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## **Champaign County Board of Health**

### **Monthly Meeting**

**October 25, 2005**

The Board of Health of the Champaign County Health Department held its monthly meeting on October 25, 2005, at the Champaign-Urbana Public Health District's satellite office at 815 N. Randolph Street, Champaign. Dr. Doug Wright, President, called the meeting to order at 6:04p.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. Julian Rappaport, and Dr. Safwat Wahba. Mr. Larry Sapp and Ms. Carrie Storrs were absent.

The first agenda item was the approval of minutes from the September 27, 2005, monthly meeting. Dr. O'Rourke made a motion to approve the minutes. Susan Maurer seconded the motion. With all in favor the motion carried.

Public Participation – Ms. Claudia Lenhoff, a board member of CIDES, addressed the board regarding the proposed new CIDES contract and her concerns with some of the changes made to the contract. Ms. Lenhoff stated the CIDES board would not be interested in signing the contract as proposed. Next, Mr. Peter Tracy of the Champaign County Mental Health Board addressed the board regarding potential collaborative efforts with the Champaign County Board of Health. Dr. Rappaport made a motion to appoint two representatives from the Champaign County Board of Health to enter into discussion with the Mental Health Board and CUPHD. Ms. Maurer seconded the motion. With all in favor the motion carried. Dr. Wright asked for volunteers. Ms. Winston and Dr. Rappaport volunteered. Ms. Barbara Wysocki then updated the board on the search for an Executive Director at CUPHD, stating that over thirty applications had been received and were being reviewed by the search committee.

The next agenda item was the Monthly Reports. Dr. Rappaport asked for a clarification of the total number of home visit clients versus the number seen as reported for the Community Health Nursing Division. Mr. Bird introduced Mr. Larry Rogers, new Director of the Division of Chronic Disease Prevention and Management, and Mr. Rogers

explained the meaning of each statistic. Dr. O'Rourke inquired about the location of a health check clinic that had zero attendance, and Mr. Rogers stated he would look into it. Dr. O'Rourke also asked why there were more out-of-county clients seen in the Division of Infectious Disease Prevention and Management than clients who reside in Champaign County. Mr. Bird explained that there is a contract in place with several other counties to provide care for their residents as well. Discussion was then held regarding the services offered by Community Health Nursing. Mr. Rogers offered to take board members' specific questions via email and report back on them at the next meeting. It was decided that, to help board members better understand the services offered by all divisions, one division per month would attend the board meeting to discuss their division's services, starting next month with Mr. Rogers.

#### Correspondence and Communications – None

The next agenda item was the Treasurer's Report. Dr. Peterson reported that CUPHD has not billed the CCPHD since the last meeting, and no invoice has been received since May.

The first item of Old Business was the Administrator's Report. Mr. Bird had nothing further to report that had not already been discussed earlier in the meeting.

The next item of Old Business was the Communications Coordinator's Report. Ms. Diana Yates proposed that the monthly agendas and unapproved minutes be mailed to the board members each month, as well as hard copies of the monthly reports to those who prefer them in hard copy form. Discussion was held regarding improvements to be made to the intranet to make items easier for board members to access. Dr. Wahba asked if minutes would be archived on the intranet. Ms. Yates reported that they would. Ms. Yates also reported that she was hopeful the new website would be completed by the end of the year, and requested that board members submit bios. Ms. Yates also reported on the Well Water Education Campaign being launched by the Environmental Protection Agency of Illinois, which encourages private well water owners to test their water for potential contaminants.

The next item of Old Business was the Board Bylaws. Dr. Peterson reported on various topics in the draft of the Board Bylaws. Dr. Peterson made a motion to approve the Board Bylaws. Dr. O'Rourke seconded the motion. Discussion was held regarding various aspects of the proposed Bylaws. With all in favor, the motion to accept the Board Bylaws as proposed carried. Dr. Rappaport then made a motion to recommend to the County Board that the County Board amend the Public Health Ordinance to include as a qualification for service on the County Board of Health whenever possible one member should have experience in the field of mental health. Dr. Peterson seconded the motion. Dr. Peterson stated that since the board's intention was to take a comprehensive look at the County Ordinance, the board might simply delay notification of the County Board to include a comprehensive view of the ordinance and asked if Dr. Rappaport would accept this as a friendly amendment to the motion. Dr. Rappaport accepted, and with all in favor the motion carried.

The next item of Old Business was the Contract Renewal with CIDES. Dr. O'Rourke moved acceptance of the independent contract as written by the County Attorney. Dr. Peterson seconded the motion. Ms. Susan McGrath reviewed with the board members specific points of the contract such as services provided, staffing requirements, reporting requirements, grant approvals, auditing requirements, and conditions for the termination of the contract by either party. Dr. Rappaport recommended that before the contract is approved there be a meeting between the two parties to try to come to an agreement. Ms. McGrath suggested that the board ask for a written communication from CIDES stating their concerns with the contract as proposed, and have Dr. Peterson and Dr. O'Rourke represent the board in talking over those concerns with representatives from CIDES. Ms. Claudia Lenhoff and Ms. Michele Spading, speaking as representatives of the CIDES Board, again voiced concerns with the proposed contract and asked that the Board of Health provide the CIDES Board with a written list of what criteria the Board of Health wanted in the contract. Dr. Rappaport asked if the number of representatives from the Board of Health could be expanded. Ms. Winston and Dr. Wahba suggested that the entire board meet to discuss the goals for the contract. Dr. Rappaport and Ms. Maurer brought up concerns about the no-competition clause and the hours of work as stipulated in the contract. Dr. Wahba suggested that Dr. Rappaport join Dr. Peterson and Dr. O'Rourke in representing the Board of Health during talks with the CIDES Board, and Dr. Rappaport agreed. It was decided that the representatives from the CIDES Board would provide to the Board of Health a written communication of their concerns with the contract in seven days. A meeting between CIDES representatives and representatives from the Board of Health was tentatively set for November 7. Dr. Rappaport made a motion to table the original motion to accept the contract as written until the November 29<sup>th</sup> meeting. Ms. Maurer seconded the motion.

The next item of Old Business was Board Training. Ms. McGrath reported on information she found on various types of public health board training available for board members. Ms. McGrath also provided printed materials to board members concerning the available training.

The final item of Old Business was the Health Check Clinics Report and Discussion. Dr. Rappaport suggested that discussion held earlier in the meeting was enough to satisfy this topic for the time being. Other board members agreed.

The first item of New Business was Review of Contract with CUPHD. It was decided that the board would begin working on this in December or January, but no final decision would be made until after a new Executive Director is in place at CUPHD.

The next item of New Business was Review of County Public Health Ordinance. Board members were asked to review the ordinance.

As Ms. Wysocki reported on the Executive Director search earlier in the meeting, there was no Other Business to be discussed.

The next meeting will be held November 29, 2005, at 6:00 p.m. There will be no December meeting.

With no further business to be discussed Ms. Winston made a motion to adjourn the meeting. Dr. Rappaport seconded the motion. Dr. Wright adjourned the meeting at 8:21 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.*