

## CHAMPAIGN COUNTY BOARD OF HEALTH

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**Monthly Meeting  
Tuesday, November 30, 2010**

### **Call to Order**

The Board of Health (BOH) held its monthly meeting on November 30, 2010 in the Lyle Shields Meeting Room at the Brookens Administrative Center, 1776 East Washington, Urbana. The meeting was called to order at 6:02 p.m. by Board President Bobbi Scholze.

### **Roll Call**

Board members present at the time of roll call were Stan James, John Peterson, Cherryl Ramirez, Bobbi Scholze, Betty Segal, and David Thies. The staff member present was Kat Bork (Board of Health Administrative Assistant).

The absent Board members were Brenda Anderson and Prashanth Gowda.

Also present were Nancy Greenwalt (Smile Healthy Executive Director), Julie Pryde (CUPHD Administrator), Jim Roberts (CUPHD Environmental Health Director), and Andrea Wallace (CUPHD Finance Director).

### **Approval of Agenda/Addendum**

**MOTION** by James to approve the agenda; seconded by Segal. **Motion carried with unanimous support.**

### **Approval of Minutes**

**MOTION** by Ramirez to approve the September 28, 2010 minutes; seconded by Segal. **Motion carried with unanimous support.**

### **Public Participation on Agenda Items Only**

There was no public participation over the agenda items.

### **Correspondence and Communications**

There was no correspondence or communications.

### **Smile Healthy**

**MOTION** by James to receive and place on file the Smile Healthy monthly report for September 2010; seconded by Thies.

James asked for clarification regarding whether the BOH money granted to Smile Healthy is used to provide services to everyone within Champaign County or only those who live outside CUPHD's jurisdiction. Greenwalt verified a screening process is employed so the BOH

money is only used for County jurisdiction residents who are children. The Head Start and Frances Nelson dental programs have separate funding sources and accept patients from anywhere, including the Cities of Champaign and Urbana.

**Motion carried with unanimous support.**

Request Approval of Participation Agreement Renewal

Greenwalt explained the renewal is the same document that has been ongoing as long as Smile Healthy has been funded by the BOH. The dollar amount and dates are only things that changed in the renewal document.

**MOTION** by Thies to approve the renewal of the Smile Healthy Participation Agreement; seconded by Ramirez. **Motion carried with unanimous support.**

CUPHD

Approval of CUPHD Invoice – September 2010 & October 2010

Peterson asked about the Phase 1, 2, & 3 grants. Wallace explained those grants ended in August and the Board should not see any more billings for those programs

**MOTION** by Peterson to approve payment of the CUPHD September 2010 and October 2010 invoices; seconded by Thies. **Motion carried with unanimous support.**

Request Approval of Schoonover Sewer Service, Inc. Invoice

**MOTION** by James to approve payment of the Schoonover Sewer Service, Inc. Invoice; seconded by Ramirez.

James inquired if Schoonover was the only person contacted to provide the service. Roberts confirmed estimates from two contractors were obtained and Schoonover was the contractor selected for the project.

**Motion carried with unanimous support.**

Administrator's Report – October 2010 & November 2010

Pryde added that there has been one human case of the West Nile Virus in Champaign County to the information provided in her report. Roberts confirmed the individual became ill mid-September and CUPHD received the blood work results in October.

Scholze noted the October BOH meeting was canceled due to CUPHD's activities in multiple cases and asked how things were progressing. Pryde said they were tracking a case involving the CDC that could not be publically discussed yet. There was also a daycare business in the county with a salmonella outbreak and another with a norovirus outbreak, both at the same time. Roberts remarked a restaurant in the CUPHD area had a norovirus outbreak. Pryde confirmed CUPHD has been extremely busy. There has been another noncompliant TB case

where she had to issue an isolation order and the TB cases will continue to come. Pryde is particularly concerned about drug resistant TB occurrences.

#### CUPHD Monthly Division Reports – September 2010 & October 2010

The monthly division reports for Administrative Training, Environmental Health, Human Resources, Infectious Disease, Maternal & Child Health, and Wellness & Health Promotion were posted on CUPHD's website at <http://www.c-uphd.org/monthly-reports.html>.

**MOTION** by James to receive and place on file the Administrator's report and division monthly reports; seconded by Segal. **Motion carried with unanimous support.**

**MOTION** by James to suspend the rules to allow Alan Kurtz to ask a question of the BOH as he requested; seconded by Peterson. **Motion carried with unanimous support.**

Kurtz asked if the names of preschools with disease outbreaks are published in the newspaper or kept confidential. Pryde explained CUPHD only publishes a school's name if there is a public health threat to the public. Often some parents will call the newspaper with the information. Just about every day some daycare or nursing home will have a virus outbreak. Kurtz wanted to know if there is a pattern to any one school. Pryde answered there was none that she was aware of. Roberts suggested concerned parents ask about a daycare center's policies regarding sick children. Pryde added that it was usually a matter of keeping hands washed. She wished all daycare workers were required to get a Hepatitis A vaccine. In answer to the Board's questions about vaccines, Peterson explained about Hepatitis A and B vaccines.

