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## **CHAMPAIGN COUNTY BOARD OF HEALTH**

Brookens Administrative Center  
1776 E. Washington  
Urbana, IL 61802

Phone: (217) 384-3776  
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### **Champaign County Board of Health**

**Tuesday, September 25, 2007**  
**6:00 p.m.**

**Champaign-Urbana Public Health District, 201 W. Kenyon Road**  
**Champaign, Illinois**  
**Conference Room**

### **AGENDA**

<b><u>ITEM</u></b>	<b><u>PAGE NO.</u></b>
<b>A. Tour of Mobile Unit (Please Assemble Promptly in the Conference Room at 6:00 p.m. to Begin the Tour)</b>	
<b>B. Call to Order</b>	
<b>C. Roll Call</b>	
<b>D. Approval of Agenda/Addendum</b>	
<b>E. Approval of Minutes – August 21, 2007</b>	1-8
<b>F. Public Participation</b>	
<b>G. Monthly Reports</b>	
1. CUPHD Monthly Reports June 2007 to August 2007	
2. CIDES Reports – August 2007	
<b>H. Correspondence and Communications</b>	
<b>I. Treasurer's Report</b>	
1. Invoice submitted by CUPHD for July 2007	9-13
2. Board of Health FY2007 Budget Projection Report from County Administrator of Finance	14-15
<b>J. Report from Acting CUPHD Administrator</b>	
<b>K. Old Business</b>	
1. Recommendations Regarding Mobile Unit Options	
2. Report on CUPHD Board Meeting	

- 3. Report from Contract Subcommittee
- 4. Recommendations Regarding Potential CUPHD Contract Language Changes

*Separate  
Attachments*

**L. New Business**

- 1. CIDES Request for Additional \$15,000 in FY2007
- 2. Reconsideration of CIDES Appropriation in FY2008
- 3. Consideration of Creation of a Contingency Line in FY2008 Budget
- 4. Creation of a Subcommittee to Develop Objectives and Indicators for Next the Budget Cycle
- 5. Report on Mental Health Board Meeting
- 6. Possible Revisions to Public Health Ordinance
- 7. Board of Health Website
- 8. Establishment of Study Session on October 16, 2007

**16**  
**17-21**

**M. Adjournment**

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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.*

## **CHAMPAIGN COUNTY BOARD OF HEALTH**

## **Monthly Meeting**

**Tuesday, August 21, 2007**

## **Call to Order & Roll Call**

The Champaign County Board of Health held a monthly meeting on August 21, 2007 in Meeting Room 2 at the Brookens Administrative Center, 1776 East Washington, Urbana. The meeting was called to order at 6:00 p.m. by Julian Rappaport. Upon roll call, the following board members were found to be present: Stan James, Nezar Kassem, Susan Maurer, Thomas O'Rourke, John Peterson, Julian Rappaport, and Carrie Storrs. Prashanth Gowda arrived after roll call at 6:07 p.m. Others present were Kat Bork (Board of Health Secretary), Deb Busey (County Administrator of Finance & HR Management), Nancy Greenwalt (CIDES Executive Director), Susan McGrath (State's Attorney's Office), Jill Myers (CIDES), Julie Pryde (Acting CUPHD Administrator), and C. Pius Weibel (County Board Chair).

## **Approval of Agenda/Addendum**

**MOTION** by Kassem to approve the agenda; seconded by Storrs. **Motion carried.**

## Approval of Minutes

O'Rourke noted the July 10, 2007 minutes listed him seconding motions on line 103 and 278, but he was not at the meeting. It was agreed that Rappaport seconded the motions in question.

**MOTION** by Kassem to approve the Board of Health regular session minutes of July 10, 2007 as amended; seconded by O'Rourke. **Motion carried.**

## **Public Participation**

There was no public participation.

## Monthly Reports

CUPHD Monthly Reports - January 2007 through May 2007

**MOTION** by James to receive and place on file all the CUPHD monthly reports of January 2007 through May 2007; seconded by Kassem.

The Board agreed to receive future monthly reports via email from the Board of Health Secretary.

### **Motion carried.**

47 CIDES Report 2007

48

49 Greenwalt distributed the revised CIDES monthly reports from February 2007 to May  
50 2007, as well as the June 2007 and July 2007 reports. The reports were revised due to a data  
51 entry problem discovered and corrected by Greenwalt. Greenwalt drew the Board's attention  
52 to Myers and the article in the *News-Gazette* on Sunday. CIDES saw 27 children in Rantoul  
53 at the Spanish-speaking clinic. Storrs asked how the clinic went. Myers said it was  
54 wonderful and they were able to educate family members because the translators were  
55 present. The dentist was very gracious and willing to hold a clinic again. Myers said they are  
56 working to get the children in for follow-up appointments based on severity of need. Gowda  
57 asked if there are scheduled days for the Spanish-speaking clinic so children can be referred to  
58 it by the Frances Nelson Center. Myers will share the next date with Gowda when it has been  
59 set. Storrs asked if the clinics are appointment-based. Myers answered yes. Storrs inquired if  
60 there were problems with no-shows. Myers said no, the first patient was late but all patients  
61 did show. Greenwalt added that 90% of the children in the dental access program do show up  
62 for their appointments. There is also a waiting list.

63

64 **MOTION** by James to receive and place on file the CIDES revised February 2007,  
65 March 2007, April 2007, May 2007, June 2007, and July 2007 reports; seconded by Gowda.  
66 **Motion carried.**

67

68 Correspondence & Communications

69 Illinois Department of Public Health Notice of Local Health Protection Grant Compliance  
70 Review Completion

71

72 The actual findings were distributed to the Board to accompany the notice of  
73 completion. The Board sent congratulations to Jim Roberts of Environmental Health.

74

75 Rappaport spoke about an email sent to the Board from Bruce Pea of Andrew Pea, Inc.  
76 concerning the CUPHD website. Pryde told Board to disregard any emails from Andrew Pea  
77 Inc. concerning the CUPHD website. She stated Mr. Pea did not develop the CUPHD website  
78 and cannot sell their domain name. They have a contingency plan in place in the event that  
79 they lose the website. Weibel requested any emails from Pea be forwarded to both himself  
80 and McGrath. Rappaport agreed to do so.

81

82 Treasurer's Report

83 Approval of Invoice submitted by CUPHD for June 2007

84

85 **MOTION** by Peterson to approve payment of invoice for June 2007; seconded by  
86 Maurer. **Motion carried.**

87

88 Report from Budget Subcommittee

89

90 Peterson reported the Budget Subcommittee met this morning to finalize the FY2008  
91 budget. Deb Busey and Teresa Sturm from CUPHD worked to develop the most recent  
92 budget figures. The subcommittee received figures from CUPHD this morning that only had

93 to be tweaked a little. This is the first time the Board of Health has a budget document that  
94 represents what percentage the Board of Health operations is in regard to the total CUPHD  
95 activity in both the Champaign-Urbana area and the County. Peterson expressed there is a  
96 new level of transparency in regard to the large departments the County is working with,  
97 particularly Environmental Health. Peterson is looking into the Breast and Cervical Cancer  
98 program for more detail. The Board should have a presentation on that program in the future.  
99 Peterson thinks Board members would benefit from more information. Champaign County's  
100 expenditures for the Breast and Cervical Cancer program are more than budgeted because the  
101 County and CUPHD do not cut off compensation for services when the federal grant money  
102 runs out. Other counties stop providing services for this program once the grant money has  
103 been expended for the year. The funding is largely to compensate hospitals and doctors for  
104 performing breast and cervical cancer screenings and, in some cases, treatment. Peterson said  
105 the yellow column on the CUPHD handout was the new proposed Chronic Disease program.  
106 The Board of Health will have to decide what form that program will take. It is proposed to be  
107 based in Rantoul and on the mobile unit in order to go to rural areas of the County that are  
108 underserved. The Board is being asked to approve a budget number, not a program at this  
109 time. The dental access program remains budgeted at \$105,000. The contract for the next  
110 year has not been negotiated. There will a new senior services program through the Regional  
111 Planning Commission, which is budgeted for \$50,000. CUPHD and the County are dropping  
112 the current seniors program budgeted at \$40,000. CUPHD has a different way of looking at  
113 the contract with the Board of Health. CUPHD proposed to cover expenses for anyone who  
114 comes in their doors, even if the person is a non-Champaign-Urbana resident. WIC services  
115 will be covered by the County for services provided out of Rantoul or the County van.  
116 Peterson reported the Board is meeting their budget. The FY2008 has \$50,000 in excess  
117 revenue and the carryover is about \$450,000. The Board has projected that it would cut into  
118 its carryover every year, but each year has resulted in a surplus. The chief reason for  
119 carryover this year was that the joint staff member with the Mental Health Board never got  
120 started as planned. Since the fund balance has continued to grow each year, the Budget  
121 Subcommittee has proposed reducing its request to the County Board by \$50,000. This will  
122 make the Board of Health's FY2008 request to the County Board \$95,000. The Board of  
123 Health will remain in a good position with its fund balance and no programs will be cut.  
124 Revenues from taxes are up slightly even though the Board of Health represents a smaller  
125 percentage of the total tax effort in the County due to increased property values. It took a lot  
126 of internal budgetary analysis on behalf of CUPHD and now the Board of Health has clearer  
127 numbers than it has before. The County comprises about 10% of CUPHD's total \$8 million  
128 budget.

129  
130 Storrs asked what led the committee to request a lower amount from the County Board  
131 instead of expanding some services. Maurer said the new senior services program is in the  
132 budget and the dental services funding will continue. The County Board will not have a lot of  
133 money to pass around and the Board of Health's request for less money is a good faith effort.  
134 Busey stated when the County Board began the Board of Health grant it was not intended to  
135 be permanent, only to last for a couple of years. With four years of carryover, the County  
136 Board will wonder why the Board of Health needs money from the General Corporate Fund.  
137 Even with the cut of \$50,000, the Board of Health's FY2008 budget is revenue positive by  
138 \$50,000. Storrs asked if the \$50,000 was not budgeted now in an effort to be prepared to

139 cover unexpected costs, like an urgent dental need or if the new senior services program  
140 requires more money. Peterson explained the Board has two programs that are funded but  
141 have not been created yet. The Board might need the \$50,000 to cover emergencies or more  
142 funding for the programs once they are created.

143

144 Rappaport asked if the Board was giving CIDES the increase they were requesting.  
145 Peterson said the Budget Subcommittee voted to maintain the current funding level of  
146 \$105,000, but the FY2008 contract has not been negotiated. McGrath added the Contract  
147 Subcommittee will be reviewing the CIDES contract and a proposal from CUPHD in the  
148 coming months. With the Governor's line item vetoes in the state budget, there may be losses  
149 of state revenue, including the Bioterrorism Grant. James stated he liked building a cushion  
150 into the budget for emergency situations. Concerning the Environmental Health revenue,  
151 Maurer said the fees for re-inspections will be worked on with CUPHD. There are no  
152 recommendations to increase the general fees. James inquired if the costs of re-inspections,  
153 necessitated by businesses committing violations, will be closely monitored. Storrs asked if  
154 the subcommittee had a sense of the deficit between the fees collected and the costs. Peterson  
155 said the fees cover about 50% of the costs. Busey said the IDPH health protection grants are  
156 also a source of revenue. Storrs does not know any county that runs its environmental health  
157 programs on its fees revenue alone. The Board discussed costs and fees in Environmental  
158 Health so they understood the budget figures. Maurer asked about the per capita costs. Busey  
159 said the per capital data will be back in the budget document for the budget presentation for  
160 County Board. They are working on the objectives text in the budget document. Peterson  
161 acknowledged that CUPHD worked hard and did a good job to get numbers to the Budget  
162 Subcommittee. The budget numbers from CUPHD are clearer than they have been in a long  
163 time. The Board agreed the budget document was much improved from previous years.

