



**BOARD OF HEALTH**  
**Combined Annual and Monthly Meeting**  
**April 11, 2022**

Annual Meeting

On April 11, 2022, the Board of Health (“Board”) of the Champaign-Urbana Public Health District (“CUPHD”) conducted a combined Annual and Monthly Meeting at CUPHD. Mr. Kyle Patterson, Secretary, called the Annual Meeting to order at 4:31 PM. Upon roll call, the following Board Members were found to be present: Mr. Kyle Patterson, Secretary, and Ms. Danielle Chynoweth. Mr. Andrew Quarnstrom, Chair, was not present.

During the Annual Meeting, the Board conducted its Annual Election for the Offices of Chair and Secretary. Ms. Danielle Chynoweth nominated Mr. Andrew Quarnstrom to continue as Chair for the following year, which was seconded by Mr. Kyle Patterson. Both Board Members present voted aye and Mr. Andrew Quarnstrom was elected. Ms. Danielle Chynoweth nominated Mr. Patterson to continue as Secretary for the following year, which was seconded by Mr. Patterson. Both Board Members present voted aye and Mr. Patterson was elected. Ms. Danielle Chynoweth nominated Mr. Ron Fields to continue as Treasurer for the following year, which was seconded by Mr. Patterson. Both Board Members present voted aye and Mr. Fields was appointed.

The Annual Meeting was adjourned at 4:36 PM by Mr. Kyle Patterson.

Monthly Meeting

Mr. Kyle Patterson called the Monthly Meeting of the Board to order at 4:37 PM. Upon roll call, the following Board Members were found to be present: Mr. Kyle Patterson, Secretary, and Ms. Danielle Chynoweth. Mr. Andrew Quarnstrom, Chair, was not present.

Ms. Danielle Chynoweth made a motion to approve the April 11, 2022 Meeting Agenda. Mr. Kyle Patterson seconded the motion. Upon a roll call vote, the following Board Members were found to be present: Mr. Kyle Patterson and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the minutes from the March 14, 2022 Monthly CUPHD Board Meeting. Mr. Kyle Patterson seconded the motion. Upon a roll call vote, the following Board Members were found to be present: Mr. Kyle Patterson and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Public Participation - None

Old Business - None

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New Business – Mr. Ron Fields, Treasurer, reported that computer problems prevented him from compiling a monthly financial report for March 2022; he will provide the report at the May 9, 2022 Board meeting.

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Ms. Danielle Chynoweth made a motion to approve payment of monthly credit card statements. Mr. Kyle Patterson seconded the motion. Upon a roll call vote, the following Board Members were found to be present: 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 Mr. Ron Fields in the amount of \$424.80 for services rendered to the Board in March 2022 through check request #3585. Mr. Kyle Patterson seconded the motion. Upon a roll call vote, the following Board Members were found to be present: Mr. Kyle Patterson and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve *via* omnibus vote the following check requests:

Approval of check request payable to Kronos Saashar Inc. for Workforce Ready HR & Payroll Software, from March 1, 2022 to February 28, 2023, for \$29,453.40 (invoice also includes \$1,000.58 for February 2022 routine usage fees) in the total amount of \$30,453.98; Request #3509.

Approval of check request payable to Zobrio Client for Financial Edge NXT Client Care Agreement from July 1, 2022 to June 30, 2023, in the amount of \$5,300.00; Request #3555.

Approval of check request payable to Emergent Devices Inc. for Nasal Narcan in the amount of \$81,000.00; Request #3446.

Ratification of check request payable to PairSoft Work for Paramount End User Training Agreement in the amount of \$6,000.00; Request #3613.

Mr. Kyle Patterson seconded the omnibus motion. Upon a roll call vote, the following Board Members were found to be present: Mr. Kyle Patterson and Ms. Danielle Chynoweth. With all present in favor, the omnibus motion carried.

Ms. Danielle Chynoweth made a motion to ratify *via* omnibus vote the following subcontracts:

Contract Agreement Between CUPHD and Carle Health Care Inc. dba Carle Physician Group for services.

Contract Agreement Between CUPHD and Hoopston Community Memorial Hospital for services.

Contract Agreement between CUPHD and David Noh, DMD for services.

Contract Agreement between CUPHD and Kevin Elliott Counseling Group for services.

Contract Agreement between CUPHD and Raffi K. Lelebajian, DDS, LLC for services.

Contract Agreement between CUPHD and the Greater Community Aids Project of East Central Illinois for services.

Mr. Kyle Patterson seconded the omnibus motion. Upon a roll call vote, the following Board Members were found to be present: Mr. Kyle Patterson and Ms. Danielle Chynoweth. With all present in favor, the omnibus motion carried.

Ms. Danielle Chynoweth made a motion to approve a Lease Agreement between CUPHD and Prevent Child Abuse Illinois, from April 11, 2022 to June 30, 2023, for the amount of \$125.00 per month. Mr. Kyle Patterson seconded the motion. Upon a roll call vote, the following Board Members were found to be present: Mr. Kyle Patterson and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve Check Request #3622 for a quote from Surface 51 to implement a digital media campaign to promote the importance of adolescent We-Care Visits in the amount of \$11,107.00. Upon a roll call vote, the following Board Members were found to be present: Mr. Kyle Patterson and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve Check Request #3623 for a quote from Surface 51 for services provided to develop a custom, impactful awareness campaign to educate youth population about deceptive advertising practices about tobacco in the Champaign County region and to coordinate and place approved campaign materials with local media vendors for the amount of \$69,500.00. Upon a roll call vote, the following Board Members were found to be present: Mr. Kyle Patterson and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

The Board next considered the Pending Grant Contract for the Administrator to Sign between CUPHD's Wellness and Health Promotion Division (WHP) and the Illinois Department Human Services (IDHS) regarding Primary Care Visits for All Women. The Grant focuses on assuring accessibility, availability and quality of preventive and primary care for all women, particularly for women of reproductive age. More specifically, the goal of the Grant is to increase the percent of women ages 18-44 who have had a preventive medical visit (well woman visits) in the past year. The Grant, which is in the amount of \$24 079.63, will run from January 1, 2022 to Dec 31,2022. Upon a roll call vote, the following Board Members were found to be present: Mr. Kyle Patterson and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the 2021 Annual Report for Champaign-Urbana Public Health District. Mr. Kyle Patterson seconded the motion. Upon a roll call vote, the

following Board Members were found to be present: Mr. Kyle Patterson and Ms. Danielle Chynoweth. With all present in favor, the motion carried.

The next Board Study Session will be Wednesday, April 27, 2022, at 10:30 AM at CUPHD. The Board's next Monthly Meeting will be Monday, May 9, 2022, at 4:30 PM at CUPHD. Going forward, Board Study Sessions and Monthly Meetings will be held in person at C-UPHD.

With no further business to be discussed, Mr. Kyle Patterson adjourned the Monthly Meeting at 4:50 PM.

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Chair

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Secretary