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**Champaign-Urbana Public Health District**

**BOARD OF HEALTH  
Monthly Meeting  
November 12, 2013**

On November 12, 2013, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held a Monthly Meeting at 201 W. Kenyon Rd., Champaign, Illinois. The meeting was rescheduled from November 11, 2013. Ms. Michelle Mayol called the meeting to order at 4:30 PM. Upon roll call, the following board members were found to present: Ms. Michelle Mayol, Chair, Mr. Alan Kurtz, Secretary, and Mr. Andy Quarnstrom.

Public Participation – Mr. Ryan Roth, Public Policy Director with the Champaign County Chamber of Commerce, was present. He read a statement on behalf of the organization opposing the food placard system.

Mr. Alan Kurtz made a motion to approve meeting minutes from the October 17, 2013 Study Session and Special Meeting. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Director of Finance Report – None

Ms. Julie Pryde introduced the new Director of Finance, Ms. Amanda Knight.

Correspondence – None

Mr. Jim Roberts addressed several concerns regarding the food placard system and reported that he met with the Champaign County Chamber of Commerce and 12 establishments the previous week. A brochure will be developed giving general guidance for the placement of placards. In addition, Mr. Roberts noted that the current re-inspection timeframe is 30 days. One proposed option includes a re-inspection notice being posted for a minimum of only three days for establishments that have not failed an inspection within the last three years. The owner could then complete a request for re-inspection once they have determined the appropriate corrections have been made. Mr. Al Kurtz and Mr. Andy Quarnstrom both made statements in favor of the program.

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Mr. Alan Kurtz made a motion to approve the Amendments to the Champaign-Urbana Food Service Ordinance and to the Health Ordinance of Champaign County, Illinois, adding sections providing for Color-Coded Inspection Notices or Placards to be posted for Public View. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Mr. Alan Kurtz made a motion to approve the Intergovernmental Agreement with the County of Champaign and Champaign County Public Health Department. Mr. Kurtz also noted that according to the State's Attorney that there was not a conflict of interest with his vote. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Mr. Travis Woodcock, Accountant with CUPHD, presented Tax Levy Ordinance 2013-11-01. Each year, a portion of CUPHD's levy is abated and paid through the Champaign County Board of Health. Due to calculations required for the Truth in Taxation law, this year's proposed tax increase appears to be 31.07 percent due to the non-abated portion; however, it is only a 5 percent increase of the total aggregate amount from the 2012 levy. Mr. Andy Quarnstrom made a motion to approve the Truth in Taxation resolution as written. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

Mr. Alan Kurtz made a motion to rescind action previously taken to raise CUPHD Attorney, Fred Grosser's hourly rate. Mr. Andy Quarnstrom seconded the motion. A discussion was held regarding the pay increase. Mr. Kurtz stated that he was not in favor of a 40 percent increase but would be open to discussion at a later time with all members of the board present. Ms. Michelle Mayol noted that the last increase for Mr. Grosser was in 2008 and 2004 prior to that. Upon a roll call vote, the votes were as follows: Michelle Mayol – no; Alan Kurtz – yes; Andy Quarnstrom – no. The motion did not carry.

Mr. Alan Kurtz made a motion to request an RFP for the Attorney for the CUPHD Board of Health. Mr. Andy Quarnstrom seconded the motion. A discussion was held regarding the request. Mr. Kurtz would like for there to be an opportunity for others to apply. Ms. Mayol stated that Mr. Grosser has been with the District for 24 years and is not in favor of the RFP. Mr. Quarnstrom stated that he is in favor of the RFP for transparency reasons and to better understand the duties of the District Attorney. Upon a roll call vote, the votes were as follows: Michelle Mayol – no; Alan Kurtz – yes; Andy Quarnstrom – yes. The motion carried. Ms. Pryde will develop the RFP.

Mr. Alan Kurtz made a motion to request an RFP for a Treasurer for the CUPHD Board of Health. Mr. Andy Quarnstrom seconded the motion. A discussion was held regarding the request. Ms. Michelle Mayol noted that she

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was appointed to the position upon termination of the previous Treasurer. She also noted that the election of the Treasurer is generally held at the annual meeting in April. Upon a roll call vote, the votes were as follows: Michelle Mayol – no; Alan Kurtz – yes; Andy Quarnstrom – yes. The motion carried.

Mr. Andy Quarnstrom made a motion to approve an additional 25 hours for Mary Schmitz, Accounting Consultant. Mr. Alan Kurtz seconded the motion. With all in favor, the motion carried.

Mr. Alan Kurtz made a motion to approve the October 2013 Death Certificate Surcharge. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Mr. Alan Kurtz made a motion to approve the Birth and Death Certificate fee increase effective December 1, 2013. The fees will increase to \$21.00 and will be consistent with fees charged by Champaign County. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Mr. Alan Kurtz made a motion to approve the Technical Planning Services Agreement between CUPHD and the Champaign County Regional Planning Commission. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Mr. Alan Kurtz made a motion to approve Ms. Michelle Mayol, Chair, to sign the following pending subcontracts and agreements: CUPHD (lead agency) and CUPHD (subcontractor) for HIV Testing and Prevention Services; and CUPHD (lead agency) and Sisters and Brothers Helping Each Other (SBHEO) for HIV Testing and Prevention Services. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Mr. Alan Kurtz made a motion to approve Ms. Julie Pryde, Public Health Administrator, to sign the following pending grant contract: CUPHD and IDPH for We Choose Health in the amount of \$197,615. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

The next study session will be held November 21, 2013 at 9:30 AM. The next monthly meeting will be held December 9, 2013 at 4:30 PM.

With no further business to be discussed, Ms. Michelle Mayol adjourned the meeting at 5:14 PM.

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Chair

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Secretary