



CHAMPAIGN-URBANA PUBLIC HEALTH DISTRICT

BOARD OF HEALTH

MONTHLY MEETING AGENDA, MAY 8, 2023

Location:	Champaign-Urbana Public Health District 201 W. Kenyon Road Champaign, IL 61820 <i>Main Conference Room</i> (Park and enter through the entrance located on the north side of the building.)
Date:	Monday, May 8, 2023
Time:	4:30 PM CST

MONTHLY MEETING

- I. CALL TO ORDER and ROLL CALL
- II. APPROVAL OF AGENDA/ADDENDA
- III. APPROVAL OF MINUTES OF PREVIOUS MEETINGS – April 10, 2023
- IV. PUBLIC PARTICIPATION
- V. CORRESPONDENCE
- VI. OLD BUSINESS
- VII. NEW BUSINESS
 - A. Financial Reports
 - a. Report from CUPHD Treasurer Ronald Fields, March 2023.
 - b. Report from the CUPHD Director of Finance, for the months ended March 31, 2023.
 - B. Review of Credit Card Statement from April 2023.
 - C. Ratification of expense sheet #4984 for \$160.00 for Julie Pryde, Administrator, for parking at IL SHIELD Symposium (Chicago).
 - D. Check Request #6243 for Ron Fields, Board Treasurer, for \$585.00 for services in April 2023.
 - E. Check Request #6110 for Ruth Wyman, Board Attorney, for \$500.00 for legal services from March 23, 2023, through April 16, 2023.
 - F. Approval of Accounts Payable invoices:
 - a. Check Request #6088 to American Environmental Corporation for \$6,195.00 for services rendered between January 1, 2023 - March 31, 2023, related to the

development of the community-wide COVID-19 after action and improvement plan report.

- b. Check request #6106 to Meyer Capel for \$115.00 for legal services in March 2023.
 - c. Check Request #6107 to Mayer Capel for \$154.00 for legal services in March 2023.
 - d. Check request #6127 to Cunningham Township for \$10,915.99 for winter emergency housing in March 2023.
 - e. Check Request #6132 to Sikich for \$6,500.00 for Progress Billing, FY21 Audit.
 - f. Check Request #6242 to Questica Ltd. For \$5,500.00 for PowerPlan Annual Maintenance and Hosting from July 1, 2023, through June 30, 2024.
- G. Designation of the Budget Document as the FY24 Tentative Budget and Appropriation Ordinance 2023-06-01.
- H. Consideration of bids/estimates for CUPHD Maintenance Projects:
- a. *Consideration of bids for replacement of steel doors and frames at south entrance of CUPHD:*
 - Replacement of medium duty steel doors and frame at south entrance of CUPHD for \$5,780.00 by Bacon & Van Buskirk (BVB) Glass Company of Champaign, IL.
 - b. *Consideration of bids for replacement of medium duty door and frame at Refugee Center/UIUC:*
 - Replacement of medium duty door and frame at Refugee Center/UIUC for \$7,230.00 by Bacon & Van Buskirk (BVB) Glass Company of Champaign, IL.
 - Replacement of medium duty aluminum door and frame at Refugee Center/CUPHD for \$7,421.00 by Tee Jay Central, Inc. of Gridley, IL.
 - c. *Consideration of bid for painting part of CUPHD exterior:*
 - Painting of CUPHD exterior for \$38,850.00 by RCP Romine Commercial Painting of Champaign, IL.
 - d. *Consideration of bid for painting offices and storage area at CUPHD by RCP Romine Commercial Painting of Champaign, IL:*
 - Bid 1 – [Disregard].
 - Bid 2 – Maintenance Supervisor’s office for \$1,985.00.
 - Bid 3 – Breakroom storage room for \$1,390.00.
- I. Approval of lease renewals between CUPHD from August 1, 2023, through July 31, 2024, and:
- a. Immigrant Services of Champaign Urbana (ISCU), for \$250.00 per month, for Suite 4A and Suite 4B at 201 W. Kenyon Road, Champaign, IL.
 - b. East Central Illinois Refugee Mutual Assistance Center (ECIRMAC), for \$1,150.00 per month, for Suite 4D at 201 W Kenyon Road, Champaign, Illinois (this is an addendum for the lease agreement dated May 10, 2021).

- c. Avicenna Community Health Center, for \$750.00 per month, for Suite 4E at 201 W. Kenyon Road, Champaign, IL (this is an addendum to the lease agreement dated July 11, 2022).
- J. Approval of lease between CUPHD and the County of Champaign for \$1,922.85 per month plus \$237.23 per month for utilities and \$58.00 per month for common maintenance services, from July 1, 2023, through June 30, 2024, for Suite 1 at 201 W. Kenyon Road in Champaign, IL.
- K. Approval of Agreement for Student Placement between the Board of Trustees of Illinois State University on behalf of its Department of Family and Consumer Sciences and the Champaign-Urbana Public Health District.
- L. Approval of Proposal from A&A Concrete, LLC for Sidewalk Construction from the East Entrance to the North Parking Lot in the Amount of \$18,253.20.
- M. Approval of Media Quote from Surface51 in the amount of \$2,500 to develop a Well Woman Visits digital ad campaign that will increase awareness in Champaign County on the benefits of annual health check-ups for adult women.
- N. Approval of 2022 Annual Report for Champaign-Urbana Public Health District.
- O. Approval of Mural Commission Agreement with Jose Vazquez, Artist for artwork on CUPHD property for a total of \$12,000.00 to be completed by June 30, 2023.
- P. Pending grant contracts for Administrator's signature.

XIII. NEXT MEETING

- 1. Study Session: Thursday, June 1, 2023, at 10:30 AM, at CUPHD.
- 2. Monthly Board Meeting: Monday, June 12, 2023, at 4:30 PM, at CUPHD.

IX. ADJOURNMENT