164

165 Approval of FY2008 Board of Health Budget

166

167 **MOTION** by Peterson to approve the FY2008 Board of Health budget as a whole as  
168 presented by Busey; seconded by Maurer.

169

170 Storrs asked about the fee for the CUPHD Administrator. McGrath said 10% of the  
171 CUPHD Administrator's salary is paid by the Board under the Professional Services line item.  
172 Maurer stated the Conference and Training amount has been increased and the Secretary costs  
173 are included. O'Rourke asked if the Board of Health has an Administrator. Pryde and Weibel  
174 agreed that Pryde is the Acting Administrator for CUPHD and the Board of Health.

175

**Motion carried.**

176

177 FY2008 Board of Health Budget Presentation to Champaign County Board

178

179 The Board of Health will present its budget request at the County's Legislative Budget  
180 Hearings on Monday, August 27, 2007 at 6:30 p.m. The Board thanked the Budget  
181 Subcommittee, Deb Busey, and CUPHD for their work.

182

183

184

185        **Report from Interim CUPHD Administrator**

186

187        Pryde distributed the June and July monthly reports from CUPHD, the oral health  
188 report for Champaign-Urbana, and the actions taken at the August CUPHD Board meeting.  
189 The Board was very appreciative of Pryde providing the action report. Pryde spoke about the  
190 proposal for mobile programming in Champaign County. She can provide options for the  
191 Board of Health to pick and choose what they want. Dental services will not be offered in the  
192 mobile unit, but all other preventative services offered by CUPHD can be. The Board of  
193 Health will then give CUPHD direction on where they want the mobile unit to go. Pryde  
194 recommended locations the mobile unit could go that would be both cost and service  
195 effective, including Rantoul at least twice a month and areas with trailer parks. Gowda stated  
196 he sees a lot of patients at Frances Nelson coming from the Rantoul area. He asked about  
197 arranging a transport from Rantoul to Frances Nelson. Pryde said CUPHD cannot drive  
198 clients anywhere, but there are programs like the Community Services of Northern  
199 Champaign County and Rural Riders that do transport people. Pryde encouraged working  
200 with the systems already available. Gowda asked about contact information. Pryde said she  
201 is the contact and they could work something out so Frances Nelson could use the Rantoul  
202 office. Pryde just wanted to provide the Board with an example of mobile unit services; the  
203 decision is completely up to them. Rappaport noted the Board did not need to make a  
204 decision on the mobile unit until December. Pryde said she would make a formal presentation  
205 on the mobile unit at a later date. The information tonight was provided at the request of the  
206 Budget Subcommittee who wanted to get an idea of what could be done. James requested the  
207 mobile unit be an item on the next agenda and recommended contacting the mayors of  
208 Rantoul, Ludlow, and other small communities to ask them for their ideas on what is needed.  
209 The mayors could also have some suggestions in regard to the mobile unit's schedule. Pryde  
210 said they should also look at the STD rates when planning the schedule. Maurer said the  
211 Board would also like to evaluate the mobile unit services several times during the year to  
212 determine if changes should be made. Pryde said looking at how to market the mobile unit  
213 will also be important to consider. The Board discussed how to discuss and make  
214 recommendations concerning the mobile unit at future meetings, including the possibility of  
215 forming a subcommittee. Pryde recommended the Board actually see the mobile units at  
216 CUPHD. The Board discussed holding a study session at CUPHD about the mobile unit.  
217 Pryde said the Kenyon Road facility has a conference room where the Board could hold a  
218 meeting.

219

220        In other news, Pryde announced Chronic Disease Prevention and Health Promotion  
221 Division is now called the Division of Wellness and Health Promotion. This is purely an  
222 aesthetic change. The first drive thru flu clinic has been tentatively scheduled for September  
223 26<sup>th</sup> and 27<sup>th</sup> in the Kenyon parking lot. She encouraged the Board to come and watch how  
224 many people they can crank through there because it is amazing. The open house has been  
225 tentatively scheduled for October 10<sup>th</sup> from 3:00 to 7:00 p.m. Pryde encouraged the Board to  
226 check the three CUPHD websites because they are updated frequently. She also provided her  
227 email address, cell phone number, and office number to the Board. The Board expressed that  
228 they liked how Pryde communicates via email. Pryde asked if the Board prefers a particular  
229 type of format with her reports. The Board liked the format Pryde presented. James  
230 requested section cover pages for organization. The Board definitely liked the report on the

231 CUPHD Board action. Bork agreed to copy Pryde on all action reports from Board of Health  
232 meetings.

233

234 James preferred to discuss hold the next meeting CUPHD facility at Kenyon Road to  
235 view and discuss the mobile unit. The Board discussed a study session versus a regular  
236 meeting. The Board agreed to hold its September regular meeting at the Kenyon facility. If  
237 more time is needed to discuss the mobile unit issue, the Board will change holding a study  
238 session.

239

240 **Old Business**

241 Report on CUPHD Board Meeting

242

243 Pryde said CUPHD's lease on the Randolph building lasts through the next year and  
244 they are trying to sublet it. They are also trying to sell the Neil Street building. The whole  
245 east side of the current building, approximately 15,000 square feet is available for lease.  
246 DCFS and Child Protection have looked at it, among others. What used to be the  
247 Administrator wing is now also available for lease; it has about 1,000 square feet, a private  
248 entrance, and its own bathroom. CUPHD can only lease to government agencies or  
249 community-based organizations. There has been a lot of interest. Pryde is working with  
250 CUMTD and the City of Champaign to get bus service right to the Kenyon parking lot. The  
251 little MTD bus for the disabled drops them off at the door. Storrs asked if Pryde had any  
252 sense of the number of clients that use the bus. Pryde said they did a survey when they were  
253 at the 710 N. Neil location and the number of clients who access the facility by bus was much  
254 lower than expected. Mostly clients got a ride from someone else, a friend or family member.  
255 Rappaport said he went to a previous CUPHD Board meeting and he thinks there is an  
256 increased collegiality between the two boards. Weibel concurred.

257

258 Report from Contract Subcommittee

259

260 O'Rourke noted the action report on the last Contract Subcommittee meeting was  
261 completed by Bork and emailed to the Board the day after the meeting. He reported the  
262 Contract Subcommittee will meet again on September 11, 2007 to meet with CUPHD and  
263 CIDES regarding various proposals for dental provisions. The participants agreed to hold the  
264 meeting at 4:00 p.m. Pryde asked if the subcommittee wanted a presentation for adult dental  
265 services. Peterson said the subcommittee is looking for proposals on dental services.

266

267 Approval of Contract with the Champaign County Regional Planning Commission for Senior  
268 Welfare Services

269

270 O'Rourke recommended approval of the Contract with the Champaign County  
271 Regional Planning Commission for Senior Welfare Services in the amount of \$50,000 from  
272 December 1, 2007 to November 30, 2008. Maurer said there is an error on the date when they  
273 will be paid. McGrath said it would be fixed.

274

275 **MOTION** by O'Rourke to approve the Contract with the Champaign County  
276 Regional Planning Commission for Senior Welfare Services; seconded by James.

277

278       James thinks this will be a great asset and he hopes it works the way the Board thinks  
279 it will. Rappaport requested changes to the contract in order to reflect conversations held at  
280 previous meetings. James had requested a staff person spend 30% of his/her time in the field.  
281 Rappaport would like quarterly progress reports, the first report being due three months after  
282 the commencement of the contract. McGrath agreed to include the quarterly reports in the  
283 contract. Rappaport said the Board wanted this activity to move them towards a proposal for  
284 working with the Mental Health Board. McGrath noted Page 21 specifically identifies public  
285 health funding and one of the funders being the Mental Health Board and other agencies. She  
286 said the evaluations are meant to address the areas identified on Pages 20 and 21. Maurer was  
287 worried about just saying someone must be in the field 30% of the time when a job  
288 description has not even been developed. She thinks it is a good goal. Storrs suggested  
289 including it in Exhibit A as the one of the ultimate expectations because the Board's intention  
290 was to have someone actually out in the community, not sitting behind a desk all the time.  
291 McGrath agreed to add this to Exhibit A as a goal.

292

293       Rappaport made a friendly amendment to the motion authorizing the Board President  
294 to execute the contract with changes suggested at meeting so contract will not have to be  
295 resubmitted to full Board for approval. O'Rourke and James agreed to consider the  
296 amendment friendly. This contract will be taken to the RPC Board at their next meeting.

297

298       **Motion carried.**

299

300       O'Rourke answered questions from Pryde and Greenwalt about what was expected at  
301 the next Contract Subcommittee meeting in regard to dental proposals. O'Rourke asked for  
302 the Board's consent to review potential modifications to the CUPHD contract. Storrs asked  
303 how that would be different from the current practice. O'Rourke would like to take some  
304 changes to the CUPHD Board to see if there is support for clarifications and changes to the  
305 CUPHD contract. McGrath said the Contract Subcommittee needs the full Board's  
306 authorization to talk to CUPHD. The Board agreed to defer this item to the September  
307 meeting and to formally inform the CUPHD Board that they will be opening contract  
308 negotiations.

309

310       Recommended Action on Grant Writing Position Through Champaign County Mental Health  
311       Board

312

313       There is \$25,000 in the budget for this position. The Mental Health Board will have a  
314 meeting on September 4<sup>th</sup> at 7:00 p.m. to discuss the position. Rappaport will go to this  
315 meeting to state the Board of Health has approved the position and has the funding budgeted  
316 for it.

317       Storrs had agreed to represent the Board at the Bioterrorism Summit and shared the  
318 handouts and CD she received with the Board. Storrs will continue to work on the Public  
319 Health Ordinance with McGrath and Jim Roberts. The Board wanted this item on the  
320 September agenda.

321

322

323     **New Business**

324     **Board of Health Secretarial Support**

325

326         Bork introduced herself as the new Board of Health Secretary. She reviewed  
327         timekeeping procedures, email communication, monthly reports, and scheduling future  
328         subcommittee meetings to ascertain all would meet Board of Health standards. Bork  
329         explained the Board has two different website presences, one on the Champaign County  
330         website and another on the CUPHD website. The Board's roster and all agendas/action  
331         reports/minutes will continue to be posted on the County's website to comply with the Open  
332         Meetings Act until the Board decides how it wishes to proceed regarding its website.

333

334     **Study Session on September 11, 2007**

335

336         The Board agreed not to hold a study session in September. The next full Board  
337         meeting will be held on September 25, 2007 at CUPHD's Kenyon Road facility. The Board  
338         thanked Weibel for attending the meeting.

