
CHAMPAIGN COUNTY BOARD OF HEALTH

Brookens Administrative Center
1776 E. Washington
Urbana, IL 61802

Phone: (217) 384-3772
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Champaign County Board of Health

Special Meeting
Tuesday, October 22, 2013
5:30 PM

Location: Champaign-Urbana Public Health District
201 W. Kenyon, Champaign, IL
Main Conference Room
(Park & Enter on North Side of Facility)

AGENDA

ITEM

PAGE NO.

- A. Call to Order
- B. Roll Call
- C. Approval of Agenda/Addenda
- D. Public Participation on Agenda Items Only
- E. Discussion and Approval of Intergovernmental Agreement between the Champaign-Urbana Public Health District, County of Champaign and Champaign County Health Department 1-19
- F. Health Permit Fee Exemptions 20-22
- G. Public Participation on Non-Agenda Items Only
- H. Adjournment

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

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

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

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

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

4. The Public Health District will perform the activities necessary to maintain the status of the County Health Department as a Certified Local Health Department pursuant to 77 Ill. Adm. Code [Illinois Administrative Code] 600, as set forth in paragraph 5.

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

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

6. a. With respect to the Infectious Diseases Control Program the Public Health District will conduct activities for the control of infectious diseases in accordance with the program standards set forth in 77 Ill. Admin. Code 615.300, Local Health Protection Grant Rules; 77 Ill. Admin. Code 690, Control of Communicable Diseases Code; 77 Ill. Admin. Code 693, Control of Sexually Transmissible Diseases Code; 77 Ill. Admin. Code 696,

Control of Tuberculosis Code; and 77 Ill.Admin.Code 697, AIDS Confidentiality and Testing Code.

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

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

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

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

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

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

8. With respect to the Private Sewage Disposal program the Public Health District will conduct activities as follows in accordance with the program standards set forth in 77 Ill.Admin.Code 905, Private Sewage Disposal Code; 77 Ill.Admin.Code 900, Drinking Water Systems Code; 77 Ill.Admin.Code 920, Illinois Water Well Construction Code; 77 Ill.Admin.Code 925, Illinois Water Well Pump Installation Code; 77 Ill.Admin.Code 930, Surface Source Water Treatment Code; and 77 Ill.Admin.Code 895, Public Area Sanitary Practice Code.

a. The County has adopted and will maintain in force an ordinance adopting the Private Sewage Disposal Code, 77 Ill.Admin.Code 905.

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

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

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

a. The Champaign Board will adopt, if not already adopted, and maintain in force an ordinance adopting the Illinois Water Well Construction Code, 77 Ill.Admin.Code 920, and the Illinois Water Well Pump Installation Code, 77 Ill.Admin.Code 925.

b. The Public Health District will conduct inspection activities and other activities and issue permits and take such other action as it considers appropriate under the Groundwater Protection Act, 415 ILCS 55/9, and the Drinking Water Systems Code, 77 Ill.Admin.Code 900; the Illinois Water Well Construction Code, 415 ILCS 30, and related Code, 77 Ill.Admin.Code 920; the Illinois Water Well Pump Installation Code, 415 ILCS 35, and related Code, 77 Ill.Admin.Code 925; and the general powers of the Illinois Department of Public Health as they relate to water supply, 20 ILCS 2305/2; the Surface Water Treatment Code, 77 Ill.Admin.Code 930; and the Public Area Sanitary Practice Code, 77 Ill.Admin.Code 895.

10. The Champaign County Board shall adopt and maintain in force ordinances adopting such additional Codes as the Illinois

Department of Public Health requires or from time to time may require.

11. The County Health Department must approve any new program-specific applications for programs not presently being provided to the County Health Department by the Public Health District as outlined in Appendix A made on behalf of the County Health Department by the Public Health District as may arise from time to time, which are within the lawful authority of the County Health Department to administer. The Public Health District shall not commit to receive funds or provide services for new programs or new activities on behalf of the County Health Department without prior approval of the County Board of Health. The Public Health district shall include in the information to be presented to the County Board of Health as to these public or private grant funded programs an accounting as to how the funds from the said grant funded programs are to be allocated between the Public Health District and the County Health Department if the programs are joint applications on behalf of the Public Health District and the County Health Department.

12. The Public Health District shall on an annual basis submit to the County Board of Health or its designated committee a proposed budget for the services to be rendered to the County Health Department which said budget shall include a list of proposed activities and programs to be conducted on behalf of the County Health Department. The said budget and list of

proposed activities shall be submitted to the County Board of Health no later than the August County Board of Health Budget Committee meeting. The budget will follow the Champaign County budget format and will specifically delineate all expected revenues and expenditures for the County Health Department during its fiscal year which said fiscal year is January 1 through December 31. The parties acknowledge that any of the programs or activities agreed upon by them may be terminated because of funding cuts from the federal or state government; however, aside from programs or activities which are terminated as a result of the said funding cuts, any of the programs or activities agreed upon by the parties may be terminated only by the mutual written agreement of the parties.

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

14. Under the provisions of the Counties Code, 55 ILCS 5/5-25013(A)10, and of 77 Ill.Admin.Code 600.300, the County Health Department is required to appoint a medical health officer as the executive officer or to appoint a public health administrator for the County Health Department. For that purpose the County Board of Health designates the public health

administrator of the Public Health District as such public health administrator for the County Health Department. It shall be the responsibility of the Public Health District to require its public health administrator to maintain a status of being qualified as the public health administrator. Decisions regarding the public health administrator are solely within the authority of the Board of Health of the Public Health District. However, the County Health Department may complete a peer review evaluation of the public health administrator of the Public Health District each year or assist the Board of Health of the Public Health District in its evaluation of the Public Health Administrator as requested by the Board of Health of the Public Health District in any manner agreed upon by the County Board of Health and the Board of Health of the Public Health District.

