



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

**Champaign-Urbana Public Health District**

**BOARD OF HEALTH  
Annual Meeting & Monthly Meeting  
April 13, 2020**

**Annual Meeting**

On April 13, 2020, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held an electronic Annual Meeting via Zoom. Ms. Danielle Chynoweth called the meeting to order at 4:34 PM. 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. Andy Quarnstrom made a motion to nominate Ms. Danielle Chynoweth as Chair of the Board of Health and Mr. Quarnstrom as Secretary of the Board of Health. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to nominate Mr. Ron Fields as Treasurer. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

With no further business to be discussed, Mr. Giraldo Rosales made a motion to adjourn the Annual Meeting at 4:37 PM. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

**Monthly Meeting**

Immediately following, Ms. Danielle Chynoweth called the Monthly Meeting to order at 4:37 PM. Upon roll call, the following board members were found to be present: Ms. Danielle Chynoweth, Chair, and Mr. Giraldo Rosales. Mr. Andy Quarnstrom, Secretary, 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 March 9, 2020 Monthly Meeting. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Public Participation – None

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Correspondence – Ms. Julie Pryde stated that CUPHD is receiving grants from IDPH for the COVID response in the amounts of \$76,726 for the District and \$60,096 for the County Health Department.

Old Business – None

New Business – The Financial Audit report for year ended June 30, 2019 was included in the packet for review. Kemper CPA Group LLP stated there was a clean opinion and no findings.

Mr. Ron Fields, Treasurer, gave a report summarizing finances including the following: cash on hand was \$3,532,692 representing 35 percent of the budgeted expenditures for the year, total assets were \$4,621,151, and total liabilities were \$186,196. Revenue is just over \$7.4M, approximately \$1.5 under budget but an improvement over last month by \$247,140, and expenditures are \$1,121,073 under budget for year-to-date. He also stated that \$1.5M was transferred to certificate of deposits for a higher return of rate.

Mr. Giraldo Rosales made a motion to approve payments to the Board of Health Appointees: Ron Fields, Treasurer, in the amount of \$570.00; Fred Grosser, Attorney, in the amount of \$2,855.00; and Julie Pryde, Administrator, for mileage, supplies and Coveware reimbursement in the amount of \$2,856.17. 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. Mr. Giraldo Rosales made a motion to approve the credit card statement. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve invoice #cuphd202002.1 in the amount of \$45.00 for paralegal services. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve invoice #cuphd202003.1 in the amount of \$915.00 for paralegal services. Mr. Giraldo Rosales seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve payment to the United Way of Champaign County for the 2020 Regional Community Health Plan Coordinator in the amount of \$5,000. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve Software License and Subscription Agreement, Master Services Agreement between Paramount Technologies, Inc. and CUPHD to purchase an additional module for the previously purchased cloud-based automated accounts payable system which will integrate with the financial accounting system. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

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Mr. Giraldo Rosales made a motion to approve Purchase Order No. 90-469 payable to Paramount Technologies, Inc. in the amount of \$2,400 to purchase cloud-based accounts payable system expense module. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve Purchase Order No. 90-7 payable to Paramount Technologies, Inc. for the monthly subscription fees for software, licenses, and hosting in the amount of \$573.75 for a total amount of \$32,703.75 for 57 Months which is the remaining period of the original 5-Year agreement. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the Undergraduate Internship Agreement between CUPHD and Eastern Illinois University. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the revisions to the Finance Emergency Policy. Mr. Rosales amended that motion making it retroactive to March 11, 2020. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to ratify the Professional Services Agreement between Kroll Consulting and CUPHD for cyber security investigation. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to ratify the Professional Services Agreement between McDonald Hopkins and CUPHD for cyber security legal services. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to ratify the advance to Coveware, Inc. in the amount of \$358,800.42 subject to reimbursement by the insurance company for cyber security consulting services. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the Agreement for Extension of the INDICATOR for Opioid Surveillance. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made an omnibus motion to approve the following agreements: approval of advertising agreement between CUPHD and Effectv for Digital and Analog Television Census Commercials; approval of advertising agreement between CUPHD and Effectv for Spanish Census Commercials; approval of CUMTD Census Advertising Agreements in the amount of \$6,570; approval of Advertising Agreement with the Illini Radio Group for Census Advertising on WIXY, WLRW and WYXY in the amount of \$6,000; and approval of contract with Focus Advertising for Digital Census Advertising in the amount of \$15,000. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

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Mr. Giraldo Rosales made a motion to approve the following subcontracts and agreements for the Chair to sign: CUPHD/East Central Illinois HIV Connect and Carle Foundation Hospital to Provide Services to Individuals Living with HIV; CUPHD/East Central Illinois HIV Connect and Carle Health Care Inc. dba Carle Physician Group to Provide Services to Individuals Living with HIV; and CUPHD/East Central Illinois HIV Connect and Hoopston Community Memorial Hospital to Provide Services to Individuals Living with HIV. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the following pending grant contracts for the Administrator to sign pending Mr. Fred Grosser's review and approval: IDPH and CUPHD in the amount of \$76,726; and IDPH and the Champaign County Health Department in the amount of \$60,096. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

The next Study Session will be April 29, 2020 at 10:30 AM and the next Monthly Meeting will be May 11, 2020 at 4:30 PM.

With no further business to be discussed, Mr. Giraldo Rosales made a motion to adjourn the Monthly Meeting at 5:03 PM. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

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Chair

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Secretary