in the bank as of May 9, 2013 was \$3.4M. In December, a \$500,000 bond payment was made; December 31, 2012 ended with a surplus of \$456,832. Revenues are ahead of budget at \$5M and expenditures are \$5.5M, just slightly over budget, for 6-months ended December 31, 2012. Finance is currently in the process of filling a temporary position to help with billing needs. The Champaign County Board of Health budget is currently being prepared. Ms. Pam Borowski made a motion to accept the Director of Finance Report and to place on file. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

Correspondence – Resolution 2013-04-02 was read in Recognition and Honor of Carol A. Elliott for her 17 years of service to the Champaign-Urbana Public Health District and as Chair of the Board of Health for eight years. Resolution 2013-04-03 was read in Recognition and Honor of Pamela K. Borowski for her four years of service to the Champaign-Urbana Public Health District and as Secretary since December 2012.

Discussion and approval of financial policies was deferred.

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Mr. Alan Kurtz made a motion to approve the lease agreement with Andy Kulczycki for office space at the Community Service Center in Rantoul for WIC services in the amount of \$500 per month. Ms. Pam Borowski seconded the motion. With all in favor, the motion carried.

Ms. Pam Borowski made a motion to approve the radio advertising agreement with the Illini Radio Group in the amount of \$2,500. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

Ms. Pam Borowski made a motion to approve the radio advertising agreement with WDWS in the amount of \$1,080. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

Ms. Pam Borowski made a motion to approve the radio advertising agreement with WKIO in the amount of \$540. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

Ms. Pam Borowski made a motion to approve the advertising agreement with NCM Media Networks in the amount of \$500. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

Ms. Pam Borowski made a motion to approve the advertising contract with CU-MTD for June 2013 in the amount of \$1,900. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

Ms. Pam Borowski made a motion to approve the estimate from Radiation Detection Company (RDC) in the amount of \$738.08 for dosimetry services. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

Ms. Julie Pryde reported proposed changes to the CUPHD lobby to house centralized financial intake. The cost will be approximately \$60,000. The centralized intake will work in conjunction with the Affordable Care Act (ACA). CUPHD will also be applying for the Navigator grant.

Ms. Pam Borowski made a motion to approve Ms. Julie Pryde, Public Health Administrator, to sign the following pending grant contracts: CUPHD and Susan G. Komen for the Cure for Mammograms in the amount of \$35,000; CUPHD and IDPH for Death Certificate Surcharge (revised language) in the amount of \$6,738; CUPHD and Illinois Department of Revenue for Tobacco Compliance Checks in the amount of \$11,110; and CUPHD and Public Health Institute for CAPUS – HIV Jail Project in the amount of \$45,000. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

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The next study session will be held May 29, 2013 at 9:30 AM. The next monthly meeting will be held June 10, 2013 at 4:30 PM.

With no further business to be discussed, Ms. Carol Elliott adjourned the meeting at 5:07 PM.

Chair

Secretary