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## 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

**Tuesday, November 19, 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

<u>ITEM</u>	<u>PAGE NO.</u>
<b>A. Call to Order</b>	
<b>B. Roll Call</b>	
<b>C. Approval of Agenda/Addenda</b>	
<b>D. Approval of Minutes</b>	
1. August 20, 2013 – Monthly Meeting	1-3
2. October 22, 2013 – Special Meeting	4-5
3. October 28, 2013 – Joint Study Session	6-7
4. October 28, 2013 – Special Meeting	8
<b>E. Public Participation on Agenda Items Only</b>	
<b>F. Correspondence and Communications</b>	
<b>G. SmileHealthy</b>	
1. Monthly Report – August 2013	9-13
2. Monthly Report – September 2013	14-18
3. Discussion of SmileHealthy Budget Request for FY2014	
<b>H. CUPHD</b>	
1. Approval of CUPHD Invoice for July 2013 Services	19-22
2. Approval of CUPHD Invoice for August 2013 Services	23-26
3. Approval of 2014 Champaign County Board of Health Meeting Schedule	27
4. 2013 Private Sewage Disposal Code	28-29
5. Discussion of Environmental Health Fees	30-31
6. Food Handling Regulation Enforcement Act Amended per SB1495: Changes for the Food Service Sanitation Manager Certification Program	
7. CUPHD Monthly Division Reports – September thru November 2013 Reports can be viewed at: <a href="http://www.c-uphd.org/monthly-reports.html">http://www.c-uphd.org/monthly-reports.html</a>	
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**  
**Page 2**

**I. Old Business**

1. Environmental Health
  - a. Amendments to Health Ordinance of Champaign County, Illinois, Adding Sections Providing for Color-Coded Inspection Notice or Placards
  - b. Private Sewage Program – National Pollution Discharge Elimination System (NPDES) Permitting Program for Surface Discharging Private Sewage Disposal Systems
  - c. Potable Water Program – Change to the Illinois Water Well Construction Code to Allow for Permitting and Licensing of Geothermal Vertical Closed Loops by the Illinois Department of Public Health
  - d. Discussion of Health Permit Fee Exemptions for Retail Food Establishments

**J. Other Business**

**K. Public Participation on Non-Agenda Items Only**

**L. Adjournment**

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## CHAMPAIGN COUNTY BOARD OF HEALTH

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*Tuesday, August 20, 2013*

### **Call to Order**

The Champaign County Board of Health held a meeting on August 20, 2013 at the Champaign-Urbana Public Health District office, 201 W. Kenyon Road, Champaign. The meeting was called to order at 5:35 PM by President, Krista Jones.

### **Roll Call**

Upon roll call, the following Board members were found to be present: Krista Jones, President, Dr. Michael Ruffatto, Vice President, Dr. John Peterson, Secretary/Treasurer, Betty Segal, Stan James and David Thies. Tassilo Homolatsch was absent.

Also present were: Deb Busey, Champaign County Administrator, Julie Pryde, CUPHD Administrator, Jim Roberts, CUPHD Director of Environmental Health, Andrea Wallace, CUPHD Director of Finance, Amy Roberts, CUPHD.

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

Stan James made a motion to approve the August 20, 2013 agenda. Dr. Ruffatto seconded the motion. With all in favor, the motion carried.

### **Approval of Minutes**

David Thies made a motion to approve the June 12, 2013 meeting minutes. Stan James seconded the motion. With all in favor, the motion carried.

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

There was no public participation regarding agenda items.

### **Correspondence and Communications**

Julie Pryde reported that there are nine active TB cases.

### **Smile Healthy**

Stan James made a motion to receive and place on file the May 2013, June 2013 and July 2013 SmileHealthy monthly reports. David Thies seconded the motion. With all in favor, the motion carried.

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**CUPHD**

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Dr. Peterson made a motion to approve the CUPHD invoices for April 2013, May 2013 and June 2013 services. Dr. Ruffatto seconded the motion. With all in favor, the motion carried.

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Jim Roberts led a discussion regarding health permit fee exemptions for retail food establishments. The CUPHD Board of Health has an ordinance that provides permit fee exemptions for 501c3 entities. The County Board of Health will review the ordinance. Stan James made a motion for the ordinance presented to be sent to the State's Attorney for review on behalf of the Champaign County Board of Health and to provide any recommendations or changes. The Champaign County Board of Health will review any changes prior to sending the final ordinance to the Champaign County Board for approval. David Thies seconded the motion. With all in favor, the motion carried.

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Mr. Roberts presented the Local Health Protection Grant (LHPG) Compliance Review of Food Protection, Potable Water Supply and Private Sewage Disposal during calendar year 2012 for both CUPHD and the Champaign County Public Health Department.

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CUPHD Monthly Reports are available on-line. Stan James made a motion to accept CUPHD's Monthly Reports and place on file. Betty Segal seconded the motion. With all in favor, the motion carried.

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**Old Business**

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Jim Roberts reported that the Intergovernmental Agreement is in progress and expects a draft in September.

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Mr. Roberts stated that a draft ordinance regarding the publication of food establishment inspection reports and placards should also be available in September. The ordinance will include language stating that the inspection notices are non-transferable. Stan James would like to have a fee schedule for consideration as well. Mr. Roberts presented the new health permit and noted that some establishments are voluntarily posting inspection reports.

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Mr. Roberts reported that the Illinois EPA's regional office in Chicago has submitted their comments to Washington D.C. regarding the private sewage program. This item is on-going.

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The process for the potable water program is on-going.

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**Other Business**

Andrea Wallace presented the proposed CUPHD Contract Budget for FY2014. This is a 13-month budget for December 1, 2013 to December 31,

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103 2014. The proposed budget is \$803,004 with a projected grant increase of 8.3  
104 percent and \$661,841 for core services. David Thies made a motion to  
105 approve the proposed CUPHD Contract Budget for FY2014. Betty Segal  
106 seconded the motion. With all in favor, the motion carried.

107  
108 The proposed SmileHealthy Budget Request for FY2014 was for \$45,000.