#### Request to Increase the Fee Charged for a Food Rules & Regulations Book

**MOTION** by James to increase the fee charged for a Food Rules & Regulations Book; seconded by Thies.

James understood the need to raise the fee for a paper copy, but wanted to know why the same was not done for a CD copy. Roberts explained the costs of creating a paper copy takes more labor than a CD copy, plus the paper itself. The book is available on the website for free. Roberts was willing to give a free CD copy to anyone who requests it.

**Motion carried with unanimous support.**

#### Request to Increase the Fee Charged for a Private Sewage Disposal Act & Code Book

Roberts explained this request was to increase the fee charged for paper copy of the Private Sewage Disposal Act & Code Book to \$8 to cover the labor and paper costs. This act and code book is also available for free on the website, but is not available on CD at this time.

**MOTION** by Peterson to approve the fee increase charged for a paper copy of a Private Sewage Disposal Act & Code Book; seconded by James. **Motion carried with unanimous support.**

Discussion of the IDPH Grant to CUPHD for Services Regarding Tanning Facilities in the District and in Champaign County

Roberts explained that, prior to the formation of the County Public Health Department, CUPHD obtained a grant from IDPH for the tanning program. Since CUPHD has to now apply for these grants, he wanted the BOH to discuss whether they should apply for a separate grant for the fourteen tanning facilities in the County area or to continue to apply for a grant that combines the service for the CUPHD and County area. CUPHD is paid \$100 for providing the service. The cost of providing the service was estimated at \$55.20 without calculating travel expense. Grant revenue exceeded expenditures last fiscal year. Peterson asked what the advantages would be in applying for a separate grant. Roberts stated it would be a disadvantage for him to prepare two separate grants. The BOH could receive funding of \$600. CUPHD would keep any revenues in excess of expenditures even if the County has a separate grant. Roberts said the new public act requirement of grant writing increases the expenditures for all grants. James inquired if the BOH would be billed for grant writing if the grant revenue does not cover expenditures. Roberts thought it was reasonable to bill BOH to cover the costs. James wanted an amount not to be exceeded and to be notified in advance and Pryde agreed. The Board agreed that a single IDPH grant should be submitted for CUPHD and the County BOH tanning facilities.

Request Approval of Amendment to RECG Agreement

**MOTION** by James to approve the amendment to the RECG Agreement; seconded by Thies.

James said the amendment for an entity to pay for emergency assistance provided by the other parties after five days made sense if the other entities agree. Pryde thought only the University of Illinois had yet to approve amendment and all the other entities had approved it.

**Motion carried with unanimous support.**

Closed Session Pursuant to 5 ILCS 12012 (c)11 to Consider Litigation When an Action on Behalf of the Board of Health Has Been Filed & is Pending in Court

**MOTION** by James to enter into a closed session pursuant to 5 ILCS 12012 (c)11 to Consider Litigation When an Action on Behalf of the Board of Health Has Been Filed & is Pending in Court. He further moved the following individuals remain present: the Recording Secretary, CUPHD Administrator, and CUPHD Environmental Health Director. The motion was seconded by Segal. **Motion carried with a vote of 6 to 0.** James, Peterson, Ramirez, Scholze, Segal, and Thies voted in favor of the motion. The Board entered into closed session at 6:37 p.m. and resumed open session at 6:54 p.m.

Other Business

Request Approval of FY2011 Calendar of Meetings

**MOTION** by James to approve the FY2011 Calendar of Meetings; seconded by Segal.

Scholze announced there had been a request to move the meetings to different dates. Bork explained Peter Tracy, the Mental Health Board Executive Director, asked for the BOH to change its FY2011 calendar of meetings so the Mental Health Board could hold its meetings on the dates the BOH has reserved the Lyle Shields Meeting Room. The Board discussed possible dates or locations for its FY2011 meetings and the conflicts with the County Board's tentative study session dates and political party caucuses.

**James made friendly amendment to his original motion to schedule the next BOH meeting for January 25, 2011 and approve the remaining FY2011 calendar of meetings in January. Segal agreed to consider the amendment as friendly.**

The Board asked to have new calendars prepared with the meetings scheduled on the third and fourth Wednesdays of the month at 6:00 p.m. for their consideration.

**Motion carried as amended with unanimous support.**

#### **Approval of Closed Session Minutes**

**MOTION** by Thies to approve the September 28, 2010 closed session minutes; seconded by Ramirez. **Motion carried with unanimous support.**

#### **Public Participation on Non-Agenda Items Only**

James spoke about the Cherry Orchards Apartments situation and expressed his opinion how it was sad no agency had addressed the problems in the housing units. He felt the County Board passing a habitability ordinance has been long time coming.

#### **Adjournment**

The meeting was adjourned at 7:15 p.m.

Respectfully submitted,

Kat Bork  
Board of Health Administrative Assistant

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