



**Public Health**  
Prevent. Promote. Protect.

---

**Champaign-Urbana Public Health District**

**BOARD OF HEALTH  
Monthly Meeting  
February 10, 2020**

On February 10, 2020, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held a Monthly Meeting at 201 W. Kenyon Rd., Champaign, Illinois. Ms. Danielle Chynoweth called the Monthly Meeting to order at 4:32 PM. Upon roll call, the following board members were found to be present: Ms. Danielle Chynoweth, Secretary, and Mr. Giraldo Rosales. Mr. Andy Quarnstrom was absent.

Mr. Giraldo Rosales made a motion to approve the agenda. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the minutes from the January 13, 2020 Monthly Meeting and the January 29, 2020 Study Session. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Public Participation – None

Correspondence –None

Old Business – Mr. Awais Vaid provided an update on the novel coronavirus. There are no reported cases in Champaign County at this time. There is a mandatory 14-day quarantine for anyone traveling back to the United States from that region.

New Business – Mr. Ron Fields, Treasurer, gave a report summarizing finances including budget information: as of September 30, 2019, CUPHD had total assets of \$4.9M, total liabilities of \$947,744 and a fund balance of \$4.0M. He also noted that the deficit slightly improved by approximately \$41,487; surplus was \$531,726. Total income is \$5.1M. Mr. Giraldo Rosales made a motion to place the report on file. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve payments to the Board of Health Appointees: Ron Fields, Treasurer, in the amount of \$555.00; Fred Grosser, Attorney, in the amount of \$3,300.00; and Julie Pryde, Administrator, in the amount of \$1,577.15 for mileage, meals, and lodging reimbursement. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

The monthly credit card statement was in the board packet for review.

## **CUPHD Monthly Board Meeting - February 10, 2020**

### **Page 2**

Mr. Giraldo Rosales made a motion to approve the revised Environmental Health Specialist II job description. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the contract renewal with Confidential On-Site Paper Shredding in the amount of \$1,584.00. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the new Drug-Free Workplace Policy. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the media contract and check request with Nextstar Media Group in the amount of \$5,000.00 to run commercials about the importance of timely immunizations. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the media contract and check request with Effectv in the amount of \$4,746.25 to run commercials about the importance of timely immunizations. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the media contract with Sinclair Broadcast Group in the amount of \$6,500.00 to run commercials about the importance of timely immunizations for a time period of 2/17/2020 to 04/05/2020. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve payment for Death Certificate Surcharge for January 2020 for Register District #10.0 in the amount of \$5,516.00. Ms. Danielle Chynoweth seconded the motion. Will all on favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the Physician Assistant job description. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the renewal of malpractice and professional liability insurance for the time frame of 2/26/2020 to 2/25/2021. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the purchase of new office furniture for the Environmental Health division from Stocks Office Furniture to replace existing 20-year-old furniture in the amount of \$28,771.78. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the check request payable to the Champaign County Public Health Department in the amount of \$9,503.49 for Tobacco-Free Communities Grant, July to September 2019. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

**CUPHD Monthly Board Meeting - February 10, 2020**

**Page 3**

Mr. Giraldo Rosales made a motion to approve the check request payable to the Champaign County Public Health Department in the amount of \$11,408.18 for Tobacco-Free Communities Grant, October to December 2019. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve Special Populations Health Fair vendor agreement with the University of Illinois. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the rental agreement between Daniel J. Mundy and Jacquelyn S. Mundy as trustees of The Family Trust of Daniel J. Mundy and Jacquelyn S. Mundy for the property located at 2003 S. Banker St., Suite B, Effingham, IL 62401. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the amendment to the sublease agreement with Rosecrance, Inc. for the property located at 1222 E. Voorhees St., Danville IL. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the following pending subcontracts and agreements between CUPHD and the following: The Greater Community Aids Project of Central Illinois, East Central Illinois HIV Connect and Kevin Elliott Counseling Group, and East Central Illinois HIV Connect and Raffi K. Leblebajian, DDS, LLC. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the NIH award project reference number 250900-17618 for development and validation of regional models of HIV variabilities and solutions with the University of Illinois. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

The next Study Session will be held February 26, 2020 at 10:30 AM. The next Monthly Meeting will be held on March 9, 2020 at 4:30 PM.

With no further business to be discussed, Mr. Giraldo Rosales made a motion to adjourn the Monthly Meeting at 4:52 PM. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

---

Chair

---

Secretary