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**Champaign-Urbana Public Health District**

**BOARD OF HEALTH  
Study Session & Special Meeting  
October 17, 2013**

**Study Session**

On October 17, 2013, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held a Study Session at 201 W. Kenyon Rd., Champaign, Illinois. Ms. Michelle Mayol called the meeting to order at 9:32 AM. Upon roll call, the following board members were found to be present: Ms. Michelle Mayol, Chair, and Mr. Andy Quarnstrom. Mr. Alan Kurtz, Secretary, was absent.

Public Participation – None

Ms. Julie Pryde stated that a Joint Study Session between the CUPHD Board of Health and the Champaign County Board of Health would be held on Monday, October 28, 2013 to discuss proposed ordinance changes regarding the posting of food establishment inspection notices. Notification was sent to all restaurant operators. She also noted that the Champaign County Chamber of Commerce posted the Joint Study Session meeting information in *Public Policy News*. Ms. Pryde presented a Proclamation from the State of Illinois declaring October 2013 as Environmental Health Practitioners Month in the State of Illinois.

Mr. Fred Grosser, Attorney, reported that the Intergovernmental Agreement has been completed. The agreement will be presented to the Champaign County Board of Health on October 22, 2013, the Champaign County Board on October 24, 2013 and the CUPHD Board of Health at the regular November meeting. The agreement will be effective December 1, 2013.

Ms. Patricia Robinson presented the revised agreement between The University of South Alabama College of Nursing and CUPHD. This agenda item will be presented for approval at the Special Meeting immediately following this Study Session.

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The Kone Elevator contract was not ready.

Mary Schmitz of Royal Accounting is currently providing audit preparation assistance to CUPHD. Twenty-three of the proposed 80 hours have been used due to reconciliation issues with Electronic Medical Records. An additional 25 hours has been requested. This agenda item will be presented for approval at the Special Meeting immediately following this Study Session.

The Central Illinois Health Information Exchange Participation Agreement was not ready.

The First Amendment to Health Alliance Medical Plans, Inc. Participating Provider Agreement: Ancillary was presented. This agenda item will be presented for approval at the Special Meeting immediately following this Study Session.

An estimate from Millar-Baskis Construction for the installation of bike racks at four locations for a total invoice amount of \$9,206.00 was presented. This will be paid for through the *We Choose Health* grant. This agenda item will be presented for approval at the Special Meeting immediately following this Study Session.

An agreement with Fehr Graham for Safe Routes to School in the amount of \$1,500 was presented. This agenda item will be presented for approval at the Special Meeting immediately following this Study Session.

Ms. Patricia Robinson presented the annual EAP agreement with Carle Resolutions. This agenda item will be presented for approval at the Special Meeting immediately following this Study Session.

Ms. Robinson presented the proposed 2014 Holiday Schedule. The new schedule will replace Lincoln's Birthday with a floating holiday. This agenda item will be presented for approval at the Special Meeting immediately following this Study Session.

Ms. Robinson also presented Benefit Planning Consultants Business Associate Agreement. This agenda item will be presented for approval at the Special Meeting immediately following this Study Session.

Ms. Robinson presented the Commercial Property Endorsement for Sprinklers. It now requires notification if an existing sprinkler system is down. This agenda item will be presented for approval at the Special Meeting immediately following this Study Session.

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Ms. Michelle Mayol addressed the legal fee increase for Attorney, Fred Grosser. Mr. Grosser currently receives a rate of \$175 per hour. The range for local attorneys is \$225 - \$355 per hour. Ms. Mayol proposed increasing Mr. Grosser's rate to \$250 per hour effective November 1, 2013. This agenda item will be presented for approval at the Special Meeting immediately following this Study Session.

Ms. Julie Pryde noted that the east wing is to be leased by the U of I; an additional organization is interested in leasing the basement space of the east wing.

Ms. Mayol mentioned that several township clients have been to CUPHD for the Affordable Care Act sign-up and have had a very positive response.

The next monthly meeting scheduled for November 11, 2013 at 4:30 PM will be rescheduled to November 12, 2013 at 4:30 PM due to closure in observance of Veterans Day. The next study session will be held November 21, 2013 at 9:30 AM.

With no further business to be discussed, Ms. Michelle Mayol adjourned the meeting at 9:57 AM.

**Special Meeting**

Immediately following, Ms. Michelle Mayol called the Special Meeting to order at 9:57 AM. Upon roll call, the following board members were found to be present: Ms. Michelle Mayol, Chair, and Mr. Andy Quarnstrom. Mr. Alan Kurtz, Secretary, was absent.

Mr. Andy Quarnstrom made a motion to approve September 9, 2013 Monthly Meeting minutes with changes. Ms. Michelle Mayol seconded the motion. With all in favor, the motion carried. Mr. Andy Quarnstrom made a motion to approve September 19, 2013 Study Session and Special Meeting minutes. Ms. Michelle Mayol seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to accept the Director of Finance report and to place on file. Ms. Michelle Mayol seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve the agreement between The University of South Alabama College of Nursing and CUPHD. Ms. Michelle Mayol seconded the motion. With all in favor, the motion carried.

Approval of the Kone Elevator contract was not needed.

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Mr. Andy Quarnstrom made a motion to approve an additional 25 hours for audit preparation services from Mary Schmitz with Royal Accounting for a total of 105 hours. Ms. Michelle Mayol seconded the motion. With all in favor, the motion carried.

Approval of the Central Illinois Health Information Exchange Participation Agreement was not needed.

Mr. Andy Quarnstrom made a motion to approve the First Amendment to Health Alliance Medical Plans, Inc. Participating Provider Agreement: Ancillary. Ms. Michelle Mayol seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve the estimate from Millar-Baskis Construction for the installation of bike racks at four locations for a total invoice amount of \$9,206.00. Ms. Michelle Mayol seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve the agreement with Fehr Graham for Safe Routes to School in the amount of \$1,500. Ms. Michelle Mayol seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve the EAP Agreement with Carle Resolutions. Ms. Michelle Mayol seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve the proposed 2014 Holiday Schedule. Ms. Michelle Mayol seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve Benefit Planning Consultants Business Associate Agreement. Ms. Michelle Mayol seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve the Commercial Property Endorsement for Sprinklers. Ms. Michelle Mayol seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve an increase in the hourly rate for Attorney, Fred Grosser, from \$175 per hour to \$250 per hour. Ms. Michelle Mayol seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve Ms. Julie Pryde, Public Health Administrator, to sign the following pending grant contracts:

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CUPHD and IDPH for IL Region 6 HIV Lead Agency Grant in the amount of \$355,993; CUPHD and IDPH for Family Planning in the amount of \$110,788; CUPHD and IDPH for HIV Prevention for Young, African American MSM in the amount of \$25,000; and CUPHD and Springfield Urban League for Stand Against Cancer (breast and cervical cancer services) in the amount of \$11,000. Ms. Michelle Mayol seconded the motion. With all in favor, the motion carried.

With no further business to be discussed, Ms. Michelle Mayol adjourned the meeting at 10:06 AM.

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Chair

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Secretary