
CHAMPAIGN COUNTY BOARD OF HEALTH

Brookens Administrative Center
1776 E. Washington
Urbana, IL 61802

Phone: (217) 384-3772
Fax: (217) 384-3896

Champaign County Board of Health

**Tuesday, June 15, 2021
5:30 PM**

This meeting will be hosted virtually – log in at:

<https://zoom.us/j/6161224999?pwd=TDBENTlYalAzZzBIQ1VEldLN0s0Zz09>

**Meeting ID: 616 122 4999
Password: 475649**

**One tap mobile
+13126266799,,6161224999# US (Chicago)
+16465588656,,6161224999# US (New York)**

**Dial by your location
+1 312 626 6799 US (Chicago)
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+1 253 215 8782 US
Meeting ID: 616 122 4999**

Find your local number: <https://zoom.us/u/aqSuiNbhA>

AGENDA

<u>ITEM</u>	<u>PAGE NO.</u>
A. Call to Order	
B. Roll Call	
C. Approval of Agenda/Addenda	
D. Approval of Minutes	
1. March 16, 2021	1-3
2. May 4, 2021	4-5
E. Public Participation on Agenda Items Only	
F. Correspondence and Communications	
G. SmileHealthy	
1. Monthly Report – February 2021	6-8
2. Monthly Report – March 2021	9
3. Monthly Report – April 2021	10-11
4. Discussion of the Upcoming Agreement with Smile Healthy	

H. CUPHD

1. Approval of CUPHD Invoice for February 2021 Services 12
2. Approval of CUPHD Invoice for March 2021 Services 13
3. Approval of CUPHD Invoice for April 2021 Services 14
4. COVID-19 Update
5. Discussion on Direction of How to Proceed with Delinquent Health Permit Fees for Champaign County 15-17
6. Discussion and Approval of Intergovernmental Agreement for Joint Health Permit and Fee with the Champaign County Public Health Department for Mobile Food Establishments Operating in Both Jurisdictions
7. Discussion of Overdose Data
8. CUPHD Reportable Diseases:
http://www.c-uphd.org/comm_dis/display-data.php
9. CUPHD Performance Management:
<http://www.c-uphd.org/pmts/index.php?s=1>

I. Old Business

J. Other Business

1. Review of Current By-Laws 18-26
2. Discussion and Approval of Revised By-Laws with the following Proposed Changes:
 - a. Article III, 1, 2 and 6: replace Chair of the County Board with County Executive
 - b. Article IV, 4: same change
 - c. Article IX: the county's fiscal year was changed to Jan. – Dec. a few years ago, start January 1
 - d. Article XIII: the year end is now December 30, annual report due 90 days after that
3. Slate of Officers/Elections
4. Discussion of Upcoming Budget

K. Public Participation on Non-Agenda Items Only

L. Next Meeting

1. August 17, 2021 at 5:30 PM

M. Adjournment

CHAMPAIGN COUNTY BOARD OF HEALTH

Tuesday, March 16, 2021

Call to Order

The Champaign County Board of Health held an electronic meeting via Zoom on March 16, 2021. The meeting was called to order at 5:32 PM by President, Dr. Krista Jones.

Roll Call

Upon roll call, the following Board members were found to be present: Dr. Krista Jones, President, Dr. Julie Kumar, Vice President, Dr. John Peterson, Secretary/Treasurer, Mr. David Thies, Dr. Dorothy Vura-Weis, Dr. Lyndon Goodly, and Mr. Jacob Paul, County Board Liaison. Ms. Cathy Emanuel was in attendance at 5:33 PM.

Also present: Ms. Julie Pryde, CUPHD Administrator, Mr. Awais Vaid, Deputy Administrator and Epidemiologist, and Mr. Jim Roberts, Director of Environmental Health.

Mr. Jacob Paul is the newest member to the County Board of Health and is a local small business owner.

