



Public Health
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Champaign-Urbana Public Health District

**Monthly Meeting
June 14, 2021**

On June 14, 2021 the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held a public meeting via Zoom. The meeting was noticed timely with the media and the public invited to participate. Upon roll call, the following board members were found to be present: Mr. Andy Quarnstrom, Chair, and Ms. Danielle Chynoweth. Ms. Darlene Kloeppe, Secretary, was in attendance at 4:33 PM.

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

Danielle Chynoweth made a motion to approve the minutes from the May 10, 2021 monthly meeting, and the May 26, 2021 study session. Andy Quarnstrom seconded the motion. Upon roll call vote, the following board members were found to be present: Andy Quarnstrom, and Danielle Chynoweth. With all present in favor, the motion carried.

Public Participation

None

Correspondence

Julie Pryde noted that CUPHD received a \$50,000 grant from the Kresge Foundation. Julie Pryde also noted that CUPHD submitted a second grant to NACCHO to help with acquiring a new mobile unit.

OLD BUSINESS

None

NEW BUSINESS

Ron Fields, Treasurer, reviewed the monthly treasurer's report with the Board of Health. Ron stated in his report that as of the end of April, the balance was \$4,663,000.00, with a total fund balance of just over \$6,000,000.00, representing 32% of expenditures for the year. Ron notes that guidelines are at 2%, ending the 10th month of the fiscal year with a surplus of \$1,328,727.00. The income statement for revenue is \$13,706,480.00, which is about \$1.8 Million under budget. Total expenses for the first 10 months of the fiscal year are \$12,377,753.00, about \$3 million under budget. Danielle Chynoweth made a motion and Andy Quarnstrom seconded the motion to place the report on file. Upon roll call vote, the following board members were found to be present: Andy Quarnstrom, Darlene Kloepfel, and Danielle Chynoweth. With all present in favor, the motion carried.

Darlene Kloepfel made a motion and Andy Quarnstrom seconded the motion to approve payment to the Board of Health appointee, Ron Fields, Treasurer, in the amount of \$455.00 for check request #1613. Upon roll call vote, the following board members were found to be present: Andy Quarnstrom, Darlene Kloepfel, and Danielle Chynoweth. With all present in favor, the motion carried.

Darlene Kloepfel made a motion and Andy Quarnstrom seconded the motion to approve payment to the Board of Health appointee, Ruth Wyman, Attorney, in the amount of \$625.00 for check request #1652. Upon roll call vote, the following board members were found to be present: Andy Quarnstrom, Darlene Kloepfel, and Danielle Chynoweth. With all present in favor, the motion carried.

Danielle Chynoweth made a motion and Darlene Kloepfel seconded the motion to ratify check request #1418 payable to Ruth Wyman in the corrected amount of \$1,049.80. Upon roll call vote, the following board members were found to be present: Andy Quarnstrom, Darlene Kloepfel, and Danielle Chynoweth. With all present in favor, the motion carried.

Darlene Kloepfel made a motion and Andy Quarnstrom seconded the motion to place the monthly credit card statement on file. Julie Pryde responded to Danielle Chynoweth's question about Uber Eats noting they were COVID-related expenses. Awais Vaid noted that COVID grant funding will go through December. Upon roll call vote, the following board members were found to be present: Andy Quarnstrom, Darlene Kloepfel, and Danielle Chynoweth. With all present in favor, the motion carried.

Danielle Chynoweth made a motion and Darlene Kloepfel seconded the motion to approve the 2020 annual report. Upon roll call vote, the following board members were found to be present: Andy Quarnstrom, Darlene Kloepfel, and Danielle Chynoweth. With all present in favor, the motion carried.

Darlene Kloeppele made a motion and Danielle Chynoweth seconded the motion to approve the agreement between CUPHD and the Board of Trustees of the University of Illinois on behalf of its Department of Pathobiology at Urbana-Champaign for GIS Services for the time period from document signature through June 30, 2022. Upon roll call vote, the following board members were found to be present: Andy Quarnstrom, Darlene Kloeppele, and Danielle Chynoweth. With all present in favor, the motion carried.

Darlene Kloeppele made a motion and Danielle Chynoweth seconded the motion to approve the Digital Data License Agreement between CUPHD and Champaign County Geographical Information System Consortium for GIS Services and Fees of \$5,788.00 - Check Request #1644. Upon roll call vote, the following board members were found to be present: Andy Quarnstrom, Darlene Kloeppele, and Danielle Chynoweth. With all present in favor, the motion carried.