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110 Deb Busey presented the proposed County Board of Health Budget for  
111 FY2014. The proposed budget is within \$200 of being balanced; the fund  
112 balance is at 18.7 percent. Dr. Peterson addressed the budgeted amount for  
113 SmileHealthy and the use of those funds due to the merger of SmileHealthy and  
114 Promise Healthcare. Stan James would like to explore additional health-related  
115 initiatives for next year. Mr. James would like for SmileHealthy to reapply for the  
116 funding next year but the Board would look at proposals from new entities. Betty  
117 Segal suggested a decreasing amount to SmileHealthy over a three-year period  
118 ending at that time. David Thies made a motion to approve the proposed County  
119 Board of Health Budget for FY2014 including \$45,000 to SmileHealthy with  
120 potential for further discussion. Dr. Ruffatto seconded the motion. With all in  
121 favor, the motion carried.

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

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125 Julie Pryde gave an update on the parking lot renovation. She also noted  
126 that CUPHD received \$88,000 for a generator and the Affordable Care Act grant.  
127 In addition, Andrea Wallace, Director of Finance, has resigned. Dr. Peterson  
128 noted that he would like all meetings to remain as schedule. The next meeting is  
129 scheduled for November 19, 2013.

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131 **Adjournment**

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133 The meeting was adjourned at 7:27 PM.

**CHAMPAIGN COUNTY BOARD OF HEALTH**

*Tuesday, October 22, 2013*

**Call to Order**

The Champaign County Board of Health held a Special Meeting on October 22, 2013 at the Champaign-Urbana Public Health District office, 201 W. Kenyon Road, Champaign. The meeting was called to order at 5:31 PM by Vice President, Dr. Michael Ruffatto.

**Roll Call**

Upon roll call, the following Board members were found to be present: Dr. Michael Ruffatto, Vice President, Dr. John Peterson, Secretary/Treasurer, Betty Segal, Stan James and Tassilo Homolatsch. Krista Jones, President, and David Thies were absent.

Also present were: Deb Busey, Champaign County Administrator, Julie Pryde, CUPHD Administrator, Jim Roberts, CUPHD Director of Environmental Health, and Amy Roberts, CUPHD.

**Approval of Agenda/Addendum**

Stan James made a motion to approve the October 22, 2013 agenda. Betty Segal seconded the motion. With all in favor, the motion carried.

**Public Participation on Agenda Items Only**

There was no public participation regarding agenda items.

**Discussion and Approval of Intergovernmental Agreement between the Champaign-Urbana Public Health District, County of Champaign and Champaign County Health Department**

Stan James made a motion to approve the Intergovernmental Agreement between the Champaign-Urbana Public Health District, County of Champaign and Champaign County Health Department as presented. Tassilo Homolatsch seconded the motion. A review of the document was held and several language changes were recommended. Stan James made an amended motion to approve the Intergovernmental Agreement between the Champaign-Urbana Public Health District, County of Champaign and Champaign County Health Department pending review of proposed changes between all parties and the State's Attorney. Dr. Peterson seconded the motion. With all in favor, the motion carried.

**Health Permit Fee Exemptions**

Jim Roberts presented a draft of the Health Permit Fee Exemption prepared by the Assistant State's Attorney. Mr. Roberts requested an

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57 effective date of January 1, 2014. This item will be added to the November  
58 meeting agenda.

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

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62 There was no public participation regarding non-agenda items.

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64 **Adjournment**

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66 The meeting was adjourned at 6:25 PM.



**Public Health**  
Prevent. Promote. Protect.

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**Champaign-Urbana Public Health District**

**BOARD OF HEALTH  
Joint Study Session  
Monday, October 28, 2013**

On October 28, 2013, the Board of Health of the Champaign-Urbana Public Health District (CUPHD) and the Board of Health of Champaign County held a Joint Study Session at 1776 E. Washington, Urbana, IL. Michelle Mayol called the meeting to order at 5:30 PM. Upon roll call, the following CUPHD board members were found to be present: Michelle Mayol, Chair, Al Kurtz, Secretary, and Andy Quarnstrom; the following County Board of Health members were found to be present: Krista Jones, President, Dr. Ruffatto, Vice President, Dr. John Peterson, Secretary/Treasurer, Stan James, Betty Segal, David Thies and Tassilo Homolatsch. Also in attendance was Deb Busey, Champaign County Administrator, Julie Pryde, CUPHD Administrator, Jim Roberts, CUPHD Director of Environmental Health, David Morse, CUPHD Medical Director, and Amy Roberts, CUPHD.

Dr. Peterson nominated Al Kurtz to Chair the meeting.

Stan James made a motion to approve the agenda. Andy Quarnstrom seconded the motion. With all in favor, the motion passed.

Public Participation – Mari Anne Brocker Curry spoke on behalf of the Private Certified Housing Owners and Managers with the University of Illinois. While in support of the overall concept, she addressed the Boards with their concerns regarding the number of items on the placards. They have concerns about housing contracts being cancelled due to misinterpretation of a marked item or items, particularly on the green placard.

Jim Roberts addressed item C – Amendments to Champaign-Urbana Food Service Ordinance and to Health Ordinance of Champaign County, Illinois, Adding Sections Providing for Color-Coded Inspection Notices or Placards to be posted for Public View. The proposed ordinance provides common language to be used between jurisdictions. It will mandate inspection notice postings with guidelines on how to implement. There was no public comment regarding the ordinance.

Stan James commented that this has been an on-going review and is in support of this effort.

**Joint Study Session**  
**October 28, 2013**  
**Page 2**

Dr. Peterson was selected to serve as Chair during comments from Al Kurtz. Mr. Kurtz commented that as a previous business owner of 11 years, he is fully committed to the safety of the community and the citizens and commended Mr. Roberts on putting together a county-wide effort. He is also in support of this effort. Mr. Kurtz resumed his position as Chair.

