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**Champaign-Urbana Public Health District**

**BOARD OF HEALTH**  
**Monthly Meeting**  
**September 10, 2025**

On September 10, 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, and Ms. Jennifer Locke, Secretary. Mr. Kyle Patterson was absent.

Ms. Jennifer Locke made a motion to approve the agenda. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Jennifer Locke made a motion to approve the minutes of the August 13, 2025, Monthly Meeting. Ms. Danielle Chynoweth 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 July 31, 2025, was \$9,269,527 with a total fund balance of \$8,275,715, representing approximately 45% of the budgeted expenditures for the year. The first fiscal month ended with a deficit of \$215,421, against a budgeted deficit of \$98,306. The total annual budget is \$18,293,868. Total revenues were \$1.1M, which was approximately \$266,000 under the YTD budget. Expenditures were \$1.3M, which was \$149,000 under budget for the YTD fiscal year. Ms. Jennifer Locke made a motion to place the Treasurer's report on file. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Jennifer Locke made an omnibus motion to approve payments to Treasurer, Ron Fields, for August 2025 services, and Administrator Julie Pryde, for mileage reimbursement for the Rantoul health fair and the IAPHA meeting in Springfield. Ms. Danielle Chynoweth 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. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Jennifer Locke made a motion to approve the Republic Services Renewal Agreement 09/01/2025 to 08/31/2028. Ms. Danielle Chynoweth seconded the motion. Ms. Chynoweth encouraged the District to look at new providers with renewals. With all in favor, the motion carried.

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Ms. Jennifer Locke made a motion to approve the lease agreement between Avicenna and CUPHD from 9/1/2025 to 8/31/2026. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Jennifer Locke made a motion to approve the lease agreement between Immigrant Services of Champaign Urbana and CUPHD from 8/1/2025 to 7/31/2026 for 599 square feet based on \$1.00 per square foot. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Jennifer Locke made a motion to approve the Cincinnati Insurance Company Property Package Renewal 09/17/2025. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Jennifer Locke made a motion to approve the Cyber Liability Insurance Proposal for 2025-2026. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Patricia Robinson reported to the Board that they would like to present a proposal with a cost analysis for IMRF early retirement at the October meeting.

Ms. Jennifer Locke made a motion to approve the HappyOrNot Patient Feedback Software Proposal and Agreement. Ms. Danielle Chynoweth seconded the motion. Ms. Ruth Wyman, Board Attorney, noted that a 60-day notice is required for termination. With all in favor, the motion carried.

Ms. Jennifer Locke made a motion to approve the Field Site Affiliation Agreement with Walden University. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Jennifer Locke made a motion to ratify the payment to Mr. Mamadou Tounkara, Deputy Administrator, for reimbursement of travel and moving expenses from Utah. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Jennifer Locke made an omnibus motion to approve check requests payable to McCormick for HVAC upgrades: FY26-006 RTU 503, FY26-006 RTU 504, and FY26-006 RTU 514. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Jennifer Locke made a motion to approve the check request payable to Stocks Office Furniture for FY25-021 MCH conference room table and chairs. Ms. Danielle Chynoweth 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 is scheduled for Wednesday, October 8, 2025, at 5:00 p.m.

With no further business to be discussed, the meeting was adjourned at 5:18 p.m.

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Chair

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Secretary