



Public Health
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Champaign-Urbana Public Health District

**BOARD OF HEALTH
Annual Meeting & Monthly Meeting
April 12, 2021**

Annual Meeting

On April 12, 2021, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held an electronic Annual Meeting and Monthly Meeting via Zoom. Ms. Danielle Chynoweth called the Annual Meeting to order at 4:30 PM. Upon roll call, the following board members were found to be present: Ms. Danielle Chynoweth, Chair, Mr. Andy Quarnstrom, Secretary, and Ms. Darlene Kloepfel.

Ms. Darlene Kloepfel made a motion to nominate Mr. Andy Quarnstrom as Chair of the Board of Health and Ms. Danielle Chynoweth seconded the motion. Mr. Quarnstrom made a motion to nominate Ms. Darlene Kloepfel as Secretary of the Board of Health and Ms. Danielle Chynoweth seconded the motion. Upon a roll call vote, the following board members were found to be present: Ms. Danielle Chynoweth, Mr. Andy Quarnstrom, and Ms. Darlene Kloepfel. With all present in favor, both motions carried.

Mr. Andy Quarnstrom made a motion to retain Mr. Ron Fields as Treasurer. Ms. Danielle Chynoweth seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloepfel, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

With no further business to be discussed, the Annual Meeting was adjourned at 4:34 PM.

Monthly Meeting

Immediately following, Ms. Danielle Chynoweth called the Monthly Meeting to order at 4:34 PM. Upon roll call, the following board members were found to be present: Mr. Andy Quarnstrom, Chair, Ms. Darlene Kloepfel, Secretary, and Ms. Danielle Chynoweth.

Mr. Andy Quarnstrom made a motion to approve the agenda. Ms. Darlene Kloepfel seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloepfel, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

CUPHD Board of Health Annual Meeting & Monthly Meeting – April 12, 2021
Page 2

Ms. Darlene Kloeppe made a motion to approve the minutes from the March 8, 2021 Monthly Meeting and March 31, 2021 Study Session. Mr. Andy Quarnstrom seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloeppe, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Public Participation – None

Correspondence – None

Old Business – None

New Business – Mr. Ron Fields, Treasurer, gave a report summarizing finances including the following: cash balance at the end of February was \$4,641,868; fund balance is \$5,967,135 representing approximately 31 percent of the budgeted expenditures for the year; ended the eighth month of the fiscal year with a surplus of \$1,018,682; total revenues are \$10,899,596; and expenditures are \$9,880,914. Mr. Andy Quarnstrom made a motion to place the Treasurer's Report on file. Ms. Darlene Kloeppe seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloeppe, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve payments to the Board of Health Appointees: Mr. Ron Fields, Treasurer, in the amount of \$630.00, check request #1231; and Ms. Ruth Wyman, Attorney, in the amount of \$899.90, check request #1234. Ms. Darlene Kloeppe seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloeppe, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

The monthly credit card statement was in the board packet for review. Ms. Darlene Kloeppe made a motion to place on file. Mr. Andy Quarnstrom seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloeppe, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Mr. Awais Vaid shared with the Board that both the Champaign-Urbana Public Health District and the Champaign County Public Health Department meet the Illinois Food Code program standards as well as the FDA's voluntary food program standards.

CUPHD received approval of the Community Needs Assessment and Health Plan and Compliance with Subparts C and D of the Certified Local Health Department Code. CUPHD is a Certified Local Health Department for the time period of February 26, 2021 to February 25, 2026. Mr. Andy Quarnstrom made a motion to approve the Community Needs Assessment and Health Plan. Ms. Darlene Kloeppe seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloeppe, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

