



Public Health
Prevent. Promote. Protect.

Champaign-Urbana Public Health District

**BOARD OF HEALTH
Monthly Meeting
June 8, 2020**

On June 8, 2020, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held an electronic Monthly Meeting via Zoom. Ms. Danielle Chynoweth called the meeting to order at 4:30 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 not present.

Mr. Giraldo Rosales made a motion to approve the agenda for the meeting. 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 May 11, 2020 board meeting. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Public Participation – None

Correspondence – Ms. Julie Pryde reported that both CUPHD and the Champaign County Board of Health received a grant for contact tracing from the Illinois Department of Public Health for \$2.8 million each.

Old Business – None

New Business – Mr. Ron Fields, Treasurer, gave a report summarizing the April 2020 Financial Statements including the following: Cash at the end of April was \$2.3M. CUPHD's total fund balance of \$4.5M at the end of April 2020 represents 36 percent of the budgeted expenditures for the year exceeding the guideline of 25% of annual expenditures available in cash. CUPHD's total revenues as of the end of April are \$9.6M which is \$1.4M under budget. CUPHD's expenditures are approximately \$1.1M under budget as of the end of April 2020. Mr. Giraldo Rosales made a motion to place the Treasurer's Report on file. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made an omnibus motion to approve payments to the Board of Health Appointees: Ron Fields, Treasurer, in the amount of \$510.00; Fred Grosser, Attorney, in the amount of \$2,800.00; and Julie Pryde, Administrator, for mileage reimbursement in the amount of \$98.90. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

CUPHD Board of Health Annual Meeting & Monthly Meeting – June 8, 2020
Page 2

The monthly credit card statement was in the board packet for review. Mr. Giraldo Rosales made a motion to approve the credit card statement and place on file. Mr. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve invoice #cuphd202005.1 in the amount of \$155.00 for paralegal services. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the ratification of Paramount WorkPlace Amendment Exhibit A – 2020-05-13: PTI-UPH customization statement of work for the accounts payable program. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the ratification of Paramount WorkPlace order form in the amount of \$2,200.00 to add an additional 55 users to the expense management module. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve the extension of Adams Outdoor Advertising media contract and invoice in the amount of \$6,500.00 to continue five census billboards for an additional two months. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve employee IMRF benefit protection leave in the amount of \$367.93. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Jim Roberts, Director of the Environmental Health Division, addressed the Board of Health regarding reinstatement of the food establishment annual permit. Ms. Danielle Chynoweth requested that this agenda item be deferred to the July 2020 Board of Health meeting so that all board members are present when discussed. Mr. Roberts will put together an information summary to present to the Board.

Mr. Giraldo Rosales made a motion to approve the Personal Protective Equipment (PPE) Decontamination Services Agreement Between CUPHD and Battelle Memorial Institute. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve payment to Consolidated Communications in the amount of \$9,402.00 for CIX equipment and licenses. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

CUPHD Board of Health Annual Meeting & Monthly Meeting – June 8, 2020
Page 3

Mr. Giraldo Rosales made a motion to approve Purchase Order Request 90-0025 payable to CDW in the amount of \$6,600.00 for 10 HP Ryzen laptops. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve invoice payable to Kone in the amount of \$8,395.00 for elevator repair. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made an omnibus motion to approve check requests payable for the second installment of the Census 2020 to sub recipients: City of Urbana in the amount of \$15,416.61; Champaign County Regional Planning in the amount of \$14,686.96; Ford County Health Department in the amount of \$11,392.83; University YMCA in the amount of \$52,455.47 and East Central Illinois Refugee Center in the amount of \$5,605.12. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Giraldo Rosales made a motion to approve purchase order payable to Narcan DIRECT in the amount of \$50,400.00 for Nasal Narcan. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

The next Study Session will be June 24, 2020 at 10:30 AM and the next Monthly Meeting will be July 13, 2020 at 4:30 PM.

With no further business to be discussed, Mr. Giraldo Rosales made a motion to adjourn the Monthly Meeting at 4:48 PM. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Chair

Secretary