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## **Champaign County Board of Health**

### **Monthly Meeting**

**January 31, 2006**

**The Board of Health of the Champaign County Health Department held its monthly meeting on January 31, 2006, at the Champaign-Urbana Public Health District's satellite office at 815 N. Randolph, Champaign. Ms. Kim Winston, Secretary, called the meeting to order at 6:01 p.m. Upon roll call the following board members were found to be present: Dr. Doug Wright, President, Ms. Kim Winston, Secretary; Dr. John Peterson, Treasurer; Ms. Susan Maurer, Dr. Tom O'Rourke, Dr. Safwat Wahba, Dr. Julian Rappaport and Ms. Carrie Storrs. Absent was Mr. Sapp.**

**The first agenda item was the approval of minutes from the November 29, 2005, monthly meeting and the December 19, 2005 special meeting. Dr. O'Rourke made the motion to approve the November 29 minutes. Ms. Maurer seconded the motion. With all in favor the minutes were approved. Dr. Rappaport made the motion to approve the December 19 minutes. Ms. Storrs seconded the motion. With all in favor the minutes were approved.**

**Public Participation –Ms. Claudia Lenhoff, Executive Director of Champaign County Healthcare Consumers, congratulated the search committee for the hiring of a new Public Health Administrator and welcomed Mr. Palazzolo to the position. She also extended thanks to Mr. Bird for acting as Public Health Administrator in the interim. Mr. Bill Mueller, CIDES board member, also welcomed Mr. Palazzolo and let the board know that Ms. Bell would be at the meeting later with additional CIDES materials.**

**The next agenda item was the Monthly Reports for November and December. The November Health Check Clinic report was discussed briefly. It was decided to wait to review the CIDES report until Ms. Bell was present.**

#### **Correspondence and Communications – None**

**The next agenda item was the Treasurer's Report. Dr. Peterson stated that no new invoices had been submitted to the county and gave a brief explanation of the history of submissions being made over the budget and the motion passed at the last meeting requiring a motion at each monthly meeting to approve payment of invoices in the future. Dr. Peterson also suggested a change be made to the monthly agenda to reflect the new action required at each meeting. Mr. Palazzolo responded that CUPHD is behind for billing December and January but those invoices will be available for review by the next board meeting. He also stated his commitment to stay on course with the billing schedule in the future. The Treasurer's Report was placed on file.**

The first item of Old Business was the Administrator's Report. Mr. Palazzolo introduced himself to the board and asked for open communication of the board's wants and needs.

The next item of Old Business was the Communication Coordinator's report presented by Ms. Diana Yates. Ms. Yates reported that the website had launched in December and she would like to increase linkages with the county website.

The next item of Old Business was the Report on Potential Cooperative Agreements with the Champaign County Mental Health Board. Dr. Rappaport reported on the meeting and which agency boards were represented. He suggested that the board co-sponsor public hearings with the CUPHD board to get a sense of the needs of community residents. Mr. Palazzolo stated that a plan was being put together to hold town hall meetings on this subject and a policy had been put in place to appropriately post notice of all future public meetings. Mr. Palazzolo also asked for recommendations for locations to hold these town hall meetings.

The next item of Old Business was Review of the Contract with CUPHD. Dr. Peterson stated he would like to begin the process of reviewing the contract and the consultant report in the next two months. Dr. Wright suggested a sub-committee comprised of Dr. Peterson, Dr. O'Rourke, and Dr. Rappaport, with Mr. Palazzolo coordinating with the CUPHD board in regards to their interest. Meetings of the sub-committee will begin in March with a possible joint meeting in April or May with the CUPHD board. Ms. McGrath stated a motion would be needed to create the sub-committee. She also stated that one of the statutory obligations in the contract that had not yet been addressed was the publishing of the Annual Report, which would be due at the end of February. Dr. Peterson made the motion to establish the sub-committee. Ms. Winston seconded the motion. With all in favor the motion carried.

The next item of Old Business was Review of the County Public Health Ordinance. Ms. McGrath reported that the ordinance was passed eight years ago and has not been reviewed since. She stated by statute it should be reviewed every year and a report made to the county board every year on any changes to be made. Ms. McGrath will first make any legal changes to the ordinance before the board discusses policy changes to be made.

**New Business – None**

In Other Business Ms. Sarah Michaels, Environmental Health Program Coordinator for the county presented an Environmental Health program report and answered board member's questions about the program.

**Upcoming Meetings –The next regular monthly meeting will be held February 28, 2006.**

Ms. Winston made a motion to adjourn the meeting. Ms. Maurer seconded the motion. Dr. Wright adjourned the meeting at 7:13 p.m.

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**President**

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**Secretary**

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*The mission of the Champaign County Public Health Department is to promote health, prevent disease and lessen the impact of illness through the effective use of community resources.*