339

340     **Adjournment**

341

342         Rappaport declared the meeting adjourned at 8:04 p.m.

343

344         Respectfully submitted,

345

346         Kat Bork

347         Board of Health Secretary

Invoice Number:	0708
Date of Invoice:	August 22, 2007
Billing Period:	July-07

To:

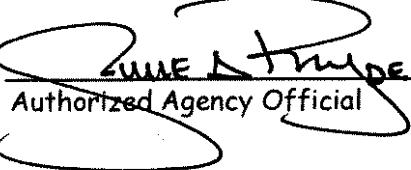
Champaign County Public Health Department  
Att'n.: Evelyn Boatz  
1776 East Washington Street  
Urbana, Illinois 61801

For the Following Expenses:

533.07 Professional Services	\$	50,192.81
533.07 Professional Services - Bio-T Grant		8,644.50
533.07 Professional Services - Pan Flu Grant		17,460.45
533.07 Professional Services - TFC Grant		2,285.91
534.79 Home Nursing		4,929.46
Total Amount Due to CUPHD per Contract	\$	<u>83,513.13</u>

CERTIFICATION:

I hereby certify that the amounts billed above agree with the approved budget; that appropriate purchasing procedures have been followed, and that reimbursement has not previously been requested or received.

  
\_\_\_\_\_  
Authorized Agency Official

**Champaign-Urbana Public Health District**

**County Contract Billing  
July 31, 2007**

<b><u>10 - Chronic Disease</u></b>	<b><u>20 - Infectious Disease</u></b>	<b><u>30-Nursing</u></b>			
Billing:	4,043.80	Billing:	4,779.76	Billing:	4,929.46
A1:	3,378.59	A1:	4,280.89	A1:	4,227.34
A2:	487.44	A2:	378.34	A2:	554.86
A4:	177.77	A4:	120.53	A4:	147.26

<b><u>40 - Family Health</u></b>	<b><u>70 - Env. Health</u></b>	<b><u>90 - Administration</u></b>			
Billing:	2,025.13	Billing:	26,402.82	Billing:	12,941.30
A1:	1,786.11	A1:	18,754.65	A1:	12,671.28
A2:	168.68	A2:	2,471.97	A2:	199.82
A4:	70.34	A4:	5,176.20	A4:	70.20

<b><u>1215 - Bio-Terrorism Grant</u></b>	<b><u>1245-Pan Flu Grant</u></b>	<b><u>1420-TFC Grant</u></b>			
Jul 07 Billing	Jul 07 Billing	Jul 07 Billing			
Billing:	8,644.50	Billing:	17,460.45	Billing:	2,285.91
A1:	8,193.88	A1:	17,460.45	A1:	2,104.73
A2:	368.44	A2:	-	A2:	175.69
A4:	82.18	A4:	-	A4:	5.49

Total Professional Services	55,122.27
Total County Grants	28,390.86
<b>TOTAL AMOUNT DUE</b>	<b>83,513.13</b>

**Illinois Department of Public Health  
Office of Preparedness & Response  
Reimbursement Certification Form**

Page 1 of 1

FEIN: 37-6006911

Agency Name: Champaign County Public Health Department  
Date Submitted: 8/21/2007

Grant Number: 77181009

Program: Public Health Preparedness and  
Emergency Response for Bioterrorism

Billing Period: 07/01/07-07/31/07

Name / Vendor	Title / Purpose	Period / Date Incurred	Amount Claimed from IDPH	Comments
<b>Salary &amp; Wages</b>				
Dwyer, John - 42% of 100%	Emergency Response Planner	June-07	1,135.18	
Vaid, Awais - 42% of 50%	Epidemiologist	June-07	783.24	
Thompson, Rachael - 42% of 50%	CD Investigator	June-07	589.80	
<b>Total for Salary &amp; Wages</b>			2,508.22	
<b>Fringe Benefits</b>				
FICA/Medicare	Fringe Benefit	June-07	191.88	
IMRF	Fringe Benefit	June-07	176.56	
Unemployment Tax	Fringe Benefit	June-07	40.38	
Workers' Compensation	Fringe Benefit	June-07	41.80	
Health Insurance	Fringe Benefit	June-07	675.26	
Life Insurance	Fringe Benefit	June-07	2.91	
<b>Total Fringe Benefits</b>			1,428.75	
<b>Equipment</b>				
CDW Government, Inc.	B/W Printer		298.81	
CDW Government, Inc.	Cisco ASA 5510 Main Firewall		2,250.00	
CDW Government, Inc.	Cisco ASA 5510 Remote VON Device		665.00	
CDW Government, Inc.	Color Printer		498.81	
<b>Total Equipment</b>			3,712.62	
<b>Supplies</b>				
<b>Total Supplies</b>			0.00	
<b>Travel (In-State)</b>				
John Dwyer	Mileage & Meal	June-07	163.77	
Awais Vaid	Mileage, Lodging & Meals	June-07	338.70	
James Roberts	Mileage	June-07	11.40	
Julie Pryde	Mileage, Lodging & Meals	June-07	696.73	
<b>Total Travel (In-State)</b>			1,210.60	
<b>Other</b>				
Canon Financial Services, Inc.	Printing	June-07	2.75	
R.K. Dixon Co.	Printing	June-07	1.52	
<b>Total Other</b>			4.27	
<b>Contractual Costs</b>				
Motorola	Radio use fee	June-07	80.00	
<b>Total Contractual Costs</b>			80.00	
<b>Grand Total (Page Total)</b>			8,644.50	

CERTIFICATION: I hereby certify that the goods and/or services purchased during this reporting period are necessary and reasonable expenditures for the program and that the appropriate federal and state requirements have been adhered to.

Authorized Agency Official

Date

*Debra Stern, Dir. of Finance 8/21/07*

Illinois Department of Public Health  
Office of Preparedness & Response  
**Reimbursement Certification Form**

Page 1 of 1

FEIN: 37-6006911  
Agency Name: Champaign County Public Health Department  
Date Submitted: 8/22/2007

Contract/Grant #: 77181104  
Program: Pandemic Influenza  
Billing Period: 7/1/2007-7/31/2007

Name / Vendor	Title / Purpose	Period / Date Incurred	Amount Claimed from IDPH	Comments
<b>Salary &amp; Wages</b>				
Lori Holmes	Public Relations & Information	July-07	343.36	
<b>Total for Salary &amp; Wages</b>			343.36	
<b>Equipment</b>				
Barbeck Communications Group	ACU1000 Radio inoperability box	July-07	16,542.00	
Dell Marketing L.P.	ACU1000 Radio inoperability box monitor	July-07	220.00	
<b>Total Equipment</b>			16,762.00	
<b>Supplies</b>				
Vista Print	Office supplies	July-07	173.96	
Amazon.com	Manuals on disaster prep	July-07	181.13	
<b>Total Supplies</b>			355.09	
<b>Other</b>				
<b>Total Other</b>			0.00	
<b>Grand Total (Page Total)</b>			17,460.45	

CERTIFICATION: The undersigned hereby certifies that the goods and/or services claimed above are necessary expenditures for the program, are listed in the Department's approved budget (when a budget was requested and approved), that appropriate purchasing procedures have been followed, that payment has been made as indicated and that reimbursement has not previously been requested or received.

Authorized Agency Official

*Debra Hurn, Director of I* 8/21/07  
Date

ILLINOIS DEPARTMENT OF PUBLIC HEALTH  
REIMBURSEMENT CERTIFICATION FORM

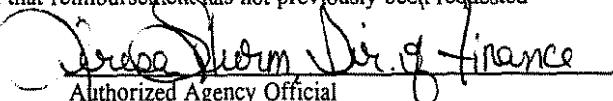
Page 1 of 1

FEIN: 37-6006910  
Agency Name: Champaign County Public Health Department  
Date Submitted: August 22, 2007

Contract #: 83281009  
Program: Tobacco Free  
Communities  
Billing Period:  
July-07

NAME/VENDOR	TITLE/PURPOSE	PERIOD/DATE INCURRED	AMOUNT CLAIMED FROM IDPH
<b>PERSONNEL SERVICES</b>			
Nikki Hillier	Health Educator	July-07	458.93
Jennifer Jackson	Health Educator	July-07	372.90
Kari Schweighart	Health Educator	July-07	339.57
<b>Total Personnel Services</b>			<b>1,171.40</b>
<b>FRINGE BENEFITS</b>			
FICA	FICA	July-07	89.61
IMRF	IMRF	July-07	86.08
Health Insurance	Health Insurance	July-07	232.65
Life Insurance	Life Insurance	July-07	1.38
Illinois Unemployment Insurance	Unemployment Insurance	July-07	-
Workmen's Compensation	Workmen's Compensation	July-07	5.49
<b>Total Fringe Benefits</b>			<b>415.21</b>
<b>CONTRACTUAL SERVICES</b>			
R. K. Dixon Co.	Photocopying	July-07	0.07
Canon Financial Services, Inc.	Photocopying	July-07	0.13
Pitney Bowes	Postage	July-07	0.99
USPS/Pitney Bowes	Postage	July-07	8.11
American Lung Association	Training	July-07	300.00
<b>Total Contractual Services</b>			<b>309.30</b>
<b>SUPPLIES</b>			
Ragards	Office Supplies	July-07	319.00
Netbankstore.com	Program Materials	July-07	56.35
Nikki Hillier	Program Materials	July-07	10.77
<b>Total Supplies</b>			<b>386.12</b>
<b>TRAVEL</b>			
Nikki Hillier	Mileage	July-07	3.88
<b>Total Travel</b>			<b>3.88</b>
<b>EQUIPMENT</b>			
<b>Total Equipment</b>			<b>-</b>
		<b>Billing Total</b>	<b>2,285.91</b>

CERTIFICATION: The undersigned hereby certifies that the goods and/or services claimed above are necessary expenditures for the program, that appropriate purchasing procedures have been followed, that payment has been made as indicated and that reimbursement has not previously been requested or received.

