



Public Health
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Champaign-Urbana Public Health District

BOARD OF HEALTH
Public Hearing and Monthly Meeting
November 12, 2025

On November 12, 2025, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held a Public Hearing and Monthly Meeting at 201 W. Kenyon Road, Champaign, IL. Ms. Danielle Chynoweth called the Public Hearing 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.

There was no one present from the public to address the adoption of Ordinance 2025-11-01; Tax Levy Ordinance Payable 2026. With no further business, the Public Hearing was closed.

Immediately following, the Monthly Meeting was called to order. 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 in attendance at 5:20 p.m.

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 October 8, 2025, Monthly Meeting. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Public Participation – Goodman Johnson addressed the Board regarding her observations as a new employee at CUPHD and expressed concerns of racial bias towards staff. LaSienna Burton, from the Teen and Adult Services division, expressed concerns regarding racial bias in work performance and outreach job duties. Jennifer Enoch addressed the Board about her concerns of workplace culture and racial bias. Jorge Vasquez addressed the Board as CUPHD's union Chair and noted they stand with their members.

Correspondence – Ms. Pryde noted that Promise Healthcare was hosting an open house for their grand opening in CUPHD's east wing until 6:00 p.m.

Ms. Chynoweth provided an update regarding the housing needs for Champaign-Urbana's homeless population, noting the need is greater this winter than before. With approval from the city, the former Champaign Armory will be used for shelter and CUPHD will be providing a portion of the sleeping cots. This solution will serve 80-90 people initially.

Old Business – None.

Mr. Ron Fields, Treasurer, reported that cash as of the end of September 2025 was \$9,802,963 with a total fund balance just over \$8.5M representing 47% of the budgeted expenditures for the year. The third fiscal month ended with a surplus of \$28,239, against a budgeted deficit of \$176,845. The total annual budget is \$18.2M. Total revenues were just over \$3.6M, which was under the YTD budget. Expenditures were just over \$3.6M, which was \$711,000 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 October 2025 services; Attorney, Ruth Wyman, for legal services from 09/16/25 – 10/15/25; and Administrator, Julie Pryde, for mileage reimbursement and hotel expenses for a conference in Naperville. 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 adopt Ordinance 2025-11-01; 2025 Tax Levy Ordinance Payable 2026. Ms. Danielle Chynoweth seconded the motion. Ms. Locke noted that Samantha Carter's name has been replaced with Jennifer Locke for signature. With all in favor, the motion carried.

Ms. Jennifer Locke made a motion to approve the agreement with GFI Digital for an additional copier. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Jennifer Locke made a motion to approve the 2026 Holiday Schedule. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Jennifer Locke made a motion to approve the 2026 Board of Health Meeting Schedule. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to adopt the IMRF Early Retirement Incentive Resolution 2025-10-01:

Whereas, Illinois Municipal Retirement Fund has prepared an actuarial estimate of the cost of an early retirement incentive program for Champaign-Urbana Public Health District and the additional liability created by the early retirement incentive is estimated to be \$4,169,657 if everyone eligible were to take advantage of the program, and the 10-year amortization cost is estimated to be \$5,880,578 if the District were planning to finance the incentive.

Whereas, the Board of Health has reviewed the cost estimate and determined that the adoption of an early retirement incentive is in the best interests of the Champaign-Urbana Public Health District; therefore, be it RESOLVED by the Board of Health that the Champaign-Urbana Public Health District does hereby adopt the Illinois Municipal Retirement Fund early retirement incentive program as provided in Section 7-141.1 of the Illinois Pension Code. The early retirement incentive program shall take effect on January 1, 2026.

Ms. Jennifer Locke seconded the motion.

Additional notes include it is not anticipated that all eligible staff will take the early retirement incentive, CUPHD will not be financing the costs, savings will be significant and cover the costs, and this will provide additional pathways to leadership at CUPHD.

Upon a roll vote, the Board voted as follows: Danielle Chynoweth – yes; Jennifer Locke – yes; Kyle Patterson – yes. With all in favor, the motion carried.

Ms. Jennifer Locke made a motion to ratify Resolution 2025-11-02 for participation in the State of Illinois Federal Surplus Property Program. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried. CUPHD will be receiving surplus cots.

Mr. Kyle Patterson made a motion to approve the new IT Support Analyst and Community Network Specialist job descriptions. Ms. Jennifer Locke seconded the motion. With all in favor, the motion carried.

Ms. Jennifer Locke made a motion to approve the Champaign County IPLAN 2026-2031. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried. The Board would like to see a presentation of the IPLAN.

Ms. Jennifer Locke made a motion to approve check requests payable to the following: PairSoft for the annual subscription; RCP Romine Commercial Painting for CHP repairs and painting; Tyler Technologies, Inc. for software; Parkland College for staff DiSC training; and Sikich for progress billing of the FY25 audit. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Ms. Jennifer Locke made a motion to approve the requisition for IDS Intelligent Dispensing Solutions for hardware SD 5000R outdoor vending. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Ms. Jennifer Locke made a motion to waive the number of temporary permits issued for not-for-profit groups that are addressing food insecurity in Champaign-Urbana. Mr. Kyle Patterson seconded the motion. The limit of three permits will be removed through the end of 2026. The organizations must provide proof of Illinois sales tax exemption, obtain a temporary food permit for each event, and follow public health protocols. The events must be related to food insecurity. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion for the Administrator to sign the following pending grant contract: between CUPHD and IDPH for Illinois Healthy Resilient Communities 2026: proposed formal consortium and Food Access Specialist position would act as a central hub for aligning strategies, identifying service gaps, and mobilizing resources to address food/nutrition insecurity at both the community and policy levels in the amount of \$186,490.00 for a contract period of 10/01/2025 - 06/30/2026 .

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

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With no further business to be discussed, the meeting was adjourned at 5:43 p.m.

Chair

Secretary