Amanda Wyatt of Cream and Flutter was present and inquired about the purpose of the meeting; Jim Roberts addressed her question. Mr. Roberts stated the ordinance allows that the timeframe for re-inspection be changed from the current practice of 30 days to possibly three days in addition to it mandating the posting of the inspection notice.

The amended ordinance will be presented for approval at the next board meeting of each entity.

With no further business to be discussed, Stan James made a motion to adjourn. Andy Quarnstrom seconded the motion. With all in favor, the motion carried and the meeting was adjourned at 5:50 PM.

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Chair

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Secretary

1 CHAMPAIGN COUNTY BOARD OF HEALTH

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3  
4 Monday, October 28, 2013  
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6 **Call to Order**

7  
8 The Champaign County Board of Health held a Special Meeting on  
9 October 28, 2013 at Brookens Administrative Center, 1776 E. Washington,  
10 Urbana. The meeting was called to order at 5:55 PM by President, Krista Jones.  
11

12 **Roll Call**

13  
14 Upon roll call, the following Board members were found to be present:  
15 Krista Jones, President, Dr. Michael Ruffatto, Vice President, Dr. John Peterson,  
16 Secretary/Treasurer, Betty Segal, Stan James, David Thies and Tassilo  
17 Homolatsch.  
18

19 Also present were: Deb Busey, Champaign County Administrator, Julie  
20 Pryde, CUPHD Administrator, Jim Roberts, CUPHD Director of Environmental  
21 Health, and Amy Roberts, CUPHD.  
22

23 **Approval of Agenda/Addendum**

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25 Stan James made a motion to approve the October 28, 2013 Special  
26 Meeting agenda. Dr. Ruffatto seconded the motion. With all in favor, the motion  
27 carried.  
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29 **Public Participation on Agenda Items Only**

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31 There was no public participation regarding agenda items.  
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33 **Approval of Intergovernmental Agreement between the Champaign-Urbana**  
34 **Public Health District, County of Champaign and Champaign County Health**  
35 **Department**

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37 A revised Intergovernmental Agreement was presented. Julie Pryde noted  
38 that the title could not be changed; however, other requested changes were  
39 made. Betty Segal noted a couple of grammatical errors. Stan James made a  
40 motion to approve the Intergovernmental Agreement between the Champaign-  
41 Urbana Public Health District, County of Champaign and Champaign County  
42 Health Department. David Thies seconded the motion. With all in favor, the  
43 motion carried.  
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45 **Public Participation on Non-Agenda Items Only**

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47 There was no public participation regarding non-agenda items.  
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49 **Adjournment**

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51 The meeting was adjourned at 6:10 PM.



A PROGRAM OF PROMISE HEALTHCARE

**Champaign County Board of Health  
Monthly Report for August 2013, Fiscal Year 2013**

Total number of patients seen from all programs this month: **168**

Total number of unique patients in BOH Fiscal Year 2013: **1240**

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

- Broadlands: 1
- Champaign: 56
- Mahomet: 4
- Ogden: 2
- Philo: 1
- Rantoul: 64
- Savoy: 3
- St. Joseph: 7
- Tolono: 4
- Urbana: 24
- Other/Unknown: 2

Clinic Events

- 8/02/2013 Champaign Head Start
- 8/09/2013 Migrant Head Start
- 8/12/2013 St. Mary's Women's Legacy Sponsored
- 8/16/2013 Presence Sponsored Day @Presence
- 8/16/2013 P.R.O.P.S Presence Covenant OR
- 8/17/2013 Bethany Park Back to School Event, Rantoul
- 8/19/2013 CDAP@First Presbyterian Church
- 8/23/2013 Prairie Center Women's Legacy Sponsored
- 8/26/2013 Rantoul Head Start

Education and Outreach

August 2

Frances Nelson Health Center, Well Child visits, staff hygienist presented education materials and supplies to **5 families**.

Frances Nelson Health Center, Prenatal visits, staff hygienist presented education materials and supplies to **3 women**.

August 5

Frances Nelson Health Center, Well Child Visits, staff hygienist presented education materials and supplies to **10 families**.

August 6

Frances Nelson Health Center, Well Child Visits, staff hygienist presented education materials and supplies to **8 families**.

August 7

Frances Nelson Health Center, Prenatal visits, staff hygienist presented education materials and supplies to **7 families**.

August 9

Frances Nelson Health Center, Prenatal visits, staff hygienist presented education materials and supplies to **4 women**.

August 10

Douglas Park, Champaign Urbana Days, staff hygienist along with 5 volunteers presented education materials and supplies to **325 adults and children**.

August 12

Frances Nelson Health Center, Well Child Visits, staff hygienist presented education materials and supplies to **13 families**.

August 13

Presence Medical Center, Family Nutrition Dental Referral Program, staff hygienist presented education materials and supplies to **4 adults**.

August 14

Frances Nelson Health Center, Dental Emergency Education and Referral Program, staff hygienist presented education materials and supplies to **2 adults**.

Frances Nelson Health Center, Prenatal Clinic, staff hygienist presented education materials and supplies to **6 women**.

Frances Nelson Health Center, Well Child Clinic, staff hygienist presented education materials and supplies to **9 families**.

August 15

Frances Nelson Health Center, Well Child Clinic, staff hygienist presented education materials and supplies to **9 families**.

August 16

Frances Nelson Health Center, Well Child Clinic, staff hygienist presented education materials and supplies to **10 families**.

Frances Nelson Health Center, Prenatal Clinic, staff hygienist presented education materials and supplies to **4 women**.

Bearsley Park Association, Back to school event, Frances Nelson Wellness Coordinator presented education materials and supplies to **100 children**.

August 17

Glory Center, Meet the Need-Community Tent Outreach 2013 event, Donated 144 toothbrushes and education materials for back to school event.

Rantoul, Wabash Park, City of Truth outreach event. Staff hygienist presented education materials and supplies to **300 adults and children**.

Heavenly Seven Back to School event, Frances Nelson Wellness Coordinator presented education materials and supplies to **110 adults and children**.

August 19

Frances Nelson Health Center, Well Child Visits, staff hygienist presented education materials and supplies to **11 families**.

