
CHAMPAIGN COUNTY BOARD OF HEALTH

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Champaign County Board of Health

**Tuesday, August 16, 2016
5:30 PM**

**Location: Champaign-Urbana Public Health District
201 W. Kenyon, Champaign, IL**

Main Conference Room

(Park & Enter on North Side of Facility—Middle Door)

AGENDA

<u>ITEM</u>	<u>PAGE NO.</u>
A. Call to Order	
B. Roll Call	
C. Approval of Agenda/Addenda	
D. Approval of Minutes	
1. March 15, 2016 – Monthly Meeting	1-3
E. Public Participation on Agenda Items Only	
F. Correspondence and Communications	
G. SmileHealthy	
1. Monthly Report – January 2016	4-7
2. Monthly Report – February 2016	8-11
3. Monthly Report – March 2016	12-16
4. Monthly Report – April 2016	17-21
5. Monthly Report – May 2016	22-26
6. Monthly Report – June 2016	27-30
H. CUPHD	
1. Approval of CUPHD Invoice for February 2016 Services	31-32
2. Approval of CUPHD Invoice for March 2016 Services	33-34
3. Approval of CUPHD Invoice for April 2016 Services	35-36
4. Approval of CUPHD Invoice for May 2016 Services	37-38
5. Approval of CUPHD Invoice for June 2016 Services	39-40
6. CUPHD Monthly Division Reports – March 2016 to July 2016	
Reports can be viewed at: http://www.c-uphd.org/monthly-reports.html	
a. Administrative Training	
b. Environmental Health	
c. Human Resources	
d. Infectious Disease	
e. Maternal & Child Health	
f. Planning & Research	
g. Wellness & Health Promotion	

Champaign County BOH Meeting Agenda
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7. Update on Zika Virus	
8. Discussion of IDPH Local Health Protection Grant Findings	41-55
9. Discussion of IDPH Letter, March 15, 2016, regarding Local Ordinances	56
I. Old Business	
1. Environmental Health	
a. Discussion of Fee Schedule for Environmental Health Programs	57-68
b. Approval of Amending Ordinance No. 975 An Ordinance Establishing Fees under the Health Ordinance of Champaign County	69-73
J. Other Business	
1. Slate of Officers/Elections	
2. Approval of Proposed SmileHealthy Budget Request for FY2017	74-76
3. Approval of Proposed CUPHD Contract Budget for FY2017	77-82
4. Approval of Proposed County Board of Health Budget for FY2017	83-84
K. Public Participation on Non-Agenda Items Only	
L. Adjournment	

1 CHAMPAIGN COUNTY BOARD OF HEALTH 1

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3
4 *Tuesday, March 15, 2016*
5

6 **Call to Order**
7

8 The Champaign County Board of Health held a meeting on March 15,
9 2016 at the Champaign-Urbana Public Health District office, 201 W. Kenyon
10 Road, Champaign. The meeting was called to order at 5:31 PM by President,
11 Krista Jones.
12

13 **Roll Call**
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15 Upon roll call, the following Board members were found to be present:
16 Krista Jones, President, Dr. Michael Ruffatto, Vice President, David King, David
17 Thies, Jim McGuire, and Dr. Vura-Weis. Dr. John Peterson, Secretary/Treasurer,
18 was in attendance at 5:34 PM and Betty Segal was absent.
19

20 Also present were: Julie Pryde, CUPHD Administrator, Jim Roberts,
21 CUPHD Director of Environmental Health, Michael Flanagan, Environmental
22 Health Specialist II, and a representative from Smilehealthy.
23

24 **Approval of Agenda/Addendum**
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26 David Thies made a motion to approve the March 15, 2016 agenda.
27 Dr. Vura-Weis seconded the motion. With all in favor, the motion carried.
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29 **Approval of Minutes**
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31 Dr. Ruffatto made a motion to approve the November 17, 2015 monthly
32 meeting minutes. David Thies seconded the motion. With all in favor, the motion
33 carried.
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35 **Public Participation on Agenda Items Only**
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37 There was no public participation.
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39 **Correspondence and Communications**
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41 There was no correspondence.
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43 **Smile Healthy**
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45 David King made a motion to receive and place on file the October,
46 November, and December 2015 SmileHealthy monthly reports. Dr. Vura-Weis
47 seconded the motion. With all in favor, the motion carried.
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David Thies made a motion to approve the Renewal Agreement between the Champaign County Board of Health and SmileHealthy. Dr. Ruffatto seconded the motion. A review of the amount granted to SmileHealthy will be reviewed at the next meeting. In addition, the Board would like to see an updated amendment for the next year's proposal. With all in favor, the motion carried.

Item G5, approval of Participation Agreement between Central IL Dental Education Services and the Champaign County Health Department, was not needed.

CUPHD

Dr. Peterson made a motion to approve the CUPHD invoices for September, October, November and December 2015 services and January 2016 services. David Thies seconded the motion. With all in favor, the motion carried.

Dr. Peterson asked about CUPHD's continued participation in mosquito abatement and Jim Roberts stated that CUPHD has funding to cover surveillance at this time for West Nile virus.

CUPHD Monthly Reports are available on-line. Julie Pryde mentioned that new reports would be coming soon and they will be in conjunction with CUPHD's performance management, quality improvement plan and strategic plan. Dr. Peterson made a motion to approve and place on file the monthly reports for CUPHD. Dr. Dorothy Vura-Weis seconded the motion. With all in favor, the motion carried.

Julie Pryde reported on Zika virus and stated that 19 samples from within the county have been sent for testing. Anyone who has traveled to an affected area that is pregnant or has symptoms is tested.

Jim Roberts received correspondence from Susan Monte with the Champaign County Regional Planning Commission in regards to the Champaign County Environmental Land Use Committee's recommendation regarding potential limits to types of heat exchange fluid used in closed loops system wells installed in Champaign County. Mr. Roberts' recommendation was to let the State of Illinois change the code with CUPHD adopting the changes thereafter.

Old Business

Jim Roberts addressed the Board regarding fee schedules for Environmental Health programs. Sewage and water fees have not changed since 1998 and food has remained the same since 2006. Mr. Roberts stated that he feels the costs for water and sewage construction and inspection should be fully covered by the owner of private property and not with tax payer dollars. Food is based upon category as well as size. Mr. Roberts would like to provide an incentive to each of the Champaign County food establishments that post

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104 post the color-coded placard. Jim McGuire would like for that incentive to be
105 removed. Each program and fees were reviewed with the Board. A proposal for
106 approval will be presented at the next meeting.

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108 **Other Business**

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110 There was no other business to be discussed.

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

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114 There was no public participation.

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116 **Adjournment**

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118 With no further business to be discussed, the meeting was adjourned at
119 7:45 PM.



**Champaign County Board of Health
Monthly Report for January 2016, Fiscal Year 2016**

Total number of children seen from all programs this month: **212**
 Total number of unique pediatric dental patients in BOH Fiscal Year 2015: **212**

Breakdown of current month of patients for all programs by town.

- Champaign: 99
- Fisher: 1
- Gifford: 1
- Mahomet: 8
- Philo: 5
- Rantoul: 51
- Savoy: 9
- Seymour: 1
- Thomasboro: 1
- Urbana: 16
- Other/Unknown: 16

Education and Outreach

JANUARY 2016

Dental Education Report

Monday January 4th

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **1 woman**. Education materials were provided.

Staff hygienist did medical visits at Frances Nelson Health Center and had contact with **1 adult**. Education materials were provided.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **5 children**. **1 appointment** was made.

Tuesday January 5th

Staff hygienist went to Rantoul Head Start and presented to **110 children**. Education materials and supplies were presented and provided for each child.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **14 children**. Education materials were provided.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **2 women**. Education materials were provided.

Wednesday January 6th

Staff hygienist went to the Daily Bread Soup Kitchen and had contact with **25 adults**. Education materials and toothpaste samples were provided.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **7 children**. Education materials were provided. **3 appointments** were made.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **4 women**. **1 appointment** was made.

Thursday January 7th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **5 children**. Education materials were provided. **3 appointments** were made.

Friday January 8th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **3 children**. Education materials were provided. **1 appointment** was made.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **4 women**. Education materials were provided. **2 appointments** were made.

Monday January 11th

Volunteer hygienist did well child visits at Frances Nelson Health Center and had contact with **2 children**. Education materials were provided. (2 of the well child doctors are on vacation)

Tuesday January 12th

Staff hygienist had contact with **2 adults** on the medical side. Zero well child's scheduled, doctors on vacation.

Staff hygienist went to Savoy Head Start and did a presentation for **144 children**. Education materials were provided for each child.

Wednesday January 13th

Staff hygienist presented the DEERP Emergency Program to **1 adult**. Education materials were provided.

Volunteer hygienist did prenatal visits at Frances Nelson Health Center and had contact with **8 women**. Education materials were provided. **5 appointments** were made.

Thursday January 14th

Staff hygienist Mary did well child visits at Frances Nelson Health Center and had contact with **2 children**. Education materials were provided.

Friday January 15th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **10 children**. Education materials were provided.

Monday January 18th

Volunteer hygienist did prenatal visits at Frances Nelson Health Center and had contact with **1 woman**. Education materials were provided.

Volunteer hygienist did well child visits at Frances Nelson Health Center and had contact with **2 children**. Education materials were provided.

Tuesday January 19th

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **2 women**. Education materials were provided. **2 appointments** were scheduled.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **11 children**. Education materials were provided. **2 appointments** were scheduled.

Staff hygienist went to Urbana Head Start and did a presentation to **66 children**. Each child was provided with education materials.

Wednesday January 20th

Staff hygienist went to New Hope Food Pantry and had contact with **16 adults**. Toothpaste samples and education materials were provided.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **7 children**. **3 appointments** were made. Education materials were provided.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **9 women**. Education materials were provided. **1 appointment** was made.

Friday January 22nd

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **7 children**. Education materials were provided.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **4 women**. Education materials were provided.

Monday January 25th

Volunteer hygienist did well child visits at Frances Nelson Health Center and had contact with **3 children**. Education materials were provided.

Tuesday January 26th

Staff hygienist went to Champaign Head Start and did a presentation to **52 children**. Education materials were provided for each child.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **6 children**. Education materials were provided.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **1 woman**. Education materials were provided.

Staff hygienist had contact with **1 adult** patient from the DEERP Program.

Thursday January 28th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **2 children**. Education materials were provided.

Total number of contacts: 540

Total number of prenatal: 36

Total well child visits: 86

Smile Healthy Dental Center is home: 29

Other Dental Home: 27

No dental home need follow up: 11

Infant, no teeth yet: 19

Total appointments made: 24



**Champaign County Board of Health
Monthly Report for February 2016, Fiscal Year 2016**

Total number of children seen from all programs this month: **322**

Total number of unique pediatric dental patients in BOH Fiscal Year 2015: **508**

Breakdown of current month of patients for all programs by town.

- Champaign: **107**
- Gifford: **3**
- Mahomet: **8**
- Philo: **10**
- Rantoul: **58**
- Sadorus: **2**
- Savoy: **10**
- Seymour: **1**
- Sidney: **21**
- St. Joseph: **2**
- Tolono: **44**
- Urbana: **34**
- Other/Unknown: **22**

Education and Outreach

FEBRUARY 2016

Dental Education Report

Monday February 1st

Staff hygienist had contact with **4 children** from the DEERP Program. Education materials were provided. **4 appointments** were scheduled.

Volunteer hygienist did well child visits at Frances Nelson Health Center and had contact with **2 children**. Education materials were provided.

Volunteer hygienist did prenatal visits at Frances Nelson Health Center and had contact with **2 women**. Education materials were provided.

Tuesday February 2nd

Staff hygienist went to Rantoul Head Start and presented to **110 children**. Education materials were provided.

Wednesday February 3rd

Volunteer hygienist did well child visits at Frances Nelson Health Center and had contact with **6 women**. Education materials were provided. **2 appointments** were made.

Staff hygienist went to the Daily Bread Soup Kitchen and had contact with **19 adults**. Education materials were provided.

Staff hygienist saw **1 adult** patient on the medical side. **1 appointment** was made.

Monday February 8th

Volunteer hygienist did well child visits at Frances Nelson Health Center and had contact with **1 child**. Education materials were provided.

Tuesday February 9th

Staff hygienist went to Savoy Head Start and presented to **139 children**. Education materials were provided.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **6 children**. Education materials were provided. **1 appointment** was made.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **1 woman**. Education materials were provided. **1 appointment** was made.

Staff hygienist presented the DEERP Program to **1 patient**.

Wednesday February 10th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **3 children**. Education materials were provided. **1 appointment** was made.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **5 women**. Education materials were provided. **2 appointments** were made.

Monday February 15th

Volunteer hygienist did well child visits at Frances Nelson Health Center and had contact with **1 child**. Education materials were provided.

Tuesday February 16th

Staff hygienist went to Urbana Head Start and presented to **57 children**. Education materials were provided to each child.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **4 children**. Education materials were provided.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **3 women**. Education materials were provided. **1 appointment** was made.

Wednesday February 17th

Volunteer hygienist went to Daily Bread Soup Kitchen and had contact with **26 adults**. Toothpaste samples were provided.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **3 women**. Education materials were provided.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **2 children**. Education materials were provided. **2 appointments** were made.

Friday February 19th

Staff hygienist went to La Petite Academy and presented to **100 children**. Toothpaste and toothbrushes were provided for each child.

Monday February 22nd

Volunteer hygienist did well child visits at Frances Nelson Health Center and had contact with **5 children**. Education materials were provided.

Tuesday February 23rd

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **5 children**. Education materials were provided.

Staff hygienist went to Champaign Head Start and presented to **49 children**. Education materials were supplied for each child.

Staff hygienist went to Unity West Elementary School and presented to **60 children**. Toothpaste and toothbrushes were provided for each child.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **2 women**. Education materials were provided.

Wednesday February 24th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **1 child**. Education materials were provided.

Staff hygienist went to the University of Illinois and presented to a Community Health Class with **200 students** in attendance. Samples of gum were handed out.

Volunteers attended the Dart Container Health Fair and had contact with **25 people**. Education materials were provided.

Friday February 26th

Volunteer hygienist did prenatal visits at Frances Nelson Health Center and had contact with **6 women**. Education materials were provided.

Volunteer hygienist did well child visits at Frances Nelson Health Center and had contact with **4 children**. Education materials were provided.

Total number of contacts: 853
Total number of prenatal: 28
Total well child visits: 38
 Smile Healthy Dental Center is home: 14
 Other Dental Home: 8
 No dental home need follow up: 10
 Infant, no teeth yet: 6
 Total appointments made: 11



A PROGRAM OF PROMISE HEALTHCARE

**Champaign County Board of Health
Monthly Report for March 2016, Fiscal Year 2016**

Total number of children seen from all programs this month: **405**

Total number of unique pediatric dental patients in BOH Fiscal Year 2015: **856**

Breakdown of current month of patients for all programs by town.

- | | |
|-------------------------|----------------------------|
| • Champaign: 101 | • Rantoul: 69 |
| • Fisher: 2 | • Sadorus: 1 |
| • Gifford: 1 | • Savoy: 14 |
| • Mahomet: 18 | • St. Joseph: 10 |
| • Philo: 5 | • Thomasboro: 3 |
| • Ogden: 4 | • Tolono: 5 |
| • Penfield: 1 | • Urbana: 49 |
| • Philo: 2 | • Other/Unknown: 26 |

Education and Outreach

MARCH 2016

Dental Education Report

Tuesday March 1st

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **4 children**. Education materials were provided. **2 appointments** were made.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **1 woman**. Education materials were provided.

Staff hygienist went to Rantoul Head Start and presented to **116 children**. Toothbrush timers were provided for each child.

Wednesday March 2nd

Volunteer hygienist did prenatal visits at Frances Nelson Health Center and had contact with **7 women**. **1 appointment** was made.

Saturday March 5th

Staff hygienist went to Read Across America at Lincoln Square Mall and had contact with **350 people**. Education samples were provided.

Tuesday March 8th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **7 children**. Education materials were provided.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **1 woman**. Education materials were provided.

Staff hygienist went to Savoy Head Start and presented to **159 children**. Toothbrush timers were provided for each child.

Wednesday March 9th

Staff hygienist went to Prince of Peace Early Learning Center in St. Joe and presented to **100 children**. Toothpaste and toothbrushes were provided.

Staff hygienist went to St. Thomas School in Philo and presented to **25 children**. Toothpaste and toothbrushes were provided.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **4 women**. **2 appointments** were made.

Staff hygienist presented the DEERP program to **3 adults**. Education materials were provided.

Friday March 11th

Volunteer hygienist did well child visits at Frances Nelson Health Center and had contact with **4 children**. Education materials were provided.

Volunteer hygienist did prenatal visits at Frances Nelson Health Center and had contact with **2 women**. Education materials were provided.

Saturday March 12th

Staff hygienist attended Give Kids A Smile and had contact with **200 people**. Education information was provided.

Monday March 14th

Volunteer hygienist did well child visits at Frances Nelson Health Center and had contact with **4 children**. Education materials were provided.

Tuesday March 15th

Staff hygienist went to Urbana Head Start and presented to **68 children**. Toothbrush timers were provided for each child.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **2 children**. Education materials were provided.

Wednesday March 16th

Volunteer attended the ReEntry Resource Health Fair and had contact with **30 people**. Education materials were provided.