CUPHD Board of Health Annual Meeting & Monthly Meeting – April 12, 2021
Page 3

Mr. Andy Quarnstrom made a motion to approve the Intergovernmental Agreement between the Board of Trustees of the University of Illinois, Carle College of Medicine, and CUPHD. Ms. Darlene Kloepfel seconded the motion. The agreement will allow Carle College of Medicine students to assist with COVID vaccination clinics. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloepfel, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Darlene Kloepfel made an omnibus motion to approve the following items: quote from Surface 51 for HIV/STI Prevention digital campaign in the amount of \$20,000.00; quote from Surface 51 for PrEP digital campaign in the amount of \$25,000.00; and KaVo Kerr Service Level Agreement and 2021 Nomad renewal in the amount of \$1,818.00. Mr. Andy Quarnstrom seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloepfel, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve the PPE invoice from Carle Illinois College of Medicine for face shield kits in the amount of \$19,320.00. Ms. Darlene Kloepfel seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloepfel, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Darlene Kloepfel made a motion to approve the amendment to the Sublease Agreement between CUPHD and Rosecrance, Inc. Mr. Andy Quarnstrom seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloepfel, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Darlene Kloepfel made an omnibus motion to approve the following items: quote from Zobrio for Financial Edge NXT 4-User Annual Subscription of \$16,380.00 per year with a 3-year commitment for a total amount of \$49,140.00; purchase order payable to McKesson for injectable naloxone for residents in the amount of \$49,955.04; purchase order payable to Narcan Direct for nasal narcan for first responders and residents in the amount of \$129,600.00; and payment to TigerConnect®, Inc. in the amount of \$7,520.00 and TigerTouch® Use Agreement for client communication technology. Mr. Andy Quarnstrom seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloepfel, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve the Agreement for UIC Student Placement in a Practice Setting. Ms. Darlene Kloepfel seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloepfel, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to ratify the Intergovernmental Agreement between CUPHD and the Board of Trustees of the University of

CUPHD Board of Health Annual Meeting & Monthly Meeting – April 12, 2021
Page 4

Illinois for mutual preparedness and response activities including but not limited to the COVID-19 pandemic. Ms. Darlene Kloepfel seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloepfel, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to reconsider item #17, approval of payment to TigerConnect®, Inc. in the amount of \$7,520.00 and TigerTouch® Use Agreement for client communication technology. Ms. Darlene Kloepfel seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloepfel, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Darlene Kloepfel made a motion to table item #17, approval of payment to TigerConnect®, Inc. in the amount of \$7,520.00 and TigerTouch® Use Agreement for client communication technology. Mr. Andy Quarnstrom seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloepfel, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

After further discussion, it was determined that item #17 could be approved for use within Maternal and Child Health and potentially Dental at a later time. Ms. Darlene Kloepfel made a motion to place item #17 back on the table for approval. Mr. Andy Quarnstrom seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloepfel, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve item #17, approval of payment to TigerConnect®, Inc. in the amount of \$7,520.00 and TigerTouch® Use Agreement for client communication technology. Ms. Darlene Kloepfel seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloepfel, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Darlene Kloepfel made a motion to approve the following check requests or requisitions:

- Payable to Rogards for vaccine clinic wipes in the amount of \$8,396.00 – check request #990
- Payable to McKesson for vaccine clinic hand sanitizer in the amount of \$9,576.00 – check request #991
- Payable to the United Way of Champaign County as subrecipient for COVID-19 response in the amount of \$85,000.00 – check request #1000
- Payable to Adapt Pharma for nasal naran outreach in the amount of \$5,400.00 – check request #1121
- Payable to Baskis Construction Inc. for basement remodel in the amount of \$73,473.00 – check request #1239

CUPHD Board of Health Annual Meeting & Monthly Meeting – April 12, 2021
Page 5

Mr. Andy Quarnstrom seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloepfel, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Danielle Chynoweth recused herself from item #18-E. Ms. Darlene Kloepfel made a motion to approve the following check request or requisition:

- Payable to the Cunningham Township as subrecipient for COVID-19 response in the amount of \$25,000.00 – check request #1126

Mr. Andy Quarnstrom seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloepfel, and Ms. Danielle Chynoweth. The Board voted as follows: Ms. Darlene Kloepfel – yes; Mr. Andy Quarnstrom – yes; Ms. Danielle Chynoweth – abstain. The motion carried.

Pending grant contracts for the Administrator to sign – None

The next Study Session will be April 28, 2021 at 10:30 AM and the next Monthly Meeting will be May 10, 2021 at 4:30 PM.

With no further business to be discussed, Mr. Andy Quarnstrom made a motion to adjourn the Monthly Meeting at 5:03 PM. Ms. Darlene Kloepfel seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Ms. Darlene Kloepfel, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Chair

Secretary