



Public Health
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Champaign-Urbana Public Health District

**BOARD OF HEALTH
Monthly Meeting
September 11, 2024**

On September 11, 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 5:00 p.m. Upon roll call, the following board members were found to be present: Ms. Danielle Chynoweth, Chair, and Mr. Kyle Patterson. Ms. Samantha Carter, Secretary, was absent.

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

Mr. Kyle Patterson made a motion to approve the minutes from the August 14, 2024, monthly meeting. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Public Participation – None.

Correspondence – Ms. Pryde noted that flu and COVID vaccine has been ordered and the invoice will be presented at the next meeting for ratification. She also shared that one person in Missouri has contracted bird flu and had no contact with animals.

Old Business – None.

Mr. Ron Fields, Treasurer, reported that cash as of July 31, 2024, was \$7,364,110 with a total fund balance of \$7,445,063 representing 44% of the budgeted expenditures for the year. The 1st month of the fiscal year ended with a deficit of \$150,539 against a budgeted YTD deficit of \$126,978. The total annual budget is \$16,958,747. Total revenues are \$1,080,080 which is \$259,105 under YTD budget. Expenditures are \$1,230,618 which is \$235,541 under budget for the YTD fiscal year.

Ms. Chynoweth stated that she would like to have an update at the next meeting regarding the investigation and insurance outcome on the fraudulent claims that occurred last fiscal year.

Mr. Kyle Patterson made an omnibus motion to approve payments to the Board of Health Appointees: Treasurer, Ron Fields, for August 2024 services in the amount of \$700.20; and Attorney, Ruth Wyman, for legal services 07/16/2024 – 08/15/2024 in the amount of \$525.00. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

The monthly credit card statement was presented for review.

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Mr. Kyle Patterson made a motion to approve the Truth in Taxation Resolution 2024-09-01. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried. Upon further discussion, Ms. Danielle Chynoweth made a motion to amend approval of the Truth in Taxation Resolution 2024-09-01 to include the public hearing at the next meeting be moved from 4:30 p.m. to 5:00 p.m. Mr. Kyle Patterson seconded the amended motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to approve the MOU between CUPHD and Douglas County Health Department for FY25 Illinois Tobacco-Free Communities grant. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to approve the check request payable to the Illinois State Board of Education for the return of unused grant funds in the amount of 30,325.00. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to approve the check request payable to Tyler Technologies for consultation and project management of the Environmental Health electronic program for restaurant inspections. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Ms. Danielle Chynoweth made a motion to defer approval of the Plan Review Specialist job description until it's ready. Mr. Kyle Patterson seconded the motion. With all in favor, the motion carried.

Mr. Kyle Patterson made a motion to approve the following pending grant contract for the Administrator to sign: between CUPHD and IDPH for LHD Respiratory Surveillance and Outbreak Response grant to continue surveillance and outbreak response efforts for respiratory diseases and other public health significant events in the amount of \$517,304.45 for administration with a contract period of July 1, 2024 - June 30, 2026. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

The next monthly meeting will be held Wednesday, October 9, 2024, at 5:00 p.m. and will include a public hearing.

With no further business to be discussed, Ms. Danielle Chynoweth adjourned the meeting at 5:20 p.m.

Chair

Secretary