



Public Health
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Champaign-Urbana Public Health District

BOARD OF HEALTH
Monthly Meeting
May 13, 2024

On May 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 4:30 p.m. Upon roll call, the following board members were found to be present: Ms. Danielle Chynoweth, Chair, and Ms. Samantha Carter, Secretary. Mr. Kyle Patterson was absent.

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

Ms. Samantha Carter made a motion to approve the minutes from the April 8, 2024, Monthly Meeting. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Public Participation – None.

Correspondence – Ms. Carter noted that she received emails from Jennifer Enoch and Jim Barret asking to move the public participation or have a later meeting time. This will be discussed at the next meeting.

Old Business – None.

Mr. Ron Fields, Treasurer, reported that cash on hand at the end of March 2024 was \$6,830,814 with a total fund balance at \$7,815,370 representing 42% of the budgeted expenditures for the year. The ninth month of the fiscal year ended with a deficit of just over \$1M. The total annual budget is \$18.4M with an operating deficit budget of \$2.7M. Total revenues are \$11,656,519 which is \$75,093 under YTD budget. Expenditures are \$12,690,399 which is \$1,181,634 under budget for the YTD fiscal year.

Ms. Danielle Chynoweth made an omnibus motion to approve payments to the Board of Health Appointees: Treasurer, Ron Fields, for April 2024 services; Attorney, Ruth Wyman, for legal services 03/16/24 to 04/15/24 and 02/16/24 to 03/15/24; and Administrator, Julie Pryde, for an IAPHA meeting and public health transformation training in Springfield, IL. Ms. Samantha Carter seconded the motion. With all in favor, the motion carried.

The monthly credit card statement was presented for review.

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Ms. Samantha Carter made a motion to approve the Designation of the Budget Document as the FY25 Tentative Budget and Appropriation Ordinance 2024-06-01. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Samantha Carter made an omnibus motion to approve the revisions to the Public Health Administrator and Deputy Administrator job descriptions. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Samantha Carter made a motion to approve the proposal from Davis Electric Inc. for data lines for the Great Start remodel project. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to approve the bid from Romine Commercial Painting for 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 subcontract between CUPHD and La Familia Health, NFP for Transgender and Gender Diverse (TGD) Wellness and Equity Program. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Samantha Carter made a motion to approve the subaward between CUPHD and The Board of Trustees of the University of Illinois for Developing Community-Based Research Engagement and Capacity to Prevent Adverse Birth Outcomes for Perinatal BIPOC. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Samantha Carter made a motion to approve the requisition payable to Surface 51 for the 2024 Media Campaign for National HIV Testing Day. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Samantha Carter made a motion to approve the purchase of Dell laptops. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Samantha Carter made a motion to approve the check request payable to Sikich for the final billing of the FY23 Audit. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Samantha Carter made a motion to ratify the check request payable to StraightUp Solar. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Samantha Carter made a motion to ratify the check request payable to A&R Mechanical Contractor, Inc. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Samantha Carter made a motion to ratify the check request payable to Tyler Technologies. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

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Ms. Samantha Carter made a motion to approve the check request payable to Zobrio for the Financial Edge annual subscription. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Samantha Carter made a motion to approve the Bilingual Pay Stipend Policy. 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 Board of Health allowed a second public participation. Several CUPHD staff addressed the Board. Jennifer Enoch requested a change in the meeting time, racial equity at CUPHD, and to not have a time clock implemented. Toneka, Intake Specialist and Justice Coalition member, addressed the Board regarding an after-hours event for Black History Month that she attended and was not paid for. DeVante' Harris, Case Manager, addressed the Board regarding job training and equal treatment for employees.

Ms. Danielle Chynoweth made a motion to go into closed session to discuss pending litigation affecting CUPHD pursuant to Section 2(c)(11) of the Open Meetings Act, 5 ILCS 120/2(c)(11). Ms. Samantha Carter seconded the motion. With all in favor, the Board went into closed session at 5:32 p.m.

The Board of Health returned to open session at 6:30 p.m. Ms. Carter left during closed session and Ms. Chynoweth was the only remaining member at the time of open session. With no further business to be discussed, Ms. Chynoweth adjourned the meeting at 6:30 p.m.

Chair

Secretary