  
Debbie Sturm, Dir. of Finance

Authorized Agency Official

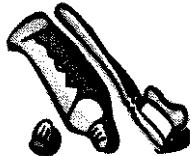
**COUNTY BOARD OF HEALTH - FY2007 BUDGET PROJECTION REPORT**

SIGNIFICANT REVENUE LINE ITEMS/CATEGORIES	FY2006 YTD 8/31/2006	FY2006 ACTUAL 11/30/2006	FY2007 BUDGET 12/1/2006	FY2007 YTD 8/31/2007	Projected % to be Received	Projected \$\$ to be Received	\$ Difference to Original Budget
Property Taxes - County Board of Health	\$189,794	\$298,109	\$318,446	\$215,099	97.78%	\$311,369	-\$7,077
Property Taxes - CUPHD	\$276,072	\$432,626	\$463,208	\$324,944	101.55%	\$470,376	\$7,168
Food Protection Permits	\$58,960	\$124,760	\$112,000	\$29,066	100.00%	\$112,000	\$0
Private Sewage Permits	\$28,900	\$39,700	\$43,000	\$22,050	70.44%	\$30,290	-\$12,710
Well Water Permits	\$10,200	\$15,000	\$19,500	\$9,400	76.92%	\$15,000	-\$4,500
HHS/CDC Investigation Technical Assistance	\$53,298	\$100,645	\$67,951	\$37,531	104.30%	\$70,872	\$2,921
EPA Public Water System Supervision	\$0	\$0	\$1,550	\$1,888	121.77%	\$1,888	\$338
IDPH Health Protection Grant	\$111,945	\$126,512	\$125,336	\$55,418	100.00%	\$125,336	\$0
IDPH Vector Control	\$1,000	\$1,000	\$0	\$8,538	0.00%	\$8,538	\$8,538
IDPH Tobacco Free Community	\$7,995	\$24,475	\$26,116	\$13,968	100.00%	\$26,116	\$0
IDPH Bioterror/Health Alert	\$0	\$0	\$25,000	\$0	100.00%	\$25,000	\$0
Clinic Nursing	\$0	\$0	\$0	\$0	0.00%	\$0	\$0
Investment Interest	\$15,235	\$23,077	\$28,500	\$17,643	93.77%	\$26,725	-\$1,775
Miscellaneous Revenue	\$0	\$0	\$0	\$25	100.00%	\$25	\$25
From General Corporate Fund	\$0	\$145,500	\$145,500	\$0	100.00%	\$145,500	\$0
<b>TOTALS</b>	<b>\$753,400</b>	<b>\$1,331,403</b>	<b>\$1,376,107</b>	<b>\$735,569</b>	<b>99.49%</b>	<b>\$1,369,034</b>	<b>-\$7,073</b>
<b>Total w/out CUPHD Property Tax Revenue</b>	<b>\$477,327</b>	<b>\$898,777</b>	<b>\$912,899</b>	<b>\$410,626</b>		<b>\$898,658</b>	<b>-\$14,241</b>

SIGNIFICANT EXPENDITURE LINE ITEMS/CATEGORIES	FY2006 YTD 8/31/2006	FY2006 ACTUAL 11/30/2006	FY2007 BUDGET 12/1/2006	FY2007 YTD 8/31/2007	Projected % to be Spent	Projected \$\$ to be Spent	\$ Difference to Original Budget
Salaries & Wages	\$0	\$0	\$10,000	\$330	12.00%	\$1,200	-\$8,800
Supplies	\$0	\$370	\$0	\$0	100.00%	\$0	\$0
Professional Services Contract	\$413,785	\$659,044	\$768,585	\$336,315	100.00%	\$768,585	\$0
Automobile Maintenance	\$0	\$55	\$1,369	\$1,333	100.00%	\$1,369	\$0
Other Services by Contract	\$0	\$0	\$75	\$75	100.00%	\$75	\$0
CUPHD Property Tax Distribution	\$230,330	\$434,594	\$463,208	\$245,548	101.55%	\$470,376	\$7,168
Home Nursing	\$62,369	\$79,904	\$40,500	\$29,577	100.00%	\$40,500	\$0
Child Dental Access	\$87,640	\$105,168	\$105,000	\$87,640	100.00%	\$105,000	\$0
<b>TOTALS</b>	<b>\$794,124</b>	<b>\$1,279,135</b>	<b>\$1,388,737</b>	<b>\$700,817</b>	<b>99.88%</b>	<b>\$1,387,105</b>	<b>-\$1,632</b>
<b>Total w/out CUPHD Property Tax Payment</b>	<b>\$563,794</b>	<b>\$844,541</b>	<b>\$925,529</b>	<b>\$455,270</b>		<b>\$916,729</b>	

**COUNTY BOARD OF HEALTH - FY2007 BUDGET PROJECTION REPORT**

FUND BALANCE 11/30/06 ( <i>unaudited</i> )	\$542,992
BEGINNING FUND BALANCE % OF BUDGET	39.10%
	<i>Budgeted      Projected</i>
ADD FY2007 REVENUE	\$1,376,107 \$1,369,034
LESS FY2007 EXPENDITURE	\$1,388,737 \$1,387,105
<i>Revenue to Expenditure Difference</i>	<i>-\$12,630      -\$18,071</i>
FUND BALANCE PROJECTION - 11/30/07	\$530,362
% of FY2007 Budget	38.19% 37.84%



## Central Illinois Dental Education and Services

Child Dental Access Program –Mobile Clinics – Head Start Dental Clinic  
(217) 359-7404 fax (217) 352-9745 “Attn: CIDES”  
PO Box 154, Champaign, IL 61824-0154

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Julian Rappaport, Chairperson  
John Peterson, Budget Committee Chairperson  
Nezar Kassem, Oral Health Liaison  
Champaign County Board of Health  
August 31, 2007

Dear Julian, John, and Nezar;

I am writing to request \$15,000 in additional funds to cover additional patient care in the current fiscal year. As part of our budget we had projected to spend \$50,000 on direct patient care.

With a long waiting list and the opportunity to provide a large number of treatments, we have seen our patient care line item (payments to dentists, payments for hygiene work, and charges for uninsured children at our school based mobile clinics) grow. In July we paid out over \$9,900 in patient care and in August over \$10,100. September is likely to be over \$10,000 as well. At this rate we are likely to spend over \$70,000 in the current fiscal year.

These high figures are due to both the number of children seen and the severity of the cases including root canals, crowns, and multiple fillings of four or more teeth. We have two very expensive, but very important cases coming up next month that are going to cost thousands of dollars--one where a child needs to have 12 of her 20 teeth removed.

We are doing all we can around education, screening and prevention. However there are still over a dozen children in the county needing very expensive work done. We have been able to cover over \$5,000 of this care outside of the county grant. Beyond that we will have to severely restrict appointments through the rest of the fiscal year without the additional support.

Hopefully as this fiscal year ends and you find some money left in your budget we can dedicate it to getting the oral health care needs of more county children met. I'd appreciate the opportunity to talk to you more about this. Please let me know what information you would need to consider this request and budget amendment.

Thanks for your time and support.

Sincerely,

Nancy Greenwalt  
Executive Director

**Central Illinois Dental Education and Services  
Fiscal Year 2008 Budget**

	Total	Child Dental Access Program	Adult Dental
<b>Revenues</b>			
Champaign County Board of Health	\$180,200	\$130,200	\$50,000
Medicaid	\$74,625		
Donations	\$19,000		
Grants	\$25,000		
IDPH Seals	\$4,000		
<b>Total Revenues</b>	<b>\$302,825</b>	<b>\$130,200</b>	<b>\$50,000</b>
<i>Provider donated care at 50% &amp; 100%</i>	<b>\$115,600</b>	<b>\$75,600</b>	<b>\$40,000</b>
<i>In-kind Other (Head Start rent)</i>	<b>\$6,000</b>		
<b>Total In-kind*</b>	<b>\$121,600</b>	<b>\$75,600</b>	<b>\$40,000</b>
<b>Patient Care</b>			
Payments to Dentists	\$105,000	\$65,000	\$40,000
CDAP Extra Hygienist	\$10,200	\$10,000	
<b>Total Cost of Services</b>	<b>\$116,200</b>	<b>\$75,000</b>	<b>\$40,000</b>
<b>Expenses</b>			
Personnel	\$66,180	\$37,500	\$7,500
Payroll Taxes	\$13,260	\$7,500	\$1,500
Dental Team for Head Start & Mobile	\$58,000		
Dental Team Payroll Taxes	\$11,600		
Dues & Subscriptions	\$535		
Accounting Fees	\$7,200	\$1,300	
CPA/Audit	\$4,650	\$1,300	\$1,000
Legal Fees	\$0		
Employee Health Insurance	\$0		
Insurance	\$1,200		
Rent	\$2,400		
Printing/Copies	\$1,200	\$600	
Dental Supplies	\$12,000	\$3,000	
Supplies	\$600		
Phone	\$1,800	\$760	
Equipment	\$800		
Postage & Shipping	\$600	\$240	
Maintenance Expense	\$800		
Travel Expense	\$3,000	\$3,000	
Conference Training Expense	\$200		
Meeting Expenses	\$0		
Other	\$600		
<b>Total Expenses</b>	<b>\$186,625</b>	<b>\$130,200</b>	<b>\$10,000</b>
<b>Patient Care &amp; Operations</b>	<b>\$302,825</b>		<b>\$50,000</b>

**\$424,425 Total Value = Patient Care/Operations & In-kind\***

Personnel includes Executive Director (PT), Program Coordinator (FT) and Admin Assistant (PT)

Dental Team includes a Dentist, Hygienist and Dental Assistant (all part time)

\*In-kind does not include non-dental volunteer support which has averaged between 5 & 15 hours a week since March



## Central Illinois Dental Education and Services

Child Dental Access Program – Mobile Clinics – Head Start Dental Clinic  
(217) 359-7404 fax (217) 352-9745 “Attn: CIDES”  
PO Box 154, Champaign, IL 61824-0154

### Child Dental Access Program

Fiscal Year 2008 Proposed Budget – Revised 9/6/07  
December 1, 2007 – November 30, 2008

	Fiscal Year 2007	Fiscal Year 2008
Personnel	37,500	37,500
Fringe (@ .20 of wages)	7,500	7,500
<b>Personnel Subtotal</b>	<b>45,000</b>	<b>45,000</b>
Operations		
Travel/Mileage	3,000	3,000
Telephone	2,220	760
Dental Supplies	3,148	3,000
Printing/Copies	750	760
Postage	450	240
Contractual (Bookkeeping & Audit)	600	2,600
<b>Operations Sub-total</b>	<b>10,168</b>	<b>10,360</b>
<b>Patient Care &amp; Client Assistance</b>	<b>50,000</b>	<b>75,000</b>
<b>Total Expenses</b>	<b>105,168</b>	<b>130,360</b>

We are very excited about what the Child Dental Access Program can do for children in the coming fiscal year. Below is a summary of our plans.

#### Patients Seen in a Dental Office Setting

The Child Dental Access Program's anchor continues to be the area dentists and specialists who see our low income county children at half their regular rate. Right now we are seeing a huge increase in money paid to participating dentists. I expect that we may have to limit the number of appointments towards the end of this fiscal year to stay within our budget.

Area providers have done an excellent job stepping up to care for the children with more complicated and expensive restorative care needs and our growing number of total children enrolled. But I expect the demand for care to continue to grow in the coming year. We will need additional support to pay for patient care and client assistance. We are asking for \$75,000 dedicated to patient care. In the coming fiscal year we plan to provide over 1000 appointments to children needing everything from a routine exam/cleaning/fluoride to fillings, extractions, crowns and even orthodontic work.

#### Mobile School Based Clinics

We have sent letters to all county schools to offer our clinic services. At each school, at no charge to the school, we provide a dental exam by a local dentist for every child with a completed consent form. Those with All Kids, private insurance or are IDPH Seals

Grant eligible also get cleaning, fluoride treatment and sealants when needed. We may be expanding to offer x-rays in the schools as well. All eligible children needing restorative care are referred to participating providers through the Child Dental Access Program.

The schools we plan to provide mobile dental clinics for in the 2007/2008 school year include: **Fisher Grade School; Mahomet-Seymour School District** (children from all schools); **Thomasboro (K-8); Gifford (K-8); Rantoul Broadmeadow (K-5), Eastlawn (K-5), Northview (K-5), & Pleasant Acres (K-5); Ludlow (K-8); St. Joseph's (K-8); Unity East (K-5), Unity West (K-5), & Unity Jr. High and High School; and Lincoln's Challenge Academy.** We expect to see 800-1000 children in these school clinics.