Thursday March 17th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **1 child and 2 adults**. Education materials were provided.

Monday March 21st

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **12 children**. Education materials were provided. **2 appointments** were made.

Tuesday March 22nd

Staff hygienist went to Champaign Head Start and presented to **47 children**. Toothbrush timers were provided.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **12 children**. Education materials were provided.

Wednesday March 23rd

Staff hygienist went to New Hope Food Pantry and had contact with **21 people**. Education materials and toothpaste samples were provided.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **3 women**. **1 appointment** was made.

Friday March 25th

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **2 women**. Education materials were provided. **1 appointment** was made.

Tuesday March 29th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **5 children**. Education materials were provided.

Wednesday March 30th

Volunteer hygienist did well child visits at Frances Nelson Health Center and had contact with **1 child**. Education materials were provided.

Volunteer hygienist did prenatal visits at Frances Nelson Health Center and had contact with **6 women**. Education materials were provided.

Thursday March 31st

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **2 children**. Education materials were provided.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **1 woman**. Education materials were provided.

Volunteers and Interns attended Type One, Type Two, Type You Diabetes event at Lincoln Square Mall and had contact with **250 people**. Education materials were provided.

Total number of contacts: 1451

Total number of prenatal: 27

Total well child visits: 54

SmileHealthy Dental Center: 19

Other Dental Home: 14

No dental home need follow up: 15

Infant, no teeth yet: 6

Total appointments made: 9

SmileHealthy
 Champaign County Board of Health Critical Dental Access Program
 Fiscal Year 2016 Report

	Jan 16	Feb 16	March 16	April 16	May 16	June 16	July 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Total
Bondville													0
Broadlands													0
Champaign	99	107	101										307
Dewey													0
Fisher	1		2										3
Foosland													0
Gifford	1	3	1										5
Homer													0
Ivesdale													0
Ludlow													0
Mahomet	8	8	18										34
Ogden			4										4
Penfield			1										1
Pesotum													0
Philo	5	10	2										17
Rantoul	51	58	69										178
Royal													0
Sadorus		2	1										3
Savoy	9	10	14										33
Seymour	1	1											2
Sidney		21											21
St. Joseph		2	10										12
Thomasboro	1		3										4
Tolono		44	5										49
Urbana	20	34	49										103
Other/Unk	16	22	125										163
Total	212	322	405	0									

Total Unique Patients In FY

Education Contacts

212 508 856

540 853 1451

2844



**Champaign County Board of Health
Monthly Report for April 2016, Fiscal Year 2016**

Total number of children seen from all programs this month: **279**

Total number of unique pediatric dental patients in BOH Fiscal Year 2015: **1030**

Breakdown of current month of patients for all programs by town.

- Champaign: 90
- Fisher: 1
- Gifford: 3
- Mahomet: 24
- Philo: 3
- Rantoul: 39
- Savoy: 9
- Seymour: 1
- Sidney: 10
- St. Joseph: 27
- Thomasboro: 12
- Tolono: 5
- Urbana: 38
- Other/Unknown: 17

Education and Outreach

APRIL 2016

Dental Education Report

Monday April 4th

Volunteer hygienist did well child visits at Frances Nelson Health Center and had contact with **5 children**. Education materials were provided.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **1 woman**. Education materials were provided.

Tuesday April 5th

Staff hygienist went to Rantoul Head Start and presented to **124 children**. Floss samples were provided for each child.

Wednesday April 6th

Staff hygienist went to the Daily Bread Soup Kitchen and had contact with **30 adults**. Toothpaste samples were provided.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **8 children**. Education materials were provided.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **2 women**. Education materials were provided.

Thursday April 7th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **2 children**. Education materials were provided.

Monday April 11th

Volunteer hygienist did well child visits at Frances Nelson Health Center and had contact with **2 children**. Education materials were provided.

Tuesday April 12th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **6 children**. Education materials were provided.

Staff hygienist went to Savoy Head Start and did a presentation to **159 children**. Floss was provided for each child.

Friday April 15th

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **1 woman**. Education materials were provided.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **2 children**. Education materials were provided.

Staff hygienist attended the Guatemalan Family night at Stratton Elementary School and had contact with **50 adults and children**. Education materials along with toothbrushes were handed out.

Saturday April 16th

Interns attend the Campaña de Salud at the Orchard Downs Community Center and had contact with **50 people**. Education materials were provided.

Monday April 18th

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **2 women**. Education materials were provided. **1 appointment** was made.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **10 children**. Education materials were provided. **1 appointment** was made.

Tuesday April 19th

Staff hygienist went to Urbana Head Start and did a presentation to **63 children**. Floss was provided for each child.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **1 woman**. Education materials were provided.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **7 children**. Education materials were provided.

Wednesday April 20th

Staff hygienist did well child visits at Frances Nelson and had contact with **5 children**. Education materials were provided.

Interns and staff hygienist attended the Special Populations Fair and had contact with **300 people**. Education materials were provided.

Volunteer hygienist did prenatal visits at Frances Nelson Health Center and had contact with **7 women**. Education materials were provided.

Monday April 25th

Staff hygienist went to Savoy Head Start and did a presentation to **150 children**. Education materials and apple slices were provided for each child.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **14 children**. Education materials were provided.

Tuesday April 26th

Staff hygienist went to Champaign Head Start and did a presentation to **57 children**. Floss and education materials were provided for each child.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **4 women**. Education materials were provided.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **13 children**. Education materials were provided.

Wednesday April 27th

Staff hygienist went to the New Hope Food Pantry and had contact with **20 adults and 10 children**. Education materials were provided.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **2 women**. Education materials were provided.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **3 children**. Education materials were provided.

Staff hygienist presented the Dental Emergency Education Referral Program and had contact with **1 adult**. Education materials were provided.

Staff hygienist went to the medical side and had contact with **1 adult patient**. Education materials were provided.

Thursday April 28th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **17 children**. Education materials were provided. **6 appointments** were made.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **2 women**. Education materials were provided.

Total number of contacts: 1131

Total number of prenatal: 22

Total well child visits: 94

Smile Healthy Dental Center is home: 27

Other Dental Home: 24

No dental home need follow up: 11

Infant, no teeth yet: 18

Total appointments made: 11

SmileHealthy
 Champaign County Board of Health Child Dental Access Program
 Fiscal Year 2016 Report

	Jan 16	Feb 16	March 16	April 16	May 16	June 16	July 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Total
Bondville													0
Broadlands													0
Champaign	99	107	101	90									397
Dewey													0
Fisher	1		2	1									4
Foosland													0
Gifford	1	3	1	3									8
Homer													0
Ivesdale													0
Ludlow													0
Mahomet	8	8	18	24									58
Ogden			4										4
Penfield			1										1
Pesotum													0
Philo	5	10	2	3									20
Rantoul	51	58	69	39									217
Royal													0
Sadorus		2	1										3
Savoy	9	10	14	9									42
Seymour	1	1		1									3
Sidney		21		10									31
St. Joseph		2	10	27									39
Thomasboro	1		3	12									16
Tolono		44	5	5									54
Urbana	20	34	49	38									141
Other/Unk	16	22	125	17									180
Total	212	322	405	279	0								

Total Unique Patients in FY

Education Contacts

540 853 1451 1131

3975

*Some patients may be counted in multiple categories. All patients are included in the total patient count.



**Champaign County Board of Health
Monthly Report for May 2016, Fiscal Year 2016**

Total number of children seen from all programs this month: **240**

Total number of unique pediatric dental patients in BOH Fiscal Year 2015: **1183**

Breakdown of current month of patients for all programs by town.

- | | |
|-----------------|---------------------|
| • Bondville: 1 | • Savoy: 8 |
| • Champaign: 85 | • Sidney: 1 |
| • Gifford: 1 | • St. Joseph: 4 |
| • Mahomet: 7 | • Thomasboro: 3 |
| • Ogden: 1 | • Tolono: 2 |
| • Philo: 6 | • Urbana: 34 |
| • Rantoul: 75 | • Other/Unknown: 12 |

Education and Outreach

MAY 2016

Dental Education Report

Monday May 2nd

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **11 children**. Education materials were provided. **7 appointments** were made.

Tuesday May 3rd

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **7 children**. Education materials were provided.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **3 women**. Education materials were provided.

Wednesday May 4th

Volunteer hygienist went to Daily Bread Soup Kitchen and had contact with **27 adults**. Toothpaste samples were provided.

Volunteer hygienist did prenatal visits at Frances Nelson Health Center and had contact with **2 women**. Education materials were provided.

Friday May 6th

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **1 woman**. Education materials were provided.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **2 children**. Education materials were provided.

Monday May 9th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **11 children**. Education materials were provided. **1 appointment** was made.

Tuesday May 10th

Staff hygienist went to Rantoul Head Start and did a presentation for **120 children**. Education materials and apple slices were presented for each child.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **3 children**. Education materials were provided.

Wednesday May 11th

Volunteer hygienist did well child visits at Frances Nelson Health Center and had contact with **3 children**. Education materials were provided.

Volunteer hygienist did prenatal visits at Frances Nelson Health Center and had contact with **6 women**. Education materials were provided.

Thursday May 12th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **1 child**. Education materials were provided.

Staff hygienist attended the end of school Picnic/Resource Fair and had contact with **100 children and adults**. Education materials and toothpaste samples were provided.

Monday May 16th

Staff hygienist went to the Circle of Friends Daycare Center and had contact with **30 adults**. Education materials were provided.

Staff hygienist went to the Wellness Spring Fling Fair at Douglass Park and had contact with **150 adults and children**. Education materials were provided.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **4 children**. Education materials were provided. **1 appointment** was made.

Tuesday May 17th

Staff hygienist went to Urbana Head Start and did a presentation to **65 children**. Education materials and apple slices were provided for each child.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **8 children**. Education materials were provided.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **1 woman**. Education materials were provided.

Staff hygienist had contact with **3 adults** from the Dental Emergency Education Referral Program. Education materials were provided.

Wednesday May 18th

Volunteer hygienist did well child visits at Frances Nelson Health Center and had contact with **4 children**. Education materials were provided.

Volunteer hygienist did prenatal visits at Frances Nelson Health Center and had contact with **7 women**. Education materials were provided.

Friday May 20th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **1 child**. Education materials were provided.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **1 woman**. Education materials were provided.

Monday May 23rd

Volunteer hygienist did well child visits at Frances Nelson Health Center and had contact with **5 children**. Education materials were provided. **3 appointments** were made.

Tuesday May 24th

Staff hygienist went to Champaign Head Start and did a presentation for **63 children**. Apple slices and education materials were provided.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **10 children**. Education materials were provided.

Wednesday May 25th

Staff hygienist went to New Hope Food Pantry and had contact with **19 children and adults**. Education materials were provided.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **3 children**. Education materials were provided. **1 appointment** was made.

Staff hygienist did adult visits at Frances Nelson Health Center and had contact with **2 adults**. **2 emergency appointments** were provided.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **1 woman**. Education materials were provided. **1 appointment** was made.

Thursday May 26th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **3 children**. Education materials were provided.

Friday May 27th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **10 children**. Education materials were provided. **3 appointments** were made.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **5 women**. Education materials were provided. **4 appointments** were made.

Tuesday May 31st

Volunteer hygienist did well child visits at Frances Nelson Health Center and had contact with **2 children**. Education materials were provided.

Total number of contacts: 694

Total number of prenatal: 27

Total well child visits: 88

Smile Healthy Dental Center is home: 37

Other Dental Home: 23

No dental home need follow up: 18

Infant, no teeth yet: 10

Total appointments made: 23

SmileHealthy
Champaign County Board of Health Child Dental Access Program
Fiscal Year 2016 Report

	Jan 16	Feb 16	March 16*	April 16	May 16	June 16	July 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Total
Bondville					1								1
Broadlands													0
Champaign	99	107	101	90	85								482
Dewey													0
Fisher	1		2	1									4
Foosland													0
Gifford	1	3	1	3	1								9
Homer													0
Ivesdale													0
Ludlow													0
Mahomet	8	8	18	24	7								65
Ogden			4		1								5
Penfield			1										1
Pesotum													0
Philo	5	10	2	3	6								26
Rantoul	51	58	69	39	75								292
Royal													0
Sadorus		2	1										3
Savoy	9	10	14	9	8								50
Seymour	1	1		1									3
Sidney		21		10	1								32
St. Joseph		2	10	27	4								43
Thomasboro	1		3	12	3								19
Tolono		44	5	5	2								56
Urbana	20	34	49	38	34								175
Other/Unk	16	22	125	17	12								192
Total	212	322	405	279	240	0							

Total Unique Patients In FY 212 508 856 1030 1183

Education Contacts 540 853 1451 1131 694

4669

*2016 includes patient records from January 1, 2016 through December 31, 2016 and includes patient records from...



**Champaign County Board of Health
Monthly Report for May 2016, Fiscal Year 2016**

Total number of children seen from all programs this month: **294**

Total number of unique pediatric dental patients in BOH Fiscal Year 2015: **1338**

Breakdown of current month of patients for all programs by town.

- Champaign: **111**
- Gifford: **1**
- Mahomet: **5**
- Rantoul: **70**
- Sadorus: **4**
- Savoy: **8**
- St. Joseph: **5**
- Tolono: **11**
- Urbana: **41**
- Other/Unknown: **38**

Education and Outreach

JUNE 2016

Dental Education Report

Wednesday June 1st

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **1 woman**. Education materials were provided.

Friday June 3rd

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **2 women**. Education materials were provided.

Monday June 6th

Volunteer hygienist did well child visits at Frances Nelson Health Center and had contact with **3 children**. Education materials were provided.

Tuesday June 7th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **5 children**. Education materials were provided. **1 appointment** was made.

Wednesday June 8th

Staff hygienist presented the Dental Emergency Education Referral Program to **2 adults**. **2 appointments** were made.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **4 women**. **2 appointments** were made.

Monday June 13th

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **1 woman**. Education materials were provided.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **4 children**. Education materials were provided. **2 appointments** were made

Tuesday June 14th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **12 children**. Education materials were provided. **1 appointment** was made

Wednesday June 15th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **4 children**. Education materials were provided.

Volunteer hygienist did prenatal visits at Frances Nelson Health Center and had contact with **4 women**. **1 appointment** was made.

Monday June 20th

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **5 women**. **3 appointments** were made.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **8 children**. Education materials were provided.

Tuesday June 21st

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **7 children**. Education materials were provided.

Wednesday June 22nd

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **7 children**. Education materials were provided. **3 appointments** were made.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **6 women**. Education materials were provided. **3 appointments** were made.

Staff hygienist had contact with **2 adults** on the medical side. Education materials were provided. **2 appointments** were made.

Staff hygienist presented the Dental Emergency Education Referral Program to **1 adult**. **1 appointment** was made

Friday June 24th

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **4 children**. Education materials were provided

Staff hygienist presented a program to **10 children** at the TAP-In Leadership Academy. Education materials, toothbrushes and toothpaste were provided for each child.

Monday June 27th

Volunteer hygienist did well child visits at Frances Nelson Health Center and had contact with **7 children**. Education materials were provided.

Tuesday June 28th

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **1 woman**. **1 appointment** was made.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **12 children**. Education materials were provided.

Wednesday June 29th

Staff hygienist had contact with **1 adult** at Frances Nelson Medical Center. Education materials were provided.

Staff hygienist did prenatal visits at Frances Nelson Health Center and had contact with **1 woman**. Education materials were provided

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **1 child**. Education materials were provided

Thursday June 30th

Volunteer attend the Kindergarten Readiness Event at the Urbana Early Childhood Center and had contact with **40 parents and children**. Education materials were provided.

Staff hygienist did well child visits at Frances Nelson Health Center and had contact with **3 children**. Education materials were provided.

