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Champaign-Urbana Public Health District

**BOARD OF HEALTH
Monthly Meeting
June 12, 2017**

On June 12, 2017, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held a Monthly Meeting at 201 W. Kenyon Rd., Champaign, Illinois. Mr. Andy Quarnstrom called the meeting to order at 4:30 PM. Upon roll call, the following board members were found to be present: Mr. Andy Quarnstrom, Chair, and Mr. Pius Weibel, Secretary. Ms. Danielle Chynoweth was in attendance at 4:33 PM.

Mr. Pius Weibel made a motion to approve the agenda. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Mr. Pius Weibel made a motion to approve meeting minutes from the May 8, 2017 Monthly Meeting. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Public Participation – None

Correspondence – Ms. Julie Pryde noted that past Treasurer, Bob Brunson, passed away.

Old Business – Mr. Pius Weibel recommended postponing the discussion regarding approving items outside of a Board of Health meeting in relation to the Open Meetings Act. Attorney, Fred Grosser, will be working with CUPHD on this issue.

The Treasurer's report was in the packet for review. Ms. Knight noted that the State of Illinois owes approximately \$1.4M to the District.

Mr. Pius Weibel made a motion to approve May payments to the Board of Health Appointees: Arnold Blair, Treasurer, in the amount of \$522.00; Fred Grosser, Attorney, in the amount of \$2,630.00; Anne Robin, Medical Director, in the amount of \$2,500; and reimbursement to Julie Pryde, Administrator, in the amount of \$136.24 for purchases and mileage. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

The credit card statement was presented for review.

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Mr. Pius Weibel made a motion to approve the agreement between CUPHD and Andy Kulczycki for rental space at the Community Center in Rantoul in the amount of \$550 per month. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Mr. Pius Weibel made a motion to approve the check request payable to the Illinois Department of Public Health in the amount of \$26,001.40 for return of overpayment of the HIV Prevention Regional Implementation Grant. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Mr. Pius Weibel made a motion to approve the purchase order payable to CDW Government Inc. in the amount of \$9,750.00 for network and computer equipment. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Mr. Pius Weibel made a motion to approve the purchase order payable to CDW Government Inc. in the amount of \$29,226.61 for the one year renewal of the Microsoft Enterprise agreement. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Mr. Pius Weibel made a motion to approve the reimbursement to Andy Quarnstrom for NALBOH conference registration and airfare in the amount of \$954.61. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Pius Weibel made a motion to approve the bid from Baskis Construction, Inc. for painting rails and bike racks at CUPHD in the amount of \$9,855.00. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Mr. Pius Weibel made a motion to approve the Maintenance Agreement FY18 and Attachment A FY18 (Maintenance and Hosting Statement of Work) between CUPHD and Digital Health Department, Inc. for the maintenance year of 07/01/2017 - 06/30/2018. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Mr. Pius Weibel made a motion to approve payment to the Digital Health Department, Inc. for the maintenance year of 07/01/2017 - 06/30/2018 in the amount of \$15,300. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Mr. Jim Roberts addressed the Board to discuss the renewal of the Intergovernmental Agreement between the Champaign-Urbana Public Health District (CUPHD), the County of Champaign, and the Champaign County Health Department to provide public health services. The current agreement expires November 30, 2018. The Board is interested in continuing with the agreement.

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Mr. Pius Weibel made a motion to approve the rental agreement between Ellen McCullough and CUPHD for space located at 223 E. Mulberry Street, Watseka, IL for a lease period of 7/1/17 – 6/30/18 in the amount of \$1,950 per month. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Pius Weibel made a motion to approve the agreement to extend the status as Principal Data Client of the Champaign County GIS and pay the invoice for 2017 membership dues in the amount of \$5,300. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Mr. Pius Weibel made a motion to approve the Resolution Ascertaining Prevailing Rate of Wages (2017-06-02). Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Mr. Pius Weibel made a motion to approve the Externship Affiliation Agreement between the Board of Trustees of the University of Illinois on behalf of the Department of Food Science and Human Nutrition and CUPHD. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Mr. Pius Weibel made a motion to approve the Revised MOU to participate in the ICJIA Partnerships and Strategies to Reduce Violent Crime program. Mr. Andy Quarnstrom seconded the motion. Ms. Pryde noted that this is the CU Fresh Start program. With all in favor, the motion carried.

Mr. Pius Weibel made a motion to approve the Provider Agreement and Addendum with Avesis Third Party Administrators, Inc. for the administration of dental benefits. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Ms. Amanda Knight presented financial policies for approval. They have language changes with the exception of the investment policy. It is a new policy. Mr. Pius Weibel made a motion to approve the following financial policies: 9200-01.03 Ledger/Journal Policy; 9200-04.01 Payroll Policy; 9200-05.02 Charges for Services Policy; 9200-10.02 Petty Cash/Cash Box Fund Policy; 9200-14.01 Investment Policy; and 9200-15.01 Travel Reimbursement Policy. Mr. Andy Quarnstrom seconded the motion. He also asked that changes be highlighted on future documents. With all in favor, the motion carried.

Mr. Pius Weibel made a motion to approve Ordinance 2017-06-01 Travel Reimbursement Policy. Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

Mr. Jim Roberts discussed concerns brought to the Board by Daniel Krause, owner of Cracked: The Egg First mobile food truck. Mr. Roberts presented information from the Illinois Administrative Code and stated that it includes a section for mobile food services, also noting that it always dependent upon the menu.

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Mr. Pius Weibel made a motion to approve the MOU with UIUC regarding Mass Prophylaxis Dispensing, Closed Point of Dispensing (POD). Mr. Andy Quarnstrom seconded the motion. With all in favor, the motion carried.

There were no pending grant contracts.

The next study session will be held June 28, 2017 at 10:30 AM. The next monthly meeting will held July 10, 2017 at 4:30 PM.

With no further business to be discussed, Mr. Pius Weibel made a motion to adjourn the meeting. Ms. Danielle Chynoweth seconded the motion. With all in favor, the meeting was adjourned at 5:17 PM.

Chair

Secretary