With increased funding we will be able to expand the care provided to the low income, uninsured children at these clinics. We will be able to provide comprehensive dental exam/cleaning/fluoride/sealants and cover care.

Also new in the coming year: Lincoln's Challenge in Rantoul takes in classes of about 500 cadets twice a year, and we are working with them to bring our mobile clinic to each class of cadets and to offer restorative care through special programs. We are projecting to treat 100-200 of the cadets each year, but the numbers could be much higher.

### **Educational Programs**

Educational programs include participating in the Morning Show health segment on WCIA, Harvest Festival in Rantoul, the ADA's Give Kids a Smile with the Illini Dental Society at Market Place Mall. We plan to offer a short educational program to after school programs like the Kids Club--Project Access in Rantoul, area children's groups such as Brownies, Girl Scouts, Cub Scouts, Pre-schools, Church Groups, etc.

### **Budget explanation**

In reviewing the budget, you will see that we are hoping to expand the grant by \$25,000 to \$130,360 for the Fiscal Year 2008. We will put all additional money towards expanding care. Most of the increase will be to support children seeing dentists and specialists in a private clinic setting. The rest of the additional support will be to provide comprehensive care at our school based clinics to those children who are low income and uninsured. We project to see 800-1000 children through these school based clinics with at least 10% not covered by any dental insurance including All Kids.

The money dedicated to staff supports the programming that makes this such a successful program including screening for eligibility, setting appointments, arranging for translation services and transportation services when necessary, and an effective call system for confirming appointments. The staff line item also supports the growing outreach and education programs as well as organizing mobile clinic events. Bookkeeping/audit provides outside support for making payments to dentists, tracking payments on each patient with each provider, and an independent financial evaluation of the program.

I expect with the additional \$25,000 we will be able to provide comprehensive care in a school clinic setting to 100 additional children and provide care at a participating dentist's office to an additional 100 children.

**County Adult Dental Program**  
**Fiscal Year 2008 Proposed Budget**  
**December 1, 2007 – November 30, 2008**  
This would be in addition to the Child Dental Access Program

	Fiscal Year 2008
Personnel	\$7,500
Fringe (@ .20 of wages)	\$1,500
<b>Personnel Subtotal</b>	<b>\$9,000</b>
Operations	
Travel/Mileage	
Telephone	
Dental Supplies	
Printing/Copies	
Postage	
Contractual (Bookkeeping & Audit)	\$1,000
<b>Operations Sub-total</b>	<b>\$10,000</b>
<b>Patient Care &amp; Client Assistance</b>	<b>\$40,000</b>
<b>Total Expenses</b>	<b>\$50,000</b>

Central Illinois Dental Education and Services would like to propose offering a program for county adults—the Adult Dental Program.

**Patients Seen in a Dental Office Setting**

In providing care to adults we would open it up to all income eligible adults who live inside the county but outside Champaign and Urbana. We do intend to target our care to the families already enrolled in our programs. In an effort to make the greatest impact on a child's oral health and the county's public health, we want to be able to encourage good oral health habits with the whole family. Getting parents and caregivers caught up on needed care, education and set up with new supplies can have a positive impact on an entire family.

Similar to the Child Dental Access Program, the Adult Dental Program would offer care to county residents through the area dentists and specialists at half of their usual rate. We have already talked to a handful of our participating providers to see if there is interest in expanding their commitment to adults as well. Two have already agreed to taking county adult patients with a couple of others seriously considering the opportunity. With board approval we can begin scheduling adults for Thursday, December 6—the first open day dedicated to adults in the new fiscal year.

We expect with this support we should be able to provide care to 200 adults in Fiscal Year 2008. Providing care to just 200 adults is a conservative estimate. This assumes a large number of patients needing extensive and expensive care. As the program grows and develops over the years we will be able to leverage more support outside the county grant and expand preventive services.

### **Mobile Dental Clinics**

The Adult Dental Program with Board of Health support is prepared to offer oral cancer screenings at county area nursing homes, senior centers, community centers, health fairs, etc. Many denture patients don't realize that they still need regular oral health exams. We will work to offer two mobile clinics targeted at adults at risk for greater oral health care needs due to age and/or income in our first year.

### **Educational Programs**

Our Adult Dental Program would be available to offer educational programs to a wide variety of organizations and associations. We would create programs targeted to at risk and general population adults about the importance of good oral health care, brushing and diet tips through a lifetime. We will provide notice to county area churches, community centers, service clubs, and more about our programs. In our first year, I expect that we will be able to present four educational programs targeted to adults.

### **Budget explanation**

To be able to expand our program to adults would require an additional investment of \$50,000. Most of that money (\$40,000) would be used for patient care. Also included is money for support services. We would need to dedicate staff time to work on programming for the adult dental program as in the Child Dental Access Program above.

Thank you to the Board of Health and County Board for your continued support. Should you have any questions or need additional information, don't hesitate to contact me at home 355-5169, cell 766-5268 or [nhgreenw@prairienet.org](mailto:nhgreenw@prairienet.org).

## **Current CUPHD Contract**

AGREEMENT BETWEEN THE CHAMPAIGN-URBANA PUBLIC HEALTH DISTRICT AND  
THE COUNTY OF CHAMPAIGN AND THE BOARD OF HEALTH OF THE CHAMPAIGN  
COUNTY HEALTH DEPARTMENT FOR THE PROVISION OF PUBLIC HEALTH  
SERVICES BY THE CHAMPAIGN-URBANA PUBLIC HEALTH DISTRICT TO THE  
COUNTY OF CHAMPAIGN

This Agreement is made between the Champaign-Urbana Public Health District, a body corporate, and the County of Champaign, a body politic and corporate, and the Board of Health of the Champaign County Health Department, pursuant to the authority granted by their respective governing bodies, in consideration of the following mutual covenants and conditions:

1. This Agreement is made pursuant to the authority granted by the governing bodies of each party and to the provisions of the Intergovernmental Cooperation Act, Illinois Compiled Statutes, chapter 5, paragraphs 220/1, et seq., and specifically paragraphs 220/3 and 220/5; the Public Health District Act, Illinois Compiled Statutes, chapter 70, paragraph 905/0.01, et seq., and specifically paragraph 905/17(11); the Counties Code, Illinois Compiled Statutes, chapter 55, paragraph 5/1-1001, et seq., and specifically paragraphs 5/5-1005 and 5/5-25013(B)5; and the Illinois Constitution of 1970, Article VII, section 10.

2. The purpose of this Agreement is for the Champaign-Urbana Public Health District, hereinafter called the Public Health District, to provide for the County of Champaign, hereinafter called the County, certain public health services which the County is authorized to provide through the County Health Department created under the provisions of the Illinois Compiled Statutes, chapter 55, paragraph 5/5-25001, et seq.

3. The Public Health District will provide advice and guidance to the County with respect to the programs set forth in this Agreement.

4. The Public Health District will perform the activities necessary to maintain the status of the Champaign County Health Department as a Certified Local Health Department pursuant to 77 Ill. Adm. Code 600.

5. The Public Health District will provide public health services for the following programs which are mandatory programs for a local health department to receive a Local Health Protection Grant pursuant to 77 Ill. Adm. Code 615, Local Health Protection Grant Rules. These programs are a required part of this Agreement.

- a. Infectious Diseases Control Program
- b. Food Protection
- c. Private Sewage Disposal
- d. Potable Water Supply

6. a. With respect to the Infectious Diseases Control Program the Public Health District will conduct activities for the control of infectious diseases in accordance with the program standards set forth in 77 Ill. Adm. Code (Illinois Administrative Code) 615.300, Local Health Protection Grant Rules; 77 Ill. Adm. Code 690, Control of Communicable Diseases Code; 77 Ill. Adm. Code 693, Control of Sexually Transmissible Diseases Code; 77 Ill. Adm. Code 696, Control of Tuberculosis Code; 77 Ill. Adm. Code 697, AIDS Confidentiality and Testing Code.

b. The Public Health District is authorized to include at its discretion any or all of the immunizations recommended by the Advisory Committee on Immunization Practices for the Centers for Disease Control and Prevention which are in addition to the immunizations required by the regulations set forth in section 6-a.

7. With respect to the Food Protection program the Public Health District will conduct activities as follows in accordance with the program standards set forth in 77 Ill. Adm. Code 750, Food Service Sanitation Code; 77 Ill. Adm. Code 760, Retail Food Store Sanitation Code; 77 Ill. Adm. Code 615.310, Local Health Protection Grant Rules.

a. The County will adopt, if not already adopted, and maintain in force an ordinance adopting the Food Service Sanitation Code, 77 Ill. Adm. Code 750, and the Retail Food Store Sanitation Code, 77 Ill. Adm. Code 760.

b. The Public Health District will furnish to the County Board of Health a monthly summary of inspections performed and permits issued under this program.

c. The Public Health District will conduct educational seminars periodically as needed for food service facilities and retail food stores.

d. The Public Health District will conduct inspection activities and other activities and issue permits and take such other action as it considers appropriate under the Food Service Sanitation Code and the Retail Food Store Sanitation Code.

8. With respect to the Private Sewage Disposal program the Public Health District will conduct activities as follows in accordance with the program standards set forth in 77 Ill. Adm. Code 905, Private Sewage Disposal Code.

a. The County will adopt, if not already adopted, and maintain in force an ordinance adopting the Private Sewage Disposal Code, 77 Ill. Adm. Code 905.

b. The Public Health District will conduct inspections of sewage disposal facilities at such times as it considers appropriate.

c. The Public Health District will conduct inspection activities and other activities and issue permits and take such action as it considers appropriate under the Private Sewage Disposal Licensing Code and under the Private Sewage Disposal Licensing Act, 225 ILCS 225/1, et seq.

9. With respect to the Potable Water Supply program the Public Health District will conduct activities as follows in accordance with the program standards set forth in 77 Ill. Adm. Code 920, Illinois Water Well Construction Code; 77 Ill. Adm. Code 925, Illinois Water Well Pump Installation Code.

a. The County will adopt, if not already adopted, and maintain in force an ordinance adopting the Illinois Water Well Construction Code, 77 Ill. Adm. Code 920.

b. The Public Health District will conduct inspection activities and other activities and issue permits and take such other action as it considers appropriate under the Illinois Water Well Construction Code and under the Illinois Water Well Pump Installation Code, 77 Ill. Adm. Code 925.

10. The Public Health District is authorized to apply on behalf of the County Board of Health for public or private grant-funded programs as may arise from time to time, which are within the lawful authority of the County Board of Health to administer. However, the Public Health District shall not commit to receive funds or provide services for new programs or new activities on behalf of the County Board of Health without prior approval of the County Board of Health.

11. The Public Health District will conduct additional activities as set forth in Appendix A and funded as set forth in Appendix B to this Agreement. Those additional programs are not mandatory programs for a certified local health department. Any of the programs or activities set forth in Appendix A may be terminated by the Public Health District or by the County Board of Health at any time upon at least 90 days written notice to the other parties.

12. All codes within the Illinois Administrative Code which the County is to adopt by ordinance under this Agreement also shall contain such enforcement provisions and other provisions as required by the Illinois Administrative Code. Such ordinances shall provide that they are effective in the geographical area in which the County Health Department has jurisdiction.

