



Public Health
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Champaign-Urbana Public Health District

BOARD OF HEALTH
Monthly Meeting
August 13, 2025

On August 13, 2025, 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. Jennifer Locke, Secretary, and Mr. Kyle Patterson.

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

Ms. Jennifer Locke made a motion to approve the minutes of the July 9, 2025, Monthly Meeting. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Public Participation – None.

Correspondence – Ms. Chynoweth gave an update regarding local housing issues. Champaign Park Apartments is no longer accessible. All individuals have left, with some being relocated, but most moving to the streets. Pets were left behind and Cunningham Township is working with Champaign County Animal Control (CCAC) to connect families with their pets. CCAC will keep their pets and provide vaccinations until new housing is found. Cunningham Township, in partnership with the City of Champaign Township, assisted with housing costs, supplies and hotel vouchers for multiple households. Four households remain needing assistance from the displacement.

During the high heat temperatures, shelter was provided by the Salvation Army accommodating 22 people. Strides also provided shelter for individuals during this time, and Cunningham Township provided hotel vouchers.

Old Business – None.

Mr. Ron Fields, Treasurer, reported that cash as of June 30, 2025, was \$9,224,860 with a total fund balance of \$8,596,282, representing approximately 51% of the budgeted expenditures for the year. The fiscal year ended with a surplus of \$1,224,716 against a budgeted YTD deficit of \$886,399. The total annual budget was just under \$17M. Total revenues were \$14,968,109 which was \$1.1M under the YTD budget. Expenditures were \$13,743,393 which was \$3.2M under budget for the YTD fiscal year. Mr. Kyle Patterson made a motion to place the Treasurer's report on file. Ms. Jennifer Locke seconded the motion. With all in favor, the motion carried.

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Ms. Jennifer Locke made an omnibus motion to approve payments to Treasurer, Ron Fields, for July 2025 services, and Attorney, Ruth Wyman, for legal services 5/16/2025 – 6/13/2025 (ratification) and 6/13/2025 – 7/15/2025. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Ms. Jennifer Locke made a motion to place the monthly credit card statement on file. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to ratify the City of Urbana Community Services Grant for the Free Friday Market program in the amount of \$29,952. Ms. Jennifer Locke seconded the motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to approve the lease agreement between The Refugee Center and CUPHD. Ms. Jennifer Locke seconded the motion. With all in favor, the motion carried.

Ms. Jennifer Locke made a motion to approve the new Conflict Resolution Policy and changes to the Grievance Policy. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried. Ms. Robinson provided an update that the Conflict Resolution Policy is more informal, allowing for issues to be resolved prior to becoming a grievance.

Mr. Kyle Patterson made a motion to ratify the bid by RCP Romine Commercial Painting for repairs to the CHP office suite. Ms. Jennifer Locke seconded the motion. With all in favor, the motion carried. A brief discussion was held regarding options on how to recover costs incurred from the damage repair.

Ms. Jennifer Locke made a motion to approve the check request payable to Fein-Bursoni, Inc. for Smile Politely annual advertising 6/7/25 – 6/6/26. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Ms. Jennifer Locke made a motion to approve the check request payable to the City of Champaign for the 2025 Black Mental Health and Wellness Conference sponsorship. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to approve the requisition payable to NASEN for insulin syringes. Ms. Jennifer Locke seconded the motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to approve the check request payable to A-1 Pavement Maintenance for FY25-001 parking lot resealing. Ms. Jennifer Locke seconded the motion. With all in favor, the motion carried.

Ms. Jennifer Locke made a motion to approve the requisition payable to McKesson for Naloxone. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to approve the check request payable to RCP Romine Commercial Painting for FY26-004 TAS office area in the amount of \$5,796. Ms. Jennifer Locke seconded the motion. With all in favor, the motion carried.

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Mr. Kyle Patterson made a motion to ratify the check request payable to Illinois Funds for the initial investment for Illinois Funds. Ms. Jennifer Locke seconded the motion. With all in favor, the motion carried.

Ms. Jennifer Locke made a motion to approve the following grants for the Administrator to sign: CUPHD and IDPH for 2025 Harm Reduction Community Linkages Project in the amount of \$38,278 for a contract period of September 1, 2025 - August 31, 2026; and CUPHD and IDPH for FY26 IL Tobacco Free Communities in the amount of \$220,565 for a contract period of July 1, 2025- June 30, 2026. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

The next Monthly Meeting is scheduled for Wednesday, September 10, 2025, at 5:00 p.m.

With no further business to be discussed, the meeting was adjourned at 5:26 p.m.

Chair

Secretary