August 20

Frances Nelson Health Center, Well Child Visits, staff hygienist presented education materials and supplies to **7 families**.

August 21

New Covenant Fellowship Center, Daily Bread Soup Kitchen, staff hygienist presented education materials and supplies to **30 adults**.

Frances Nelson Health Center, Prenatal clinic, staff hygienist presented education materials and supplies to **15 women**.

August 22

Community Resource Center, Presence Medical Center, staff hygienist attended Diabetes Coalition meeting along with 5 community members.

August 23

Frances Nelson Health Center, Well Child visits, staff hygienist presented education materials and supplies to **7 families**.

Frances Nelson Health Center, Prenatal visits, staff hygienist presented education materials and supplies **2 adults**.

August 26

Frances Nelson Health Center, Well Child Visits, staff hygienist presented education materials and supplies to **12 families**.

August 27

Frances Nelson Health Center, Well Child Visits, staff hygienist presented education materials and supplies to **8 families**.

Presence Medical Center, Family Nutrition Dental Referral Program, staff hygienist presented education materials and supplies to **1 adult**.

August 28

Dart (Solo Cup) Urbana Health Fair, staff hygienist and Frances Nelson Wellness Coordinator presented education materials and supplies to **60 adults**.

Frances Nelson Health Center, Prenatal clinic, staff hygienist presented education materials and supplies to **3 women**.

Frances Nelson Health Center, Dental Emergency Education Referral Program, staff hygienist presented education materials and supplies to **1 adult**.

August 29

Frances Nelson Health Center, Well Child visits, staff hygienist presented education materials and supplies to **5 families**.

Hessel Park, United Way Kick-Off, Staff Hygienist along with 2 Promise Healthcare employees volunteered and presented information about our programs to **25 adults**.

August 30

Frances Nelson Health Center, Prenatal clinic, staff hygienist presented education materials and supplies to **2 women**.

Frances Nelson Health Center, Well Child visits, staff hygienist presented education materials and supplies to **7 families**.

Only those in **bold** are counted towards our education contacts.

**SmileHealthy**  
Champaign County Board of Health  
Fiscal Year 2013 Report

	Dec 12	Jan 13	Feb 13	March 13	April 13*	May 13	June 13	July 13	Aug 13	Sep 13	Oct 13	Nov 13	Total
<b>Bondville</b>								1					1
<b>Broadlands</b>	2	1			1	1	2		1				8
<b>Champaign</b>	33	44	42	11	55	53	19	17	56				330
<b>Dewey</b>													0
<b>Fisher</b>				1	1	1	1						4
<b>Foosland</b>													0
<b>Gifford</b>	1					4							5
<b>Homer</b>			4	10	1		1						16
<b>Ivesdale</b>													0
<b>Ludlow</b>	1	1			1								3
<b>Mahomet</b>	3	15	8	5	6	2	2		4				45
<b>Ogden</b>				13	4		5	4	2				28
<b>Penfield</b>													0
<b>Pesotum</b>													0
<b>Philo</b>	1		11	1				2	1				16
<b>Rantoul</b>	40	42	45	26	62	27	12	33	64				351
<b>Royal</b>				2									2
<b>Sadorus</b>		2	6			1	2						11
<b>Savoy</b>	6	9	15	4	6	3	9	7	3				62
<b>Seymour</b>						1							1
<b>Sidney</b>	2		28	7			2	1					40
<b>St. Joseph</b>		3	3	2	1	51	3	5	7				75
<b>Thomasboro</b>		32	1	1	3	1	1	1					40
<b>Tolono</b>	17	3	22	2	13	7	6	4	4				78
<b>Urbana</b>	20	20	31	8	27	29	15	13	24				187
<b>Other/Unk</b>	6	1		4	168	72	1		2				254
<b>Total</b>	132	173	216	97	349	253	81	88	168	0	0	0	
<b>Total Unique Patients in FY</b>	132	276	457	522	824	1004	1084	1120	1240				

**Education**

**Contacts** 394 461 554 1204 1866 544 510 423 1125 7081

Champaign and Urbana children seen either live outside city limits and are county residents or are part of the Head Start program and paid for by Medicaid or other funding.

\*Feb will include patients from Give Kids A Smile with C-UPHD and IDDS.



A PROGRAM OF PROMISE HEALTHCARE

**Champaign County Board of Health  
Monthly Report for September 2013, Fiscal Year 2013**

Total number of patients seen from all programs this month: **129**

Total number of unique patients in BOH Fiscal Year 2013: **1295**

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

- Champaign: **41**
- Gifford: **1**
- Homer: **1**
- Mahomet: **2**
- Ogden: **1**
- Rantoul: **55**
- Savoy: **1**
- Thomasboro: **1**
- Tolono: **1**
- Urbana: **24**
- Other/Unknown: **1**

Clinic Events

September 6 – Presence Sponsored Adult Clinic, Rantoul Community Service Center

September 13 – Presence Sponsored Adult Clinic, Presence Covenant Medical Center  
Aud. A & B

September 20 – Annabel Huling Mass Screening, Annabel Huling Early Learning Center  
Rantoul

September 20 – Rantoul Head Start Clinic, Rantoul Head Start

September 27 – Presence Sponsored Adult Clinic at Rantoul, Rantoul Community Service  
Center

September 27 – Rantoul Head Start Clinic, Rantoul Head Start

September 30 – Savoy Head Start Mass Screening, Savoy Head Start

Education and Outreach

September 4

Frances Nelson Health Center, Prenatal clinic, staff hygienist presented education  
materials and supplies to **4 women**.

September 6

Frances Nelson Health Center, Prenatal clinic, staff hygienist presented education  
materials and supplies to **2 women**.

September 10

Presence Medical Center, Family Nutrition Dental Referral Program, staff hygienist presented education materials and supplies to **2 adults**.

Frances Nelson Health Center, Well Child visits, staff hygienist presented education materials and supplies to **7 families**.