15. The Public Health District is providing public health services to the County Health Department pursuant to the provisions of this Agreement. All parties acknowledge the following:

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

b. All personnel of the Public Health District performing services under this Agreement are employees of the Public Health District for all purposes related to this Agreement.

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

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

16. In addition to the mandatory programs set forth in sections 4 through 9, during each year of this Agreement, the County Board of Health and the Board of Health of the Public Health District by agreement shall select the programmatic activities to be performed by the Public Health District for the County Health Department upon submission of a proposed budget by the Public Health District to the County Board of Health. The County Health Department shall then pay for the said activities on a monthly basis in a sum equivalent to one-twelfth of the monies due for the budget year to the Public Health District, as more specifically set forth in Appendix B. The Public Health District shall present an invoice to the Champaign County Administrator within 30 days after the end of each month for the compensation due for the services provided by the Public Health District under this Agreement. Each invoice will be paid within 14 days after receipt of the invoice by the Champaign County Administrator.

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

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

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

20. The services to be provided by the Public Health District shall be provided at its existing main facility in Champaign, Illinois, and at such other locations as the Public Health District shall determine. The parties may agree to the provision of selected services at additional locations with the additional expenses being reimbursed by the County Health Department to the Public Health District.

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

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

c. Upon termination of this Agreement by expiration or otherwise, or upon direction by the Public Health District, whichever occurs first, the County Health Department shall remove such equipment and any remaining equipment acquired under prior agreements from the premises of the Public Health District, whereupon the equipment shall be deemed to be the property of the County Health Department. In the event of termination of any of the non-mandatory programs or activities as have been agreed upon by the parties, the County Health Department may recover at that time any such durable equipment which was used exclusively for any such programs or activities being terminated.

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

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

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

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

25. This Agreement may be amended at any time upon such terms as the parties may agree by the addition, deletion or modification of any one or more programs or in any other manner except that none of the programs identified as mandatory programs may be deleted other than by termination of this Agreement. Except as set forth in Section 11, this Agreement may be amended only by an agreement in writing authorized by the governing body of each party to this Agreement.

26. This Agreement shall be in effect for the period beginning December 1, 2013, and ending at the end of the day on December 31, 2018, unless sooner terminated as provided herein. The first year of the contract shall be the period December 1, 2013, through December 31, 2014. Thereafter the contract year shall be the period January 1 through December 31 of each calendar year.

27. The Public Health District shall not be liable for failure to perform any part of this Agreement where such failure is due to fire, flood, power outages, strikes, labor troubles or other industrial disturbances, inevitable accidents, war (declared or undeclared), acts of terror, embargoes, blockages, legal restrictions, governmental regulations or orders, riots,

insurrections, pandemic, weather or any other cause beyond the control of the Public Health District.

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

CHAMPAIGN-URBANA PUBLIC HEALTH DISTRICT

COUNTY OF CHAMPAIGN

By: _____
MICHELLE L. MAYOL
Chair, Board of Health

By: _____
ALAN KURTZ
County Board Chair

Date: _____

Date: _____

By: _____
ANDREW J. QUARNSTROM
Member, Board of Health

ATTEST: _____
GORDY HULTEN
County Clerk and
Ex-Officio Clerk
of the County Board

Date: _____

Date: _____

CHAMPAIGN COUNTY HEALTH DEPARTMENT

By: _____
KRISTA JONES, D.N.P.
President, Board of Health

Date: _____

ATTEST: _____
JOHN A. PETERSON, M.D.
Secretary

Date: _____

APPENDIX A

The following environmental health services supplement the Local Health Protection Grant environmental health programs.

A. Community surveillance, education and prevention to prevent mosquito-borne viruses including West Nile virus.

1. Performance of environmental surveillance, public information, human case investigation and prevention of mosquito-borne diseases such as West Nile viral encephalitis and other vector-borne diseases. These activities are funded by an Illinois Department of Public Health [IDPH] grant to the County Health Department.

2. The Public Health District presently is operating under the Intergovernmental Agreement between the Champaign-Urbana Public Health District, the City of Champaign, the City of Urbana and the Village of Savoy for the *Culex* Mosquito Prevention Program effective April 1, 2011. The Village of Savoy is participating in this program at no expense to the Champaign County Public Health Department. The Village of Savoy is paying for its participation in this program.

B. Radon test kit distribution and community education to promote radon awareness and mitigation. These activities are funded by a grant from the Illinois Emergency Management Agency to the Public Health District.

C. Perform services within the county jurisdiction pursuant to the grant agreements for lead risk assessments for lead hazards when there is a child with an elevated blood level and the tanning program and the summer food program. These services are funded by IDPH grants to the Public Health District.

D. Well water testing for non-valid public health significance [i.e., for any reason other than a reason for which testing is required under the potable water supply program standard], as interpreted by IDPH, is a fee-for-service program. Interpretation and dissemination of laboratory test results for coliform bacteria and for nitrate concentration from either the IDPH laboratory or the Illinois Department of Agriculture [IDOA] laboratory will be performed. Fees shall be paid according to the fee schedules and payments will be made to the Champaign County Public Health Department.

