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**Champaign-Urbana Public Health District**

## **Monthly Meeting July 12, 2021**

On July 12, 2021 the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held a Monthly Meeting at 201 W. Kenyon Rd. Champaign, Illinois. 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: Ms. Danielle Chynoweth, and Ms. Darlene Kloepfel, secretary. Mr. Andy Quarnstrom, Chair, was absent.

Darlene Kloepfel made a motion to approve the meeting agenda. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Darlene Kloepfel made a motion to approve the minutes from the June 14, 2021 monthly meeting. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

### **Public Participation**

Eric Luttrell, of Allison Centennial Farm, addressed the Board with concerns regarding the sale of his eggs at the local Farmers Market. A brief discussion was held regarding storage and refrigeration requirements and potential fees. Interim Director of Environmental Health, Sarah Michaels, will follow up with Mr. Luttrell.

### **Correspondence**

Administrator, Julie Pryde, noted the NACCHO grant for assistance acquiring the 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 May, the balance was \$4,772,876, with a total fund balance of \$6,274,695, representing 34% of expenditures for the year. We end the 11<sup>th</sup> month of the fiscal year with a surplus of \$1,596,727.00. The income statement for revenue is just above 15,000,000, which is about \$2 Million under budget, due primarily to grants and contracts of 1,832,078. Total expenses for 11 months of the fiscal year are \$13,520,266.00, about \$3,000,000 under budget. Danielle Chynoweth made a motion and Darlene Kloeppel seconded the motion to place the report on file. With all in favor, the motion carried.

Danielle Chynoweth made a motion and Darlene Kloeppel seconded the motion to approve payment to the Board of Health appointee, Ron Fields, Treasurer, in the amount of \$425.40 for check request #1837. With all in favor, the motion carried.

Danielle Chynoweth made a motion and Darlene Kloeppel seconded the motion to approve payment to the Board of Health appointee, Ruth Wyman, Attorney, in the amount of \$550.00 for check request #1862. With all in favor, the motion carried.

Darlene Kloeppel made a motion and Danielle Chynoweth seconded the motion to place the monthly credit card statement on file. With all in favor, the motion carried.

Danielle Chynoweth made a motion and Darlene Kloeppel seconded the motion to ratify the Contract for the FY2022 PREP Program between CUPHD and IDHS for the time period of July 1, 2021 – June30, 2022 in the amount of \$115,192.00. With all in favor, the motion carried.

Danielle Chynoweth made a motion and Darlene Kloeppel seconded the motion to ratify the Microsoft True-Up agreement for Microsoft Software Products in the amount of \$39,311.29. Check Request #1706. With all in favor, the motion carried.

Danielle Chynoweth made a motion and Darlene Kloeppe seconded the motion to approve check for the quarterly reimbursement of Champaign Food License fees for the quarter of April 1, 2021 to June 30, 2021, in the amount of \$5,030.00. Check Request #1820. With all in favor, the motion carried.

Danielle Chynoweth made a motion and Darlene Kloeppe seconded the motion to approve check for the quarterly reimbursement of Urbana Food License fees for the quarter of April 1, 2021 to June 30 2021 in the amount of \$15,409.00. Check Request #1821. With all in favor, the motion carried.

Danielle Chynoweth made a motion and Darlene Kloeppe seconded the motion to approve the Lease Agreement between CUPHD and Avicenna Community Health Center for Office Space at 201 W. Kenyon Road, Suite 4E, Champaign for the time period of August 1, 2021 – July 31, 2022 in the amount of \$1,000.00 per month. With all in favor, the motion carried.

Danielle Chynoweth made a motion and Darlene Kloeppe seconded the motion to approve payments for Medical Supplies to support C.10 Medical Surge Operations in the amount of \$8,348.45. Check Request #1798. With all in favor, the motion carried.

Director of Finance, Amanda Knight discussed the Request for Proposal audit procedure. She sent out applications, asking for their return by July 23, 2021. Current Auditor has said that they will perform the audit, but they want a 3-year agreement. The board wishes to see the RFP and responses, as well as scope of work attached, to be presented at the next monthly board meeting.

Julie Pryde signed pending grant contract for Family Case Management between CUPHD and IDHS for the amount of \$576,800.00.

The next study session will be held on July 28, 2021 at 10:30 AM, if needed, and the next monthly meeting will be held August 9, 2021 at 4:30 PM, and will be held in Maternal and Child Health's conference room.

With no further business to be discussed, Darlene Kloeppe made a motion and Danielle Chynoweth seconded the motion to approve adjourning the meeting at 5:10 PM. With all in favor, the motion carried.

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Chair

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Secretary