

CHAMPAIGN COUNTY BOARD OF HEALTH

Study Session with the CUPHD Board Wednesday, May 28, 2008, 9:30 a.m.

Call to Order & Roll Call for the Champaign-Urbana Public Health District Board of Health

The Champaign County Board of Health (BOH) and the Champaign-Urbana Public Health District (CUPHD) Board held a joint study session on May 28, 2008 in the Main Conference Room at the CUPHD Facility, 201 W. Kenyon Road, Champaign. The study session was called to order at 9:34 a.m.

CUPHD Board members present at the time of roll call were Linda Abernathy, Carol Elliott, and C. Pius Weibel. Julie Pryde (CUPHD Acting Administrator) and Fred Grosser (CUPHD legal counsel) were also present.

Roll Call for the Champaign County Board of Health

The BOH was represented by its Contract Committee. The members present at the time of roll call were Thomas O'Rourke, John Peterson, and Julian Rappaport. Susan McGrath (Senior Assistant State's Attorney).

Public Participation

There was no public participation on the agenda items.

Contract Renewal Between CUPHD and Champaign County Board of Health

The purpose of the study session was to discuss the renewal of the contract between CUPHD and the BOH. Susan McGrath, attorney for the BOH, and Fred Grosser, attorney for CUPHD, both had some suggested changes from the previous contract. O'Rourke summarized the events that led to some of the suggested revisions to the contract. The BOH Contract Committee had previously met with CUPHD and BOH Administrator, Julie Pryde, to discuss concerns about the contract.

Elliott asked Grosser to address his legal concerns with the contract. Grosser had asked the CUPHD Finance Director, Andrea Wallace, to review the language to determine if she had any improvements to recommend. An effort was made for the contract terms to match practices. In the previous contract, the written contract terms did not match to some of the actual practices. The legal issues Grosser had were minimal compared with the experience of past negotiations. He will address minor drafting concerns with Susan McGrath. In Paragraph 10, Grosser wanted the approval of new programs to match other language in the contract. He wanted to designate what are considered new programs and how involved the BOH needed to be in the approval of new programs or cancellation of existing programs. Rappaport stated the BOH considers a new program to mean a grant application for some service that has not been previously funded, as opposed to the annual, long-standing grants that are renewed each year. In Paragraph 11, Grosser wanted to accommodate programs that are terminated by the State of Illinois's decision.

The role and evaluation of the CUPHD Administrator as Administrator for the BOH needs to be clarified in Paragraph 13. Grosser did not have suggestions for the language changes, but he was confident that he and McGrath could work out language that meets everyone's needs. Rappaport wanted all the board members to agree upon the intention of the legal language before the lawyers construct it. The BOH contracts for its services with CUPHD and other agencies. It is reliant on the good faith relationships with CUPHD employees. The CUPHD Administrator functions as the BOH Administrator, which is a position required by law for a public health department. Rappaport wanted to establish the principle that the Administrator is willing to talk with, advise, and develop programs with the BOH. This is not a current problem, but it was a problem during the tenure of a previous Administrator. The BOH wanted the relationship to be clear without depending solely on the personality of the individual Administrator. Grosser agreed the Administrator's responsibilities should not depend on who the Administrator is. Pryde spoke about her experience in the role of the Administrator for the BOH. Peterson said the BOH expected the Administrator to take the initiative in acquiring new grants for the County area, not just reporting to the board on the status of current programs. Abernathy suggested writing a job description for the BOH Administrator as a way to make the duties clear. Grosser thought the BOH having a job description for the Administrator would be more of a problem than a solution because the Administrator is a CUPHD employee. The Administrator's services are a part of the whole package provided by CUPHD and paid for by the BOH. The boards continued to discuss the Administrator's role with the BOH.

Grosser wanted Paragraph 15 to have consistent language on whether something is decided between the governing bodies or between the Administrator and the BOH. Weibel asked for Paragraph 15 to make it clear that the contract follows the County's budget cycle, not CUPHD's, when referring to the budget year or payments.

The study session was recessed at 10:15 a.m. Elliott reconvened the session at 10:23 a.m.

On Paragraph 17, Grosser said clarification is needed regarding administrative records versus medical records. McGrath stated the BOH was referring to the administrative records, not the medical records. The medical records will be maintained by CUPHD according to privacy standards. The records for BOH meetings are kept at the Brookens Administrative Center because the board receives staff support from an Administrative Secretary in the Administrative Services Department. The older BOH administrative records (prior to the Administrative Services employee's involvement) were kept at the CUPHD facility in the vault. Those records have not been transferred to the Brookens Administrative Center. The annual budget of BOH services provided by CUPHD will be prepared by CUPHD staff and included as an appendix to the contract. The budget document will specify what programs and activities are being purchased by the BOH. Pryde stated that any County resident can receive any service offered by CUPHD, except for dental services. She could not imagine a grant that would only apply to the rural-County areas and not to the Champaign-Urbana area. The grants are written for the entire Champaign County area, not for the separate public health departments. CUPHD and the County BOH receive separate state grants for providing core services. Rappaport noted that accessibility is an issue for rural residents who have to travel to Champaign to receive these public health services. The boards discussed the availability of services for people who live in the rural areas.

The boards reviewed the contract areas where revisions are needed and what the intentions were for such changes. It was agreed that the two lawyers would meet to review the contract and develop the appropriate language. Elliott wanted the CUPHD Finance Director to review the contract to obtain her feedback. It was agreed that both the CUPHD Finance Director and Deb Busey, the Champaign County Administrator for Finance & HR Management, would review the contract in regards to the budget. If the lawyers and budget personnel agree to the contract revisions, then no more joint board meetings will be needed to discuss it. O'Rourke suggested that the CUPHD Board and BOH have semi-annual meetings.

Adjournment

The study session was adjourned at 10:45 a.m.

Respectfully submitted,

Kat Bork
Board of Health Secretary

Secy's note: The minutes reflect the order of the agenda and may not necessarily reflect the order of business conducted at the meeting.