Appendix B							
CUPHD FY2014 Budget Proposal 12/1/13 to 12/31/14 to the Champaign County Board of Health	DO NOT ENTER	ENTER Tobacco	ENTER Emer Prep	ENTER WNV	DO NOT ENTER Grant	ENTER Admin	ENTER Communicable Disease
Non - DHS							
Total	Grant	Grant	Grant	Total	LHPG	LHPG	
Overall CCHD	Tobacco Free	Emer Prep	WNV	All Grants	Admin	CD	
Revenue							
Property Taxes	397,015.00		6,866.00		6,866.00	133,510.00	34,059.00
Food Permits	90,074.00				-		
Temporary Food Permits	4,550.00				-		
Private Sewage Permits	22,600.00				-		
Well Testing Fees	3,136.00				-		
Well Water Permits	14,400.00				-		
Vital Records Fees	-				-		
Plan Review Fees	1,000.00				-		
IDPH Emergency Preparation Grant	68,664.00		68,664.00		68,664.00		
IDPH - Local Health Protection Grant - Yellow Fields Only	134,673.00					-	13,369.00
IDPH WNV Vector Control Grant	31,157.00			31,157.00	31,157.00		
IDPH Tobacco Free Grant	34,476.00	34,476.00			34,476.00		
IDHFS (Medicaid/Medicare/Insurance) Fee Revenue	3,100.00				-		
Other Income	6,250.00				-		
Interest Income	-				-		
TOTAL REVENUE	811,095.00	34,476.00	75,530.00	31,157.00	141,163.00	133,510.00	47,428.00
Expenses							
Personnel FORMULA	502,688.00	21,772.00	41,717.00	19,909.00	83,398.00	89,756.00	29,967.00
Life Insurance	2,440.00	109.00	209.00	26.00	344.00	449.00	150.00
FICA & Medicare	36,695.00	1,589.00	3,045.00	1,453.00	6,087.00	6,552.00	2,188.00
IMRF	48,399.00	2,155.00	4,130.00	511.00	6,796.00	8,886.00	2,967.00
Unemployment Insurance	5,812.00	270.00	517.00	247.00	1,034.00	1,113.00	372.00
Employers share Group Health Insurance	91,157.00	4,354.00	8,343.00	1,032.00	13,729.00	17,951.00	5,993.00
Workers Compensation Ins	15,591.00	653.00	1,252.00	597.00	2,502.00	2,693.00	899.00
Total Personnel	702,782.00	30,902.00	59,213.00	23,775.00	113,890.00	127,400.00	42,536.00
Stationary and Printing	300.00				-	-	
Photocopying	1,171.00	488.00		7.00	495.00	60.00	12.00
Office Supplies	1,765.00	217.00		20.00	237.00	150.00	60.00
Operations Supplies	3,058.00	108.00		1,950.00	2,058.00	-	
Postage	2,160.00		47.00	10.00	57.00	120.00	60.00
Medical Supplies	826.00		-	26.00	26.00		
Books, Periodicals	-				-		
Other Supplies	400.00				-		
Total Supplies	9,680.00	813.00	47.00	2,013.00	2,873.00	330.00	132.00
Advertising	1,614.00	1,179.00		325.00	1,504.00		
Professional Meetings	3,066.00		1,051.00	65.00	1,116.00		
Indirect Costs (Occupancy, information technology, etc.)	47,281.00	571.00	2,300.00	2,800.00	5,671.00	5,400.00	4,620.00
Telecommunications	1,475.00		1,040.00		1,040.00		
Other Travel	236.00	17.00			17.00		
Other Contractual Services	8,124.00		7,360.00		7,360.00		
Business Meals Expense	908.00	100.00	108.00		208.00		
Lodging	1,190.00	190.00			190.00		
Travel	20,222.00	704.00	1,080.00	2,179.00	3,963.00	20.00	140.00
IDPH Certificate Fees	-				-		
Patient Care and Client Assistance	-				-		
Software License and Maintenance	4,000.00		-		-		
Dues and Licenses	6,715.00				-	360.00	
Conferences and Training	35.00	-			-		
Contingent Expenses	-				-		
Miscellaneous Expenses	-				-		
Employee License Reimbursement	-				-		
Total Contractual	94,866.00	2,761.00	12,939.00	5,369.00	21,069.00	5,780.00	4,760.00
Vehicle Purchase	-				-		
Medical Equipment	-				-		
Equipment under \$500	65.00				-		
Capital Outlay	3,331.00		3,331.00		3,331.00		
Furnishings and Office Equipment	-				-		
Total Equipment	3,396.00	-	3,331.00	-	3,331.00	-	-
TOTAL EXPENSES	810,724.00	34,476.00	75,530.00	31,157.00	141,163.00	133,510.00	47,428.00
Below this line, enter data in blue-highlighted cells only.							
Fulltime and Seasonal Food permits Issued							
Temporary Food Permits Issued							
FT and Seasonal Food Inspections							
Private Sewage Permits Issued							
Private Sewage Inspections							
Well Test							
Well Permits Issued							
Abandoned Wells Sealed							
Infectious Disease Investigations							60.00
Clients/Patients/Paricipants		299.00	78,776.00	78,776.00			
Birth/Death Certificates Issued							
DO NOT ENTER BELOW THIS LINE							
Cost Fulltime Permit FORMULA							
Cost Temporary Permit FORMULA							
Cost Per FT/Seasonal Inspection FORMULA							
Cost Per Sewage Permit Issued FORMULA							
Cost Per Sewage Inspection FORMULA							
Cost Per Well Permit Issued FORMULA							
Cost Per Abandoned Well Sealed FORMULA							
FORMULA		115.30	0.96	0.40			790.47
Percentage from property tax FORMULA						1.00	0.72
Percentage from LHPG FORMULA						-	0.28
Percentage from fees FORMULA							
Other Income FORMULA						-	-
	ENTER	ENTER	ENTER	ENTER	ENTER	ENTER	ENTER
MANUALLY ENTER FY14 Contract -13 months	803,004.00	34,476.00	75,530.00	31,157.00	141,163.00	133,510.00	47,428.00
Adjusted FY13 Contract -13 months	826,022.17	31,047.00	96,641.00	23,792.00	130,304.00	176,751.00	49,843.00
MANUALLY ENTER FY13 Contract -12 months	762,482.00	28,659.00	89,207.00	21,962.00	139,828.00	163,155.00	46,009.00
% CHANGE from FY14 13-month contract to FY13 adj.	-2.8%	11.0%	-21.8%	31.0%	8.3%	-24.5%	-4.8%