Total number of contacts: 154

Total number of prenatal: 21

Total well child visits: 77

Smile Healthy Dental Center is home: 28

Other Dental Home: 23

No dental home need follow up: 15

Infant, no teeth yet: 11

Total appointments made: 20

SmileHealthy
Champaign County Board of Health Child Dental Access Program
Fiscal Year 2016 Report

	Jan 16	Feb 16	March 16	April 16	May 16	June 16	July 16	Aug 16	Sep 16	Oct 16	Nov 16	Dec 16	Total
Bondville					1								1
Broadlands													0
Champaign	99	107	101	90	85	111							593
Dewey													0
Fisher	1		2	1									4
Foosland													0
Gifford	1	3	1	3	1	1							10
Homer													0
Ivesdale													0
Ludlow													0
Mahomet	8	8	18	24	7	5							70
Ogden			4		1								5
Penfield			1										1
Pesotum													0
Philo	5	10	2	3	6								26
Rantoul	51	58	69	39	75	70							362
Royal													0
Sadorus		2	1			4							7
Savoy	9	10	14	9	8	8							58
Seymour	1	1		1									3
Sidney		21		10	1								32
St. Joseph		2	10	27	4	5							48
Thomasboro	1		3	12	3								19
Tolono		44	5	5	2	11							67
Urbana	20	34	49	38	34	41							216
Other/Unk	16	22	125	17	12	38							230
Total	212	322	405	279	240	294	0	0	0	0	0	0	

Total Unique Patients in FY

Education Contacts

540 853 1451 1131 694 154

4823

Champaign County Board of Health Child Dental Access Program - Fiscal Year 2016 Report

Invoice Number:	1602
Date of Invoice:	March 18, 2016
Billing Period:	February-16

To:

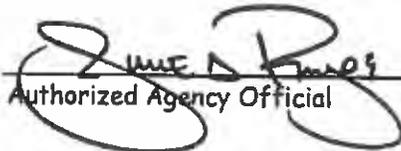
Champaign County Public Health Department
1776 East Washington Street
Urbana, Illinois 61802

For the Following Expenses:

533.07 Professional Services - LHPG Communicable Disease	\$	3,972.00
533.07 Professional Services - LHPG Disease Intervention	\$	5,885.83
533.07 Professional Services - LHPG Tuberculosis	\$	3,923.92
533.07 Professional Services - LHPG Food	\$	19,018.08
533.07 Professional Services - LHPG Water	\$	3,784.50
533.07 Professional Services - LHPG Sewage	\$	6,211.25
533.07 Professional Services - Administration	\$	10,565.25
533.07 Professional Services - PHEP Grant	\$	4,392.79
533.07 Professional Services - TFC Grant	\$	-
533.07 Professional Services - Smoke-Free IL Citation Fee Reimb.	\$	-
533.07 Professional Services - Summer Food Inspection Grant	\$	-
533.07 Professional Services - Vector Surveillance & Control Grant	\$	-
533.07 Professional Services - County Well Water Testing	\$	108.17
Total Amount Due to CUPHD per Contract	\$	57,861.79

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

County Well Water Testing
February 2016

	Feb-16
PERSONAL SERVICES	
Michael Flanagan	\$47.31
Tammy Hamilton	\$6.91
Total Personal Services	54.22
FRINGE BENEFITS	
FICA	4.06
IMRF	4.81
Health Insurance	9.32
Life Insurance	0.03
Illinois Unemployment Insurance	0.94
Workers Compensation	2.32
Total Fringe Benefits	21.48
Total Personal Services & Fringe Benefits	75.70
CONTRACTUAL SERVICES	
Printing	0.14
Postage	30.71
Total Contractual Services	30.85
SUPPLIES	
Total Supplies	-
TRAVEL	
Mileage	1.62
Total Travel	1.62
EQUIPMENT	
Total Equipment	-
Total	108.17

Invoice Number:	1603
Date of Invoice:	April 18, 2016
Billing Period:	March-16

To:

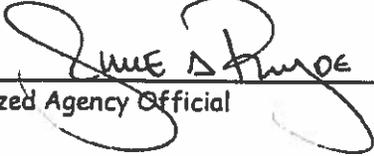
Champaign County Public Health Department
 1776 East Washington Street
 Urbana, Illinois 61802

For the Following Expenses:

533.07 Professional Services - LHPG Communicable Disease	\$	3,972.00
533.07 Professional Services - LHPG Disease Intervention	\$	5,885.83
533.07 Professional Services - LHPG Tuberculosis	\$	3,923.92
533.07 Professional Services - LHPG Food	\$	19,018.08
533.07 Professional Services - LHPG Water	\$	3,784.50
533.07 Professional Services - LHPG Sewage	\$	6,211.25
533.07 Professional Services - Administration	\$	10,565.25
533.07 Professional Services - PHEP Grant	\$	4,500.93
533.07 Professional Services - TFC Grant	\$	6,649.83
533.07 Professional Services - Smoke-Free IL Citation Fee Reimb.	\$	-
533.07 Professional Services - Summer Food Inspection Grant	\$	-
533.07 Professional Services - Vector Surveillance & Control Grant	\$	-
533.07 Professional Services - County Well Water Testing	\$	129.65
Total Amount Due to CUPHD per Contract	\$	64,641.24

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

County Well Water Testing
March 2016

	Mar-16
PERSONAL SERVICES	
Michael Flanagan	\$68.01
Tammy Hamilton	\$8.79
Total Personal Services	76.80
FRINGE BENEFITS	
FICA	5.77
IMRF	6.81
Health Insurance	13.17
Life Insurance	0.03
Illinois Unemployment Insurance	1.02
Workers Compensation	3.33
Total Fringe Benefits	30.13
Total Personal Services & Fringe Benefits	106.93
CONTRACTUAL SERVICES	
Printing	0.09
Postage	21.01
Total Contractual Services	21.10
SUPPLIES	
Total Supplies	-
TRAVEL	
Mileage	1.62
Total Travel	1.62
EQUIPMENT	
Total Equipment	-
Total	129.65

Invoice Number:	1604
Date of Invoice:	May 19, 2016
Billing Period:	April-16

To:

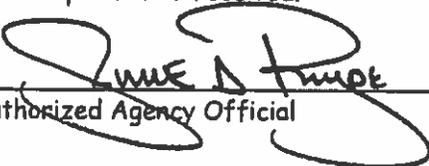
Champaign County Public Health Department
1776 East Washington Street
Urbana, Illinois 61802

For the Following Expenses:

533.07 Professional Services - LHPG Communicable Disease	\$	3,972.00
533.07 Professional Services - LHPG Disease Intervention	\$	5,885.83
533.07 Professional Services - LHPG Tuberculosis	\$	3,923.92
533.07 Professional Services - LHPG Food	\$	19,018.08
533.07 Professional Services - LHPG Water	\$	3,784.50
533.07 Professional Services - LHPG Sewage	\$	6,211.25
533.07 Professional Services - Administration	\$	10,565.25
533.07 Professional Services - PHEP Grant	\$	4,468.62
533.07 Professional Services - TFC Grant	\$	-
533.07 Professional Services - Smoke-Free IL Citation Fee Reimb.	\$	-
533.07 Professional Services - Summer Food Inspection Grant	\$	-
533.07 Professional Services - Vector Surveillance & Control Grant	\$	-
533.07 Professional Services - County Well Water Testing	\$	208.89
Total Amount Due to CUPHD per Contract	\$	58,038.34

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

05/20/2016

County Well Water Testing
April 2016

	Apr-16
PERSONAL SERVICES	
Michael Flanagan	\$121.24
Tammy Hamilton	\$12.56
Total Personal Services	133.80
FRINGE BENEFITS	
FICA	10.05
IMRF	11.87
Health Insurance	22.81
Life Insurance	0.07
Illinois Unemployment Insurance	0.06
Workers Compensation	5.91
Total Fringe Benefits	50.77
Total Personal Services & Fringe Benefits	184.57
CONTRACTUAL SERVICES	
Printing	0.03
Postage	16.73
Total Contractual Services	16.76
SUPPLIES	
Total Supplies	-
TRAVEL	
Mileage	7.56
Total Travel	7.56
EQUIPMENT	
Total Equipment	-
Total	208.89

Invoice Number:	1605
Date of Invoice:	June 27, 2016
Billing Period:	May-16

To:

Champaign County Public Health Department
 1776 East Washington Street
 Urbana, Illinois 61802

For the Following Expenses:

533.07 Professional Services - LHPG Communicable Disease	\$	3,972.00
533.07 Professional Services - LHPG Disease Intervention	\$	5,885.83
533.07 Professional Services - LHPG Tuberculosis	\$	3,923.92
533.07 Professional Services - LHPG Food	\$	19,018.08
533.07 Professional Services - LHPG Water	\$	3,784.50
533.07 Professional Services - LHPG Sewage	\$	6,211.25
533.07 Professional Services - Administration	\$	10,565.25
533.07 Professional Services - PHEP Grant	\$	7,183.65
533.07 Professional Services - TFC Grant	\$	-
533.07 Professional Services - Smoke-Free IL Citation Fee Reimb.	\$	1,200.00
533.07 Professional Services - Summer Food Inspection Grant	\$	-
533.07 Professional Services - Vector Surveillance & Control Grant	\$	-
533.07 Professional Services - Ebola Grant	\$	1,245.67
533.07 Professional Services - County Well Water Testing	\$	128.96
Total Amount Due to CUPHD per Contract	\$	63,119.11

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

County Well Water Testing
May 2016

	May-16
PERSONAL SERVICES	
Michael Flanagan	\$65.05
Tammy Hamilton	\$20.10
Total Personal Services	85.15
FRINGE BENEFITS	
FICA	6.39
IMRF	7.54
Health Insurance	14.66
Life Insurance	0.05
Illinois Unemployment Insurance	-
Workers Compensation	3.24
Total Fringe Benefits	31.88
Total Personal Services & Fringe Benefits	117.03
CONTRACTUAL SERVICES	
Printing	0.06
Postage	11.87
Total Contractual Services	11.93
SUPPLIES	
Total Supplies	-
TRAVEL	
Total Travel	-
EQUIPMENT	
Total Equipment	-
Total	128.96

Invoice Number:	1606
Date of Invoice:	July 21, 2016
Billing Period:	June-16

To:

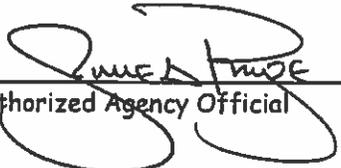
Champaign County Public Health Department
 1776 East Washington Street
 Urbana, Illinois 61802

For the Following Expenses:

533.07 Professional Services - LHPG Communicable Disease	\$	3,972.00
533.07 Professional Services - LHPG Disease Intervention	\$	5,885.83
533.07 Professional Services - LHPG Tuberculosis	\$	3,923.92
533.07 Professional Services - LHPG Food	\$	19,018.08
533.07 Professional Services - LHPG Water	\$	3,784.50
533.07 Professional Services - LHPG Sewage	\$	6,211.25
533.07 Professional Services - Administration	\$	10,565.25
533.07 Professional Services - PHEP Grant	\$	10,941.08
533.07 Professional Services - TFC Grant	\$	11,768.73
533.07 Professional Services - Smoke-Free IL Citation Fee Reimb.	\$	-
533.07 Professional Services - Summer Food Inspection Grant	\$	100.00
533.07 Professional Services - Vector Surveillance & Control Grant	\$	5,986.48
533.07 Professional Services - Ebola Grant	\$	683.59
533.07 Professional Services - County Well Water Testing	\$	154.04
Total Amount Due to CUPHD per Contract	\$	82,994.75

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

County Well Water Testing
June 2016

	Jun-16
PERSONAL SERVICES	
Michael Flanagan	\$82.80
Tammy Hamilton	\$17.58
Total Personal Services	100.38
FRINGE BENEFITS	
FICA	7.52
IMRF	8.90
Health Insurance	18.02
Life Insurance	0.05
Illinois Unemployment Insurance	-
Workers Compensation	4.06
Total Fringe Benefits	38.55
Total Personal Services & Fringe Benefits	138.93
CONTRACTUAL SERVICES	
Printing	0.13
Postage	12.82
Total Contractual Services	12.95
SUPPLIES	
Total Supplies	-
TRAVEL	
Mileage	2.16
Total Travel	2.16
EQUIPMENT	
Total Equipment	-
Total	154.04



525-535 West Jefferson Street • Springfield, Illinois 62761-0001 • www.dph.illinois.gov

June 28, 2016

Julie Pryde
Public Health Administrator
Champaign County Public Health Department
1776 East Washington
Urbana, IL 61802

Dear Ms. Pryde:

In accordance with the Local Health Protection Grant (LHPG) Code (77 Ill. Adm. Code 615), an LHPG program review has been completed to determine compliance for your health department's three environmental programs—Food Protection, Potable Water Supply, and Private Sewage Disposal—during Calendar Year 2015. A copy of the LHPG compliance review, which may include specific recommendations from the program review staff, is provided with this letter. The findings for this review are shown below:

<u>LHPG Code Section</u>	<u>Compliance</u>
Section 615.310 – Food Protection	Met
Section 615.320 – Potable Water Supply	Met
Section 615.330 – Private Sewage Disposal	Met
Section 615.340 – Common Requirements	Met

Your health department has been found to be in substantial compliance with the standards of the LHPG Code. Therefore, your health department's next LHPG program review will be scheduled during 2019 to determine compliance during Calendar Year 2018. Thank you for your cooperation during the program review process and for your continued commitment to health protection.

If you have any questions about the LHPG program review process or the findings for your health department, please contact me at (217) 785-2075 or by e-mail at allen.griffy@illinois.gov.

Sincerely,

K. Allen Griffy
Assistant to the Deputy Director
Office of Health Protection

Enclosure

cc: Division of Environmental Health
Division of Food, Drugs, and Dairies

Attachment D
 LOCAL HEALTH PROTECTION GRANT FINDINGS REVIEW
 Food Protection Program

Local Health Department Champaign County Public Health Department Date of Review 1/26/16
 Person Interviewed Jim Roberts and staff Reviewed By April Caulk
 Title Director of Environmental Health Title Food Program Chief

INTRODUCTION

This is a Local Health Protection Grant (LHPG) food program review of Champaign County Public Health Department for calendar year 2015.

FINDINGS

Standard	Rule Summary:		Compliance: Met/Not Met
615.310(a)	Results of Review of Compliance with Sections 615.310 (b)-(c)		
Comments:	Champaign County Public Health Department (CCPHD) was in substantial compliance with the LHPG food program standards.		MET
Standard 615.310 (b)(1)	Rule Summary: Agency Possesses a Local Ordinance or a Signed Uniform Retail Food Protection Agreement		
Comments:	CCPHD has a local ordinance dated November 2015.		MET
Standard 615.310 (b)(2)	Rule Summary: List of All Food Service Establishments and Retail Food Stores		
Comments:	CCPHD maintains a list of all retail food establishments and updates the list daily as information is entered in their Digital Health Department electronic data system.		MET
Standard 615.310 (b)(3)	Rule Summary: Relative Risk Factor Assigned to All Food Establishments and Annually Verify Risk Classification for I and II and Biennially for Type III Facilities	Must Meet 75%	
Comments:	CCPHD had 345 establishments in 2015. 29 total files were reviewed and 100% had documentation of annual risk classification verified in 2015 via permit applications and/or during inspections. CCPHD regularly changes risk classification when necessary due to menu or operational changes.		MET
Standard 615.310	Rule Summary: Facilities are Inspected Based on Classification of Food	Must Meet	

(b)(4)	Establishment and Prescribed Frequency	75%	
Comments:	<p>A total of 29 files were reviewed.</p> <p>Of the 8 high risk facility files reviewed, 8 (100%) were inspected 3 times/year or 2 times/year with alternate condition. CCPHD uses a recipe review HACCP or education contact as the alternate condition to waive the 3rd inspection. They also developed a new form they began using in 2016 to document FSSMC presence during all hours of operation.</p> <p>Of the 14 medium risk facility files reviewed, 14 (100%) received 1 inspection in 2015.</p> <p>And of the 7 low risk facility files reviewed, 7 (100%) had been inspected once within the last 2 years.</p>		MET
Standard 615.310 (b)(5)	<p>Rule Summary:</p> <p>Facility Inspections Which Include HACCP Concepts for Category I and II Facilities and Documented on the Inspection Report</p>		
Comments:	CCPHD has a written policy about incorporating HACCP into each inspection and it appears on the placard that they use for their establishments. Of the 29 files reviewed, all (100%) facilities had HACCP documented on every inspection.		MET
Standard 615.310 (b)(6)	<p>Rule Summary:</p> <p>Conduct Plan Reviews and Pre-Operational Inspections</p>		
Comments:	CCPHD routinely conducts plan reviews and pre-operational inspections. At time of review, the health department had 76 plan reviews in progress (18 of which were in the county). They first review a new food facility using a risk factor checklist soon after opening and then do an unannounced routine inspection about 30 days later.		MET
Standard 615.310 (b)(7)	<p>Rule Summary:</p> <p>Conduct Follow-up Inspections, Consultation, and Enforcement Actions</p>	Must Meet 75%	
Comments:	Of the 29 files reviewed, follow up inspections were noted on 6 of the inspection reports and 6 (100%) were conducted.		MET
Standard 615.310 (b)(8)	<p>Rule Summary:</p> <p>Establish a System to Respond to Foodborne Complaints and Food Incidents.</p>	Must Meet 75%	
Comments:	CCPHD has an established system to monitor foodborne		MET

	illness. A syndrome surveillance system is in place and foodborne illness complaints are evaluated by the Epidemiologist and CD investigator, who meet weekly with the EH Director and Food Program Coordinator to review any reports. They also have a sample collection protocol, check and restock sample kit twice a year and keep their media in the refrigerator in EH. They have a written policy/protocol for embargo and voluntary destruction. They receive recall info via the FDA and USDA.		
Standard 615.310 (b)(9)	Rule Summary: Provide Food Safety Information to General Public, Including Primary and Secondary Schools		
Comments:	CCPHD provides food safety information to the general public via their website, social media and through multiple public events. They have also provided food safety information to school children at these community events (photo documentation was reviewed during program review) and they send an annual letter (12/4/15) to all county and city schools offering them food safety information.		MET
Standard 615.310 (b)(10)	Rule Summary: Provide Program to Inform Establishment Managers and Personnel of Proper Ways of Storing and Preparing Food and the Necessity of Reporting Illness		
Comments:	CCPHD provides food establishment personnel with information during their inspections (many examples of these handouts and worksheets were reviewed during program review), on their inspection notice placards and via the website.		MET
Standard 615.310 (b)(11)	Rule Summary: Conduct Self-Evaluation/Quality Assurance Review.		
Comments:	CCPHD submitted an annual self-evaluation on 7/23/15.		MET
Standard 615.310 (c)(1)	Rule Summary: One Person Standardized by State Evaluation Officer; Local Standardized Training Officer Standardized the Remaining Staff	Must Meet 75%	
Comments:	The staff that have been standardized have submitted nomination forms that are on file with IDPH. They have developed a standardization protocol that will be implemented in February 2016. Jim Roberts is the supervising LEHP #183.000740 and is on site at CCPHD.		MET
Standard	Rule Summary:	Must	

615.310 (c)(2)	New Staff Completed the Three Year Department-Approved Training Program within 36 month after employment	Meet 75%	
Comments:	No new staff were hired in 2015. One newer staff member attended New Sanitarian Training Level II in October 2015.		MET
Standard 615.310 (c)(3)	All Personnel Attended Five Hours of Department-Approved Training	Must Meet 75%	
Comments:	All food program staff received more than 5 hours of continuing education in 2015.		MET

RECOMMENDATIONS FROM REVIEW:

- CCPHD has a comprehensive food protection program.
- Excellent resources, guidance and food safety education practices have been developed by CCPHD to provide food safety information to their food establishments and to the public.