Approval of Agenda/Addendum

Dr. Vura-Weis made a motion to approve the agenda. Dr. Goodly seconded the motion. With all in favor, the motion carried.

Approval of Minutes

Dr. Goodly made a motion to approve meeting minutes August 18, 2020, October 5, 2020, and November 17, 2020. Dr. Vura-Weis seconded the motion. With all in favor, the motion carried.

Public Participation on Agenda Items Only

None

Correspondence and Communications

Dr. Jones noted that she along with Julie Pryde, Awais Vaid, and Jim Roberts met with several of the Champaign County Mayors and discussed topics including what public health does, the role of the County Board of Health, and environmental health. The County Board of Health and CUPHD will continue to provide communication to the area Mayors on a regular basis.

54
55 **SmileHealthy**
56

57 Mr. Thies made a motion to receive and place on file the
58 following SmileHealthy monthly reports: June 2020, July 2020, August 2020, September
59 2020, October 2020, November 2020, December 2020, and January 2021. Dr. Vura-
60 Weis seconded the motion. With all in favor, the motion carried.
61

62 Ms. Nancy Greenwalt has left her position with Promise Healthcare but no
63 changes are currently anticipated.
64

65 **CUPHD**
66

67 Dr. Peterson made a motion to approve the following CUPHD invoices: July
68 2020, August 2020, September 2020, October 2020, November 2020, December 2020,
69 and January 2021. Mr. Thies seconded the motion. Ms. Pryde noted that two large
70 COVID-related grants had been received and the fund balance had not been used. With
71 all in favor, the motion carried.
72

73 Ms. Pryde provided a COVID-19 update: 216 active cases, eight people
74 hospitalized, 454 in quarantine, 134 deaths, and a positivity rate of 1.8 percent. Public
75 health continues to focus on outreach clinics and other healthcare partners continue to
76 provide clinics throughout Champaign-Urbana and the County.
77

78 Dr. Goodly left the meeting at 5:59 PM.
79

80 Mr. Jim Roberts stated that CUPHD is working with the District Attorney on an
81 Ordinance for Enforcement of COVID-19 Mitigation and looking at a fine structure for
82 non-compliant restaurants.
83

84 Mr. Roberts also provided environmental health updates. He stated that there is
85 a new public portal for food establishment inspection reports and from January 2020 to
86 January 2021 the District had a net decrease of 19 food establishments and the County
87 had a net increase of one. Additional items for consideration post COVID include a
88 disclosure of food establishment inspection results, consideration of raising fees for
89 food, water and sewage programs, a joint permit for mobile food establishments, and
90 corrections of ordinance errors which he believes the State's Attorney can write an
91 ordinance to correct those errors. Further discussion was held regarding the joint health
92 permit for mobile food establishments. The Board's consensus was to have one \$300
93 fee to be split between the District and the County. Dr. Jones will reach out to the
94 CUPHD Board of Health and this item will be placed on the next agenda.
95

96 Item #11, discussion of local CURE funding, was not needed due to other grant
97 funding.
98
99

104
105 Dr. Vura-Weis made a motion to place on file the CUPHD Reportable Diseases
106 and Performance Management reports. Mr. David Thies seconded the motion. With all
107 in favor, the motion carried.

108
109 **Old Business**

110
111 None

112
113 **Other Business**

114
115 The 2021 County Board of Health meeting schedule was presented.
116 Ms. Emanuel requested an additional meeting prior to June to further discuss the IPLAN
117 and COVID. Dr. Vura-Weis made a motion to approve the proposed meeting schedule
118 with the addition of a meeting on May 4, 2021 at 5:30 PM. Dr. Peterson seconded the
119 motion. With all in favor, the motion carried.

120
121 Dr. Vura-Weis made a motion to postpone the discussion of the 2021-2023
122 IPLAN. Mr. Thies seconded the motion. With all in favor, the motion carried. Ms. Pryde
123 noted that CUPHD has been recertified for five years.