13. Under the provisions of the Counties Code, 55 ILCS 5/5-25013(A)10, and of 77 Ill. Adm. Code 600.300, the Champaign County Board of Health is required to appoint a medical health officer as the executive officer or to appoint a public health administrator for the County Health Department. The public health administrator of the Public Health District shall function as such public health administrator for the County Health Department. It shall be the responsibility of the Public Health District to require its public health administrator to maintain a status of being qualified to function as the public health administrator.

14. The Public Health District is providing public health services to the County and its Board of Health pursuant to the provisions of this Agreement. All parties acknowledge the following:

a. The Public Health District has complete control over its internal operations.

b. All personnel of the Public Health District performing services under this Agreement are employees of the Public Health District for all purposes related to this Agreement. They are not employees of the County or its Board of Health for any purpose related to this Agreement.

c. The Public Health District shall be responsible for and shall have full control over any financial audits or reports required by applicable law or any funding grantor concerning its operations related to this Agreement.

d. It is the responsibility of the Public Health District and not of the County or its Board of Health to require the said employees providing services under this Agreement to maintain any required qualifications.

15. The County shall pay to the Public Health District as compensation for the services provided by the Public Health District under this Agreement as follows:

a. For the balance of the present County fiscal year (fiscal year 2002-2003) covered by this Agreement:

(1) The County shall reimburse the Public Health District for its actual cost incurred in providing the mandatory programs/services and additional programs/services authorized in Appendix A of this Agreement, excluding any cost of providing those services identified in Appendix A with an asterisk (\*).

(2) The Public Health District's "actual cost" for billing purposes will include both direct program expenses and the cost of administrative support for those activities, calculated at 12% of the direct program expenses.

(3) The aggregate County reimbursement to the Public Health District for services under this Agreement for County fiscal year 2002-2003 shall not exceed the total approved fiscal year 2002-2003 Budget shown in Appendix B or \$1,296,311.00.

(4) The Public Health District will share with the County a portion of the state grants received by the Public Health District to serve the entire county, unless these grant funds are received for a program or service that the County does not fund in whole or in part, identified with an asterisk in Appendix A.

b. For subsequent County fiscal years (fiscal year 2003-2004 and after) covered by this Agreement:

(1) The County shall reimburse the Public Health District for the net cost of the Public Health District incurred in providing the mandatory programs/services under this Agreement and in providing the additional programs/services authorized in Appendix A of this Agreement, excluding any cost of providing those services identified in Appendix A with an asterisk (\*).

(2) The Public Health District's "net cost" for billing purposes equals the total actual cost incurred less the grant funds received directly by the Public Health District to provide these same services. The Public Health District's actual costs will include both the direct program expenses and the cost of administrative support for those activities. The cost for administrative support will be a fixed percentage of direct program expenses. The fixed percentage applicable to each year will be provided with the estimate provided under section 15-b(3).

(3) The Public Health District will determine the estimated cost, and a maximum cost, in advance for each County fiscal year at least 90 days prior to the beginning of that fiscal year. If this cost exceeds the amount which the County and its Board of Health have available and approve in their budget for that fiscal year, they may reduce the services in accordance with the notice provisions of this Agreement to the level which they are able to fund. There will be an updated Appendix B at the beginning of each County fiscal year.

(4) Rather than share with the County state grant funds received by the Public Health District to serve the entire county, the Public Health District will reduce its reimbursement requests to the County by the County's portion of the grant revenue received. Beginning with County fiscal year 2003-2004, the Public Health District will credit to the County a portion of the state grants received by the Public Health District to serve the entire county, unless these grant funds are received for a program/service shown in Appendix A with an asterisk (\*).

c. The allocation of expenses and of grant funds shall be calculated as follows:

(1) Reimbursement or credit will be based on direct staff costs and expenses where such costs and expenses are readily related to residents of or locations in the County outside the jurisdictional boundaries of the Public Health District.

(2) Where the provision of section 15-c(1) is not practicable and it is practicable to determine the residency of those receiving services, reimbursement or credit will be based upon numbers of residents of the County outside the jurisdictional boundaries of the Public Health District actually served, relative to the entire number of persons served.

(3) Reimbursement or credit shall be based upon the total populations residing within the Public Health District boundaries or outside those boundaries within the County in all other cases.

16. The Public Health District will submit a statement of the amount due to the County monthly. The statement will include an itemization showing costs by groups of services and line items within each group. Any additional documentation requested by the County or its Board of Health shall be requested as provided under other provisions of this Agreement. The County will pay the amount due in full to the Public Health District within 30 days after receipt of the statement.

17. All inspection and permit fees and other fees paid in relation to the public health services provided under this

Agreement shall be paid to the County. The Public Health District will have all payers make checks payable to the "Champaign County Public Health Department."

18. All records created or maintained by the Public Health District pursuant to this Agreement shall be the records of the Public Health District. The County shall be permitted to have copies of such records upon request as the Public Health District is not prohibited by law or regulations from providing. The Public Health District shall furnish to the County or its Board of Health such records and reports as are required to be provided by this Agreement. The County or its Board of Health may obtain such other records by making a written request to the Director of Administration of the Public Health District and by paying such fee as is applicable under the Public Health District fee schedule adopted pursuant to the Freedom of Information Act.

19. The County and its Board of Health shall have reasonable access to those books and records of the Public Health District as are reasonably necessary to review performance and costs under this Agreement. The County and its Board of Health shall designate from time to time a person to perform this activity for the County and its Board of Health. It is not the intent of this section to permit any member of the County Board of Health to examine such records at the discretion of such member but only as authorized by the County Board of Health pursuant to this section. Any expenses incurred by the County or its Board of Health in examining such records shall be the expense of the

County or its Board of Health. Any expenses incurred by the Public Health District concerning such examination of its records shall be reimbursed by the County or its Board of Health.

20. The services to be provided by the Public Health District shall be provided at its existing main facility in Champaign, Illinois, and at such other locations if any in Champaign County within and outside the jurisdictional boundaries of the Public Health District as it shall determine. The Public Health District can provide some or all services at any particular facility as it alone determines. The parties may agree to the provision of selected services at additional locations with the additional expenses being reimbursed by the County and its Board of Health to the Public Health District.

21. a. For all durable equipment, such as desks, chairs, computers, printers, which the Public Health District in its sole discretion determines that it requires for the purpose of performing its duties under this Agreement, the Public Health District shall provide to the County or its Board of Health from time to time in writing a designation of the specific items required, except that prior approval by the County Board of Health is required for any item costing in excess of \$2,000.00. It shall be the responsibility of the County or its Health Department to purchase promptly at the sole expense of the County or its Health Department each such item and to have each such item delivered to the location specified by the Public Health District.

b. It shall be the responsibility of the County or its Board of Health to pay for such maintenance and repair of each item as the Public Health District determines is required.

c. Upon termination of this Agreement by expiration or otherwise, or upon direction by the Public Health District, whichever occurs first, the County or its Board of Health shall remove such equipment and any remaining equipment acquired under section 19-a of the "Agreement for the Provision of Public Health Services by the Champaign-Urbana Public Health District to the County of Champaign," effective May 1, 1998, from the premises of the Public Health District, whereupon the equipment shall be deemed to be the property of the County. In the event of termination of any of the non-mandatory programs or activities set forth in Appendix A prior to termination of this Agreement, the County or its Board of Health may recover at that time any such durable equipment which was used exclusively for any such programs or activities being terminated.

d. All equipment acquired other than under section 19-A of the said prior Agreement or under subsection a of this section of this Agreement and all supplies acquired by the Public Health District for the purpose of performing its duties under this Agreement are the property of the Public Health District.

22. The Public Health District will have the County and its Board of Health named as an additional insured on the applicable

insurance policies of the Public Health District with respect to services provided under this Agreement.

23. The Public Health District may terminate this Agreement by approval of its governing body upon 12 months notice in writing to the County and its Board of Health.

24. The County and its Board of Health may terminate this Agreement by approval of both the governing body of the County and of the County Board of Health upon 12 months notice in writing to the Public Health District.

25. This Agreement may be amended at any time upon such terms as the parties may agree by the addition, deletion or modification of any one or more programs or in any other manner except that none of the programs identified as mandatory programs may be deleted other than by termination of this Agreement. Except as set forth in section 11, this Agreement may be amended only by an agreement in writing authorized by the governing body of each party to this Agreement. An amendment which only adds services and which does not require an increase in funding by the County Board of Health or by the County does not require approval by the governing body of the County of Champaign.

26. The Agreement shall be in effect for the period beginning May 1, 2003, and ending at the end of the day on November 30, 2008, unless sooner terminated as provided herein.

27. The foregoing constitutes the entire agreement and no statement or representation in any form made before, on or after the dates of execution of this Agreement shall be binding upon any party hereto.

CHAMPAIGN-URBANA PUBLIC  
HEALTH DISTRICT

By Linda K. Gross

Date 6-9-03

COUNTY OF CHAMPAIGN

By Patricia A. Avery

Attest:

Dave King

Date 6/9/03

Mark Sheldren

Date 6-6-03

CHAMPAIGN COUNTY BOARD OF HEALTH

By H. D. Wright Jr.

Attest:

Michele Spading

Date 6-5-03

## **Appendix A**

### **Additional Programs and Services**

The Public Health District is authorized to provide the following additional programs and services for residents of Champaign County who reside outside the boundaries of the Public Health District. It is understood that such services may be funded, either partially or entirely, by grants, reimbursements, fees for services and County resources, unless these services are identified below with an asterisk (\*) as a program or service that is provided without County funding.

#### **A. Community Health Surveillance, Planning and Education**

The cluster of services intended to assess the health of the Champaign County community and prevent disease, injury and disability through targeted education or other intervention strategies. This includes the following activities:

- ▶ An integrated tobacco prevention program targeting both youth and adults, funded in part by the Illinois Department of Public Health's "Tobacco-Free Communities" grant and the Illinois Liquor Control Commission's "Not Here" vendor compliance grant. These activities are intended to discourage young people from initiating use of tobacco products, to assist smokers of all ages in quitting smoking, and to ensure that vendors within Champaign County do not sell tobacco products to underage persons. It includes tobacco education in schools, smoking cessation classes and attempted cigarette "buys" by underage youth to determine compliance rates by local vendors.
- ▶ Injury prevention activities targeting children, including education regarding and promotion of child safety seats and bicycle helmets. This includes active support of the Champaign County Safe Kids Coalition which sponsors community child safety seat checks, promotes the correct use of child safety seats and bicycle helmets, and provides both car seats and helmets for children. These injury control activities are supported in part by two grants from the Illinois Department of Transportation: a Child Passenger Safety Regional Coordinator grant; and a Safe Communities grant.\*

#### **B. HIV, STD, TB and Hepatitis Prevention and Management**

The cluster of services intended to prevent new cases of Human Immunodeficiency Virus (HIV), sexually-transmitted diseases (STD), Tuberculosis (TB) and Hepatitis, or to provide case management services for persons with these blood borne diseases. This includes the following activities:

- ▶ Surveillance of HIV, AIDS, sexually-transmitted diseases and Hepatitis.
- ▶ Education, counseling, testing and partner notification for HIV, Acquired Immunodeficiency Syndrome (AIDS), sexually-transmitted diseases and Hepatitis. This includes anonymous counseling and testing, if desired, for HIV. The purpose of these

activities is to prevent new cases of these blood borne diseases in our community. Efforts are focused on those populations and groups that are at high-risk for blood borne pathogens and sexually-transmitted diseases. The activities are funded, in part, using prevention grants from the Illinois Department of Public Health, called HIV Lead Agency Prevention/Regional Implementation Group (RIG) grants as well as Hepatitis Outreach and Prevention grants.