**LOCAL HEALTH PROTECTION GRANT REVIEW
POTABLE WATER SUPPLY PROGRAM - SUMMARY**

Local Health Department Champaign County

Date of Review January 20, 2016

STANDARD	INDICATOR	DATA SOURCE	COMMENTS
615.320(b)(1)	Agreement with the Department to conduct the program as an agent or by approved ordinance.	IDPH files.	Met
615.320(b)(2)	Current listing of names and addresses of non-community public water supplies/change notification within 30 days.	Inventory of supplies/records of changes.	Met
615.320(b)(3)	Non-community supplies sampled at a frequency required by the Drinking Water Systems Code.	Supply sampling records.	Met
615.320(b)(4)	Non-community supplies inspected and sampled every 2 years; completed inspection reports sent within 14 days.	Inspection records and individual water supply inspection reports.	Met
615.320(b)(5)	Notification of non-community supply inspection results sent to owner; reinspection to assure corrections; enforcement.	Inspection and enforcement records; water supply files.	Met
615.320(b)(6)	All requests for inspections and sample of private and semi-private supplies evaluated; if valid, responded to within 7 days.	Inspection records/ service request logs.	Met
615.320(b)(6)(A)	Inspect and sample semi-private supplies; notify owner of findings and corrections needed. Reinspection; violations corrected or enforcement taken.	Inspection and enforcement files/records.	Met
615.320(b)(6)(B)	Inspect and sample private supplies; notify owner of findings and recommendations.	Inspection records/files.	Met
615.320(b)(7)	Water well and closed loop well system applications in compliance with code and permits issued.	Water well permit records.	Met
615.320(b)(8)	All new water wells inspected and sampled. Closed loop wells inspected. Corrective action on all violations or enforcement action initiated. Homeowners notified of inspection results, analyses, interpretations, and corrective measures recommended.	Inspection and permit records; sample records; correspondence files; enforcement records.	Met
615.320(b)(9)	Information provided to the public and educational presentations.	Education materials; documentation of presentations.	Met
615.320(b)(10)	Variances issued in compliance with the code and copies with rationale submitted to the Department quarterly.	Permit files; IDPH files.	Met
615.320(b)(11)	All abandoned wells found have been sealed and inspected; homeowners advised of requirements.	Abandoned well reports/ correspondence files.	Met
615.320(b)(12)	Water well logs and sealing forms sent to Water Survey within 30 days of receipt.	Record of transmittal to Survey.	Met
615.320(b)(13)	Letters sent to all unlicensed well contractors with referral to the Department.	Enforcement or contractor files.	Met
615.320(c)(1)&(c)(2)	Initial orientation for new staff; 3 hours of Department-approved training for existing staff.	Training records.	Met
615.340(e)	Records maintained 5 years.	Files or record retirement plan.	Met

**Local Health Protection Grant Review
Potable Water Supply Program
Page 1**

Local Health Department Champaign County **Date** January 20, 2016

Person Interviewed Michael Flanagan **Reviewed by** Bruce Hawkins & Mark Kuechler

Title Environmental Health Specialist II

INTRODUCTION

This is a review of the water program activities conducted in 2015. The jurisdiction of the Champaign County Health Department does not include the area regulated by the Champaign-Urbana Public Health District. The Champaign County Board of Health has a contract with the District for these services and District staff conduct the program.

FINDINGS

Standard 615.320(b)(1)	Rule Summary: Agreement with the Department to conduct the program as an agent or by approved ordinance.
Comments:	The water program is conducted under an ordinance. 100%
Standard 615.320(b)(2)	Rule Summary: Current listing of names and addresses of non-community public water supplies/changes notification within 30 days.
Comments:	A current list of non-community water supplies is maintained. 100%
Standard 615.320(b)(3)	Rule Summary: Non-community supplies sampled at a frequency required by the Drinking Water Systems Code.
Comments:	There are 22 non-community water supplies and they are sampled as required. 100%
Standard 615.320(b)(4)	Rule Summary: Non-community supplies inspected and sampled every 2 years; completed inspection reports sent within 14 days.
Comments:	All of the supplies have been inspected in the past 2 years. 100%

Local Health Protection Grant Review
Potable Water Supply Program
Page 2

Standard 615.320(b)(5)	Rule Summary: Notification of non-community supply inspection results sent to owner if violations are found; reinspection to assure corrections; enforcement.
Comments: <p>The supplies were inspected to determine compliance with the code. MCL violations occurred and appropriate follow-up action was taken.</p> <p>100%</p>	
Standard 615.320(b)(6)	Rule Summary: All requests for inspections and samples of private and semi-private supplies evaluated; if valid, responded to within 7 days.
Comments: <p>All requests for sample kits are screened to determine if a well inspection is warranted based on the public health significance.</p> <p>100%</p>	
Standard 615.320(b)(6)(A)	Rule Summary: Inspect and sample semi-private supplies; notify owner of findings and corrections needed. Reinspection; violations corrected or enforcement taken.
Comments: <p>No requests for inspections with a valid public health purpose were received.</p> <p>100%</p>	
Standard 615.320(b)(6)(B)	Rule Summary: Inspect and sample private supplies; notify owner of findings and recommendations.
Comments: <p>In response to requests, 10 well inspections were made. The inspections were well documented and the owners were sent letters advising them of the results of the inspection, including appropriate recommendations.</p> <p>100%</p>	
Standard 615.320(b)(7)	Rule Summary: Closed loop well systems and water well applications for construction, modification and sealing in compliance with code and permits issued.
Comments: <p>Sixty-five well applications were received and we reviewed 23 files. All of the applications complied with the code.</p> <p>100%</p>	

**Local Health Protection Grant Review
Potable Water Supply Program
Page 3**

Standard 615.320(b)(8)	Rule Summary: All new water wells and closed loop well systems inspected. Water wells sampled. Comprehensive water well inspection of licensed contractors that install three or more wells. Corrective action on all violations or enforcement action initiated. Homeowners notified of inspection results, analyses, interpretations, and corrective measures recommended. Samples exceeding MCLs must have suggestions for additional sampling, other measures made in writing.
Comments: <p>Of the 23 files reviewed:</p> <ul style="list-style-type: none"> - 6 were for closed loop well systems - 17 were for water wells <ul style="list-style-type: none"> o 2 were for wells that have been completed and inspected, but not sampled, because plumbing necessary for sampling had not yet been installed. o 1 was for an irrigation well that was inspected, but not sampled. o 14 were for wells that had been inspected and sampled as required by the rule. <p>Homeowners are advised of the results of the inspections and sampling.</p> <p>Of the files reviewed, 8 drillers were identified as having constructed wells in Champaign County in 2015 and all of them had a comprehensive inspection of at least one of their wells.</p> <p>100%</p>	
Standard 615.320(b)(9)	Rule Summary: Information provided to the public and educational presentations.
Comments: <p>Pamphlets and bulletins are available for distribution to the public. Information is also available from the Champaign-Urbana Public Health District website, http://www.c-uphd.org/water-wells.html.</p> <p>100%</p>	
Standard 615.320(b)(10)	Rule Summary: Variances issued in compliance with the code and copies with rationale submitted to the Department quarterly.
Comments: <p>No variances were issued.</p> <p>100%</p>	

Local Health Protection Grant Review
Potable Water Supply Program
Page 4

Standard 615.320(b)(11)	Rule Summary: All abandoned water wells and closed loop well found have been sealed and inspected; homeowners advised of requirements.
Comments: <p>Thirteen abandoned wells were sealed. The one well sealed by a homeowner was inspected while it was being sealed. Five drillers sealed abandoned wells and all of them received the appropriate inspections.</p> <p>100%</p>	
Standard 615.320(b)(12)	Rule Summary: Water well logs and sealing forms sent to Water Survey within 30 days of receipt.
Comments: <p>Water well logs and sealing forms are sent to the Water Survey.</p> <p>100%</p>	
Standard 615.320(b)(13)	Rule Summary: Letters sent to all unlicensed well contractors with referral to the Department.
Comments: <p>No unlicensed contractors were identified.</p> <p>100%</p>	
Standard 615.320(c)(1)&(2)	Rule Summary: Initial orientation for new staff; 3 hours of Department-approved training for existing staff.
Comments: <p>There are no new staff. Michael Flanagan attended training at the LaSalle County Health Dept. for 3 hours. Shannon Loyd and Jeff Blackford attended training sponsored by IALEHA on October 2, 2015 for 3 hours. Jim Roberts attended training sponsored by IEHA in Peoria on October 22, 2015 for 4 hours.</p> <p>100%</p>	
COMMON REQUIREMENTS	
Standard 615.340(e)	Rule Summary: Documentation of activities maintained 5 years.
Comments: <p>Documentation of activities is maintained for at least 5 years.</p> <p>100%</p>	

**Local Health Protection Grant Review
Potable Water Supply Program
Page 5**

Standard 615.340(a)	Rule Summary: Personnel compliance with the Environmental Practitioner Registration Act.
Comments:	Jim Roberts, Sarah Michaels, Jeff Blackford, Michael Flanagan and Shannon Loyd are licensed environmental health practitioners. 100%

The following items were not in substantial compliance:

None

Recommendations from Review:

None

**LOCAL HEALTH PROTECTION GRANT REVIEW
PRIVATE SEWAGE DISPOSAL PROGRAM - SUMMARY**

Local Health Department Champaign County

Date of Review: January 20, 2016

STANDARD	INDICATOR	DATA SOURCE	COMMENTS
615.330(b)(1)	Agent agrees to conduct the program or approved ordinance.	IDPH files.	Met
615.330(b)(2)	Long and short range planning for private sewage disposal system use.	Planning files.	Met
615.330(b)(3)	Review and approval of subdivision plats, which utilize private sewage disposal systems.	Copies of plat approvals or review logs.	Met
615.330(b)(4)	Private sewage disposal systems reviewed and approved in compliance with the code or approved ordinance.	System approval/permit records.	Met
615.330(b)(5)	Private sewage disposal system inspections and determination of compliance with approved plans and the code or approved ordinance; inspection reports with drawings.	Inspection records and individual reports/drawings.	Met
615.330(b)(6)	Annual reviews of septage hauling equipment, storage facilities and land disposal sites in compliance with the code and approved ordinance.	Inspection records and individual inspection reports.	Met
615.330(b)(7)	All complaints investigated within 10 working days.	Complaints records.	Met
615.330(b)(8)	Voluntary compliance efforts.	Correspondence files.	Met
615.330(b)(9)	Enforcement action when voluntary compliance fails.	Enforcement records.	Met
615.330(b)(10)	Educational materials, which are made available to the public.	Educational materials available.	Met
615.330(c)(1) & (c)(2)	Initial orientation for new staff; 3 hours of Department-approved training for existing staff.	Training records.	Met
615.340(e)	Records maintained 5 years.	Files or record retirement plan.	Met

LOCAL HEALTH PROTECTION GRANT REVIEW
Private Sewage Disposal Program

Local Health Department Champaign County Date January 20, 2016

Person Interviewed Michael Flanagan Reviewed by Mark Kuechler and Bruce Hawkins

Title Environmental Health Specialist II

INTRODUCTION

This is a review of the sewage program activities conducted in 2015. The jurisdiction of the Champaign County Health Department does not include the area regulated by the Champaign-Urbana Public Health District. The Champaign County Board of Health has a contract with the District for these services and District staff conduct the program.

FINDINGS

Standard 615.330(b)(1)	Rule Summary: Agent agreement to conduct the program or approved ordinance.
Comments:	The ordinance was signed in 1998. There have not been any changes to the ordinance. 100%
Standard 615.330(b)(2)	Rule Summary: Long and short range planning for private sewage disposal system use.
Comments:	There are short and long range plans in place. Part of the long range plan is to work with the zoning office and develop regulations that call for a reserve area to be used for a replacement seepage field. 100%
Standard 615.330(b)(3)	Rule Summary: Review and approval of subdivision plats, which utilize private sewage disposal systems.
Comments:	During 2015, there was one plat received for review. A written procedure outlining the process is followed. 100%
Standard 615.330(b)(4)	Rule Summary: Private sewage disposal systems reviewed and approved in compliance with the code or approved ordinance.
Comments:	During 2015, there were 70 applications received and we reviewed 23 of these. All of the applications were complete and contained the details needed to ensure compliance with the code. 100%

LOCAL HEALTH PROTECTION GRANT REVIEW
Private Sewage Disposal Program

Standard 615.330(b)(5)	Rule Summary: Private sewage disposal system inspections and determination of compliance with approved plans and the code or approved ordinance; inspection reports with drawings.
Comments:	Twenty of the permits we reviewed had been installed. All were inspected during installation and the inspection report verified compliance with the code. 100%
Standard 615.330(b)(6)	Rule Summary: Annual reviews of septage hauling equipment, storage facilities and land disposal sites in compliance with the code and approved ordinance.
Comments:	There are two septage hauling businesses and all of the equipment was inspected. The businesses dispose of the septage at the Urbana-Champaign Sanitary District treatment plant. 100%
Standard 615.330(b)(7)	Rule Summary: All complaints investigated within 10 working days.
Comments:	In 2015, seventeen complaints were received and all were investigated promptly. 100%
Standard 615.330(b)(8)	Rule Summary: Voluntary compliance efforts.
Comments:	Violation notices were sent as appropriate. 100%
Standard 615.330(b)(9)	Rule Summary: Enforcement action when voluntary compliance fails.
Comments:	One unresolved complaint was referred to the State's Attorney. 100%
Standard 615.330(b)(10)	Rule Summary: Education materials which are made available to the public.
Comments:	A variety of educational materials are available. The materials include: selection of system type, installation and system maintenance. 100%

**Local Health Protection Grant Review
Private Sewage Disposal Program
Page 3**

Standard 615.330(c)	Rule Summary: Initial orientation for new staff; 3 hours of Department-approved training for existing staff.
Comments:	Training has been received by the staff in accordance with the rules. Most staff attended the IALEHA conference in January, 2015. Michael Flanagan attend the OWPI conference. 100%
COMMON REQUIREMENTS	
Standard 615.340(e)	Rule Summary: Documentation of activities maintained 5 years.
Comments:	Records are kept for at least five years. 100%
Standard 615.340(a)	Rule Summary: Personnel compliance with the Environmental Practitioner Registration Act.
Comments:	Jim Roberts, Michael Flanagan, Sarah Michaels, Shannon Loyd and Jeff Blackford are licensed environmental health practitioners. 100%

The following items were not in substantial compliance:

None

Recommendations from Review:

None



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TO: Local Health Department Administrators
Local Health Department Environmental Health Directors

FROM: April Caulk, Acting Food Program Section Chief
Division of Food, Drugs and Dairies

DATE: March 15, 2016

RE: Local Ordinances

In anticipation of future changes to local ordinances, this memo serves to provide clarification regarding the role of the Division of Food, Drugs and Dairies (DFDD).

Unlike the Division of Environmental Health, the DFDD does not have statutory authority to review and approve ordinances. As a part of the Local Health Protection Grant (LHPG) program review process, the Department will request verification of an up-to-date ordinance. At that time or at the time of update, a local health department (LHD) may submit a revised ordinance to DFDD for LHPG LHD records. The Department will not, however, review and approve. A LHD needs to submit their local ordinance to their State's Attorney for review.

In working with a certified LHD's respective State's Attorney or City Attorney, here are a few considerations:

1. Incorporate by reference the Illinois Food Service Sanitation Code [77 Ill. Adm. Code 750]. Do not reference the United States Food and Drug Administration (FDA) Food Code. The FDA Food Code will be incorporated by reference into the Illinois Food Service Sanitation Code. For implementation, the Illinois Food Service Sanitation Code Field Guide will combine and be a comprehensive document.
2. Violations will no longer be referred to as "critical" and "non-critical". Remember to address this language if specific in the local ordinance. The new inspection report categorizes violations as "foodborne illness risk factors and public health interventions" and "good retail practices".
3. The new, uniform grading system will require the LHD to determine what "pass", "pass with conditions" and "fail" means regarding enforcement, follow-up inspections, etc. For example, an inspection report may have a score of "pass", but an imminent health hazard may be present in the establishment (e.g., sewage back-up, pest infestation, etc.) that would dictate closure or other enforcement.

For non-certified LHDs, the Department acknowledges only certified local health departments under the LHPG. While the LHPG delegates authority for conduct of inspection and food protection program per the Illinois Food Service Sanitation Code, the Department encourages non-certified local health departments to do the same, which ultimately will assist with statewide consistency and standardization.