124
125 **Public Participation on Non-Agenda Items**

126
127 None

128
129 **Next Meeting**

130
131 The next County Board of Health meeting will be Tuesday, May 4, 2021 at 5:30
132 PM.

133
134 **Adjournment**

135
136 With no further business to be discussed, Dr. Peterson made a motion to
137 adjourned the meeting. Dr. Vura-Weis seconded the motion. With all in favor, the
138 meeting was adjourned at 6:49 PM.

CHAMPAIGN COUNTY BOARD OF HEALTH

Tuesday, May 4, 2021

Call to Order

The Champaign County Board of Health held an electronic meeting via Zoom on May 4, 2021. The meeting was called to order at 5:34 PM by President, Dr. Krista Jones.

Roll Call

Upon roll call, the following Board members were found to be present: Dr. Krista Jones, President, Mr. David Thies, Dr. Dorothy Vura-Weis, Dr. Lyndon Goodly, and Mr. Jacob Paul, County Board Liaison. Dr. Julie Kumar, Vice President, Dr. John Peterson, Secretary/Treasurer, and Ms. Cathy Emanuel were absent.

Also present: Ms. Julie Pryde, CUPHD Administrator, Mr. Awais Vaid, Deputy Administrator and Epidemiologist, and Ms. Sarah Michaels, Interim Director of Environmental Health.

Approval of Agenda/Addendum

Mr. Thies made a motion to approve the agenda. Dr. Vura-Weis seconded the motion. With all in favor, the motion carried.

Public Participation on Agenda Items Only

None

Correspondence and Communications

Ms. Julie Pryde noted that Ms. Michaels is Interim Director of Environmental Health as Mr. Jim Roberts has retired. Pfizer is expected to receive Emergency Use Authorization making the COVID-19 vaccination available to anyone age 12 and older. CUPHD is hosting walk-in and community-based vaccination clinics. Ms. Pryde also noted the multiple awards that the agency has recently been given.

CUPHD

Item #1, Approval of Intergovernmental Agreement between CUPHD and Champaign County for an Immediate Allotment Transfer of Unused Local CURE Funds for the period of March 1, 2020 thru December 30, 2020 in the amount of \$36,411.29, was not needed.

Mr. Thies made a motion to approve the Allotment Transfer between the Champaign County Health Department and Champaign County for the Transfer of Unused Local CURE Funds for the period of March 1, 2020 thru December 30, 2020 in

54
55 the amount of \$156,039.00. Dr. Vura-Weis seconded the motion. With all in favor, the
56 motion carried.

57
58 COVID-19 vaccinations continue and the majority of the cases are from the
59 B.1.1.7 variant.

60
61 Dr. Jones reached out to the CUPHD Board of Health in regards to the proposed
62 joint health permit and fee for mobile food establishments operating in both jurisdictions
63 recommending a more equitable fee of \$300 to be split by the District and the County.
64 The CUPHD Attorney, Ruth Wyman, is working on an intergovernmental agreement that
65 can be voted on at a future meeting.

66 **Public Participation on Non-Agenda Items**

67
68 None

69 **Other Business**

70
71
72
73 Dr. Vura-Weis made a motion to approve the 2021 meeting schedule of June 15,
74 August 17, and November 16. An additional meeting may take place due to budget
75 review and approval. Mr. Thies seconded the motion. With all in favor, the motion
76 carried.

77
78 The 2021-2023 IPLAN was available for discussion. Ms. Pryde noted that
79 community-friendly versions are currently being produced. Dr. Vura-Weis discussed
80 local mental health options and plans.

81
82 Additional comments included Dr. Jones noting that the County Board of Health
83 needs to fill the position of a dentist for the board and a potential item for budget
84 discussions could include an allotment for mental health funding. The fund balance is
85 approximately \$601,000.

86
87 Dr. Vura-Weis would like to see the data surrounding overdoses. This item will be
88 added to the June meeting agenda for further discussion.