- ▶ Case management and comprehensive services to persons with HIV/AIDS, including medical, dental and pharmaceutical services; housing and utilities; transportation; and social services. These services are funded, in part or their entirety, using the HIV CARE Consortium grant and HUD Housing Opportunities for Persons with AIDS (HOPWA) grant, both provided by the Illinois Department of Public Health.
- ▶ Directly-observed therapy and/or directly-observed preventive therapy for Tuberculosis (TB), funded in part by a TB grant from the Illinois Department of Public Health. Tuberculin skin testing is performed to screen contacts and high risk populations for TB.\*
- ▶ Education, outreach and limited clinical services offered through the Wellness on Wheels (WOW) program, funded in part by the Illinois Department of Public Health's Office of Minority Health and STD Program and supported in kind by Carle Foundation Hospital, Rural Health and Farm Safety Program.\*

### C. Community Health Nursing & Clinical Services

The cluster of services intended to identify various health conditions early, provide education and ongoing support for improved health outcomes. This includes the following activities:

- ▶ Adult and Senior "Health Checks", held at various Public Health District offices as well as numerous off-site locations. These "Health Checks" offer regular blood pressure, blood sugar and cholesterol screening to identify health problems early and reinforce the importance of managing high blood pressure, diabetes and other chronic health conditions.
- ▶ Aging-in-Place Support, which provides in-home nursing services to the aging and/or disabled population to assist them in remaining in their homes. Public health nurses routinely provide home-bound clients with physical evaluations, psycho-social evaluations, education and case management services, intended to help clients stay as healthy as possible.
- ▶ Illinois Breast & Cervical Cancer Program (IBCCP)/Women's Health Program, which provides community education and medical services to low income women aged 35-64 years who are either uninsured or under-insured. These services include medical case

management, screening for breast and cervical cancer (mammograms, pelvic exams and pap smears), additional diagnostic testing, and referral for medical care for diagnosis of cancer. The medical services are provided by participating providers throughout the community and the program is funded, in part, by grants from the Illinois Department of Public Health and the Susan B. Komen Breast Cancer Foundation.

- ▶ Well child visits for infants and school health examinations, needed for entry into school and participation in school sports.
- ▶ Comprehensive Diabetes Control Program, which provides case management, education, referral and support group facilitation services to clients living with diabetes. This program is funded, in part, with a grant from the Illinois Department of Human Services.\*
- ▶ Genetics Program, which provides education and counseling about genetic diseases, testing for genetic diseases, transportation of clients to medical providers, and limited medical services to clients with genetic diseases. This program is funded, in part, by a grant from the Illinois Department of Public Health.\*
- ▶ Vision and Hearing Screening for school-aged children. This program provides state-required vision and hearing screening for children enrolled in Champaign and Urbana schools and pre-schools. It is funded, in part, by a grant from the Illinois Department of Public Health.\*
- ▶ Childhood Lead Poisoning Program, which provides appropriate follow-up, education and medical case management for children with elevated blood lead levels. Environmental inspections of homes or child care settings are arranged, as needed, to determine the source of the child's lead poisoning and eliminate the hazard. This program is funded, in part, by a grant from the Illinois Department of Public Health.\*

#### **D. Maternal and Child Health Services for Women, Infants and Children**

The cluster of services intended to improve the health of pregnant women, infants and children. This includes the following activities:

- ▶ An integrated "Women, Infants & Children" (WIC) nutrition program and "Family Case Management" program, both partially-supported by grants from the Illinois Department of Human Services. These integrated grant programs are intended to ensure that low income pregnant women receive good nutrition and prenatal care to ensure healthy pregnancy outcomes. Pregnant women can receive pregnancy testing, prenatal vitamins, nutritional assessments, food coupons and/or infant formula appropriate for their nutritional needs, nutrition education and counseling, assistance with KidCare enrollment, and assistance in making prenatal appointments. Nurse case managers and nutritionists support the pregnant women and their infants to ensure healthy babies

## Additional Programs and Services

Page 4

and prevent infant mortality. Premature or high risk babies receive extra support to ensure they thrive and grow up healthy. Nutritionists also extend the WIC program to young children at nutritional risk and offer Farmers' Market coupons to needy families.

- ▶ Medical case management for children that are wards of the State of Illinois. This grant program of the Illinois Department of Human Services, called the "HealthWorks" program, provides financial support to select local health departments to ensure that children within Champaign County who are taken into state custody receive good medical care, but it requires active case management of each child and work with numerous medical providers in the community.
- ▶ Medical, financial, and social support for pregnant teenagers to encourage them to complete their high school education and receive a high school diploma or equivalent (e.g., GED). This program, called "Teen Parent Services," is funded by a grant from the Illinois Department of Human Services.
- ▶ KidCare enrollment, funded in part by reimbursement for each fully-completed "KidCare" application, is intended to assist families in enrolling children in the State of Illinois' Child Health Insurance Program (CHIP), called "KidCare." This reimbursement is provided by the Illinois Department of Public Aid.
- ▶ Breastfeeding education, promotion and support for pregnant and lactating women. This effort, partially-funded by the grants above, is intended to increase the number of breast-fed babies as well as the duration of breast feeding, using counseling, education, a book loan library, home visits, and the loan of breast pumps.

### E. Child Dental Health

Specific services intended to improve the oral health of children in the Champaign County community. This consists of the following activities:

- ▶ School-based dental examinations and dental sealants, funded in part by a grant from the Illinois Department of Public Health.
- ▶ Basic dental services for children aged three to eighteen who are wards of the State of Illinois and served by the state's HealthWorks program. These services may be provided at the Health District's Champaign dental clinic and may include, as needed: examinations, x-rays, prophylaxis (cleaning), dental sealants, fluoride treatments, restorative treatments, and referrals for special needs. These Health District services are funded, in part, by Medicaid reimbursements.\*
- ▶ Oral health education provided at Public Health District offices, schools, Headstart or other preschool facilities, the Armory, and/or community facilities.\*

## **F. Environmental Health**

The cluster of environmental health services intended to supplement the environmental health services required under the Agreement. The following services are intended to prevent disease, injury and disability:

- ▶ Permitting, inspection and enforcement of the State of Illinois rules regarding the safe operation of Tanning Facilities. This activity is funded in part by a grant from the Illinois Department of Public Health.\*
- ▶ Community education and planning to prevent mosquito-borne viruses, including West Nile Virus, St. Louis Encephalitis, LaCross (California) Encephalitis, Eastern and Western Equine Encephalitis, funded in part by a grant from the Illinois Department of Public Health. The Public Health District cannot provide mosquito control measures which are not funded by state grants.\*
- ▶ Lead inspections and investigations, as requested or needed, to identify the source of lead poisoning for children residing in Champaign County. Environmental Health staff may also assist with lead-based paint remediation projects. These activities are funded, in part, by the Illinois Department of Public Health's "Childhood Lead Poisoning Prevention" grant and "Get the Lead Out" grant.\*
- ▶ Education and testing, upon request, for radon, funded in part by a grant from the Illinois Department of Nuclear Safety.\*

## **G. Contract Support and/or Miscellaneous Services**

The following services and activities are intended to support the required and above additional programs and services:

- ▶ Provide the following necessary support functions to allow Public Health District staff to carry out the above programs and services: budget development and oversight; accounting and grants management; payroll processing; human resource management; computers and network support; building management and services; and communications support.
- ▶ Coordinate planning for bio-terrorism and/or other public health emergencies, both among the divisions of the Public Health District and, as appropriate, among other government agencies and departments within Champaign County. This responsibility is funded, in part, by a grant from the Illinois Department of Public Health.\*

\* The asterisk identifies those public health programs or activities funded exclusively by state grants/contracts, reimbursements, Public Health District fees and other Public Health District

Additional Programs and Services

Page 6

resources. For these programs and activities, the Public Health District is authorized to provide services to residents of the County that reside outside the Public Health District, but no financial support will be provided by the County for these services. The Public Health District may discontinue these services to the County and the County may withdraw its authorization for the Public Health District to provide these services by providing at least ninety days notice to the other parties as set forth in the Agreement.

**Champaign County Board of Health / Public Health Department  
FY'03 Approved Budget**

<b><u>LINE-ITEM EXPENDITURES</u></b>	Community Health Surveillance, Planning & Education	HIV/STD/TB Prevention & Management	Community Health Nursing & Clinical Services	Family Health	Dental Health	Environmental Health	Approved FY'03 Budget
Subtotal-Direct Program Expenses	76,341	69,456	247,679	364,261	145,472 *	254,212	1,157,421
Contract/Administrative Support	9,161	8,335	29,721	43,711	17,457 *	30,505	138,890
Total CUPHD Contract & Grant, Plus Administrative Support	85,502	77,791	277,400	407,972	162,929 *	284,717	1,296,311
Equipment Total							16,125
<b>TOTAL EXPENDITURES</b>							<b>1,312,436</b>
<b><u>PROJECTED REVENUE</u></b>							
State Grants/Reimbursement to CUPHD Shared with CCPHD	-	64,452	70,857	403,024	30,000 *	-	568,333
Direct Grants from the State & County, Permit/Service Fees, Interest, Gifts and/or Fund Balance	85,502	13,339	210,543	11,073	135,929 *	287,717	744,103

\* Reflects maximum amounts only. These will be adjusted downward after the Dental Access Program can be transferred to the CCBoH and final spending and revenue amounts through April 30, 2003, can be determined.

# Draft CUPHD Contract with Revisions

**DRAFT 9/18/07**

AGREEMENT BETWEEN THE CHAMPAIGN-URBANA PUBLIC HEALTH DISTRICT AND  
THE COUNTY OF CHAMPAIGN AND THE BOARD OF HEALTH OF THE CHAMPAIGN  
COUNTY HEALTH DEPARTMENT FOR THE PROVISION OF PUBLIC HEALTH  
SERVICES BY THE CHAMPAIGN-URBANA PUBLIC HEALTH DISTRICT TO THE  
COUNTY OF CHAMPAIGN

This Agreement is made between the Champaign-Urbana Public Health District, a body corporate, and the County of Champaign, a body politic and corporate, and the Board of Health of the Champaign County Health Department, pursuant to the authority granted by their respective governing bodies, in consideration of the following mutual covenants and conditions:

1. This Agreement is made pursuant to the authority granted by the governing bodies of each party and to the provisions of the Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., specifically paragraphs 220/3 and 220/5; the Public Health District Act, 70 ILCS 905/0.01 et seq., and specifically paragraph 905/17(11); the Counties Code, 55 ILCS 5/1-1001 et seq., and specifically paragraphs 5/5-1005 and 5/5-25013(B)5; and the Illinois Constitution of 1970, Article VII, Section 10.

