



**Public Health**  
Prevent. Promote. Protect.

**Champaign-Urbana Public Health District**

**BOARD OF HEALTH  
MONTHLY MEETING**

**Wednesday, December 10, 2025  
5:00 PM**

Location: Champaign-Urbana Public Health District, 201 W. Kenyon, Champaign, IL  
Main Conference Room  
(Park & Enter on North Side of Facility—Middle Door)

AGENDA

<u>Item</u>	<u>Page No.</u>
A. CALL TO ORDER & ROLL CALL	
B. APPROVAL OF AGENDA/ADDENDA	
C. APPROVAL OF MINUTES OF PREVIOUS MEETINGS	
1. November 12, 2025 –Monthly Meeting	1-4
D. PUBLIC PARTICIPATION	
E. CORRESPONDENCE	
F. OLD BUSINESS	
G. NEW BUSINESS	
1. Treasurer’s Report	5-18
2. Approval of Payments to Board of Health Appointees:	
a. Treasurer, Ron Fields, for November 2025 Services	19
b. Attorney, Ruth Wyman, for Legal Services 10/16/2025 – 11/15/2025	20-22
3. Review of Monthly Credit Card Statements	23-29
4. Approval of Check Requests payable to the following:	
a. C.S. Construction Group, LLC for Breakroom Remodel	30-31
b. Sikich for Progress Billing of FY25 Audit	32
c. IMRF for Lump Sum Payment	33
d. Tyler Technologies for Enterprise Permitting and Licensing Annual Fee - Year 3, 12/01/2025 - 11/30/2026	34
e. Stocks Office Furniture for FY26-004 TAS Invoice	35-44

5. Approval of Job Descriptions:
  - a. Program Coordinator – Environmental Health (revised) 45-46
  - b. Communicable Disease Investigator (revised) 47-50
  - c. Certified Medical Assistant (new) 51-52
  - d. Nutrition Assistant 1 (new) 53-54
  - e. Nutrition Assistant 2 (new) 55-56
6. Discussion and Approval of the Updated: Retail Food Program Ordinance and Enforcement Policy 2025-12-01 57-84
7. Approval of MCH Entryway Artwork and Design Commission Agreement between CUPHD and Jose Vazquez/Artist 85-87
8. Approval of Social Media Public Comment Policy for CUPHD 88
9. Approval of Project Bids from:
  - a. C.S. Construction Group, LLC for FY26-007 Refugee Center Safety Improvements 89-91
  - b. DECA Improvements for FY26-001 Maintenance Office Remodel 92-103
  - c. Merrill Landscape Services – Seasonal Pricing (All Inclusive) 104-121
10. Pending Grant Contracts for the Administrator to Sign 122
11. Motion to go into a closed meeting pursuant to the Open Meetings Act, 5 ILCS 120/2(C)(1) to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

H. NEXT MEETING

1. Monthly Meeting: January 14, 2026, at 5:00 PM

I. ADJOURNMENT