Appendix B								
CUPHD FY2014 Budget Proposal 12/1/13 to 12/31/14 to the Champaign County Board of Health	ENTER Disease Intervention (STD)	ENTER Tuberculosis	ENTER Food	ENTER Water	ENTER Sewage	ENTER Vital Stats	ENTER Well Test	
	LHPG	LHPG	LHPG	LHPG	LHPG		Water Well	
	DIS	TB	Food	Water	Sewage	Vital Stats	Testing	
Revenue								
Property Taxes	60,749.00	27,800.00	51,904.00	26,033.00	56,094.00	-		
Food Permits			90,074.00					
Temporary Food Permits			4,550.00					
Private Sewage Permits			-		22,600.00			
Well Testing Fees			-				3,136.00	
Well Water Permits			-	14,400.00				
Vital Records Fees			-			-		
Plan Review Fees			1,000.00					
IDPH Emergency Preparation Grant			-					
IDPH - Local Health Protection Grant - Yellow Fields Only	17,985.00	10,074.00	59,289.00	16,274.00	17,682.00			
IDPH WNV Vector Control Grant			-					
IDPH Tobacco Free Grant			-					
IDHFS (Medicaid/Medicare/Insurance) Fee Revenue	3,100.00		-					
Other Income	3,000.00		2,200.00	1,050.00				
Interest Income			-					
TOTAL REVENUE	84,834.00	37,874.00	209,017.00	57,757.00	96,376.00	-	3,136.00	
Expenses								
Personnel FORMULA	56,241.00	23,700.00	123,574.00	36,384.00	58,897.00	-	771.00	
Life Insurance	282.00	118.00	617.00	182.00	294.00	-	4.00	
FICA & Medicare	4,106.00	1,730.00	9,021.00	2,656.00	4,299.00	-	56.00	
IMRF	5,568.00	2,346.00	12,234.00	3,693.00	5,831.00	-	78.00	
Unemployment Insurance	414.50	294.00	1,532.00	312.00	730.00	-	10.00	
Employers share Group Health Insurance	11,248.00	4,740.00	21,077.00	4,486.00	11,779.00	-	154.00	
Workers Compensation Ins	1,687.00	711.00	3,708.00	1,601.00	1,767.00	-	23.00	
Total Personnel	79,546.50	33,639.00	171,763.00	49,314.00	83,597.00	-	1,096.00	
Stationary and Printing			300.00	-	-		-	
Photocopying	220.00	50.00	216.00	42.00	70.00	-	6.00	
Office Supplies	95.00	12.00	695.00	164.00	340.00	-	12.00	
Operations Supplies			1,000.00	-	-	-	-	
Postage	92.00	5.00	836.00	700.00	90.00	-	200.00	
Medical Supplies		800.00	-				-	
Books, Periodicals			-				-	
Other Supplies			330.00	10.00	60.00		-	
Total Supplies	407.00	867.00	3,377.00	916.00	560.00	-	218.00	
Advertising			60.00	20.00	30.00			
Professional Meetings			200.00	100.00	1,650.00			
Indirect Costs (Occupancy, information technology, etc.)	3,800.00	2,300.00	15,375.00	4,800.00	5,300.00	-	15.00	
Telecommunications	140.00	-	145.00	70.00	80.00	-		
Other Travel			165.00	10.00	44.00			
Other Contractual Services	600.00	-	87.00	27.00	50.00	-		
Business Meals Expense			300.00	100.00	300.00			
Lodging			400.00	100.00	500.00			
Travel	340.00	998.00	8,625.00	2,100.00	4,000.00		36.00	
IDPH Certificate Fees			-			-		
Patient Care and Client Assistance			-					
Software License and Maintenance			4,000.00	-	-			
Dues and Licenses		35.00	4,510.00	200.00	210.00		1,400.00	
Conferences and Training		35.00	-	-				
Contingent Expenses			-					
Miscellaneous Expenses			-					
Employee License Reimbursement			-					
Total Contractual	4,880.00	3,368.00	33,867.00	7,527.00	12,164.00	-	1,451.00	
Vehicle Purchase			-					
Medical Equipment			-					
Equipment under \$500			10.00		55.00			
Capital Outlay			-					
Furnishings and Office Equipment			-					
Total Equipment	-	-	10.00	-	55.00	-	-	
TOTAL EXPENSES	84,834.00	37,874.00	209,017.00	57,757.00	96,376.00	-	2,765.00	
Fulltime and Seasonal Food permits Issued			341.00					
Temporary Food Permits Issued			222.00					
FT and Seasonal Food Inspections			462.00					
Private Sewage Permits Issued					91.00			
Private Sewage Inspections					151.00			
Well Test							64.00	
Well Permits Issued				62.00				
Abandoned Wells Sealed				80.00				
Infectious Disease Investigations								
Clients/Patients/Paripants	360.00	100.00						
Birth/Death Certificates Issued						-		
DO NOT ENTER BELOW THIS LINE								
Cost Fulltime Permit FORMULA			612.95					
Cost Temporary Permit FORMULA			941.52					
Cost Per FT/Seasonal Inspection FORMULA			452.42					
Cost Per Sewage Permit Issued FORMULA					1,059.08			
Cost Per Sewage Inspection FORMULA					638.25			
Cost Per Well Permit Issued FORMULA				931.56				
Cost Per Abandoned Well Sealed FORMULA				721.96				
FORMULA	235.65	378.74					43.20	
Percentage from property tax FORMULA	0.72	0.73	0.25	0.45	0.58		-	
Percentage from LHPG FORMULA	0.21	0.27	0.28	0.28	0.18			
Percentage from fees FORMULA		-	-	0.25	-		0.57	
Other Income FORMULA	0.07	-	0.47	0.02	0.23		0.43	
	ENTER	ENTER	ENTER	ENTER	ENTER	ENTER	ENTER	TOTAL CORE
MANUALLY ENTER FY14 Contract -13 months	78,734.00	36,254.00	209,017.00	57,757.00	96,376.00	-	2,765.00	661,841.00
Adjusted FY13 Contract -13 months	77,936.00	30,419.00	173,875.00	69,831.00	91,810.00	1,898.00	2,179.00	674,542.00
MANUALLY ENTER FY13 Contract -12 months	71,941.00	28,079.00	160,500.00	64,459.00	84,748.00	1,752.00	2,011.00	622,654.00
% CHANGE from FY14 13-month contract to FY13 adj.	1.0%	19.2%	20.2%	-17.3%	5.0%	-100.0%	26.9%	-1.9%