September 11

Southern Illinois University, Carbondale, staff hygienist and Director of Dental Hygiene from Parkland College met with Early Head Start manager, Mary Beth Long and Director of Dental Hygiene from Southern Illinois University to discuss their collaboration to help determine the feasibility of SmileHealthy and Parkland's Dental Hygiene program for future programming.

Frances Nelson Health Center, Prenatal clinic, staff hygienist presented education materials and supplies to **2 women**.

September 13

Frances Nelson Health Center, Well Child visits, volunteer hygienist along with Parkland Dental Hygiene student presented education materials and supplies to **3 women**.

Frances Nelson Health Center, well child visits, volunteer hygienist along with Parkland Dental Hygiene student presented education materials and supplies to **11 families**.

September 16

Frances Nelson Health Center, Well Child visits, staff hygienist presented education materials and supplies to **7 families**.

September 17

Frances Nelson Health Center, Well Child visits, staff hygienist presented education materials and supplies to **9 families**.

September 18

Frances Nelson Health Center, Well Child Visits, staff hygienist presented education materials and supplies to **4 families**.

September 19

Illinois Department of Public Health, Oral Health 2014 Initiative meeting, staff hygienist along with 30 others attended a teleconference discussing the oral health needs in the state of Illinois.

Frances Nelson Health Center, Well Child visits, staff hygienist presented education materials and supplies to **8 families**.

Urbana Head Start, Parent meeting, staff hygienist presented education materials to **15 Head Start parents**.

September 20

Frances Nelson Health Center, Prenatal clinic, staff hygienist along with Parkland Dental Hygiene student presented education materials and supplies to **3 women**.

Frances Nelson Health Center, Well Child visits, volunteer hygienist and Parkland Dental Hygiene student presented education materials to **8 families**.

Rantoul Head Start, Early Head Start classrooms, staff hygienist presented education materials to **24 EHS children**, staff hygienists and staff dentist applied fluoride to 14 children.

September 24

Frances Nelson Health Center, Well child visits, staff hygienist presented education materials and supplies to **8 families**.

Summit of Hope, Parkland College, staff hygienist along with 5 Parkland Dental Hygiene students, presented education and supplies to **220 adults**.

Savoy Head Start, Parent meeting, staff hygienist presented education materials to **25 Head Start parents**.

September 25

Frances Nelson Health Center, Dental Emergency Education Referral Program, staff hygienist presented education materials and supplies to **2 adults**.

New Covenant Fellowship, Daily Bread Soup Kitchen, staff hygienist presented education materials and supplies to **30 adults**.

Frances Nelson Health Center, Prenatal Clinic, staff hygienist presented education materials and supplies to **6 women**.

September 27

Frances Nelson Health Center, Prenatal clinic, volunteer hygienist presented education materials and supplies to **1 woman**.

Frances Nelson Health Center, Well Child visits, volunteer hygienist presented education materials and supplies to **11 families**.

September 30

Savoy Head Start, staff hygienist presented education materials and field trip to dental clinic for **160 children**.

**WELL CHILD VISIT SUMMARY****Total children (parents) seen: 70****Number of families walked to SHDC: 25****Number of patients that received Fluoride at SHDC: 2****Number of patients that received Fluoride at FNHC: 1****Number of patients who have another dental home, other than SmileHealthy: 15****Number of patients who received information about SHDC and educational materials:  
70****Only those in **bold** are counted towards our education contacts.**

**SmileHealthy**  
Champaign County Board of Health  
Fiscal Year 2013 Report

	Dec 12	Jan 13	Feb 13	March 13	April 13*	May 13	June 13	July 13	Aug 13	Sep 13	Oct 13	Nov 13	Total
<b>Bondville</b>								1					1
<b>Broadlands</b>	2	1			1	1	2		1				8
<b>Champaign</b>	33	44	42	11	55	53	19	17	56	41			371
<b>Dewey</b>													0
<b>Fisher</b>				1	1	1	1						4
<b>Foosland</b>													0
<b>Gifford</b>	1					4				1			6
<b>Homer</b>			4	10	1		1				1		17
<b>Ivesdale</b>													0
<b>Ludlow</b>	1	1			1								3
<b>Mahomet</b>	3	15	8	5	6	2	2		4	2			47
<b>Ogden</b>				13	4		5	4	2		1		29
<b>Penfield</b>													0
<b>Pesotum</b>													0
<b>Philo</b>	1		11	1				2	1				16
<b>Rantoul</b>	40	42	45	26	62	27	12	33	64	55			406
<b>Royal</b>				2									2
<b>Sadorus</b>		2	6			1	2						11
<b>Savoy</b>	6	9	15	4	6	3	9	7	3	1			63
<b>Seymour</b>						1							1
<b>Sidney</b>	2		28	7			2	1					40
<b>St. Joseph</b>		3	3	2	1	51	3	5	7				75
<b>Thomasboro</b>		32	1	1	3	1	1	1		1			41
<b>Tolono</b>	17	3	22	2	13	7	6	4	4	1			79
<b>Urbana</b>	20	20	31	8	27	29	15	13	24	24			211
<b>Other/Unk</b>	6	1		4	168	72	1		2	1			255
<b>Total</b>	132	173	216	97	349	253	81	88	168	129	0	0	

**Total Unique Patients in FY** 132 276 457 522 824 1004 1084 1120 1240 1295

**Education**

**Contacts** 394 461 554 1204 1866 544 510 423 1125 572 7653

Champaign and Urbana children seen either live outside city limits and are county residents or are part of the Head Start program and paid for by Medicaid or other funding.

\*Feb will include patients from Give Kids A Smile with C-UPHD and IDDS.