2. The purpose of this Agreement is for the Champaign-Urbana Public Health District, hereinafter called the Public Health District, to provide for the County of Champaign, hereinafter called the County, certain public health services which the County is authorized to provide through the County Health Department created under the provisions of 55 ILCS 5/5-25001 et seq.

3. The Public Health District will provide advice and

guidance to the County with respect to the programs set forth in this Agreement.

4. The Public Health District will perform the activities necessary to maintain the status of the Champaign County Health Department as a Certified Local Health Department pursuant to 77 Ill. Adm. Code 600.

5. The Public Health District will provide public health services for the following programs which are mandatory programs for a local health department to receive a Local Health Protection Grant pursuant to 77 Ill. Adm. Code 615, Local Health Protection Grant Rules. These programs are a required part of this Agreement.

- a. Infectious Diseases Control Program
- b. Food Protection
- c. Private Sewage Disposal
- d. Potable Water Supply

6. a. With respect to the Infectious Diseases Control Program the Public Health District will conduct activities for the control of infectious diseases in accordance with the program standards set forth in 77 Ill. Adm. Code (Illinois Administrative Code) 615.300, Local Health Protection Grant Rules; 77 Ill. Adm. Code 690, Control of Communicable Diseases Code; 77 Ill. Adm. Code 693, Control of Sexually Transmissible Diseases Code; 77 Ill. Adm. Code 696, Control of Tuberculosis Code; 77 Ill. Adm. Code 697, AIDS Confidentiality and Testing Code.

b. The Public Health District is authorized to include at its discretion any or all of the immunizations recommended by the Advisory Committee on Immunization Practices for the Centers for Disease Control and Prevention which are in addition to the immunizations required by the regulations set forth in section 6-a.

7. With respect to the Food Protection program the Public Health District will conduct activities as follows in accordance with the program standards set forth in 77 Ill. Adm. Code 750, Food Service Sanitation Code; 77 Ill. Adm. Code 760, Retail Food Store Sanitation Code; 77 Ill. Adm. Code 615.310, Local Health Protection Grant Rules.

a. The County has adopted and will maintain in force an ordinance adopting the Food Service Sanitation Code, 77 Ill. Adm. Code 750, and the Retail Food Store Sanitation Code, 77 Ill. Adm. Code 760.

b. The Public Health District will furnish to the County Board of Health a monthly summary of inspections performed and permits issued under this program.

c. The Public Health District will conduct educational seminars periodically as needed for food service facilities and retail food stores.

d. The Public Health District will conduct inspection activities and other activities and issue permits and take such other action as it considers appropriate under the Food Service Sanitation Code and the Retail Food Store Sanitation Code.

8. With respect to the Private Sewage Disposal program the Public Health District will conduct activities as follows in accordance with the program standards set forth in 77 Ill. Adm. Code 905, Private Sewage Disposal Code.

a. The County will adopt, if not already adopted, and maintain in force an ordinance adopting the Private Sewage Disposal Code, 77 Ill. Adm. Code 905.

b. The Public Health District will conduct inspections of sewage disposal facilities at such times as it considers appropriate.

c. The Public Health District will conduct inspection activities and other activities and issue permits and take such action as it considers appropriate under the Private Sewage Disposal Licensing Code and under the Private Sewage Disposal Licensing Act, 225 ILCS 225/1, et seq.

9. With respect to the Potable Water Supply program the Public Health District will conduct activities as follows in accordance with the program standards set forth in 77 Ill. Adm. Code 920, Illinois Water Well Construction Code; 77 Ill. Adm. Code 925, Illinois Water Well Pump Installation Code.

a. The County will adopt, if not already adopted, and maintain in force an ordinance adopting the Illinois Water Well Construction Code, 77 Ill. Adm. Code 920.

b. The Public Health District will conduct inspection activities and other activities and issue permits and take such other action as it considers appropriate under the Illinois Water Well Construction Code and under the Illinois Water Well Pump Installation Code, 77 Ill. Adm. Code 925.

10. The Champaign County Board of Health must approve any applications made on behalf of the Board of Health by the Public Health District as may arise from time to time, which are within the lawful authority of the County Board of Health to administer. The Public Health District shall not commit to receive funds or provide services for new programs or new activities on behalf of the County Board of Health without prior approval of the County Board of Health. The Public Health District shall include in the information to be presented to the Board of Health as to these public or private grant funded programs an accounting as to how the funds from the said grant funded programs are to be allocated

between the Public Health District and the Board of Health if the programs are joint applications from the Public Health District and the Board of Health. Any grant funds due to the Board of Health by the Illinois Department of Public Health shall be remitted directly to the Board of Health, with the Board of Health within thirty days of receipt to remit any funds due to the Public Health District for programs solely for the benefit of the Public Health District as outlined in the accounting provided by the Public Health District to the Board of Health when the grant applications are submitted.

11. The Public Health District shall on an annual basis submit a proposed budget for the Board of Health to the Board or its designated committee, which said budget shall include a list of proposed activities and programs to be conducted on behalf of the Board of Health. The said budget and list of proposed activities and programs shall be submitted to the Board of Health no later than the June Budget Committee meeting, commencing with the year 2008. The budget will follow the Champaign County budget format and will specifically delineate all expected revenues and expenditures for the Board of Health during its fiscal year, which said fiscal year is December to November. Any of the programs or activities agreed upon by the parties may be terminated only by the mutual written agreement of the parties.

12. All codes within the Illinois Administrative Code which the County is to adopt by ordinance under this Agreement also shall contain such enforcement provisions and other provisions as required by the Illinois Administrative Code. Such ordinances shall provide that they are effective in the geographical area in

which the County Health Department has jurisdiction.

13. Under the provisions of the Counties Code, 55 ILCS 5/5-25013(A)10, and of 77 Ill. Adm. Code 600.300, the Champaign County Board of Health is required to appoint a medical health officer as the executive officer or to appoint a public health administrator for the County Health Department. The public health administrator of the Public Health District shall function as such public health administrator for the County Health Department. It shall be the responsibility of the Public Health District to require its public health administrator to maintain a status of being qualified to function as the public health administrator. The Board of Health shall participate in the annual performance evaluation of the public health administrator of the Public Health District, commencing in the year 2008, and continuing each year thereafter. The Board of Health and the Public Health District Board shall mutually agree upon the method of the performance evaluation, including the evaluation tools to be utilized in the said evaluation, and shall further mutually agree upon the time(s) and date(s) of the meeting(s) necessary to perform the said evaluation.

14. The Public Health District is providing public health services to the County and its Board of Health pursuant to the provisions of this Agreement. All parties acknowledge the following:

a. The Public Health District has complete control over its internal operations.

b. All personnel of the Public Health District performing services under this Agreement are employees of the Public Health District for all purposes related to this Agreement. They are not employees of the County or its Board of Health for any purpose related to this Agreement.

c. The Public Health District shall be responsible for and shall have full control over any financial audits or reports required by applicable law or any funding grantor concerning its operations related to this Agreement.

d. It is the responsibility of the Public Health District and not of the County or its Board of Health to require the said employees providing services under this Agreement to maintain any required qualifications.

15. During each year of this Agreement, the Board of Health shall select the programmatic activities to be performed by the Public Health District upon submission of a proposed budget by the Public Health District to the Board of Health. The Board of Health shall then pay for the said activities on a monthly basis in a sum equivalent to one-twelfth of the monies due for the budget year to the Public Health District. The Public Health District shall present an invoice to the Board of Health at least seven days in advance of the Board of Health's regular monthly meeting for the compensation due for the services provided by the Public Health District under this Agreement. The said invoices shall be forwarded to the Champaign County Administrator for

payment within seven days of their approval by the Board of Health.

16. All inspection and permit fees and other fees paid in relation to the public health services provided under this Agreement shall be paid to the County. The Public Health District will have all payers make checks payable to the "Champaign County Public Health Department."

17. All records created or maintained by the Public Health District pursuant to this Agreement shall be the records of the Board of Health, and shall be maintained by the Public Health District at its main office, or such other office as agreed upon by the parties. The Public Health District shall furnish to the County or its Board of Health such records and reports as are required to be provided by this Agreement.

18. The County and its Board of Health shall have reasonable access to those books and records of the Public Health District as are reasonably necessary to review performance and costs under this Agreement. The County and its Board of Health shall designate from time to time a person to perform this activity for the County and its Board of Health. It is not the intent of this section to permit any member of the County Board of Health to examine such records at the discretion of such member but only as authorized by the County Board of Health pursuant to this section.

19. The services to be provided by the Public Health District shall be provided at its existing main facility in

Champaign, Illinois, and at such other locations. The parties may agree to the provision of selected services at additional locations with the additional expenses being reimbursed by the County and its Board of Health to the Public Health District.

20. a. For all durable equipment, such as desks, chairs, computers, printers, which the Public Health District in its sole discretion determines that it requires for the purpose of performing its duties under this Agreement, the Public Health District shall provide to the County or its Board of Health from time to time in writing a designation of the specific items required, except that prior approval by the County Board of Health is required for any item costing in excess of \$2,000.00. It shall be the responsibility of the County or its Health Department to purchase promptly at the sole expense of the County or its Health Department each such item and to have each such item delivered to the location specified by the Public Health District.

b. It shall be the responsibility of the County or its Board of Health to pay for such maintenance and repair of each item as the Public Health District determines is required.

c. Upon termination of this Agreement by expiration or otherwise, or upon direction by the Public Health District, whichever occurs first, the County or its Board of Health shall remove such equipment and any remaining equipment acquired under section 19-a of the "Agreement for the Provision of Public Health Services by the Champaign-Urbana Public Health District to the County of Champaign," effective May 1, 1998, from the premises of

the Public Health District, whereupon the equipment shall be deemed to be the property of the County. In the event of termination of any of the non-mandatory programs or activities as have been agreed upon by the parties, the County or its Board of Health may recover at that time any such durable equipment which was used exclusively for any such programs or activities being terminated.

d. All equipment acquired other than under section 19-A of the said prior Agreement or under subsection a of this section of this Agreement and all supplies acquired by the Public Health District for the purpose of performing its duties under this Agreement are the property of the Public Health District.

21. The Public Health District will have the County and its Board of Health named as an additional insured on the applicable insurance policies of the Public Health District with respect to services provided under this Agreement.

22. The Public Health District may terminate this Agreement by approval of its governing body upon 12 months notice in writing to the County and its Board of Health.

23. The County and its Board of Health may terminate this Agreement by approval of both the governing body of the County and of the County Board of Health upon 12 months notice in writing to the Public Health District.

24. This Agreement may be amended at any time upon

such terms as the parties may agree by the addition, deletion or modification of any one or more programs or in any other manner except that none of the programs identified as mandatory programs may be deleted other than by termination of this Agreement.

Except as set forth in section 11, this Agreement may be amended only by an agreement in writing authorized by the governing body of each party to this Agreement. An amendment which only adds services and which does not require an increase in funding by the County Board of Health or by the County does not require approval by the governing body of the County of Champaign.

25. The Agreement shall be in effect for the period beginning \_\_\_\_\_, and ending at the end of the day on \_\_\_\_\_, unless sooner terminated as provided herein.

26. The foregoing constitutes the entire agreement and no statement or representation in any form made before, on or after the dates of execution of this Agreement shall be binding upon any party hereto.