Please feel free to contact us with any questions.

Any questions from the public should be directed to dph.food@illinois.gov

Information Memorandum

To: Champaign County Board of Health
From: Jim Roberts
Director of Environmental Health, Champaign-Urbana Public Health District
Subject: Fee Schedule for Food Protection Program
Date: July 11, 2016

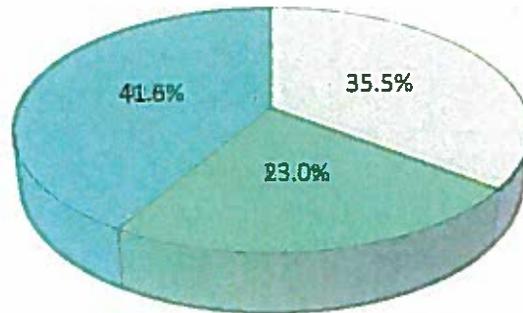
- I. Review chart comparing current and proposed fee structure and fees.
 - A. Annual Operating Permit (AOP)
 - Adding
 - > Scale (sq. ft.) with fee increments to the Risk Category Classification
 - > Incentive fee with rebate to post inspection notice placard
 - B. Plan Review
 - Adding
 - > A fee for new construction of sq.ft. less than 100 sq. ft.
 - > New fees for plans submitted late, modified after review approval, and more than 2 revisions
 - > New fee for scheduled final inspection after 2 previous scheduled final inspections
 - > New fee for Special Processes review; remove Special Process AOP
 - Changing
 - > Range of sq.ft. and fees
 - C. Change of Ownership with Transitional Operating Permit (needs ordinance change)
 - D. Temporary Permits (no change)
 - E. Other Fees
 - Adding
 - > New fees for correction verification after 2 visits, late application return for non-for-profit AOPs, Inspection Notice posting incentive, and variance
 - Changing
 - > Fees for Re-inspection and late payment of AOP

II. Review changes in the contributions from the revenue sources using the Annual Operating Permit (AOP) proposed fees.

A. Current AOP fees

Food Protection Program (cost center # 7130)
FY16 Budget--\$193,166 Revenue Sources
 (Fee Amount from November 2015)

Local Property Tax LHPGrant Fees



Local Property Tax~	\$68,494
LHPGrant	\$44,372
Fees*	\$80,300
Total per FY16 Budget	\$193,166

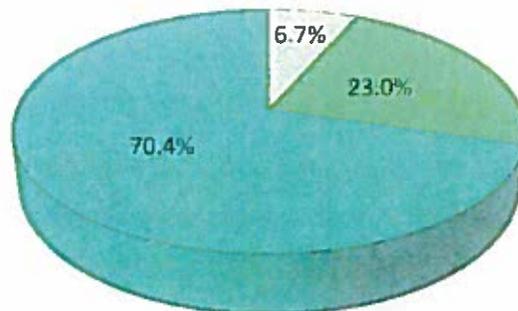
* Collected November 2015, but budget \$ 101,438
 ~ \$21,138 added to budget \$ 47,356

B. Proposed AOP fees

- Sq.ft. distribution is unknown, but if approved it can be achieved.
- Adding Inspection Notice placard posting incentive amount.
 - Increase of fees with incentive amount and no rebates.

Food Protection Program (cost center # 7130)
FY17?--\$193,166 Revenue Sources
 (AOP Fee (no sq.ft. scale) without Rebating \$200 Posting Incentive

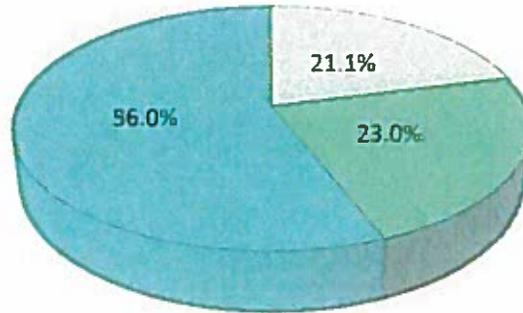
Local Property Tax LHPGrant Fees



- Increase of fees with incentive amount with 50% rebated.

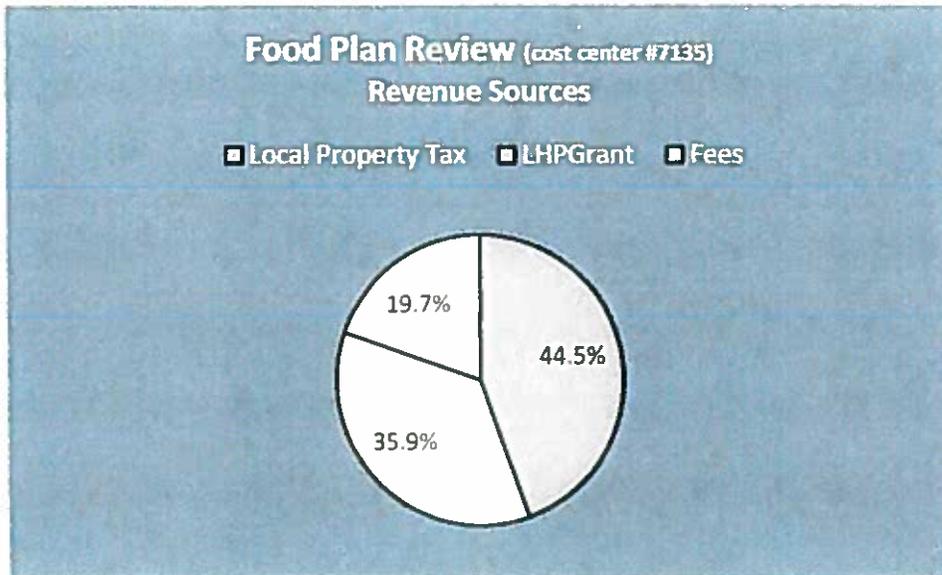
Food Protection Program (cost center # 7130)
FY17?--\$193,166 Revenue Sources
 (AOP Fee {no sq.ft. scale} with 50% Posting Incentive Rebated)

■ Local Property Tax
 ■ LHPGrant
 ■ Fees



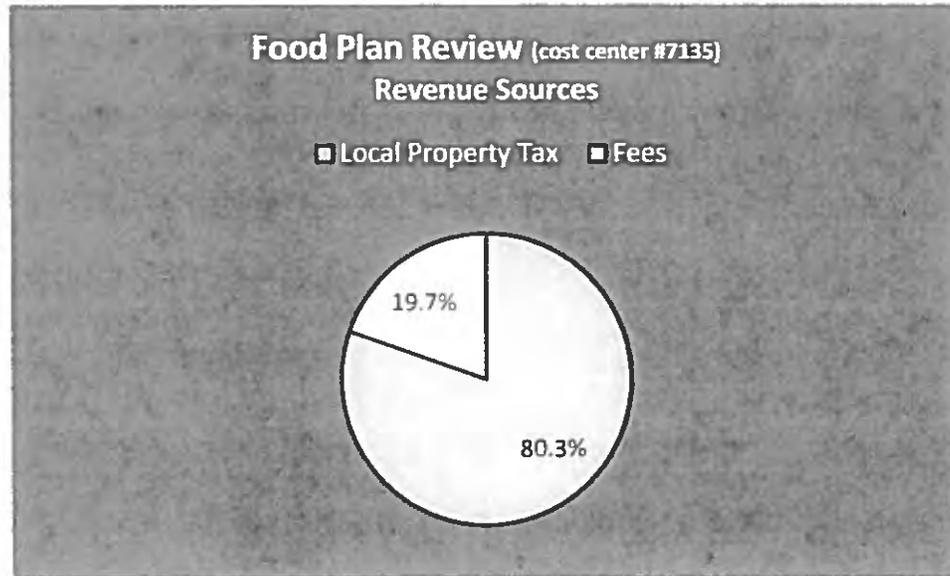
III. Review changes in the contributions from the revenue sources for Plan Review New Construction fees.

- Sq. ft. distribution is unknown, but it can be tracked.
 - County: April-July 11th: 9@ 1-1000 sq. ft. + 2@ 1001-2000 sq. ft.
- Current



Local Property Tax	\$13,965	
LHPGrant	\$11,260	FY16 budget
Fees	\$6,175	2-year average collected
Total	\$31,400	2-year average expenditures

- Proposed for FY17?



Local Property Tax *	\$25,225	
Fees	\$6,175	2-year average collected
Total	\$31,400	2-year average expenditures

* Additional funds (\$ 11,260) redistributed from reductions in local property tax contributions in the proposed private sewage and potable water construction permits and inspections cost centers (\$19,718 + \$5,840). LHPGrant can be redistributed to other core programs, e.g. food protection program, or cost centers.

- IV. No changes in the contributions from the revenue sources for the temporary permit fees.
- V. Consider amending Ordinance No. 975 which is AN ORDINANCE ESTABLISHING FEES UNDER THE HEALTH ORDINANCE OF CHAMPAIGN COUNTY.

Food Program--CCPHD		Current	Proposed
Annual Operating Permit (AOP) ^{1,2,3}		2006	
	Category I		sq. ft. ⁵ Fee
		\$400	1-1000 \$600
		\$400	1001-3000 \$630
		\$400	>3000 \$650
	Category II		sq. ft. ⁵ Fee
		\$300	1-1000 \$500
		\$300	1001-3000 \$530
		\$300	>3000 \$550
	Category III		sq. ft. ⁵ Fee
		\$150	1-1000 \$350
		\$150	1001-3000 \$380
		\$150	>3000 \$400
Plan Review ^{3,4}		1998 sq.ft.	sq. ft. ^{5,6} Fee
	New Construction ⁷	\$0 1-100	1-1000 \$200
		\$200 100-1000	1001-2000 \$250
		\$300 1001-10,000	2001-3000 \$300
		\$400 10,001-50,000	3001-5000 \$350
		\$500 > 50,000	>5000 \$400
	Remodel ⁸	75% of New Construction sq. ft. fee	75% of New Construction sq. ft. fee
	Equipment replacement or finish repair ⁹	No charge	No charge
	Construction/remodeling that begins before plans have been submitted and date stamped	None	2x New Construction sq. ft. fee
	Resubmitted or modified plans after plan approval	None	50% of New Construction sq. ft. fee per each revision
	More than two plan revisions required for review and approval	None	50% of New Construction sq. ft. fee per each revision
	More than two on-site scheduled final inspections	None	\$150 each inspection
	Plan review consultations/follow-ups (office or on-site) ¹⁰	No charge	No charge
	Plan Review fee for Special Processes ¹¹ with HACCP Plan (per Special Process) as part of an AOP	Separate plan review fee, separate AOP and AOP fee	\$100/hour in 15 minute increments; incorporate process into AOP
Change of Ownership with Transitional Operating Permit ^{3,11}	Change of Ownership Application Submission	1998	
	Active status ≤ 30 calendar days after effective date of ownership change ¹²	75% of New Construction	50% of AOP
	Active status > 30 calendar days after effective date of ownership change ¹²	75% of New Construction	2x AOP
Temporary Permit ³		1998	
	One Day	\$50	\$50
	2-14 Days	\$75	\$75
	Late (less than 72 hours prior to day of event) application and/or fee submitted	\$25	\$50
Other Fees ³			
	Correct-on-verification ¹³ after 2 visits (Follow-up Enforcement)	None	\$75 each visit
	Cottage Food Operation annual registration	None, does not apply	None, does not apply
	Inspection Notice posting incentive ¹⁴	None - Voluntary (2014)	\$200 reduction
	Insufficient funds- Returned check	\$25	\$35
	Late payment of AOP	\$25	\$250
	Late return of AOP application for non-for-profit	None	\$10
	Late return of Major Violation Correction Form	None	\$10/CUPHD business day
	Re-inspection (Follow-up Enforcement)	\$25/hour	\$200
	Reinstatement (after closure)	\$50	\$50
	Replacement of AOP (paper copy)	\$5	\$5
	Replacement of Food Code (paper copy)	\$8 (2012)	\$0.02 per printed page
	Variance	None	\$200
No Charge Activities			
Complaint Investigation			No charge
Consultations			No charge
Correction Verification ¹⁵ ≤ 2 visits			No charge
Disaster Response			No charge
Enforcement Actions (except penalty as in Chapter 11 of Health Ordinance of Champaign County No. 363)			No charge
Food Safety Education			No charge
Illness Surveillance and Investigation			No charge

- ¹ AOP is valid for 1 year from December 1st-November 30th.
- ² AOP fee prorated at 50% if AOP issued between June 1st and November 30th.
- ³ All fees are not refundable except where allowed in Section 12.3 in Health Ordinance # 969.
- ⁴ Does not include AOP and fee is valid for one (1) year from date received.
- ⁵ Sq. ft. = area under health permit, including but limited to kitchen, bar, wait/service stations, food/single service item storage, employee/public toilet rooms, mechanical merchandise area, & garbage storage.
- ⁶ If mobile unit, then combine mobile + commissary area.
- ⁷ Includes facilities not previously permitted as a food establishment; previously permitted, but now an inactive facility; or if a new additional permit is added to a currently permitted facility.
- ⁸ Includes changes to an Active status food establishment to the physical space, finish surfaces, equipment addition, or equipment installation as a result in a change of menu, change in food preparation or service procedures, or change in equipment "footprint". It does not include redecorating, cosmetic refurbishing, or altering seating design.
- ⁹ Equipment, finish surface, or infrastructure minor repair, service or maintenance; "like-for-like" equipment exchanges; and additions of minor equipment that require no installation or modification of existing fixtures (such as countertop "plug-in" equipment), equipment or finishes.
- ¹⁰ Limited to approval or disapproval and discussing solution options, but no layout design.
- ¹¹ AOP is not transferable to a new owner; Transitional Operating Permit allows business to continue to operate pending issuance of new AOP to new owner.
- ¹² Day 1 is the sale date on the bill of sale.
- ¹³ Of a procedure, equipment check, or items on the Major Violation Correction Form.
- ¹⁴ Verified posted Inspection Notice per guidelines from inspection to inspection (all routine and re-inspections) in the calendar year; AOP fee reduction (non-cumulative) from next year's non-incentive base AOP fee.
- ¹⁵ As identified in the current FDA Food Model Code.

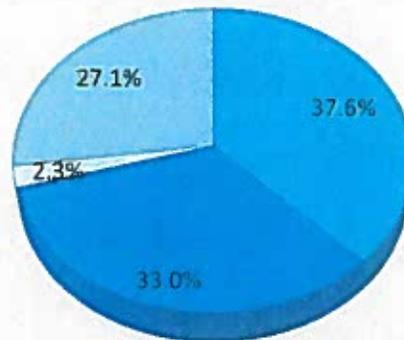
Information Memorandum

To: Champaign County Board of Health
 From: Jim Roberts
 Director of Environmental Health, Champaign-Urbana Public Health District
 Subject: Fee Schedule for Potable Water Supply Program
 Date: June 2, 2016

- I. Review chart comparing current and proposed fee structure and fees.
- II. Review changes in the contributions from the revenue sources using the proposed fees.
 - A. FY15 Budget

Potable Water Supply Program FY15 Budget--\$46,306 Revenue Sources

■ Local Property Tax
 ■ LHPGrant
 □ NCTS Grant
 □ Fees

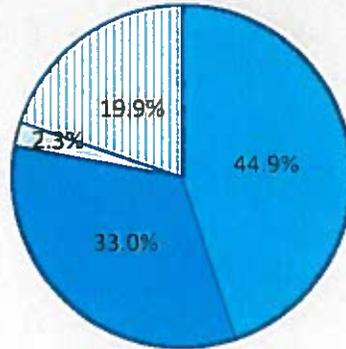


Local Property Tax	\$17,426
LHPGrant	\$15,270
NCTS Grant	\$1,050
Fees	\$12,560
Total	\$46,306

B. FY15 with Collected Fees (46 permits x \$200 = \$ 9,200)

Potable Water Supply Program
FY15 with Collected 2015 Fees (46 x \$200 = \$9,200)

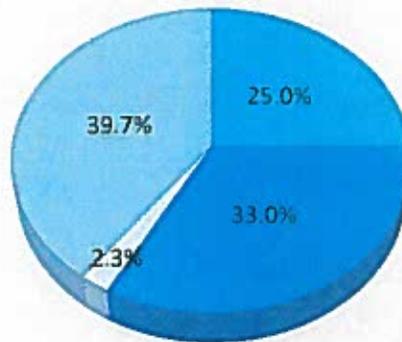
Local Property Tax LHPGrant NCTS Grant Fees



C. FY15 with Proposed Fees

Potable Water Supply Program
FY15 with Proposed Fees (46 x \$400 = \$18,400)

Local Property Tax LHPGrant NCTS Grant Fees



Local Property Tax	\$11,586
LHPGrant	\$15,270
NCTS Grant	\$1,050
Fees	\$18,400
Total	\$46,306

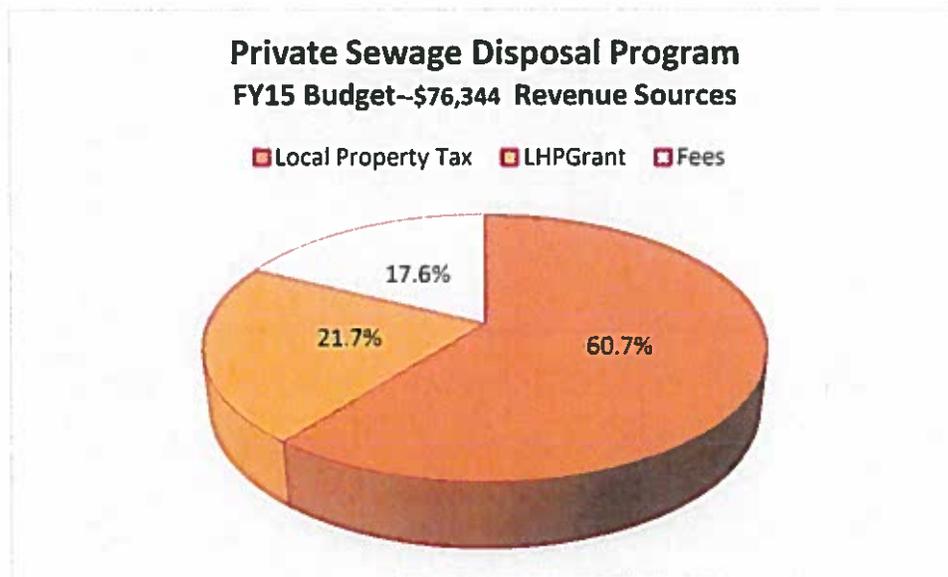
III. Consider amending Ordinance No. 975 which is AN ORDINANCE ESTABLISHING FEES UNDER THE HEALTH ORDINANCE OF CHAMPAIGN COUNTY.

