



**CHAMPAIGN-URBANA PUBLIC HEALTH DISTRICT**

**BOARD OF HEALTH**

**MONTHLY MEETING MINUTES – AUGUST 8, 2022**

On August 8, 2022, the Board of Health (“Board”) of the Champaign-Urbana Public Health District (“CUPHD”) conducted a Monthly Meeting at CUPHD. Mr. Kyle Patterson, Secretary, called the meeting to order at 4:35 PM. Upon roll call, the following Board Members were present: Mr. Kyle Patterson, Secretary, and Ms. Danielle Chynoweth. Mr. Andrew Quarnstrom, Chair, was not present.

Ms. Chynoweth motioned to approve the Meeting Agenda; Mr. Patterson seconded the motion. With all present in favor, the motion carried.

Ms. Chynoweth motioned to approve the minutes from the Monthly CUPHD Board Meeting of July 14, 2022. Mr. Patterson seconded the motion. With all present in favor, the motion carried.

Public Participation – Mr. Alex Kim, an undergraduate student at the University of Illinois at Urbana-Champaign, gave a presentation on his proposal to meet with members of the University’s Greek Community to educate them on the proper use of Narcan in hopes of preventing illness and death from narcotic overdoses. Mr. Kim also expressed interest in distributing testing strips for students to test street drugs before use for the presence of dangerous additions such as fentanyl. Mr. Kim will contact Mr. Joe Trotter of C-UPHD’s Teen and Adult Services’ Division to further the discussion.

Correspondence – Ms. Julie Pryde, CUPHD Administrator, updated the Board on cases of monkeypox in Champaign County, which remains at three. Although there were possible exposures at a daycare center in Rantoul, Illinois last week, no further cases have been detected to date.

Old Business – None.

New Business – Mr. Ron Fields, Board Treasurer presented a report for June 2022. Cash at the end of May was \$7,499,409. CUPHD’s total fund balance of \$7,949,579 represents 45% of the budgeted expenditures for the year, exceeding the guideline of 25% of annual expenditures available in cash. CUPHD ended the 12th fiscal month with a surplus of \$1,527,037. Its annual budget is \$17,734,133. Expenditures were \$13,354,144, which is \$4,379,989 under budget for the YTD fiscal year.

The June 2022 report by Amanda Knight, CUPHD’s Director of Finance, was available for the Board’s review.

Ms. Chynoweth made an omnibus motion to approve payments to Board Treasurer Ronald Fields for Services in June 2022 for \$734.40 (Check Request #4208); to Ruth Wyman, Attorney, for legal services rendered from April 16, 2022, through May 15, 2022, for \$25.00 (Check Request #4335); to Ruth Wyman, Attorney, for legal services rendered from May 15,

2022, through June 15, 2022, for \$600.00 (Check Request #4337); and to Ruth Wyman, Attorney, for legal services rendered from June 16, 2022, through July 15, 2022, for \$375.00 (Check Request #4338). Mr. Patterson seconded the motion, and, with all present in favor, the motion carried.

Ms. Chynoweth motioned to approve payment to the Public Health Accreditation Board for an annual accreditation services fee, Category 2, for \$8,400.00 (Check Request #4415). Mr. Patterson seconded the motion, and, with all present in favor, the motion carried.

Ms. Chynoweth motioned to approve payment to Pool Administrators, Inc. for outpatient ambulatory medical care provided from April 1, 2022, through July 22, 2022 (invoices 20220531, 20220624 and 2022072), for a total of \$8,715.48 (Check Request #4442). Mr. Patterson seconded the motion, and, with all present in favor, the motion carried.

The monthly credit card statement for CUPHD was available for the Board's review.

Ms. Chynoweth motioned to approve placement of the CUPHD Budget Document as the FY23 Tentative Budget and Appropriation Ordinance 2022-09-01 on file for public view. Mr. Patterson seconded the motion, and, with all present in favor, the motion carried.

Ms. Chynoweth motioned to approve the proposed fee structure from CUPHD's Environmental Health Division following legislative changes regarding Farmers' Market Retail Permits. Mr. Patterson seconded the motion, and, with all present in favor, the motion carried.

Ms. Chynoweth motioned to approve renewal of a subscription to Baby TALK Inc. Data Platform, an evidence-informed entity using aggregate data collected from affiliate programs to document impact and to inform curriculum development, from July 1, 2022, through June 30, 2023, for a total of \$2,000.00. Mr. Patterson seconded the motion, and, with all present in favor, the motion carried.

Ms. Chynoweth motioned to approve a budgetary analysis and possible funding options for Solar Energy Proposal from StraightUp Solar. Mr. Patterson seconded the motion, and, with all present in favor, the motion carried.

Ms. Chynoweth motioned to approve an addendum to lease agreement between CUPHD and Community Health Partnership of Illinois, dated September 1, 2021, raising the current rental rate of \$1,578.50 per month by 10% to \$1,736.35 per month, and adding \$300.00 per month for janitorial services provided by CUPHD. Mr. Patterson seconded the motion, and, with all present in favor, the motion carried.

Ms. Chynoweth motioned to approve a service agreement between CUPHD and Terabyte Holdings Inc. (Consolidated Call Center Services) in which Consolidated Call Center Services will serve as first point of contact for CUPHD customers after-hours and on weekends for 365 days per year, 24 hours a day, for \$124.00 per month for up to 120 minutes a month, with extra charges for additional minutes, fax/email service, and special reports, for one year beginning August 1, 2022, after which it will be automatically renewed for one-month periods. Mr. Patterson seconded the motion, and, with all present in favor, the motion carried.

Ms. Chynoweth moved to approve an agreement between CUPHD and Presto-X for commercial pest management services from August 1, 2022, through July 31, 2023, for \$125.00 per month. Mr. Patterson seconded the motion, and, with all present in favor, the motion carried.

Ms. Chynoweth moved to approve a request for final payment for KEC-Design walk-in cooler for use in CUPHD's MCH Division, for \$20,457.80. Mr. Patterson seconded the motion, and, with all present in favor, the motion carried.

The next Board Study Session will be held Wednesday, August 31, 2022, at 10:30 AM, at CUPHD.

The Board's next Monthly Meeting will be held Monday, September 12, 2022, at 4:30 PM, at CUPHD.

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



Chair



Secretary