Champaign County Board of Health		FY2014 Budget Proposal submitted by CUPHD																				
Compensation Template																						
ENTER	ENTER	ENTER	FORMULA	FORMULA	ENTER	ENTER	ENTER	ENTER	ENTER	FORMULA	FORMULA	ENTER	ENTER	Formular	ENTER	ENTER	ENTER	ENTER	ENTER	ENTER		
Name and Title	Annual Compensation	Total	Total	CCHD	Grant	Grant	Grant	Grant	Grant	Total	Total	LHPG	LHPG	LHPG	LHPG	LHPG	LHPG	LHPG	LHPG	LHPG		
		FTE	Overall CCHD	FTE	Tobacco Free	FTE	Emergency Prep	FTE	WNV	FTE	Grant Programs	FTE	Admin	FTE	Communicable Dis	FTE	Disease Intervention	FTE	Hepatitis	FTE	Tuberculosis	FTE
Berry, Megan - Public Health Nurse	53,477.91	0.1800	\$9,626	0.180	\$0		\$0		\$0		\$0	-	\$0		\$3,209	0.06	\$5,348	0.100	\$0		\$1,070	0.02
Blackford, Jeff - Program Coordinator	63,337.89	0.1280	\$8,107	0.128	\$0		\$0		\$5,067	0.08	\$5,067	0.080	\$0		\$0		\$0	0.000	\$0		\$0	0
Crause, Candace - Director of Infectious Disease	89,400.17	0.0450	\$4,023	0.045	\$0		\$1,341	0.015	\$0		\$1,341	0.015	\$0		\$0		\$2,682	0.030	\$0		\$0	0
Cruz, Amber - Public Health Nurse II	58,680.41	0.2500	\$14,670	0.250	\$0		\$0		\$0		\$0	-	\$0		\$0		\$14,670	0.250	\$0		\$0	0
Dye, Shayna - Environmental Health Specialist IT	38,095.82	0.3030	\$11,543	0.303	\$0		\$0		\$0		\$0	-	\$0		\$0		\$0	0.000	\$0		\$0	0
Flanagan, Michael - Environmental Health Specialist I	58,842.92	0.9300	\$54,724	0.930	\$0		\$0		\$0		\$0	-	\$0		\$0		\$0	0.000	\$0		\$0	0
Griffit, Debra - Public Health Nurse II	61,867.52	0.1000	\$6,187	0.100	\$0		\$0		\$0		\$0	-	\$0		\$0		\$3,712	0.060	\$0		\$2,475	0.04
Hall, Jennifer - Public Health Nurse II	60,320.83	0.2800	\$16,890	0.280	\$0		\$0		\$0		\$0	-	\$0		\$0		\$1,810	0.030	\$0		\$15,080	0.25
Hamilton, Tammy - Administrative Assistant II	47,182.77	0.3870	\$18,260	0.387	\$0		\$0		\$94	0.002	\$94	0.002	\$0		\$0		\$0	0.000	\$0		\$0	
Hayes, Whitney	40,022.11	0.0500	\$2,001	0.050	\$2,001	0.05	\$0		\$0		\$2,001	0.050	\$0		\$0		\$0	0.000	\$0		\$0	
Hillier, Nikki - Program Coordinator	66,122.47	0.1200	\$7,935	0.120	\$7,935	0.12	\$0		\$0		\$7,935	0.120	\$0		\$0		\$0	0.000	\$0		\$0	
Jackson, Jennifer - Health Educator II	47,875.65	0.0500	\$2,394	0.050	\$2,394	0.05	\$0		\$0		\$2,394	0.050	\$0		\$0		\$0	0.000	\$0		\$0	
Kilian, Shannon - Administrative Assistant II	38,056.93	0.0600	\$2,283	0.060	\$0		\$0		\$0		\$0	-	\$0		\$0		\$2,283	0.060	\$0		\$0	
Li, Jane - Emergency Preparedness Planner	47,118.17	0.4300	\$20,261	0.430	\$0		\$20,261	0.430	\$0		\$20,261	0.430	\$0		\$0		\$0	0.000	\$0		\$0	
McClintock, Louise - Intake Specialist	28,522.92	0.2200	\$6,275	0.220	\$0		\$0		\$0		\$0	-	\$0		\$0		\$2,852	0.100	\$0		\$3,423	0.12
Michaels, Sarah - Program Coordinator	65,490.95	0.3000	\$19,647	0.300	\$0		\$0		\$0		\$0	-	\$0		\$0		\$0	0.000	\$0		\$0	
Mosquito Abatement Biker - Vacant (5)	43,376.67	0.3400	\$14,748	0.340	\$0		\$0		\$14,748	0.34	\$14,748	0.340	\$0		\$0		\$0	0.000	\$0		\$0	
Mucha, Raymond - Environmental Health Specialist	1,970.31	0.2930	\$577	0.293	\$0		\$0		\$0		\$0	-	\$0		\$0		\$0	0.000	\$0		\$0	
Murphy, Penny - Environmental Health Specialist I (plan review)	50,378.52	0.2200	\$11,083	0.220	\$0		\$0		\$0		\$0	-	\$0		\$0		\$0	0.000	\$0		\$0	