Potable Water Supply Program	CCPHD Current	Proposed
Water well construction		
Construction permit (IL Statue)	\$100	\$100
Inspection (Maximum 2 on-site visits)	\$100	\$300
Water well sampling		
Valid public health significance {ILLness, Infant, New, Investigation}	No charge	No charge
Other requests: \$49 for sampling and testing (coliform only)	\$49	\$49
Closed loop well construction		
Construction permit (IL Code) 1-10 bore holes (per bore hole after 10)	\$100 (+ \$10)	\$100 (+ \$10)
Inspection--Residential	\$150	\$150
Inspection--Non-residential	\$300	\$300
Non-community; transient water supplies (NCTS)		
Biennial field inspection	No charge	No charge
Monitoring required water testing	No charge	No charge
Other		
Additional required inspection	None	\$150
Complaint investigations	No charge	No charge
Consultation or education (office or on-site)	No charge	No charge
Construction or installation without approved permit	None	2x permit & inspection fees
Sealing permit for abandoned water wells and closed loop wells	No charge	No charge
Variances	No charge	\$200

Information Memorandum

To: Champaign County Board of Health
 From: Jim Roberts
 Director of Environmental Health, Champaign-Urbana Public Health District
 Subject: Fee Schedule for Private Sewage Disposal System
 Date: June 2, 2016

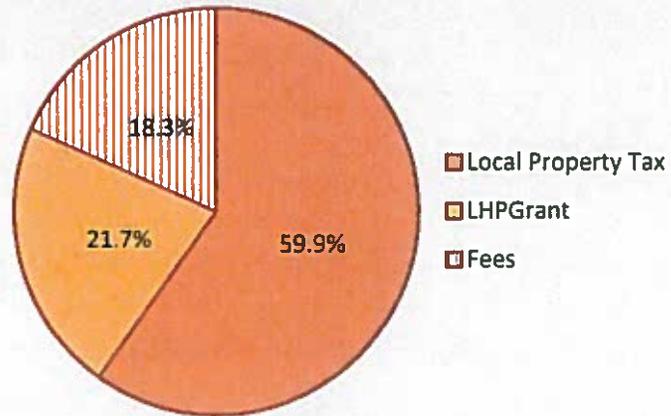
- I. Review chart comparing current and proposed fee structure and fees.
- II. Review changes in the contributions from the revenue sources using the proposed fees.
 - A. FY15 Budget



Local Property Tax	\$46,320
LHPGrant	\$16,592
Fees	\$13,432
Total	\$76,344

B. FY15 with Collected Fees (70 permits x \$200 = \$14,000)

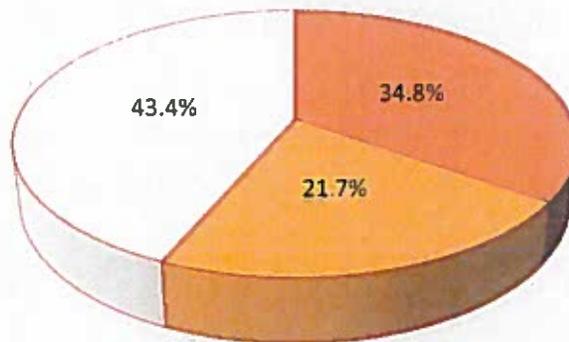
**Private Sewage Disposal Program
FY15 with Collected 2015 Fees**



C. FY15 with Proposed Fees

**Private Sewage Disposal Program
FY15 with Proposed Fees**

Local Property Tax LHP Grant Proposed Fees



Local Property Tax	\$26,602
LHP Grant	\$16,592
Proposed Fees	\$33,150
Total	\$76,344

III. Consider amending Ordinance No. 975 which is AN ORDINANCE ESTABLISHING FEES UNDER THE HEALTH ORDINANCE OF CHAMPAIGN COUNTY.

Private Sewage Disposal Program	CCPHD Current	Proposed
Activities		
Complaint investigations	No charge	No charge
Consultation and education (office or on-site)	No charge	No charge
Pumping Contractor Activities		
Complaint investigation	No charge	No charge
Hauling equipment inspection	No charge	No charge
Land application site inspection	No charge	No charge
Storage facility inspection	No charge	No charge
Construction Activities		
Construction permit with inspections (maximum 2 on-site visits)		
Residential	\$200	\$450
Non-residential 1-500 gallons/day (GPD)	\$200	\$600
Non-residential 501-1500 GPD	\$200	\$750
Non-residential 1501+ GPD	\$200	\$900
Additional required inspection	No charge	\$150
Construction or operation without applicable permit	None	2 x construction permit with inspection or repair fee
Repair/replacement of a single component (construction permit with 1 inspection)	\$200	\$300
Variance	\$200	\$200
Subdivision Plat Review		
1-10 lots	\$200	\$200
Each lot over 10	\$15/lot	\$15/lot

ORDINANCE NO. _____

**AN ORDINANCE ESTABLISHING FEES UNDER THE
HEALTH ORDINANCE OF CHAMPAIGN COUNTY**

WHEREAS, the Champaign County Public Health Department was created by referendum passed on November 4, 1996;

WHEREAS, the Champaign County Board adopted Resolution Number 3812, *Resolution Establishing a County Health Department* on April 15, 1997 and the Champaign County Board correspondingly appointed a Board of Health;

WHEREAS, the Champaign County Board adopted Ordinance No. 969, *Health Ordinance of Champaign County, Illinois*, on November 10, 2015;

WHEREAS, the Champaign County Board, through the *Health Ordinance of Champaign County, Illinois*, sub-paragraphs 12.1.2 and 12.2.1.3, authorized and directed the Board of Health to establish a fee for any service provided or action required to administer and enforce that Ordinance, and to annually review the fee schedule to determine its sufficiency and its efficacy in promoting the purposes of that Ordinance;

WHEREAS, the Champaign County Board adopted Ordinance No. 975, *An Ordinance Establishing Fees Under the Health Ordinance of Champaign County, Illinois*, on December 17, 2015; and

WHEREAS, the Board of Health has determined that the fee schedule requires changes and additions in order to meet the goals of the *Health Ordinance of Champaign County, Illinois*

NOW, THEREFORE, BE IT ORDAINED by the Board of Health of the Champaign County Public Health Department that the following is and shall be the amended fee schedule for the *Health Ordinance of Champaign County, Illinois*:

FEE SCHEDULE FOR HEALTH ORDINANCE OF CHAMPAIGN COUNTY, ILLINOIS

- ~~A. **PLAN REVIEW FEES (FOOD SERVICE ESTABLISHMENTS)**—Plan review fees are based on square footage of food service areas (ex: kitchen, food storage, bars, wait stations, soda stations, etc.) Also include toilet rooms and outside storage sheds.~~
- ~~a. **NEW CONSTRUCTION OR CONVERSION OF EXISTING STRUCTURES:**~~
- ~~i. 100 to 1,000 square feet ————— \$200~~
- ~~ii. Over 1,000 to 10,000 square feet — \$300~~
- ~~iii. Over 10,000 to 50,000 square feet — \$400~~
- ~~iv. Over 50,000 square feet and up — \$500~~
- ~~b. **EXTENSIVE REMODEL OR CHANGE OF OWNER: 75% or greater of (a)**~~
- ~~i. 100 to 1,000 square feet ————— \$150~~
- ~~ii. Over 1,000 to 10,000 square feet — \$225~~
- ~~iii. Over 10,000 to 50,000 square feet — \$300~~
- ~~iv. Over 50,000 square feet and up — \$375~~
- ~~c. **MINOR REMODEL: less than 75% of (a)**~~
- ~~i. 100 to 1,000 square feet ————— \$100~~
- ~~ii. Over 1,000 to 10,000 square feet — \$150~~
- ~~iii. Over 10,000 to 50,000 square feet — \$200~~
- ~~iv. Over 50,000 square feet and up — \$250~~
- ~~B. **ANNUAL OPERATING PERMIT FEES (FOOD SERVICES)**—Annual permit fee should not be submitted until your facility is ready to open. Please do not submit it with your plan review information.~~
- ~~a. **Category 1** — \$400 (December 1 — May 31) — \$200 (June 1 — November 30)~~

b. ~~Category 2 \$300 (December 1 - May 31) \$150 (June 1 - November 30)~~

e. ~~Category 3 \$150 (December 1 - May 31) \$75 (June 1 - November 30)~~

C. SPECIAL FEES (FOOD SERVICES)

a. ~~Temporary Events (one day) \$50~~

b. ~~Temporary Events (two to fourteen consecutive days) \$75~~

c. ~~Reinspection Fee \$25 per hour~~

d. ~~Permit Reinstatement Fee \$50~~

e. ~~Health Permit (replacement copy) \$5~~

f. ~~Food Code Book (replacement copy) \$8~~

g. ~~Late Fee \$25~~

D. SEWAGE PROGRAM FEES

a. ~~Private Sewage System Construction Permit \$200~~

b. ~~Variance \$200~~

c. ~~Sewage Code Book \$8~~

d. ~~Plat Review 1-10 lots \$200
Each lot over 10 \$15~~

E. WATER PROGRAM FEES

a. ~~Private Water Well Construction~~

i. ~~Permit \$100~~

ii. ~~Inspection Fee \$100~~

b. ~~Closed Loop Well System (new or modification)~~

i. ~~Construction Permit~~

1. ~~\$100 for the first 10 boreholes~~

2. ~~\$10 for each additional borehole~~

ii. ~~Inspection~~

1. ~~Residential \$150~~

2. ~~Non-residential \$300~~

c. ~~Water Well Testing for Non-valid Public Health Reasons (coliform only) \$49~~

F. MISCELLANEOUS FEES

a. ~~Insufficient Funds Fee \$25~~

b. ~~Freedom of Information Act Copying Fees~~

i. ~~Black & white, letter or legal size 1-50 pages Free~~

~~51st page+ \$0.15 per page~~

ii. ~~Color, letter or legal size Actual cost of copies~~

iii. ~~Other media Actual cost of media~~

Private Sewage Disposal Program	
Activities	
Complaint investigations	No charge
Consultation and education (office or on-site)	No charge
Pumping Contractor Activities	
Complaint investigation	No charge
Hauling equipment inspection	No charge
Land application site inspection	No charge
Storage facility inspection	No charge
Construction Activities	
Construction permit with inspections (maximum 2 on-site visits)	
Residential	\$450
Non-residential 1-500 gallons/day (GPD)	\$600
Non-residential 501-1500 GPD	\$750
Non-residential 1501+ GPD	\$900
Additional required inspection	\$150
Construction or operation without applicable permit	2 x construction permit with inspection or repair fee
Repair/replacement of a single component (construction permit with 1 inspection)	\$300
Variance	\$200
Subdivision Plat Review	
1-10 lots	\$200
Each lot over 10	\$15/lot

Potable Water Supply Program	
Water well construction	
Construction permit (IL Statue)	\$100
Inspection (Maximum 2 on-site visits)	\$300
Water well sampling	
Valid public health significance (ILLness, Infant, New, Investigation)	No charge
Other requests: \$49 for sampling and testing (coliform only)	\$49
Closed loop well construction	
Construction permit (IL Code)	
1-10 bore holes (per bore hole after 10)	\$100 (+ \$10)
Inspection--Residential	\$150
Inspection--Non-residential	\$300
Non-community; transient water supplies (NCTS)	
Biennial field inspection	No charge
Monitoring required water testing	No charge
Other	
Additional required inspection	\$150
Complaint investigations	No charge
Consultation or education (office or on-site)	No charge
Construction or installation without approved permit	2x permit & inspection fees
Sealing permit for abandoned water wells and closed loop wells	No charge
Variances	\$200

Food Protection Program		
Annual Operating Permit (AOP) ^{1 2 3}		
	Category I	sq. ft. ⁵ Fee
		1-1000 \$600
		1001-3000 \$630
		>3000 \$650
	Category II	sq. ft. ⁵ Fee
		1-1000 \$500
		1001-3000 \$530
		>3000 \$550
	Category III	sq. ft. ⁵ Fee
		1-1000 \$350
		1001-3000 \$380
		>3000 \$400
Plan Review ^{3 4}		
	New Construction ⁷	sq. ft. ^{5 6} Fee
		1-1000 \$200
		1001-2000 \$250
		2001-3000 \$300
		3001-5000 \$350
		>5000 \$400
	Remodel ⁸	75% of New Construction sq. ft. fee
	Equipment replacement or finish repair ⁹	No charge
	Construction/remodeling that begins before plans have been submitted and date stamped	2x New Construction sq. ft. fee
	Resubmitted or modified plans after plan approval	50% of New Construction sq. ft. fee per each revision
	More than two plan revisions required for review and approval	50% of New Construction sq. ft. fee per each revision
	More than two on-site scheduled final inspections	\$150 each inspection
	Plan review consultations/follow-ups (office or on-site) ¹⁰	No charge
	Plan Review fee for Special Processes ¹¹ with HACCP Plan (per Special Process) as part of an AOP	\$100/hour in 15 minute increments, incorporate process into AOP
Change of Ownership with Transitional Operating Permit ^{3 11}		
	Change of Ownership Application Submission	
	Active status ≤ 30 calendar days after effective date of ownership change ¹²	50% of AOP
	Active status > 30 calendar days after effective date of ownership change ¹²	2x AOP
Temporary Permit ³		
	One Day	\$50
	2-14 Days	\$75
	Late (less than 72 hours prior to day of event) application and/or fee submitted	\$50
Other Fees ³		
	Correction verification ¹³ after 2 visits (Follow-up Enforcement)	\$75 each visit
	Inspection Notice posting incentive ¹⁴	\$200 reduction
	Insufficient funds--Returned check	\$35
	Late payment of AOP	\$250
	Late return of AOP application for non-for-profit	\$10
	Late return of Major Violation Correction Form	\$10/CUPHD business day
	Re-inspection (Follow up Enforcement)	\$200
	Reinstatement (after closure)	\$50
	Replacement of AOP (paper copy)	\$5
	Replacement of Food Code (paper copy)	\$0.02 per printed page
	Variance	\$200
No Charge Activities		
	Complaint Investigation	No charge
	Consultations	No charge
	Correction Verification ¹³ ≤ 2 visits	No charge
	Disaster Response	No charge
	Enforcement Actions (except penalty as in Chapter 11 of Health Ordinance of Champaign County, No. 969)	No charge
	Food Safety Education	No charge
	Illness Surveillance and Investigation	No charge

Food Program Footnotes

- ¹ AOP is valid for 1 year from December 1st-November 30th.
- ² AOP fee prorated at 50% if AOP issued between June 1st and November 30th.
- ³ All fees are not refundable except where allowed in Section 12.3 in Health Ordinance # 969.
- ⁴ Does not include AOP and fee is valid for one (1) year from date received.
- ⁵ Sq. ft. = area under health permit, including but limited to kitchen, bar, wait/service stations, food/single service item storage, employee/public toilet rooms, mechanical merchandise area, & garbage storage.
- ⁶ If mobile unit, then combine mobile + commissary area.
- ⁷ Includes facilities not previously permitted as a food establishment; previously permitted, but now an Inactive facility; or if a new additional permit is added to a currently permitted facility.
- ⁸ Includes changes to an Active status food establishment to the physical space, finish surfaces, equipment addition, or equipment installation as a result in a change of menu, change in food preparation or service procedures, or change in equipment "footprint". It does not include redecorating, cosmetic refurbishing, or altering seating design.
- ⁹ Equipment, finish surface, or infrastructure minor repair, service or maintenance; "like-for-like" equipment exchanges; and additions of minor equipment that require no installation or modification of existing fixtures (such as countertop "plug-in" equipment), equipment or finishes.
- ¹⁰ Limited to approval or disapproval and discussing solution options, but no layout design.
- ¹¹ AOP is not transferable to a new owner; Transitional Operating Permit allows business to continue to operate pending issuance of new AOP to new owner.
- ¹² Day 1 is the sale date on the bill of sale.
- ¹³ Of a procedure, equipment check, or items on the Major Violation Correction Form.
- ¹⁴ Verified posted Inspection Notice per guidelines from inspection to inspection (all routine and re-inspections) in the calendar year; AOP fee reduction (non-cumulative) from next year's non-incentive base AOP fee.
- ¹⁵ As identified in the current FDA Food Model Code.

