



Public Health
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Champaign-Urbana Public Health District

**Monthly Meeting
October 12, 2021**

On Tuesday, October 12, 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. Mr. Andy Quarnstrom, Chair, 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 Kloeppe, Secretary, and Ms. Danielle Chynoweth.

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

Danielle Chynoweth made a motion to approve the minutes from the September 13, 2021 Monthly Meeting. Darlene Kloeppe seconded the motion. Upon roll call vote, the following board members were found to be present: Andy Quarnstrom, Darlene Kloeppe, and Danielle Chynoweth. With all present in favor, the motion carried.

Public Participation

None

Correspondence

None

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 August, there was cash on hand of 6,279,818.00. Total Fund Balance was just over \$6.7 million, at 38% of budgeted expenditures for the year. With the end of the second fiscal month, there was a surplus of \$299,000.00. Total revenue for the first 2 months was \$2,261,849.00. Expenditures were \$1.9 million, at approximately \$1 million under YTD budget.

Darlene Kloepfel made a motion and Andy Quarnstrom seconded the motion for joint approval of payments to the Board of Health appointees, Ron Fields, Treasurer, in the amount of \$480.00 for check request #2471, and Ruth Wyman, Attorney, in the amount of \$349.70 for check request #2491. 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 payment to Matthew's Specialty Vehicles for 50% Deposit on CUPHD Mobile Medical Unit in the amount of \$95,261.50 for check request #2320. 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 asked for a brief explanation of the mobile unit. Candace Crause, CUPHD Director of Teen and Adult Services, stated that the medical unit is intended to replace the old unit, and will provide mobile vaccination clinics and other mobile health services. The unit is smaller, and will hopefully be more functional for community needs.

Darlene Kloepfel made a motion and Andy Quarnstrom seconded the motion to approve payment to Glaxo Smith Kline for Flu Vaccines in the amount of \$12,720.44 for check request #2352. 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 Danielle Chynoweth seconded the motion to approve payment to Fein-Bursoni, Inc. for Annual Advertising in "Smile Politely," a Champaign-Urbana online magazine, in the amount of \$5,000.00 for check request #2393. 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.

For discussion of the Determination of the Amount of Money to be Raised by Taxation Payable in Calendar Year 2022, Karen Bojda, CUPHD Finance, stated that the tax levy is a 5% increase from the previous FY.

Danielle Chynoweth made a motion and Darlene Kloepfel seconded the motion to approve the Truth in Taxation Resolution 2021-2022. 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 the Dell Midwestern Higher Education Compact (MHEC) Master Agreement between CUPHD and Dell Technologies in the amount of \$10,476.00, for check request #2469. 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 the Service Agreement between CUPHD and Republic Services for the time period of March 1, 2021 to September 7, 2021. 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 Danielle Chynoweth seconded the motion for the omnibus approval of the Subcontract Agreement between CUPHD and Ford County, the Subcontract Agreement between CUPHD and Clark County, the Subcontract Agreement between CUPHD and Coles County, and the Subcontract Agreement between CUPHD and Vermilion County, all for the 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 Kloepfel, and Danielle Chynoweth. With all present in favor, the motion carried.

Darlene Kloepfel made a motion and Danielle Chynoweth seconded the motion to approve the CUPHD 2022 Holiday Schedule. 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 the Laboratory Assistant Job Description for CUPHD. 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.

Patricia Robinson, CUPHD Director of HR, provided a brief explanation that the new job description has been created to fill a need created by a nursing labor shortage within the department.

There were no pending grant contracts for approval.

The next study session will be held on October 27, 2021 at 10:30 AM, if needed, and the next monthly meeting will be held November 8, 2021 at 4:30 PM. These meetings will be held virtually, via Zoom.

With no further business to be discussed, Danielle Chynoweth made a motion and Darlene Kloeppel seconded the motion to approve adjourning the meeting at 4:55 PM. Upon roll call vote, the following board members were found to be present: Andy Quarnstrom, Darlene Kloeppel, and Danielle Chynoweth. With all present in favor, the motion carried.

Chair

Secretary