89 **Next Meeting**

90
91
92 The next County Board of Health meeting will be Tuesday, June 15, 2021 at 5:30
93 PM.

94 **Adjournment**

95
96
97 With no further business to be discussed, the meeting was adjourned at 6:25 PM.



**Champaign County Board of Health
Monthly Report for February, Fiscal Year 2021**

Total number of children seen from all programs this month: **124**

Total number of unique pediatric dental patients in BOH Fiscal Year 2021: **231**

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

- Champaign: **58**
 - 61820: **22**
 - 61821: **31**
 - 61822: **5**
- Fisher: **1**
- Mahomet: **2**
- Ogden: **2**
- Rantoul: **24**
- Savoy: **5**
- Tolono: **1**
- Urbana: **19**
 - 61801: **9**
 - 61802: **10**
- Other/Unknown: **12**

Breakdown of services provided for current month.

- Nitrous oxide: **12**
- Extraction: **15**
- Pulpotomy: **2**
- Stainless Steel Crown: **2**
- Fillings: **100**
- Silver Diamine Fluoride: **13**
- Sealant: **31**
- Fluoride: **67**
- Prophylaxis: **46**
- Xrays: **72**
- Exams: **85**

Dental Education Report - February 2021

Monday February 1st 2021

Staff hygienist completed prenatal visits at Frances Nelson Health Center and had contact with **2 women** and **1 appointments** were made.

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

Staff hygienist visited **2 adult** patients.

Monday February 3rd 2021

Staff hygienist completed prenatal visits at Frances Nelson Health Center and had contact with **7 women** and **3 appointments** were made.

Staff hygienist completed well child visits at Frances Nelson Health Center and had contact with **3 children** and **2 appointments** were made.

Monday February 5th 2021



Staff hygienist completed prenatal visits at Frances Nelson Health Center and had contact with **1 women** and **0 appointments** were made.

Staff hygienist completed well child visits at Frances Nelson Health Center and had contact with **9 children** and **3 appointments** were made.

Staff hygienist visited **2 adult** patients and scheduled **1 EMG appointment**.

Monday February 8th 2021

Staff hygienist completed prenatal visits at Frances Nelson Health Center and had contact with **4 women** and **3 appointments** were made.

Staff hygienist completed well child visits at Frances Nelson Health Center and had contact with **4 children** and **1 appointment** was made.

Monday February 10th 2021

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

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

Monday February 12th 2021

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

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

Monday February 15th 2021

Staff hygienist completed prenatal visits at Frances Nelson Health Center and had contact with **3 women** and **2 appointments** were made.

Staff hygienist completed well child visits at Frances Nelson Health Center and had contact with **6 children** and **3 appointments** were made.

Monday February 17th 2021

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

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



Total number of contacts: 67

Total number of prenatal: 28

Total number of prenatal appointments: 13

Total well child visits: 35

Total number of well child appointments made: 16

Total number of adult visits for dental pain/NPX: 4

Total number of appointments made: 1

*** No food pantry, presentation/health events nor HS/EHS due to covid-19 pandemic.*



**Champaign County Board of Health
Monthly Report for March, Fiscal Year 2021**

Total number of children seen from all programs this month: **153**

Total number of unique pediatric dental patients in BOH Fiscal Year 2021: **340**

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

- Champaign: **63**
 - 61820: **25**
 - 61821: **26**
 - 61822: **12**
- Fisher: **2**
- Mahomet: **2**
- Ogden: **1**
- Persotum: **3**
- Rantoul: **18**
- Savoy: **4**
- St. Joseph: **1**
- Thomasboro: **1**
- Tolono: **12**
- Urbana: **26**
 - 61801: **9**
 - 61802: **17**
- Other/Unknown: **20**

Breakdown of services provided for current month.

