



Public Health
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Champaign-Urbana Public Health District

**BOARD OF HEALTH
Monthly Meeting
July 09, 2018**

On July 09, 2018, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) held a Monthly Meeting at 201 W. Kenyon Rd., Champaign, Illinois. Ms. Danielle Chynoweth called the meeting to order at 4:34 PM. Upon roll call, the following board members were found to be present: Ms. Danielle Chynoweth, Secretary, and Mr. Andy Quarnstrom. Mr. Pius Weibel was absent.

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

Mr. Andy Quarnstrom made a motion to approve the June 11, 2018 monthly meeting minutes. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Public Participation – Tammar and Phillip Geil were present to discuss their concerns over fees charged to sell their eggs at the Urbana Farmers Market. They commented the application fee and other fees are applicable to food trucks; however, not appropriate for a small business selling a few eggs. Ms. Danielle Chynoweth asked Mr. James Roberts to give his business card to Tammar and Phillip and have a discussion with them. Ms. Danielle Chynoweth offered two suggestions for the Geil's, to work in cooperation with other small businesses, and possibly having CUPHD create another tier for selling something like eggs only.

Correspondence – Mr. James Roberts commented to the Board that the IDPH Correspondence was for information only purposes. Things are changing with the food code.

There were no new updates on the Intergovernmental Agreement between the Champaign-Urbana Public Health District (CUPHD) and the County of Champaign and the Champaign County Health Department for the provision of public health services by CUPHD.

The Treasurer's report was in the board packet prepared for the meeting. Mr. Arnold Blair was not present at the meeting. Mr. Andy Quarnstrom made a motion to approve the Treasurer's Report. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve payments to the Board of Health Appointees: Arnold Blair, Treasurer, in the amount of \$648.00; Fred Grosser, Attorney, in the amount of \$1,180.00; and reimbursement to Julie Pryde, Administrator, in the amount of \$98.10 for mileage and expenses, \$105.74 for mileage and expenses and \$583.91 for mileage and expenses. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

The monthly credit card statement was in the board packet prepared for the meeting.

Ms. Morgan Soderlund gave a presentation “Communicating Risks of Foodborne Illness in Restaurants”, presented on behalf of her University of Illinois Masters of Public Health Capstone Project.

Ms. Amanda Knight entertained questions regarding Designation of the Budget Document as the Tentative Budget and Appropriation Ordinance for fiscal year 2019. She explained the Federal Dental 50/50 Match. Chances are unlikely it is to be received, and therefore it has been removed from the FY2019 budget. Mr. Brandon Meline explained decrease in WIC caseload. The numbers have been dropping the last five years due to easier access to SNAP. He explained that the State has made policy changes, which have proven to be an issue. Mr. Andy Quarnstrom made a motion to file a tentative budget. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve the Lease Agreement between Champaign-Urbana Public Health District and the County of Champaign (Children’s Advocacy Center). Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve annual Microsoft Licensing fees. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve the upgraded Internet Agreement with iTV-3 Broadband. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve the check request payable to the City of Champaign for reimbursement for Champaign License Fees paid to Champaign Urbana Public Health District 4/1/18-6/30/18 in the amount of \$5,350.00. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve the check request payable to the City of Urbana for reimbursement for Urbana License Fees paid to Champaign-Urbana Public Health District 4/1/18-6/30/18 in the amount of \$16,900.00. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to approve the Chair to sign the following grant agreements: CUPHD and IDHS for Breastfeeding Peer Counseling in the amount of \$25,000.00, CUPHD and IDHS for Healthy Families Illinois (Services in Iroquois County) in the amount of \$186,500.00, CUPHD and IDHS for Supplemental Nutrition for Women, Infants and Children (WIC) in the amount of \$632,157.00, CUPHD and IDHS for Opioid-State Targeted Response (STR) in the amount of \$225,000.00, CUPHD and IDHS for Teen Pregnancy Prevention (PREP) in the amount of \$118,00.00, CUPHD and IDHS for Tobacco Enforcement Program in the amount of \$10,890, and CUPHD and IDHS for Farmer’s Market Nutrition Program in the amount of \$1,000.00. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Mr. Andy Quarnstrom made a motion to go into closed session to discuss the performance and compensation of the Public Health Administrator pursuant to Section 2(C)(1) of the Open Meetings Act, Chapter 5, Illinois Compiled Statutes, Paragraph 120(C)(1). Ms. Danielle Chynoweth seconded the motion. Upon a roll call vote, the motion carried unanimously. At 5:19PM, the Board went into closed session. Present at this time were Mr. Andy Quarnstrom and Ms. Danielle Chynoweth and Ms. Shelley Stipp.

Mr. Andy Quarnstrom declared the session open at 5:27PM. Present at this time were board members Mr. Andy Quarnstrom and Ms. Danielle Chynoweth and Ms. Shelley Stipp. Ms. Julie Pryde received high marks in her evaluation. No significant findings in her evaluation. Mr. Andy Quarnstrom made a motion to approve Ms. Julie Pryde’s compensation of a 1% merit increase and a 2.8% COLA increase. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

The next study session is planned for July 25, 2018, at 10:30 AM. Mr. Andy Quarnstrom and Ms. Danielle Chynoweth commented they are unavailable on this date. The next monthly meeting will be held August 13, 2018, at 4:30 PM.

With no further business to be discussed, Mr. Andy Quarnstrom made a motion to adjourn the meeting at 5:29 PM. Ms. Danielle Chynoweth seconded the motion. With all in favor, the motion carried.

Chair

Secretary