Invoice Number:	1308
Date of Invoice:	October 7, 2013
Billing Period:	July-13

To:

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

For the Following Expenses:

533.07 Professional Services - LHPG Communicable Disease	\$	3,834.09
533.07 Professional Services - LHPG Disease Intervention	\$	5,418.33
533.07 Professional Services - LHPG Hepatitis	\$	576.75
533.07 Professional Services - LHPG Tuberculosis	\$	2,339.92
533.07 Professional Services - LHPG Food	\$	13,372.91
533.07 Professional Services - LHPG Water	\$	5,371.59
533.07 Professional Services - LHPG Sewage	\$	7,062.33
533.07 Professional Services - Vital Statistics	\$	146.00
533.07 Professional Services - Administration	\$	13,596.25
533.07 Professional Services - PHEP Grant	\$	-
533.07 Professional Services - TFC Grant	\$	2,896.86
533.07 Professional Services - Smoke-Free IL Citation Fee Reimb.	\$	-
533.07 Professional Services - Vector Surveillance & Control Grant	\$	4,810.57
533.07 Professional Services - County Well Water Testing	\$	65.78
<b>Total Amount Due to CUPHD per Contract</b>	<b>\$</b>	<b>59,491.38</b>

## 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

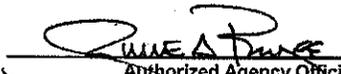
**ILLINOIS DEPARTMENT OF PUBLIC HEALTH  
Office of Health Promotion  
REIMBURSEMENT CERTIFICATION / EXPENDITURE FORM**

Fiscal Contact Person: Esther Thomas  
 Telephone Number: 217-531-4262  
 Email Address: esthomas@c-uphd.org  
 Date Submitted: 09/18/13

Please submit reimbursements to:  
 Illinois Department of Public Health, Tobacco Prevention and Control Program via email at DPH.TobaccoControl@illinois.gov

		<i>In the box below, please enter reimbursement amounts submitted for your FY11 grant.</i>					
Agency Name:	Champaign County Public Health Department	\$2,896.86	July	October	January	April	
FEIN #:	37-6006910		August	November	February	May	
Grant #:	43281009B		September	December	March	June	
Program Name:	Illinois Tobacco-Free Communities						
Billing Period:	July-13					\$2,896.86 YTD	
Name / Vendor	Title / Purpose	Period / Date Incurred	Amount Claimed from IDPH	Components (specify)			
<b>Personal Services (Salary &amp; Wages)</b>							
Nikki Hillier	Program Coordinator	7/1/13-7/31/13	\$813.10				
Whitney Hayes	Special Projects Coordinator	7/1/13-7/31/13	\$0.00				
Jennifer Jackson	Health Educator II	7/1/13-7/31/13	\$92.04				
Talia Oakley	Health Educator I	7/1/13-7/31/13	\$1,241.51				
<b>Total Personal Services</b>			<b>\$2,146.65</b>				
<b>Fringe Benefits</b>							
IMRF	IMRF	7/1/13-7/31/13	\$226.45				
FICA	FICA	7/1/13-7/31/13	\$161.28				
Workmen's Compensation	Workmen's Compensation	7/1/13-7/31/13	\$34.65				
Group Insurance	Health, Life & Unemployment	7/1/13-7/31/13	\$327.81				
<b>Total Fringe Benefits</b>			<b>\$750.19</b>				
<b>Contractual Services</b>							
<b>Total Contractual</b>			<b>\$0.00</b>				
<b>Travel</b>							
<b>Total Travel</b>			<b>\$0.00</b>				
<b>Printing</b>							
R.K. Dixon	Photocopies	7/1/13-7/31/13	\$0.02				
<b>Total Printing</b>			<b>\$0.02</b>				
<b>Supplies</b>							
<b>Total Supplies</b>			<b>\$0.00</b>				
<b>Grand Total</b>			<b>\$2,896.86</b>				

*Certification: This signed document hereby certifies the goods and/or services claimed are necessary expenditures for the program, appropriate purchasing procedures have been followed, payment has been made as indicated and a reimbursement has not previously been requested or received.*

  
 Authorized Agency Official

9/18/13  
 Date

County Vector Surveillance & Control  
July 2013

	Jul-13
<b>PERSONAL SERVICES</b>	
Jeff Blackford	\$1,116.54
Chloe Holmes	\$679.50
Andrew Jorn	\$9.49
Marie Lilly	\$479.83
Jim Roberts	\$84.77
Sanjiv Vajjala	\$86.49
Vaness Yeager	\$367.06
<b>Total Personal Services</b>	<b>2,823.68</b>
<b>FRINGE BENEFITS</b>	
IMRF	129.79
FICA	215.12
Health Insurance	187.00
Life Insurance	0.46
Illinois Unemployment Comp.	68.95
Workmen's Compensation	124.07
<b>Total Fringe Benefits</b>	<b>725.39</b>
<b>Total Personal Services &amp; Fringe Benefits</b>	<b>3,549.07</b>
<b>CONTRACTUAL SERVICES</b>	
Printing	0.19
Postage	0.46
Advertising	41.67
<b>Total Contractual Services</b>	<b>42.32</b>
<b>TRAVEL</b>	
Mileage	464.99
<b>Total Travel</b>	<b>464.99</b>
<b>TELECOMMUNICATIONS</b>	
<b>Total Telecommunications</b>	<b>-</b>
<b>SUPPLIES</b>	
Program Materials	754.19
<b>Total Supplies</b>	<b>754.19</b>
<b>Total</b>	<b>4,810.57</b>

County Well Water Testing  
July 2013

	Jul-13
<b>PERSONAL SERVICES</b>	
Tammy Hamilton	\$26.46
<b>Total Personal Services</b>	<b>26.46</b>
<b>FRINGE BENEFITS</b>	
FICA	2.00
IMRF	2.90
Health Insurance	5.46
Life Insurance	0.01
Illinois Unemployment Insurance	-
Workmen's Compensation	0.14
<b>Total Fringe Benefits</b>	<b>10.51</b>
<b>Total Personal Services &amp; Fringe Benefits</b>	<b>36.97</b>
<b>CONTRACTUAL SERVICES</b>	
Printing	0.19
Postage	28.62
<b>Total Contractual Services</b>	<b>28.81</b>
<b>SUPPLIES</b>	
<b>Total Supplies</b>	-
<b>TRAVEL</b>	
<b>Total Travel</b>	-
<b>EQUIPMENT</b>	
<b>Total Equipment</b>	-
<b>Total</b>	<b>65.78</b>

