



Public Health
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Champaign-Urbana Public Health District

BOARD OF HEALTH
Monthly Meeting
November 13, 2024

On November 13, 2024, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held a monthly meeting at 201 W. Kenyon Road, Champaign, IL. Ms. Danielle Chynoweth called the meeting to order at 5:00 p.m. Upon roll call, the following board members were found to be present: Ms. Danielle Chynoweth, Chair, Ms. Samantha Carter, Secretary, and Mr. Kyle Patterson.

Mr. Kyle Patterson made a motion to approve the agenda. Ms. Samantha Carter seconded the motion. With all in favor, the motion carried.

Ms. Samantha Carter made a motion to approve the minutes from the October 9, 2024, monthly meeting. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Public Participation – None.

Correspondence – None.

Old Business – None.

Mr. Ron Fields, Treasurer, reported that cash as of September 30, 2024, was \$8,748,505 with a total fund balance just over \$7.7M representing 46% of the budgeted expenditures for the year. The 3rd month of the fiscal year ended with a deficit of \$100,966 against a budgeted YTD deficit of \$242,947. Total revenues are \$3,585,296 which is \$432,259 under YTD budget. Expenditures are \$3,484,331 which is \$776,162 under budget for the YTD fiscal year.

Ms. Samantha Carter made an omnibus motion to approve payments to Board of Health Appointees: Treasurer, Ron Fields, for October 2024 services in the amount of \$709; Attorney, Ruth Wyman, for legal services 09/16/2024 – 10/15/2024 in the amount of \$550; and Administrator, Julie Pryde, for mileage reimbursement for the IAPHA meeting and the Illinois Minority Health Conference. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

The monthly credit card statement was presented for review.

Mr. Kyle Patterson made a motion to approve the hotel rate for IALEHA Conference. Ms. Samantha Carter seconded the motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to approve the Atlas Software as a Service Agreement between Metopio and CUPHD. Ms. Samantha Carter seconded the motion. With all in favor, the motion carried.

CUPHD Board of Health Monthly Meeting – November 13, 2024

Page 2

Mr. Kyle Patterson made a motion to approve check request payable to Metopio for a one-year invoice for the Data Platform Software. Ms. Samantha Carter seconded the motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to approve two check requests payable to McKesson for COVID vaccine. Ms. Samantha Carter seconded the motion. With all in favor, the motion carried.

Ms. Samantha Carter made a motion to approve the 2025 Holiday Schedule. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to approve the Romine Commercial Painting bid for the MCH office painting. Ms. Samantha Carter seconded the motion. With all in favor, the motion carried.

Ms. Samantha Carter made a motion to approve the C.S. Construction bid for the MCH office area construction. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to approve the annual agreement with Resolutions – Employee Assistance Program. Ms. Samantha Carter seconded the motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to approve the Direct Purchase Agreement for breast pumps and supplies. Ms. Samantha Carter seconded the motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to approve the Integrity Property Service bid for TAS hallway painting. Ms. Samantha Carter seconded the motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to approve Paid Parental Leave Policy 9500 – 7.0. Ms. Samantha Carter seconded the motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to approve Policy Review Policy 9500 – 1.2. Ms. Samantha Carter seconded the motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to ratify check request payable to Hickory Point Bank for a 3-month CD. Ms. Samantha Carter seconded the motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to ratify check request payable to C.S. Construction Group, LLC for MCH flooring. Ms. Samantha Carter seconded the motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to ratify check request payable to INB-Champaign for 3-month CD. Ms. Samantha Carter seconded the motion. With all in favor, the motion carried.

CUPHD Board of Health Monthly Meeting – November 13, 2024

Page 3

Ms. Samantha Carter made a motion to approve check request payable to Public Health Accreditation Board for Annual Accreditation July 2024 - June 2025. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to approve check request payable to Parkland College for training classes. Ms. Samantha Carter seconded the motion. With all in favor, the motion carried.

There were no pending grant contracts for the Administrator to sign.

The next monthly meeting will be held Wednesday, December 11, 2024, at 5:00 p.m.

With no further business to be discussed, the meeting was adjourned at 5:22 p.m.

Chair

Secretary