This FEE SCHEDULE shall be effective immediately upon its ratification.

The Champaign County Health Department shall cause this Fee Schedule to be published in whatever form the *Health Ordinance of Champaign County, Illinois*, is or will be published, including but not limited to posting the Fee Schedule at the offices of the Champaign County Health Department, in a place or places readily apparent to the public, and on the website of the Champaign County Health Department.

PRESENTED, PASSED, APPROVED and RECORDED this ____ day of _____, A.D. 2016.

Chair
Champaign County Board of Health

**SmileHealthy, a Program of Promise Healthcare
Child Dental Access Program
Champaign County Board of Health
Fiscal Year 2017 Program Narrative and Budget**

In Fiscal Year 2017, SmileHealthy will provide comprehensive dental care for income eligible county children in a number of different ways to maximize the number of children we can reach:

- mobile dental exam, hygiene and sealant clinics
- mobile restorative care clinics
- dental home through our dental center
- education programs from individual and family counseling to day care providers to full school assemblies.
- comprehensive specialty care for children

In Fiscal Year 2017 with the Board of Health Grant we expect to serve over 1000 low income county children unique to this grant. Plus we will reach at least 2000 additional county residents through our education and outreach efforts.

SmileHealthy is proposing a program for the coming year that can accomplish significant care and prevention within the Champaign County Board of Health's Budget. We are requesting \$45,000.

Programs and services listed below may be possible only through the support of Board of Health funding, providing services to county children that might otherwise go without.

Child Dental Access Program – Dental Center Staff & Volunteer Dentists

SmileHealthy will offer clinic days each month to income eligible children with our staff and volunteer providers throughout the county and at our dental center to create a dental home for those who might otherwise go without. 500 dental visits

Sealant Dental Clinic Program – Staff and Volunteer Providers

This program provides comprehensive preventive services to children of all grades through high school at school during the school day. The program in addition to providing an important public health service to the children served, assists schools with state requirements to have a dental exam on all kindergarteners, second graders and sixth graders. 250 children seen

The Sealant program is regulated by the Illinois Department of Public Health Division of Oral Health and the Illinois Department of Healthcare and Family Services.

Champaign County Board of Health sites in the next school year will include
Back to School Day/Church Women United/Bethany Park – Rantoul
Heritage Elementary School District - Homer
Ludlow Elementary School

Mahomet Schools
Prairieview-Ogden Elementary North - Royal
Prairieview-Ogden Elementary South – Ogden
St. Joseph-Ogden Grade and Middle Schools – St. Joseph
Thomasboro Grade School – Thomasboro
Unity East – Philo
Unity West – Tolono
Unity Junior and Senior High Schools – Tolono

Dental Health Education

Educational programs include offering and coordinating full school assemblies on oral health care, speaking in classrooms, organizing an educational outreach program to day care providers and small groups like girl scouts, individual and family counseling, media events, community fairs and festivals and the ADA's Give Kids a Smile with the Illini Dental Society & C-UPHD.

We provide a new toothbrush to everyone seen in all of our programs including most educational events. Usually we provide a kit that includes a toothbrush, toothpaste and floss. These kits are very popular and may be the only dental supplies some children receive. We have repeatedly heard of children in homes with no toothbrushes or only one old one to share. This is an important part of our public health mission to improve oral health care.

In 2017 we are on track to have over 7,500 contacts through our education program. We can project to provide dental health education to over 2000 county children in 2017 as part of the Champaign County Board of Health funding.

**SmileHealthy
Child Dental Access Program
Champaign County Board of Health
Fiscal Year 2017 Budget Proposal**

	Fiscal Year 2017
Personnel (Office Staff & Dental Team)	30,000
Fringe (FY16 @ .18 of wages)	5,400
Personnel Subtotal	35,400
Travel/Mileage	1,200
Telephone	800
Dental Supplies (treatments & education)	6,550
Printing/Copies	800
Postage	250
Operations Sub-total	7,608
Total	45,000

SmileHealthy will serve additional patients outside the Board of Health Grant through our Head Start Dental Clinic and Sealant and Mobile Restorative Dental Clinics at sites like Presence Covenant Medical Center, Prairie Center and area food pantries.

Thank you to the Board of Health and County Board for your continued support and commitment to the oral health for low-income children in Champaign County. Should you have any questions or need additional information, don't hesitate to contact me at the office (217) 403-5401, mobile 390-5365 or ngreenwalt@smilehealthy.org.



Public Health
Prevent. Promote. Protect.

Champaign-Urbana Public Health District

County Board of Health – Budget Narrative for Calendar Year 2017

August 16, 2016

Champaign County Board of Health

Basic overview of Budget submitted August 2, 2016 for the period of January 2017 – December 2017. This budget includes an overlap of two grant periods and two fiscal years of Champaign-Urbana Public Health District.

Budget Highlights

- Overall budget change is an increase of 4.4% from the budget proposal submitted for 1/1/2016 to 12/31/2016.
- Property tax is the 2015 Extended Tax Levy increased by 1% per budget instructions. The property tax levy is then allocated between all County programs budgeted by CUPHD.
- Grant Revenue is budgeted as flat funding.
- 2017 County Contract revenue estimates for Communicable Diseases and Tuberculosis decreased 15.5% and increased 15.0% respectively due to the trend in these areas in calendar year 2016 requiring more/less oversight and intervention by Public Health. Food Permits increased 0.7%, Water and Sewage revenue estimates also show an increase of 27.1% and decrease of 16.8% respectively due an anticipated increase in closed loop wells permits, and realignment of staff.
- In 2014 the West Nile Vector Grant decreased by 47%. In order to allow the program to continue, we no longer charged grant for the Director's time to manage the grant, and significantly decreased the amount of time we charged program coordinator's time. 2017 budget shows an increase of 88,5% by including the program coordinator's wages and fringe benefits in the grant column even though the majority of the expenses are not billed to the grant due to lack of funding. This amount is offset by the surplus of the tax levy.
- Administration also has an increase of 14.7% due to adding personnel expense for the Environmental Health Director for .0883 FTE not previously accounted for due to previous reductions in grant revenue. These additional hours are spent in oversight of the West Nile Grant, grant applications and various meetings discussing various topics such as proposed permit fees, and other items as needed. Again, this expense is offset by the property tax levy. The remaining difference is for the agency's anticipated increase in wages and fringe benefit costs.



Public Health
Prevent. Promote. Protect.

Champaign-Urbana Public Health District

- Indirect Costs remain as 9% of the total expenses. The agency's actual indirect cost rate as submitted to the Illinois Department of Human Services in 2011 was 12.3%, and this cost has increased substantially since that point in time due to various regulatory requirements. However it is important to note that not all indirect costs of CUPHD are attributable to the County contract and therefore are not requested for reimbursement. An example of a substantial indirect cost that is not passed on to the county is the Electronic Medical Records System as only those services requiring medical services incur this cost.

Specific questions, concerns or issues regarding the specific areas will be addressed by the applicable directors overseeing the budget.

Amanda Knight
Director of Finance

Appendix B

CUPHD FY2016 Budget Proposal 1/1/17 to 12/31/17
to the Champaign County Board of Health

	Non - DHS												Fee for Service Grant County Summer Food Program - 7111	Fee for Service Water Well Testing - 7411
	Total	Grant	Grant	Grant	Total	LHPG	LHPG	LHPG	LHPG	LHPG	LHPG	LHPG		
	Overall CCHD	Tobacco Free & Realty Illinois - 1420 & 1451	Emergency Preparedness - 1215	West Nile Vector Control - 7330	All Grants	Admin - 7911 & 9110	Communicable Diseases - 2306	Disease Intervention	Tuberculosis	Food	Water	Sewage		
Revenue														
Property Taxes	500,696.79	5,902.78	7,719.03	17,133.21	30,755.02	169,239.95	44,437.38	49,862.00	52,045.00	83,491.23	33,591.15	37,275.06	-	-
Food Permits	100,000.00				-					100,000.00				
Temporary Food Permits	2,975.00				-					2,975.00				
Private Sewage Permits	13,432.00				-							13,432.00		
Well Testing Fees	2,250.00				-									2,250.00
Well Water Permits	12,560.00				-						12,560.00			
Plan Review Fees	1,225.00				-					1,225.00				
IDPH Emergency Preparation Grant	66,303.00		66,303.00		66,303.00									
IDPH - Local Health Protection Grant - Yellow Fields Only	125,403.00				-		11,580.00	16,876.00	9,453.00	55,632.00	15,270.00	16,592.00		
IDPH	200.00				-								200.00	
IDPH WNV Vector Control Grant	16,596.00			16,596.00	16,596.00									
IDPH Tobacco Free Grant	31,824.00	31,824.00			31,824.00									
IDHFS (Medicaid/Medicare/Insurance) Fee Revenue	3,220.00				-			3,100.00	120.00					
Other Income	5,550.00				-			3,000.00	1,500.00		1,050.00			
Interest Income	-				-									
TOTAL REVENUE	882,234.79	37,726.78	74,022.03	33,729.21	145,478.02	169,239.95	56,017.38	72,838.00	63,118.00	243,323.23	62,471.15	67,299.06	200.00	2,250.00
Expenses														
Personnel FORMULA	484,771.00	22,153.00	36,786.00	20,273.00	79,212.00	93,397.00	31,756.00	41,088.00	33,097.00	134,786.00	36,702.00	34,733.00	-	-
Life Insurance	241.00	11.00	18.00	10.00	39.00	47.00	16.00	21.00	16.00	67.00	18.00	17.00	-	-
FICA & Medicare	35,386.00	1,617.00	2,685.00	1,480.00	5,782.00	6,818.00	2,318.00	2,999.00	2,416.00	9,839.00	2,679.00	2,535.00	-	-
IMRF	43,752.00	2,040.00	3,388.00	1,157.00	6,585.00	8,602.00	2,925.00	3,784.00	3,048.00	12,230.00	3,380.00	3,198.00	-	-
Unemployment Insurance	6,498.00	297.00	493.00	272.00	1,062.00	1,252.00	426.00	551.00	443.00	1,806.00	492.00	466.00	-	-
Employers Share Group Health Insurance	91,458.00	4,431.00	7,357.00	2,512.00	14,300.00	18,679.00	6,351.00	8,218.00	6,619.00	25,820.00	4,525.00	6,946.00	-	-
Workers Compensation Ins	17,416.00	399.00	368.00	1,014.00	1,781.00	467.00	1,588.00	1,644.00	1,655.00	6,709.00	1,835.00	1,737.00	-	-
Total Personnel	679,522.00	30,948.00	51,095.00	26,718.00	108,761.00	129,262.00	45,380.00	58,305.00	47,294.00	191,257.00	49,631.00	49,632.00	-	-
Stationary and Printing	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Photocopying	893.00	110.00	5.00	7.00	122.00	20.00	30.00	195.00	10.00	360.00	4.00	140.00	5.00	7.00
Office Supplies	1,951.00	200.00		30.00	230.00	825.00	60.00	80.00	31.00	650.00	30.00	25.00	-	20.00
Operations Supplies	3,830.00		1,830.00	1,100.00	2,930.00					200.00		700.00	-	-
Postage	2,127.00	200.00	50.00	12.00	262.00	60.00	40.00	110.00	10.00	875.00	700.00	150.00	10.00	10.00
Medical Supplies	1,700.00		300.00		300.00			600.00	800.00					
Books, Periodicals	-				-									
Other Supplies	615.00		275.00		275.00	40.00				250.00		50.00		
Total Supplies	11,116.00	510.00	2,460.00	1,149.00	4,119.00	945.00	130.00	985.00	851.00	2,335.00	734.00	1,065.00	15.00	37.00
Advertising	1,300.00	1,000.00		300.00	1,300.00									
Professional Meetings	2,020.00		460.00	60.00	520.00					500.00	100.00	900.00		
Telecommunications	2,720.00		1,160.00		1,160.00	1,300.00		140.00		120.00				
Other Travel	730.00		550.00		550.00					110.00		70.00		
Other Contractual Services	7,486.00	100.00	6,766.00		6,866.00			600.00		20.00				
Business Meals Expense	1,500.00	70.00	300.00		370.00	130.00				325.00	200.00	475.00		
Lodging	1,300.00		200.00		200.00					500.00	100.00	500.00		
Travel	22,323.00	1,100.00	1,245.00	500.00	2,845.00	449.00	130.00	340.00	3,024.00	9,260.00	2,000.00	4,200.00		75.00
IDPH Certificate Fees	-				-									
Patient Care and Client Assistance	-				-									
Software License and Maintenance	6,675.00		2,475.00		2,475.00					4,200.00				
Dues and Licenses	2,200.00		200.00		200.00	400.00				1,400.00	200.00			
Conferences and Training	775.00				-	275.00				500.00				
Contingent Expenses	-				-									
Miscellaneous Expenses	120.00	120.00			120.00									
Employee License Reimbursement	600.00				-	600.00								
Total Contractual	49,749.00	2,390.00	13,356.00	860.00	16,606.00	3,154.00	130.00	1,080.00	3,024.00	16,935.00	2,600.00	6,145.00	-	75.00

CUPHD FY2016 Budget Proposal 1/1/17 to 12/31/17 to the Champaign County Board of Health														
Non - DHS														
	Total	Grant	Grant	Grant	Total	LHPG	LHPG	LHPG	LHPG	LHPG	LHPG	LHPG	Fee for Service Grant County Summer Food Program - 7111	Fee for Service Water Well Testing - 7411
	Overall CCHD	Tobacco Free & Reality Illinois - 1420 & 1451	Emergency Preparedness - 1215	West Nile Vector Control - 7330	All Grants	Admin - 7911 & 9110	Communicable Diseases - 2306	Disease Intervention	Tuberculosis	Food	Water	Sewage		
Vehicle Purchase	-				-									
Medical Equipment	-				-									
Equipment under \$500	375.00				-					300.00		75.00		
Capital Outlay	-				-									
Furnishings and Office Equipment	-				-									
Total Equipment	375.00				-					300.00		75.00		
Indirect Costs (Occupancy, Information Technology, etc.)	66,678.00	3,046.00	6,022.00	2,585.00	11,653.00	12,002.00	4,108.00	5,433.00	4,606.00	18,975.00	4,767.00	5,123.00	1.00	10.00
Total Indirect Costs	66,678.00	3,046.00	6,022.00	2,585.00	11,653.00	12,002.00	4,108.00	5,433.00	4,606.00	18,975.00	4,767.00	5,123.00	1.00	10.00
TOTAL EXPENSES	807,440.00	36,894.00	72,933.00	31,312.00	141,139.00	145,363.00	49,748.00	65,803.00	55,775.00	229,802.00	57,732.00	62,040.00	16.00	122.00
MANUALLY ENTER FY17 Contract_12 months	799,819.00	36,894.00	72,933.00	31,312.00	141,139.00	145,363.00	49,748.00	59,703.00	54,155.00	229,802.00	57,731.00	62,040.00	16.00	122.00
MANUALLY ENTER FY16 Contract -12 months	765,852.00	34,688.00	72,269.00	16,608.00	123,565.00	126,783.00	47,664.00	70,630.00	47,087.00	228,217.00	45,414.00	74,535.00	-	1,957.00
% CHANGE	4.4%	6.4%	0.9%	88.5%	14.2%	14.7%	4.4%	-15.5%	15.0%	0.7%	27.1%	-16.8%	0.0%	-93.8%