Invoice Number:	1309
Date of Invoice:	October 7, 2013
Billing Period:	August-13

To:

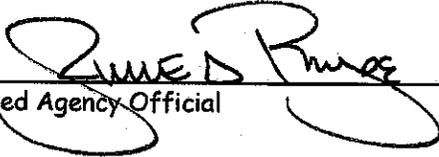
Champaign County Public Health Department  
1776 East Washington Street  
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533.07 Professional Services - LHPG Hepatitis	\$	576.75
533.07 Professional Services - LHPG Tuberculosis	\$	2,339.92
533.07 Professional Services - LHPG Food	\$	13,372.91
533.07 Professional Services - LHPG Water	\$	5,371.59
533.07 Professional Services - LHPG Sewage	\$	7,062.33
533.07 Professional Services - Vital Statistics	\$	146.00
533.07 Professional Services - Administration	\$	13,596.25
533.07 Professional Services - PHEP Grant	\$	-
533.07 Professional Services - TFC Grant	\$	1,686.17
533.07 Professional Services - Smoke-Free IL Citation Fee Reimb.	\$	-
533.07 Professional Services - Vector Surveillance & Control Grant	\$	4,663.98
533.07 Professional Services - County Well Water Testing	\$	76.34
<b>Total Amount Due to CUPHD per Contract</b>	<b>\$</b>	<b>58,144.66</b>

**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

**ILLINOIS DEPARTMENT OF PUBLIC HEALTH  
Office of Health Promotion  
REIMBURSEMENT CERTIFICATION / EXPENDITURE FORM**

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		In the box below, please enter reimbursement amounts submitted for your FY11 grant.					
Agency Name:	Champaign County Public Health Department	\$2,896.86	July		October		April
FEIN #:	37-6006910	\$1,686.17	August		November		May
			September		December		June
Grant #:	43281009B						
Program Name:	Illinois Tobacco-Free Communities						\$4,583.03 YTD
Program Name:	Illinois Tobacco-Free Communities	Billing Period:	August-13				
Name / Vendor	Title / Purpose	Period / Date Incurred	Amount Claimed from DPH	Components (Specify)			
<b>Personal Services (Salary &amp; Wages)</b>							
Nikki Hillier	Program Coordinator	8/1/13-8/31/13	\$35.35				
Whitney Hayes	Special Projects Coordinator	8/1/13-8/31/13	\$0.00				
Jennifer Jackson	Health Educator II	8/1/13-8/31/13	\$103.21				
Talia Oakley	Health Educator I	8/1/13-8/31/13	\$1,097.84				
Joshua Taylor-Johnson	SFI Investigator	8/1/13-8/31/13	\$16.50				
<b>Total Personal Services</b>			<b>\$1,252.90</b>				
<b>Fringe Benefits</b>							
IMRF	IMRF	8/1/13-8/31/13	\$133.04				
FICA	FICA	8/1/13-8/31/13	\$93.93				
Workmen's Compensation	Workmen's Compensation	8/1/13-8/31/13	\$28.89				
Group Insurance	Health, Life & Unemployment	8/1/13-8/31/13	\$167.69				
<b>Total Fringe Benefits</b>			<b>\$423.55</b>				
<b>Contractual Services</b>							
USPS/Pitney Bowes	Postage	8/1/13-8/31/13	\$9.56				
<b>Total Contractual</b>			<b>\$9.56</b>				
<b>Travel</b>							
<b>Total Travel</b>			<b>\$0.00</b>				
<b>Printing</b>							
R.K. Dixon	Photocopies	8/1/13-8/31/13	\$0.16				
<b>Total Printing</b>			<b>\$0.16</b>				
<b>Supplies</b>							
<b>Total Supplies</b>			<b>\$0.00</b>				
<b>Grand Total</b>			<b>\$1,686.17</b>				

*Certification: This signed document hereby certifies the goods and/or services claimed are necessary expenditures for the program, appropriate purchasing procedures have been followed, payment has been made as indicated and a reimbursement has not previously been requested or received.*

  
 Authorized Agency Official

9/18/13  
 Date

County Vector Surveillance & Control  
August 2013

	Aug-13
<b>PERSONAL SERVICES</b>	
Jeff Blackford	\$1,390.05
Chloe Holmes	\$456.48
Andrew Jörn	\$223.06
Marie Lilly	\$198.42
Jim Roberts	\$24.90
Sanjiv Vajjala	\$608.01
<b>Total Personal Services</b>	<b>2,900.92</b>
<b>FRINGE BENEFITS</b>	
IMRF	154.67
FICA	221.64
Health Insurance	106.63
Life Insurance	0.31
Illinois Unemployment Comp.	63.22
Workmen's Compensation	127.39
<b>Total Fringe Benefits</b>	<b>673.86</b>
<b>Total Personal Services &amp; Fringe Benefits</b>	<b>3,574.78</b>
<b>CONTRACTUAL SERVICES</b>	
Printing	0.27
<b>Total Contractual Services</b>	<b>0.27</b>
<b>TRAVEL</b>	
Mileage	386.48
<b>Total Travel</b>	<b>386.48</b>
<b>TELECOMMUNICATIONS</b>	
<b>Total Telecommunications</b>	<b>-</b>
<b>SUPPLIES</b>	
Program Materials	702.45
<b>Total Supplies</b>	<b>702.45</b>
<b>Total</b>	<b>4,663.98</b>

County Well Water Testing  
August 2013

	Aug-13
<b>PERSONAL SERVICES</b>	
Michael Flanagan	\$27.08
Tammy Hamilton	\$16.70
<b>Total Personal Services</b>	<b>43.78</b>
<b>FRINGE BENEFITS</b>	
FICA	3.33
IMRF	4.80
Health Insurance	1.09
Life Insurance	0.01
Illinois Unemployment Insurance	-
Workmen's Compensation	1.25
<b>Total Fringe Benefits</b>	<b>10.48</b>
<b>Total Personal Services &amp; Fringe Benefits</b>	<b>54.26</b>
<b>CONTRACTUAL SERVICES</b>	
Printing	0.11
Postage	21.97
<b>Total Contractual Services</b>	<b>22.08</b>
<b>SUPPLIES</b>	
<b>Total Supplies</b>	<b>-</b>
<b>TRAVEL</b>	
<b>Total Travel</b>	<b>-</b>
<b>EQUIPMENT</b>	
<b>Total Equipment</b>	<b>-</b>
<b>Total</b>	<b>76.34</b>



**Public Health**  
Prevent. Promote. Protect.

Champaign-Urbana Public Health District

**Champaign County Public Health Department Board of Health  
201 W. Kenyon Road  
Champaign, IL 61820**

## **2014 MEETING SCHEDULE**

### **Monthly Meetings**

March 18, 2013

June 17, 2013

August 19, 2013

November 18, 2013

All Monthly Meetings to be held at 5:30 PM in the large conference room unless notified.



