



Public Health
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Champaign-Urbana Public Health District

**BOARD OF HEALTH
Study Session & Special Meeting
May 29, 2019**

Study Session

On May 29, 2019, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held a Study Session at 201 W. Kenyon Rd., Champaign, Illinois. Mr. Andy Quarnstrom called the meeting to order at 10:30 AM. Upon roll call, the following board members were found to be present: Mr. Andy Quarnstrom, Chair, Ms. Danielle Chynoweth, Secretary and Mr. Giraldo Rosales.

Public Participation – None

Old Business – None

Ms. Teresa Radosevich, MPH Candidate, gave a presentation of the status of voluntary posting of Inspection Notices at Champaign County food establishments. Mr. Jim Roberts reported the next County Board of Health meeting is scheduled for Tuesday, June 11, 2019, and Ms. Radosevich will give her presentation at that time. Mr. Andy Quarnstrom recommended that a joint study session be planned between Champaign-Urbana Board of Health and Champaign County Board of Health to discuss options for again proposing inspection notice posting plan to the Champaign County Board of Health.

Ms. Danielle Chynoweth proposed modifying the current annual permit allowing an ala carte type menu of different types of food service permits, e.g. storefront, mobile, catering, full service, drop off, farmer's market/event booth, etc. with cost associated with how many types were chosen. Another proposal to consider is a cost associated with each type such that if a business wants to sell a small run of items at the farmer's market, the cost would be reasonable to the profit margin. If the business wanted to add a type midyear, that would be possible at a prorated cost. She asked the two caterers, in the audience, Baldorattas and Piatos, for their input. Mr. Baldoratta reported the issue is centered on whether it is a public or a private event. Kelly, Piatos Catering, asked why she needed two permits, one for her shop and one for her trailer.

Mr. Jim Roberts confirmed modifications may be made to the current annual permit and it is feasible to explore the option of having an annual permit with an ala carte menu. He reported he will check with the Ill Dept of Public Health as well as other health departments to see what is currently being done in their jurisdictions.

Options were discussed for creating one unified permit including both Champaign-Urbana and County locations. It was discussed how we create one permit so food service businesses can serve in locations in the City and the county. Discussion occurred regarding need to determining a fair fee division between Champaign-Urbana and County and set Champaign-Urbana and the County on the same calendar cycle.

It was discussed how restaurants moving locations could avoid being charged twice for an annual permit. It was proposed to adjust the fee structure of the annual permit so that if a business moves within the year of its annual permit, it pays an administrative fee that is reasonable to the time investment of Champaign-Urbana Public Health District, not another annual permit fee. This would include the required plan review fee on top of administrative fee.

With no further business to be discussed, Ms. Danielle Chynoweth made a motion to adjourn the meeting at 12:06pm. Mr. Giraldo Rosales seconded the motion. With all in favor the motion carried.

Special Meeting

Immediately following, Mr. Andy Quarnstrom called the Special Meeting to order at 12:06pm. Upon roll call, the following board members were found to be present: Mr. Andy Quarnstrom, Chair, Ms. Danielle Chynoweth, Secretary, and Mr. Giraldo Rosales.

Mr. Giraldo Rosales made a motion to approve Purchase Order No. 90-0428 in the amount of \$7,676.60 to Trueup Microsoft Compliance. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve Purchase Order No. 90-0429 in the amount of \$35,164.01 to Microsoft Enterprise Agreement. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the advertisement contract with GRINDR for HIV prevention, pending language changes from Mr. Fred Grosser. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

With no further business to be discussed, Ms. Danielle Chynoweth made a motion to adjourn the special meeting at 12:09pm. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

Chair

Secretary