Danielle Chynoweth made a motion and Darlene Kloeppele seconded the motion to approve the Commercial Pest Management Agreement with Presto-X for Services in the amount of \$125.00 per month. Upon roll call vote, the following board members were found to be present: Andy Quarnstrom, Darlene Kloeppele, and Danielle Chynoweth. With all present in favor, the motion carried.

Danielle Chynoweth made a motion and Darlene Kloeppele seconded the motion to approve the MOU between CUPHD and the Douglas County Health Department for the Fiscal Year 21 ITFC Grant. Julie Pryde addressed the Board noting CUPHD is a regional agency for this grant and subcontracts with other health departments. Upon roll call vote, the following board members were found to be present: Andy Quarnstrom, Darlene Kloeppele, and Danielle Chynoweth. With all present in favor, the motion carried.

Darlene Kloeppele made a motion and Andy Quarnstrom seconded the motion to approve Infant Mental Health Consultant Agreement between CUPHD and Tanya Blackshear for the time period of July 1, 2021 to June 30, 2022. Upon roll call vote, the following board members were found to be present: Andy Quarnstrom, Darlene Kloeppele, and Danielle Chynoweth. With all present in favor, the motion carried.

Danielle Chynoweth made a motion and Darlene Kloeppele seconded the motion to approve the Annual Renewal Agreement for the Local Government Health Plan. Upon roll call vote, the following board members were found to be present: Andy Quarnstrom, Darlene Kloeppele, and Danielle Chynoweth. With all present in favor, the motion carried.

Danielle Chynoweth made a motion and Darlene Kloeppele seconded the motion to approve the State of Illinois Forms Allowing UKG Payroll Services to Serve as Power of Attorney for CUPHD. Patricia Robinson clarified that all payroll service providers request power of attorney to ensure they can electronically file tax returns. Upon roll call

vote, the following board members were found to be present: Andy Quarnstrom, Darlene Kloepfel, and Danielle Chynoweth. With all present in favor, the motion carried.

Danielle Chynoweth made a motion and Darlene Kloepfel seconded the motion to approve the Lease Agreement between CUPHD and Community Health Partnership of Illinois for office space at 201 W. Kenyon Rd., Suite 3, Champaign for the time period of August 1, 2021 to July 31, 2022 in the amount of \$1,196.25 per month with an additional fee of \$300 per month for janitorial cleaning services. Upon roll call vote, the following board members were found to be present: Andy Quarnstrom, Darlene Kloepfel, and Danielle Chynoweth. With all present in favor, the motion carried.

Danielle Chynoweth made a motion and Darlene Kloepfel seconded the motion to approve the agreement between CUPHD and Sarah's Landscaping, Inc. for services for the time period of July 16, 2021 to July 15, 2022 in the amount of \$345.00 per month. Upon roll call vote, the following board members were found to be present: Andy Quarnstrom, Darlene Kloepfel, and Danielle Chynoweth. With all present in favor, the motion carried.

Danielle Chynoweth made a motion and Darlene Kloepfel seconded the motion to approve the job descriptions for Dental/Medical Billing Specialist I and Dental/Medical Billing Specialist II. Upon roll call vote, the following board members were found to be present: Andy Quarnstrom, Darlene Kloepfel, and Danielle Chynoweth. With all present in favor, the motion carried.

Danielle Chynoweth made a motion and Darlene Kloepfel seconded the motion to approve invoice payable to Tyler Technologies for Environmental Health Data Management in the amount of \$19,563.87 - Check request #1557. Upon roll call vote, the following board members were found to be present: Andy Quarnstrom, Darlene Kloepfel, and Danielle Chynoweth. With all present in favor, the motion carried.

Danielle Chynoweth made a motion and Darlene Kloepfel seconded the motion to approve the Agreement between CUPHD and the Champaign County Children's Advocacy Center for office space at 201 W. Kenyon Rd., Suite 1, Champaign for the time period of July 1, 2021 to June 30, 2022, in the amount \$1,922.85 per month, with additional fees of \$237.23 per month for utilities, and \$58.00 per month for janitorial services.

Darlene Kloepfel noted that this is a contract with the county board, she felt it necessary to mention so due to her obligations to the county.

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

There were no pending grant contracts for approval.

The next study session will be held on June 30, 2021 at 10:30 AM, if needed, and the next monthly meeting will be held July 12, 2021 at 4:30 PM. Meetings will return to in-person and will be held in Maternal and Child Health's conference room.

With no further business to be discussed, Danielle Chynoweth made a motion and Darlene Kloepfel seconded the motion to approve adjourning the meeting at 4:51 PM. Upon roll call vote, the following board members were found to be present: Andy Quarnstrom, Darlene Kloepfel, and Danielle Chynoweth. With all present in favor, the motion carried.

Chair

Secretary