



Public Health
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Champaign-Urbana Public Health District

**BOARD OF HEALTH
Monthly Meeting
February 14, 2022**

On February 14, 2022, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held an electronic Monthly Meeting via Zoom. Mr. Andy Quarnstrom called the meeting to order at 4:30 PM. Upon roll call, the following board members were found to be present: Mr. Andy Quarnstrom, Chair, and Ms. Danielle Chynoweth. Mr. Kyle Patterson, Secretary, was in attendance at 4:31 PM.

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

Ms. Danielle Chynoweth made a motion to approve the minutes from the January 10, 2022 Monthly Meeting. Mr. Andy Quarnstrom seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Mr. Kyle Patterson, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Public Participation – None

Correspondence – Ms. Julie Pryde announced that Deb Fruitt has retired and Whitney Greger is the Interim Director of Wellness and Health Promotion.

Old Business – Ms. Greger provided an update regarding parents being allowed with children in the dental operatories and stated that one parent is allowed with a child. Ms. Pryde noted that restrictions had been in place due to COVID but those have been lifted.

New Business – Mr. Ron Fields, Treasurer, reported on two months. At the end of November 2021, the fund balance was \$7,260,565 representing approximately 41% of the budgeted expenditures for the year with a surplus of \$837,891. At the end of December, that surplus went down to \$317,263, cash on hand was \$6,817,299, total revenue was just under \$8.3M, and expenditures were just under \$8M.

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Ms. Danielle Chynoweth made a motion to approve payments to the Board of Health Appointees: Mr. Ron Fields, Treasurer, in the amount of \$459.60 – check request #3205; Ms. Ruth Wyman, Attorney, for legal Services November 17-December 13, 2021 in the amount of \$300.00 – check request #3152, legal services December 14, 2021-January 13, 2022 in the amount of \$125.00 – check request #3153, and legal services January 14-February 13, 2022 in the amount of \$25.00 – check request #3154. Mr. Andy Quarnstrom seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Mr. Kyle Patterson, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

The monthly credit card statement was presented for review.

Ms. Danielle Chynoweth made a motion to ratify of the media quotes between CUPHD and Surface 51 for HIV Prevention digital campaign and payment in the amount of \$20,000.00 – check request #3066 and PrEP digital campaign and payment in the amount of \$25,000.00 – check request #3067. Mr. Andy Quarnstrom seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Mr. Kyle Patterson, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the Milk Depot Agreement between CUPHD and Mother’s Milk Bank of the Western Great Lakes, Inc. Mr. Kyle Patterson seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Mr. Kyle Patterson, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the Professional Liability Insurance renewal. Mr. Kyle Patterson seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Mr. Kyle Patterson, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the Paid Time Off Cash Out Proposal. Mr. Kyle Patterson seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Mr. Kyle Patterson, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Danielle Chynoweth made an omnibus motion to approve the Addendum to Lease Agreement between CUPHD and Avicenna Community Health Center for a reduction in leased space and monthly cost and the Addendum to Lease Agreement between CUPHD and East Central Illinois Refugee Mutual Assistance Center for additional leased space and an increase in monthly cost. Mr. Andy Quarnstrom seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Mr. Kyle Patterson, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

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Ms. Danielle Chynoweth made a motion to approve the TigerConnect, Inc. Order Form in the amount of \$7,020.00 for text services. Mr. Kyle Patterson seconded the motion. The system is being used for WIC enrollment and electronic eligibility documents to meet the current requirement of offering remote visits. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Mr. Kyle Patterson, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the purchase order payable to Emergent Devices Inc. in the amount of \$81,000 for Nasal Narcan – requisition #3238. Mr. Kyle Patterson seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Mr. Kyle Patterson, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the quote from KEC Design LLC in the amount of \$40,915.60 for a walk-in cooler – requisition #3237. Mr. Kyle Patterson seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Mr. Kyle Patterson, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the check request payable to the Champaign County Health Department in the amount of \$11,883.45 for Tobacco-Free Communities grant July-December 2021 – check request #3191. Mr. Kyle Patterson seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Mr. Kyle Patterson, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to ratify the lump sum payment to the Illinois Municipal Retirement Fund in the amount of \$750,000.00 – check request #2992. Mr. Kyle Patterson seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Mr. Kyle Patterson, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the invoices payable to Waters Electrical Contracting, Inc. for the installation of outdoor lights: invoice #86708 in the amount of \$1,019.68 – check request #2929; invoice #86745 in the amount of \$2,161.72 – check request #2930; invoice #86739 in the amount of \$1,903.40 – check request #2931; and invoice #86755 in the amount of \$2,171.28 – check request #2932. Mr. Kyle Patterson seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Mr. Kyle Patterson, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

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Ms. Danielle Chynoweth made a motion to approve the Annual Software Maintenance and Fees for Workplace Paramount for February 1, 2022-January 31, 2023 payable to PairSoft in the amount of \$20,715.00 – check request #2846. Mr. Kyle Patterson seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Mr. Kyle Patterson, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the purchase of Mojave LT dental equipment payable to Patterson Dental Supply, Inc. in the amount of \$9,669.60 – check request #2935. Mr. Kyle Patterson seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Mr. Kyle Patterson, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve payment to the Champaign County Public Health Department to pay the County for cash and credit card collections on behalf of the County October-December 2021 in the amount of \$5969.00 – check request #3050. Mr. Kyle Patterson seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Mr. Kyle Patterson, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to ratify payment to Sola Gratia Farm for subgrantee reimbursement July-December 2021 in the amount of \$9,599.52 – check request #3071. Mr. Kyle Patterson seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Mr. Kyle Patterson, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve invoice 001-000-AJ749 payable to the University of Illinois for the FDA Grant Subaward towards a Uniform Inspection Program - Food Inspection Report Analytics Tool in the amount of \$19,999.54. Mr. Kyle Patterson seconded the motion. Upon a roll call vote, the following board members were found to be present: Mr. Andy Quarnstrom, Mr. Kyle Patterson, and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Pending grant contracts for the Administrator to sign – None

The next Study Session will be February 23, 2022 at 10:30 AM and the next Monthly Meeting will be March 14, 2022 at 4:30 PM.

With no further business to be discussed, Mr. Andy Quarnstrom adjourned the Monthly Meeting at 4:54 PM.

Chair

Secretary