## MEMORANDUM

DATE: September 17, 2013

TO: Environmental Health Directors  
Regional Engineers and Supervisors

FROM: Chad Moorman, Program Manager  
Private Sewage Disposals Program  
Environmental Services Section

RE: 2013 Private Sewage Disposal Code

The Private Sewage Disposal Code amendments become effective August 28, 2013. The language was posted in the Illinois Register on September 13, 2013. The Department is working on developing the forms needed for the amendments and modifying our computer programs to incorporate changes. The following are some of the amendments that are effective immediately or in the near future:

- Home/property owner's signature – maintenance and service – 905.20 (q) & 905.190 (c).
- Electrical devices and alarms – 905.20 (k)
- Protection of private sewage disposal system site during development (property owner & contractors) – 905.20 (j)
- Alarm locations and electrical disconnects – 905.20 (k)
- Set back distances/minimum distances – foot notes - Appendix A, Illustration D
- Sample ports – Section 905.110 (f)
- Water softeners and the discharge locations – 905.20 (b)
- Installation contractors on site – 905.20 (r)
- 1-1-2014 soils analysis only for subsurface design – 905.55
- Vertical separation distance to limiting layers – 905.60 (a)
- Common collector restrictions.905.110 (a)
- NPDES permits (when available) 905.115
- Disinfection 905.120 (a)
- Portable Toilets 905.135
- Holding tanks as last option 905.140
- Regulatory exemption for exam 905.180 (c)
- Changes to soil loading and suitability charts – Appendix A, Illustrations M

I will share the amended language in an electronic format as soon as a pdf is available of the entire code that incorporated the amendments.

The Department is still waiting to see the completed United States Environmental Protection Agency (USEPA), National Pollutant Discharge Elimination System (NPDES) Permit ILG62 for new and repaired surface discharging private sewage disposal system in Illinois. The Department will forward any release or notification regarding the permit when it is made available. Upon release/review of the NPDES permit the a Department will work with the Advisory Commission on Private Sewage Disposal to recommend any modifications or clarifications to the Private Sewage Disposal Code.

The following is a crude outline of what will be occurring after the ILG62 permit is released:

- “Track 2” amendments - Advisory Commission.
  - Language removed from “Track 1”
  - Language to coincide with or address the NPDES permit (if needed)
- Advisory Commission meeting
- Work with LHD and allow comments/feed back
- Proceed to JCAR with amendments to the Private Sewage Disposal Code.

DRAFT

Champaign County Public Health Department  
Environmental Health Division



COUNTY  
FEE SCHEDULE

**PLAN REVIEW FEES (FOOD SERVICES)**

(A) NEW CONSTRUCTION OR CONVERSION OF EXISTING STRUCTURES:

- 1 to 1,000 square feet - \$200
- over 1,000 to 10,000 square feet - \$300
- over 10,000 to 50,000 square feet - \$400
- over 50,000 square feet and up - \$500

(B) EXTENSIVE REMODEL OR CHANGE OF OWNER: 75% or greater of (A)

- 1 to 1,000 square feet - \$150
- over 1,000 to 10,000 square feet - \$225
- over 10,000 to 50,000 square feet - \$300
- over 50,000 square feet and up - \$375

(C) MINOR REMODEL: less than 75% OF (A)

- 1 to 1,000 square feet - \$100
- over 1,000 to 10,000 square feet - \$150
- over 10,000 to 50,000 square feet - \$200
- over 50,000 square feet and up - \$250

**ANNUAL PERMIT FEES (FOOD SERVICES)**

Category 1 - \$400 (December 1 – May 31)	\$200 (June 1 – November 30)
Category 2 - \$300 (December 1 – May 31)	\$150 (June 1 – November 30)
Category 3 - \$150 (December 1 – May 31)	\$75 (June 1 – November 30)

**SPECIAL FEES (FOOD SERVICES)**

- Temporary Events (one day) - \$50
- Temporary Events (two to fourteen consecutive days) - \$75
- Re-inspection - \$200 plus \$50 per hour
- Permit Reinstatement - \$300 enforcement / \$50 renewal
- Late Fee - \$25 (1-7 days) / \$75 (8+ days)

**NOTE:**

Regular permit fee should not be submitted until your facility is ready to open. Please do not submit it with your plan review information.

OVER →

**MISCELLANEOUS FEES**

Insufficient Funds Fee - \$25

Food Code Book (replacement copy) - \$8

Health Permit (replacement copy) - \$5

Freedom of Information Act Copying Fees

Black & white, letter or legal size -	1-50 pages	Free
	51 <sup>st</sup> page +	\$0.15 per page

Color, letter or legal size -

Actual cost of copies

Other media -

Actual cost of media

**SEWAGE PROGRAM FEES**

Private Sewage System Permit - \$200

Variance - \$200

Sewage Code Book - \$8

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

**WATER PROGRAM FEES**

Private Water Well Permit - \$200

Champaign County Public Health Department  
 Environmental Health Division  
 201 W. Kenyon Road  
 Champaign, IL 61820

Phone: (217) 363-3269  
 Fax: (217) 373-7905  
[www.c-uphd.org](http://www.c-uphd.org)