Oakley, Talia - Health Educator I	37,770.82	0.2500	\$9,443	0.250	\$9,443	0.25	\$0		\$0		\$9,443	0.250	\$0		\$0		\$0	0.000	\$0		\$0	
Perry, Jamie - Nursing Supervisor	83,541.50	0.2300	\$19,215	0.230	\$0		\$0		\$0		\$0	-	\$19,215	0.23	\$0		\$0	0.000	\$0		\$0	
Pryde, Julie - Public Health Administrator	141,753.21	0.1200	\$17,010	0.120	\$0		\$2,835	0.020	\$0		\$2,835	0.020	\$14,175	0.1	\$0		\$0	0.000	\$0		\$0	
Roberts, Amy - HR Generalist/Public Information Officer	57,471.99	0.1200	\$6,897	0.120	\$0		\$0		\$0		\$0	-	\$6,897	0.12	\$0		\$0	0.000	\$0		\$0	
Roberts, Jim - Director of Environmental Health	93,782.45	0.3234	\$30,329	0.323	\$0		\$0		\$0		\$0	-	\$0		\$0		\$0	0.000	\$0		\$0	
Robinson, Patricia - Director of Human Resources	92,212.33	0.1000	\$9,221	0.100	\$0		\$0		\$0		\$0	-	\$9,221	0.1	\$0		\$0	0.000	\$0		\$0	
Rolon, Ian - Environmental Health Specialist IT	37,357.63	0.3030	\$11,319	0.303	\$0		\$0		\$0		\$0	-	\$0		\$0		\$0	0.000	\$0		\$0	
Schroeder, Michael - Environmental Health Specialist I In-Training	43,898.83	0.5100	\$22,388	0.510	\$0		\$0		\$0		\$0	-	\$0		\$0		\$0	0.000	\$0		\$0	
Shonkwiler, Penny - Program Coordinator	72,363.17	0.0700	\$5,065	0.070	\$0		\$0		\$0		\$0	-	\$0		\$0		\$5,065	0.070	\$0		\$0	
Simburger, Jennifer - Environmental Health Specialist	38,095.82	0.2930	\$11,162	0.293	\$0		\$0		\$0		\$0	-	\$0		\$0		\$0	0.000	\$0		\$0	
Smith, Linda - Human Resources	24,323.43	0.1000	\$2,432	0.100	\$0		\$0		\$0		\$0	-	\$2,432	0.1	\$0		\$0	0.000	\$0		\$0	
Stewart, Jill - Account Technician I	41,127.84	0.2000	\$8,226	0.200	\$0		\$0		\$0		\$0	-	\$8,226	0.2	\$0		\$0	0.000	\$0		\$0	
Thomas, Esther - Account Technician II	50,056.45	0.1800	\$9,010	0.180	\$0		\$0		\$0		\$0	-	\$9,010	0.18	\$0		\$0	0.000	\$0		\$0	
Thompson, Rachella - CD Investigator	52,182.99	0.4300	\$22,439	0.430	\$0		\$0		\$0		\$0	-	\$0		\$22,439	0.43	\$0	0.000	\$0		\$0	
VACANT - Environmental Health Specialist IT	9,256.69	0.3850	\$3,564	0.385	\$0		\$0		\$0		\$0	-	\$0		\$0		\$0	0.000	\$0		\$0	
Vaid, Awais - Epidemiologist	86,400.53	0.2500	\$21,600	0.250	\$0		\$17,280	0.200	\$0		\$17,280	0.200	\$0		\$4,320	0.05	\$0	0.000	\$0		\$0	
Walker, Janice - Prevention Specialist	45,014.91	0.2000	\$9,003	0.200	\$0		\$0		\$0		\$0	-	\$0		\$0		\$9,003	0.200	\$0		\$0	
Wallace, Andrea - Director of Finance	89,400.17	0.1000	\$8,940	0.100	\$0		\$0		\$0		\$0	-	\$8,940	0.1	\$0		\$0	0.000	\$0		\$0	
Washington, Cecily - Public Health Nurse II	55,094.90	0.1900	\$10,468	0.190	\$0		\$0		\$0		\$0	-	\$0		\$0		\$8,815	0.160	\$0		\$1,653	0.03
Wilson, Shannon - Environmental Health Specialist IT	38,095.82	0.3030	\$11,543	0.303	\$0		\$0		\$0		\$0	-	\$0		\$0		\$0	0.000	\$0		\$0	
Wilson-Johnson, Darlene - Front Desk Administrative Assistant	34,613.00	0.2000	\$6,923	0.200	\$0		\$0		\$0		\$0	-	\$6,923	0.2	\$0		\$0	0.000	\$0		\$0	
Woodcock, Travis - Accountant	47,173.98	0.1000	\$4,717	0.100	\$0		\$0		\$0		\$0	-	\$4,717	0.1	\$0		\$0	0.000	\$0		\$0	
Yppa, Samantha - Administrative Assistant I	27,026.03	0.3900	\$10,540	0.390	\$0		\$0		\$0		\$0	-	\$0		\$0		\$0	0.000	\$0		\$0	
	2,258,155.46	10.033	\$502,689	10.033	\$21,772	0.47	\$41,717	0.665	\$19,909	0.422	\$83,399	1.557	\$89,756	1.43	\$29,967	0.54	\$56,241	1.06	\$0	0	\$23,700	0.46