Champaign County Board of Health Compensation Template FY2017 Budget Proposal Submitted by CUPHD			% Increase	1.04																
Name and Title	Hourly Rate	Hours	Annual Compensation	Total	Total	Grant - 1420 & 1451		Grant - 1215		Grant - 7330		Total		LHPG		LHPG				
						FTE	Overall CCHD	FTE	Tobacco Free & Reality Illinois	FTE	Emergency Prep	FTE	WNV	FTE	Grant Programs	FTE	Admin - 9110 & 7911	FTE	Communicable Diseases	FTE
Basara, Kamil - IT Network Administrator	31.57	2,088.00	67,236.52	0.1000	\$6,724	0.1000	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$6,724	0.1000	\$0	\$0	\$0	0.0000	
Blackford, Jeff - Program Coordinator (vector)	34.13	1,827.00	63,602.62	0.2202	\$14,005	0.2202	\$0	\$0	\$12,466	0.1960	\$12,466	0.1960	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	
Brunkow, Stephen - IT Design and Support	28.88	2,088.00	61,507.47	0.1301	\$8,004	0.1301	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$6,151	0.1000	\$0	\$1,853	\$0	0.0301	
Crause, Candi - Director of Infectious Disease	42.22	2,088.00	89,918.47	0.0451	\$4,055	0.0451	\$0	\$1,349	0.0150	\$0	\$1,349	0.0150	\$0	\$0	\$0	\$0	\$2,707	\$0	0.0301	
Cruz, Amber - Public Health Nurse II	27.82	2,088.00	59,249.92	0.3000	\$17,775	0.3000	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$0	\$0	\$0	\$17,775	\$0	0.3000	
Flanagan, Michael - Program Coordinator (water & sewage)	31.68	1,827.00	59,036.95	0.8900	\$52,543	0.8900	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$0	\$0	\$0	\$0	\$0	0.0000	
Griffit, Debra - Public Health Nurse II	28.54	2,088.00	60,783.35	0.0401	\$2,439	0.0401	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$0	\$0	\$0	\$0	\$0	0.0000	
Hall, Jennifer - Public Health Nurse II	28.59	2,088.00	60,889.84	0.4251	\$25,884	0.4251	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$0	\$0	\$0	\$0	\$0	0.0000	
Hamilton, Tammy - Administrative Assistant II	25.55	1,827.00	47,613.45	0.3090	\$14,713	0.3090	\$0	\$0	\$95	0.0020	\$95	0.0020	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	
Gregor, Whitney - Program Coordinator	26.09	2,088.00	55,565.44	0.0600	\$3,334	0.0600	\$3,334	0.0600	\$0	\$0	\$0	\$0	0.0600	\$3,334	0.0600	\$0	\$0	\$0	0.0000	
Jackson, Jennifer - Health Educator II	24.32	1,827.00	45,321.29	0.1000	\$4,532	0.1000	\$4,532	0.1000	\$0	\$0	\$0	\$0	0.1000	\$4,532	0.1000	\$0	\$0	\$0	0.0000	
Kilian, Shannon - Administrative Assistant II	18.92	1,827.00	35,258.18	0.0603	\$2,126	0.0603	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$0	\$0	\$0	\$2,126	\$0	0.0603	
Knight, Amanda - Director of Finance	42.78	2,088.00	91,111.13	0.1000	\$9,111	0.1000	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$9,111	0.1000	\$0	\$0	\$0	0.0000	
Li, Jane - Emergency Preparedness Planner	25.35	1,827.00	47,240.74	0.4286	\$20,246	0.4286	\$0	\$20,246	0.4286	\$0	\$20,246	0.4286	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	
Loyd, Shannon - Environmental Health Specialist I	22.8	1,827.00	42,488.71	0.4485	\$19,056	0.4485	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$0	\$0	\$0	\$0	\$0	0.0000	
McCaughey, Tara - Special Projects Coordinator	19.6	2,088.00	41,743.30	0.1647	\$6,875	0.1647	\$6,875	0.1647	\$0	\$0	\$0	\$0	0.1647	\$6,875	0.1647	\$0	\$0	\$0	0.0000	
McClintock, Louise - Intake Specialist	15.44	1,957.50	30,828.28	0.2208	\$6,807	0.2208	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$0	\$0	\$0	\$3,095	\$0	0.1004	
Michaels, Sarah - Program Coordinator (food)	35.29	1,827.00	65,764.33	0.2990	\$19,664	0.2990	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$0	\$0	\$0	\$0	\$0	0.0000	
Mosquito Abatement Biker - Vacant (5)	12	3,500.00	42,840.00	0.1800	\$7,711	0.1800	\$0	\$0	\$7,711	0.1800	\$7,711	0.1800	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	
Mucha, Raymond - Environmental Health Specialist I	24.29	1,827.00	45,265.39	0.2810	\$12,720	0.2810	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$0	\$0	\$0	\$0	\$0	0.0000	
Murphy, Penny - Program Coordinator (plan review)	27.12	1,827.00	50,539.20	0.3530	\$17,840	0.3530	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$0	\$0	\$0	\$0	\$0	0.0000	
Nelson, Niksha - Public Health Nurse II	24.92	2,088.00	53,073.62	0.0800	\$4,246	0.0800	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$0	\$0	\$3,184	0.0600	\$0	0.0000	
Oakley, Talia - Health Educator I	22.77	1,827.00	42,432.81	0.1747	\$7,412	0.1747	\$7,412	0.1747	\$0	\$0	\$0	\$0	0.1747	\$7,412	0.1747	\$0	\$0	\$0	0.0000	
Perry, Jamie - Nursing Supervisor	39.43	2,088.00	83,976.44	0.2421	\$20,333	0.2421	\$0	\$1,837	0.0219	\$0	\$1,837	0.0219	\$18,496	0.2203	\$0	\$0	\$0	\$0	0.0000	
Pryde, Julie - Public Health Administrator	67.69	2,088.00	144,163.45	0.1191	\$17,173	0.1191	\$0	\$2,144	0.0149	\$0	\$2,144	0.0149	\$15,029	0.1043	\$0	\$0	\$0	\$0	0.0000	
Roberts, Amy - HR Generalist/Public Information Officer	25.68	2,088.00	54,692.24	0.1216	\$6,652	0.1216	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$6,652	0.1216	\$0	\$0	\$0	0.0000	
Roberts, Jim - Director of Environmental Health	44.29	2,088.00	94,327.07	0.3920	\$36,976	0.3920	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$8,329	0.0883	\$0	\$0	\$0	0.0000	
Robinson, Patricia - Director of Human Resources	43.55	2,088.00	92,751.05	0.0983	\$9,113	0.0983	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$9,113	0.0983	\$0	\$0	\$0	0.0000	
Rolon, Ian - Environmental Health Specialist I	22.36	1,827.00	41,668.75	0.2840	\$11,834	0.2840	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$0	\$0	\$0	\$0	\$0	0.0000	
Sigler, Jacob - Environmental Health Specialist I	20.84	1,827.00	38,836.17	0.2810	\$10,913	0.2810	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$0	\$0	\$0	\$0	\$0	0.0000	
Schroeder, Jennifer - Environmental Health Specialist I	22.8	1,827.00	42,488.71	0.2618	\$11,124	0.2618	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$0	\$0	\$0	\$0	\$0	0.0000	
Stewart, Jill - Account Technician I	21.74	2,088.00	46,300.98	0.2008	\$9,295	0.2008	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$9,295	0.2008	\$0	\$0	\$0	0.0000	
Thomas, Esther - Account Technician II	23.73	2,088.00	50,539.20	0.0890	\$4,498	0.0890	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$4,498	0.0890	\$0	\$0	\$0	0.0000	
Thompson, Rachella - CD Investigator	28.08	1,957.50	56,065.93	0.4317	\$24,206	0.4317	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$0	\$0	\$24,206	0.4317	\$0	0.0000	
Vaid, Awais - Epidemiologist	40.8	2,088.00	86,894.21	0.1793	\$15,576	0.1793	\$0	\$11,209	0.1290	\$0	\$11,209	0.1290	\$0	\$0	\$4,366	0.0503	\$0	\$0	0.0000	
Walker, Janice - Prevention Specialist	21.18	2,088.00	45,108.32	0.2008	\$9,055	0.2008	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$0	\$0	\$0	\$9,055	\$0	0.2008	
Ypya, Samantha - Administrative Assistant I	14.64	1,827.00	27,282.23	0.2098	\$5,724	0.2098	\$0	\$0	\$0	\$0	\$0	\$0	0.0000	\$0	\$0	\$0	\$0	\$0	0.0000	
			2,164,405.75	8.521	\$480,292	8.5214	\$22,153	0.4994	\$36,786	0.6093	\$20,273	0.3780	\$79,211	1.4867	\$93,397	1.2224	\$31,756	0.5420	\$36,611	0.7217

**Champaign County Board of Health
 Compensation Template
 FY2017 Budget Proposal Submitted by CUPHD**

Name and Title	LHPG		LHPG		LHPG		LHPG		LHPG		LHPG		Fee for Service		
	Disease Intervention - 2311	FTE	STD Clinic - 2821	FTE	Tuberculosis	FTE	Food	FTE	Water	FTE	Potable Water (Private Wells - 7420)	Sewage	FTE	Water Well Testing - 7411	FTE
Basara, Kamil - IT Network Administrator	\$0		\$0		\$0		\$0		\$0		\$0	\$0		\$0	
Blackford, Jeff - Program Coordinator (vector)	\$0		\$0		\$0		\$1,539	0.0242	\$0		\$0	\$0		\$0	
Brunkow, Stephen - IT Design and Support	\$1,853	0.0301	\$0		\$0		\$0		\$0		\$0	\$0		\$0	
Crause, Candi - Director of Infectious Disease	\$2,707	0.0301	\$0		\$0		\$0		\$0		\$0	\$0		\$0	
Cruz, Amber - Public Health Nurse II	\$17,775	0.3000	\$0		\$0		\$0		\$0		\$0	\$0		\$0	
Flanagan, Michael - Program Coordinator (water & sewage)	\$0		\$0		\$0		\$0		\$30,109	0.5100	\$13,578	\$22,434	0.3800	\$0	
Griffit, Debra - Public Health Nurse II	\$0	0.0000	\$0		\$2,439	0.0401	\$0		\$0		\$0	\$0		\$0	
Hall, Jennifer - Public Health Nurse II	\$0	0.0000	\$0		\$25,884	0.4251	\$0		\$0		\$0	\$0		\$0	
Hamilton, Tammy - Administrative Assistant II	\$0		\$0		\$0		\$11,761	0.2470	\$1,428	0.0300	\$1,428	\$1,428	0.0300	\$0	
Gregor, Whitney - Program Coordinator	\$0		\$0		\$0		\$0		\$0		\$0	\$0		\$0	
Jackson, Jennifer - Health Educator II	\$0		\$0		\$0		\$0		\$0		\$0	\$0		\$0	
Kilian, Shannon - Administrative Assistant II	\$2,126	0.0603	\$0		\$0		\$0		\$0		\$0	\$0		\$0	
Knight, Amanda - Director of Finance	\$0		\$0		\$0		\$0		\$0		\$0	\$0		\$0	
Li, Jane - Emergency Preparedness Planner	\$0		\$0		\$0		\$0		\$0		\$0	\$0		\$0	
Loyd, Shannon - Environmental Health Specialist I	\$0		\$0		\$0		\$8,965	0.2110	\$2,124	0.0500	\$0	\$7,967	0.1875	\$0	
McCauley, Tara - Special Projects Coordinator	\$0		\$0		\$0		\$0		\$0		\$0	\$0		\$0	
McClintock, Louise - Intake Specialist	\$3,095	0.1004	\$0		\$3,712	0.1204	\$0		\$0		\$0	\$0		\$0	
Michaels, Sarah - Program Coordinator (food)	\$0		\$0		\$0		\$19,664	0.2990	\$0		\$0	\$0		\$0	
Mosquito Abatement Biker - Vacant (5)	\$0		\$0		\$0		\$0		\$0		\$0	\$0		\$0	
Mucha, Raymond - Environmental Health Specialist I	\$0		\$0		\$0		\$12,720	0.2810	\$0		\$0	\$0		\$0	
Murphy, Penny - Program Coordinator (plan review)	\$0		\$0		\$0		\$17,840	0.3530	\$0		\$0	\$0		\$0	
Nelson, Niksha - Public Health Nurse II	\$0	0.0000	\$0		\$1,061	0.0200	\$0		\$0		\$0	\$0		\$0	
Oakley, Talia - Health Educator I	\$0		\$0		\$0		\$0		\$0		\$0	\$0		\$0	
Perry, Jamie - Nursing Supervisor	\$0		\$0		\$0		\$0		\$0		\$0	\$0		\$0	
Pryde, Julie - Public Health Administrator	\$0		\$0		\$0		\$0		\$0		\$0	\$0		\$0	
Roberts, Amy - HR Generalist/Public Information Officer	\$0		\$0		\$0		\$0		\$0		\$0	\$0		\$0	
Roberts, Jim - Director of Environmental Health	\$0		\$0		\$0		\$23,931	0.2537	\$2,358	0.0250	\$2,358	\$2,358	0.0250	\$0	
Robinson, Patricia - Director of Human Resources	\$0		\$0		\$0		\$0		\$0		\$0	\$0		\$0	
Rolon, Ian - Environmental Health Specialist I	\$0		\$0		\$0		\$11,834	0.2840	\$0		\$0	\$0		\$0	
Sigler, Jacob Environmental Health Specialist I	\$0		\$0		\$0		\$10,913	0.2810	\$0		\$0	\$0		\$0	
Schroeder, Jennifer - Environmental Health Specialist I	\$0		\$0		\$0		\$11,124	0.2618	\$0		\$0	\$0		\$0	
Stewart, Jill - Account Technician I	\$0		\$0		\$0		\$0		\$0		\$0	\$0		\$0	
Thomas, Esther - Account Technician II	\$0		\$0		\$0		\$0		\$0		\$0	\$0		\$0	
Thompson, Rachella - CD Investigator	\$0		\$0		\$0		\$0		\$0		\$0	\$0		\$0	
Vaid, Awais - Epidemiologist	\$0		\$0		\$0		\$0		\$0		\$0	\$0		\$0	
Walker, Janice - Prevention Specialist	\$13,532	0.3000	\$0		\$0		\$0		\$0		\$0	\$0		\$0	
Ypya, Samantha - Administrative Assistant I	\$0		\$0		\$0		\$4,496	0.1648	\$682	0.0250	\$546	\$546	0.0200	\$0	
	\$41,088	0.8209	\$0	0.0000	\$33,096	0.6056	\$134,786	2.6605	\$36,702	0.6400	\$17,911	\$34,733	0.6425	\$0	0.0000

BOARD OF HEALTH

Fund 089-049

The Champaign County Board of Health is established by 55 ILCS 5/5-20 and consists of nine members, appointed by the County Board Chair to three-year, staggered terms. The Board is responsible for disease control and the physical and environmental health of County residents. This Board is supported through the Health Fund property tax levy; federal, state and local grants; and fees. The maximum rate for the Health Fund levy is \$0.10/\$100 assessed valuation. The current rate is \$0.0304/\$100 assessed valuation.

MISSION STATEMENT

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.

BUDGET HIGHLIGHTS

The Board of Health budget is dependent upon property taxes, permits, and federal and state grants for specific public health services. The property tax increases by approximately 1.79% from FY2016 to FY2017, partially due to an increase in the percentage of the equalized assessed value (EAV) attributed to the County Board of Health – outside of the Champaign-Urbana Public Health District (CUPHD). These revenues afford the Board of Health the capability to enter into a contract with the CUPHD to provide public health services throughout the County. The Board of Health has annually awarded a grant in the amount of \$45,000 to the Smile Healthy child dental access program. The \$45,000 is included in this initial budget in the child dental access program line item, but at the time of this writing – the Board of Health has not made a decision as to the allocation of that grant for FY2017.

The current proposed FY2016 budget is presented as revenue positive in the amount of \$26,819.

FINANCIAL

FUND BALANCE

FY2015 Actual	FY2016 Projected	FY2017 Budgeted
\$228,178	\$249,010	\$275,829

The fund balance goal of 25% (\$213,110 in FY2017) has been established by the County Board of Health to ensure appropriate balances to address cash flow requirements. The actual beginning fund balance for FY2017 is projected at 32.4%.

EXPENSE PER CAPITA (IN ACTUAL DOLLARS)

FY2013	FY2014	FY2015	FY2016	FY2017
\$9.75	\$10.01	10.46	10.85	\$10.82

ALIGNMENT to STRATEGIC PLAN

County Board Goal 3 –Champaign County promotes a safe, just and healthy community

- To promote and participate in planning initiatives for the maintenance and improvement in delivery of public health services

- To provide public health programming and services to promote and enable a healthy community throughout Champaign County

County Board Goal 4 – Champaign County is a county that supports balanced, planned growth to balance economic growth with preservation of our natural resources

- To provide appropriate oversight for planned growth in the areas of licensed food services facilities, private sewer, and well water systems
- To anticipate and plan for impact of demographic and population changes on potential health hazards to be managed through public health

OBJECTIVES

1. To prevent the transmission of food borne diseases attributable to licensed food service facilities in Champaign County
2. To prevent the transmission of enteric disease in Champaign County attributed to improper sewage disposal or unsafe private water supplies
3. To initiate investigation and surveillance within twenty-four hours of notification of 100% of reported diseases that could be spread through the environment
4. To conduct inspections of 100% of private sewage disposal systems and 100% of private water wells installed under permit to assure that all state and local requirements are met
5. To conduct inspections and obtain compliance for all programs carried out by the department through grant/contractual agreements as agents for the Illinois Department of Public Health in order to protect the safety and well-being of Champaign County residents

PERFORMANCE INDICATORS

Performance Indicators	FY2015 Actual	FY2016 Projected	FY2017 Budgeted
Number of Foodborne/Waterborne Outbreaks (confirmed/probable)	3	5	5
Number of Foodborne/Waterborne Illness Complaints Investigated	12	50	50
Number of Reportable Communicable Disease Cases (Classes 1 & 2)	64	75	75
Number of Sexually Transmitted Disease Tests (Syphilis)	224	315	300
Number of Sexually Transmitted Disease Tests (Gonorrhea)	270	315	300
Number of Sexually Transmitted Disease Tests (Chlamydia)	270	315	300
Number of Tuberculosis (TB) Direct Observed Therapy Cases (Active & Latent)	0	3	3
Number of Food Establishment Inspections	387	470	500
Number of Temporary Permits Issued	258	245	260
Number of Food Establishment Complaints Investigated	49	32	50
Number of Food Establishment Food Safety Education Presentations	264	150	150
Number of Sewage Construction Permits Issued	65	75	90
Number of Sewage Construction Inspections	93	150	180
Number of Private Sewage Complaints Investigated	22	20	20
Number of Water well Construction Permits Issued	98	90	130
Number of Water Well Construction Inspections	27	40	25
Number of Abandoned Water Wells Sealed	20	20	20