Champaign County Board of Health Compensation Template												
ENTER	ENTER	ENTER	Formula			ENTER	ENTER			ENTER	ENTER	
Name and Title	Annual Compensation	Total	LHPG		LHPG		LHPG				Water Well	
		FTE	Food	FTE	Water	FTE	Sewage	FTE	Vital Stats	FTE	Testing	FTE
Berry, Megan - Public Health Nurse	53,477.91	0.1800	\$0		\$0		\$0		\$0		\$0	
Blackford, Jeff - Program Coordinator	63,337.89	0.1280	\$760	0.012	\$1,900	0.03	\$317	0.005	\$0		\$63	0.0010
Crause, Candace - Director of Infectious Disease	89,400.17	0.0450	\$0		\$0		\$0		\$0		\$0	
Cruz, Amber - Public Health Nurse II	58,680.41	0.2500	\$0		\$0		\$0		\$0		\$0	
Dye, Shayna - Environmental Health Specialist IT	38,095.82	0.3030	\$10,781	0.283	\$381	0.01	\$381	0.01	\$0		\$0	
Flanagan, Michael - Environmental Health Specialist I	58,842.92	0.9300	\$1,765	0.03	\$17,653	0.3	\$35,306	0.6	\$0		\$0	
Griffit, Debra - Public Health Nurse II	61,867.52	0.1000	\$0		\$0		\$0		\$0		\$0	
Hall, Jennifer - Public Health Nurse II	60,320.83	0.2800	\$0		\$0		\$0		\$0		\$0	
Hamilton, Tammy - Administrative Assistant II	47,182.77	0.3870	\$7,785	0.165	\$4,836	0.1025	\$4,836	0.1025	\$0		\$708	0.015
Hayes, Whitney	40,022.11	0.0500	\$0		\$0		\$0		\$0		\$0	
Hillier, Nikki - Program Coordinator	66,122.47	0.1200	\$0		\$0		\$0		\$0		\$0	
Jackson, Jennifer - Health Educator II	47,875.65	0.0500	\$0		\$0		\$0		\$0		\$0	
Kilian, Shannon - Administrative Assistant II	38,056.93	0.0600	\$0		\$0		\$0		\$0		\$0	
Li, Jane - Emergency Preparedness Planner	47,118.17	0.4300	\$0		\$0		\$0		\$0		\$0	
McClintock, Louise - Intake Specialist	28,522.92	0.2200	\$0		\$0		\$0		\$0		\$0	
Michaels, Sarah - Program Coordinator	65,490.95	0.3000	\$18,010	0.275	\$819	0.0125	\$819	0.0125	\$0		\$0	
Mosquito Abatement Biker - Vacant (5)	43,376.67	0.3400	\$0	0	\$0		\$0		\$0		\$0	
Mucha, Raymond - Environmental Health Specialist	1,970.31	0.2930	\$577	0.293	\$0		\$0		\$0		\$0	
Murphy, Penny - Environmental Health Specialist I (plan review)	50,378.52	0.2200	\$10,076	0.2	\$504	0.01	\$504	0.01	\$0		\$0	
Oakley, Talia - Health Educator I	37,770.82	0.2500	\$0		\$0		\$0		\$0		\$0	
Perry, Jamie - Nursing Supervisor	83,541.50	0.2300	\$0		\$0		\$0		\$0		\$0	
Pryde, Julie - Public Health Administrator	141,753.21	0.1200	\$0		\$0		\$0		\$0		\$0	
Roberts, Amy - HR Generalist/Public Information Officer	57,471.99	0.1200	\$0		\$0		\$0		\$0		\$0	
Roberts, Jim - Director of Environmental Health	93,782.45	0.3234	\$24,149	0.2575	\$2,063	0.02200	\$4,117	0.04390	\$0		\$0	
Robinson, Patricia - Director of Human Resources	92,212.33	0.1000	\$0		\$0		\$0		\$0		\$0	
Rolon, Ian - Environmental Health Specialist IT	37,357.63	0.3030	\$10,572	0.283	\$374	0.01	\$374	0.01	\$0		\$0	
Schroeder, Michael - Environmental Health Specialist I In-Training	43,898.83	0.5100	\$9,219	0.21	\$4,390	0.1	\$8,780	0.2	\$0		\$0	
Shonkwiler, Penny - Program Coordinator	72,363.17	0.0700	\$0		\$0		\$0		\$0		\$0	
Simburger, Jennifer - Environmental Health Specialist	38,095.82	0.2930	\$10,400	0.273	\$381	0.01	\$381	0.01	\$0		\$0	
Smith, Linda - Human Resources	24,323.43	0.1000	\$0		\$0		\$0		\$0		\$0	
Stewart, Jill - Account Technician I	41,127.84	0.2000	\$0		\$0		\$0		\$0		\$0	
Thomas, Esther - Account Technician II	50,056.45	0.1800	\$0		\$0		\$0		\$0		\$0	
Thompson, Rachella - CD Investigator	52,182.99	0.4300	\$0		\$0		\$0		\$0		\$0	
VACANT - Environmental Health Specialist IT	9,256.69	0.3850	\$3,564	0.385	\$0		\$0		\$0		\$0	
Vaid, Awais - Epidemiologist	86,400.53	0.2500	\$0		\$0		\$0		\$0		\$0	
Walker, Janice - Prevention Specialist	45,014.91	0.2000	\$0		\$0		\$0		\$0		\$0	
Wallace, Andrea - Director of Finance	89,400.17	0.1000	\$0		\$0		\$0		\$0		\$0	
Washington, Cecily - Public Health Nurse II	55,094.90	0.1900	\$0		\$0		\$0		\$0		\$0	
Wilson, Shannon - Environmental Health Specialist IT	38,095.82	0.3030	\$10,781	0.283	\$381	0.01	\$381	0.01	\$0		\$0	
Wilson-Johnson, Darlene - Front Desk Administrative Assistant	34,613.00	0.2000	\$0		\$0		\$0		\$0		\$0	
Woodcock, Travis - Accountant	47,173.98	0.1000	\$0		\$0		\$0		\$0		\$0	
Yppa, Samantha - Administrative Assistant I	27,026.03	0.3900	\$5,135	0.19	\$2,703	0.1	\$2,703	0.1	\$0		\$0	
	2,258,155.46	10.033	\$123,575	3.1395	\$36,384	0.717	\$58,897	1.1139	\$0	0	\$771	0.016

AMENDMENT RE FEE EXEMPTIONS

CHAPTER 12. FEES

12.1 SCHEDULE OF FEES

12.1.1 Established by Board of Health

The BOARD OF HEALTH shall establish a schedule of fees for the services provided and for actions required to administer and enforce this ordinance.

12.1.2 Fees Required

The BOARD OF HEALTH may establish a fee for any service provided or action required to administer and enforce this ordinance. At a minimum the Board shall establish fees for the following:

- A. OPERATING PERMITS required by Section 5.4;
- B. CONSTRUCTION PERMITS required by Section 6.3;
- C. Appeals as provided by Section 10.1;
- D. Petitions for Variances as provided by Section 10.2.

12.1.3 Review of Fee Schedule

The BOARD OF HEALTH shall annually, prior to preparation of its annual report, review the fee schedule to determine its sufficiency and its efficacy in promoting the purposes of this ordinance with respect to the criteria established in Subsection 12.2.1.

12.2 AMOUNT OF FEES

12.2.1 Recovery of Costs

Except where specified by Statute, the BOARD OF HEALTH shall set fee amounts that recover, on average and in the aggregate, as much as possible of the full cost, including fully apportioned indirect expenses, incurred in providing a specific service or of administering and enforcing specific provisions of this ordinance, without the fees being, in the judgment of the BOARD OF HEALTH, unduly burdensome or so high that they would discourage compliance or conflict with the purposes of this ordinance.

12.2.2 Fees for Construction Permits for Water Wells

Fees for CONSTRUCTION PERMITS for WATER WELLS required by Section 7.3 shall be \$100 as specified by Section 6 of the Illinois Water Well Construction Code (415 ILCS 30/6).

12.3 REFUNDING FEES

12.3.1 Permits

Fees for OPERATING or other CONSTRUCTION PERMITS shall be refunded if the permit is denied.

12.3.2 Services

Fees for other services may be refunded as provided by rule established by the BOARD OF HEALTH.

12.3.3 Appeals and Variances

Filing fees for Appeals may be refunded upon the withdrawal of the Appeal prior to the start of any hearing on the matter. Filing fees for Variance petitions may be refunded upon the withdrawal of the petition prior to the rendering of a decision on the matter. Filing fees for Appeals or petitions for Variances shall not be refunded after a hearing has begun or a decision on the matter has been rendered.

12.4 FEE EXEMPTIONS

12.4.1 Fee Waivers for Operating Permits

Fees for OPERATING PERMITS shall be waived for organizations that are exempt from paying sales taxes pursuant to the Retailers' Occupation Tax Act, 35 ILCS 120/1 et seq. A certificate issued in accordance with the Act verifying the exemption, presented at the time of the application, shall establish eligibility.

12.4.2 Fee Waivers for Temporary Operating Permits

Temporary OPERATING PERMITS shall be issued at no charge to: (a) school or school-related organizations operating a fund-raising food service for the benefit of student programs, (b) youth organizations operating a fund-raising food service for their programs, and (c) a fund-raising food service for the purpose of paying otherwise unpaid medical expenses.

12.4.3 Fee Waivers for Certain Non-profit Organizations

The BOARD OF HEALTH may waive the health permit fee on an individual basis during the annual application for waiver for non-profit organizations engaging in a retail food store operation or food service for a public service purpose. The non-profit organization

requesting the waiver shall provide information the BOARD OF HEALTH requests in order to make an individualized determination.

DRAFT