- Nitrous oxide: **19**
- Extraction: **47**
- Pulpotomy: **5**
- Stainless Steel Crown: **6**
- Fillings: **145**
- Silver Diamine Fluoride: **31**
- Sealant: **63**
- Fluoride: **73**
- Prophylaxis: **58**
- Xrays: **113**
- Exams: **102**



**Champaign County Board of Health
Monthly Report for April, Fiscal Year 2021**

Total number of children seen from all programs this month: **151**

Total number of unique pediatric dental patients in BOH Fiscal Year 2021: **457**

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

- Champaign: **61**
 - 61820: **23**
 - 61821: **23**
 - 61822: **15**
- Mahomet: **3**
- Rantoul: **23**
- Savoy: **5**
- St. Joseph: **3**
- Tolono: **7**
- Urbana: **34**
 - 61801: **11**
 - 61802: **23**
- Other/Unknown: **15**

Breakdown of services provided for current month.

- Nitrous oxide: **10**
- Extraction: **20**
- Pulpotomy: **0**
- Stainless Steel Crown: **1**
- Fillings: **81**
- Silver Diamine Fluoride: **15**
- Sealant: **23**
- Fluoride: **88**
- Prophylaxis: **78**
- Xrays: **119**
- Exams: **116**

SmileHealthy, a program of Promise Healthcare
Champaign County Board of Health Child Dental Access Program
Fiscal Year 2021 Report

	Jan 21	Feb 21	Mar 21	Apr 21	May 21	Jun 21	Jul 21	Aug 21	Sep 21	Oct 21	Nov 21	Dec 21	Total
Bondville													0
Broadlands													0
Champaign	70	58	63	61									252
Dewey													0
Fisher	1	1	2										4
Foosland													0
Gifford													0
Homer													0
Ivesdale													0
Ludlow													0
Mahomet	2	2	2	3									9
Ogden	1	2	1										4
Penfield	1												1
Pesotum			3										3
Philo													0
Rantoul	15	24	18	23									80
Royal													0
Sadorus													0
Savoy	5	5	4	5									19
Seymour													0
Sidney													0
St. Joseph			1	3									4
Thomasboro			1										1
Tolono		1	12	7									20
Urbana	37	19	26	34									116
Other/Unk	9	12	20	15									56
Total	141	124	153	151	0	0	0	0	0	0	0	0	569

**Total Unique
Patients in FY**

141 231 340 457

**Education
Contacts**

107 67 0 0

Total

174

Invoice Number:	2102
Date of Invoice:	March 29, 2021
Billing Period:	February 2021

To:

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

For the Following Expenses:

533.07 Professional Services - LHPG Communicable Disease	\$	6,834.99
533.07 Professional Services - LHPG Disease Intervention	\$	12,401.00
533.07 Professional Services - LHPG Tuberculosis	\$	2,462.00
533.07 Professional Services - LHPG Food	\$	19,960.83
533.07 Professional Services - LHPG Water	\$	4,691.42
533.07 Professional Services - LHPG Sewage	\$	7,260.33
533.07 Professional Services - Administration	\$	13,539.08
533.07 Professional Services - PHEP Grant	\$	3,567.38
533.07 Professional Services - TFC Grant	\$	-
533.07 Professional Services - Body Art Grant	\$	-
533.07 Professional Services - Narcan Grant	\$	-
533.07 Professional Services - Perinatal Hep B Grant	\$	-
533.07 Professional Services - Tanning Inspection Grant	\$	-
533.07 Professional Services - Vector Surveillance & Control Grant	\$	-
533.07 Professional Services - COVID-19 Mass Vaccination Grant	\$	121,470.49
533.07 Professional Services - COVID-19 Contact Tracing Grant	\$	433,671.59
533.07 Professional Services - Preventative Services	\$	-
533.07 Professional Services - Smoke-Free IL Citation Fee Reimb.	\$	-
533.07 Professional Services - County Well Water Testing	\$	69.91
Total Amount Due to CUPHD per Contract	\$	625,929.02

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

Invoice Number:	2103
Date of Invoice:	April 22, 2021
Billing Period:	March 2021

To:

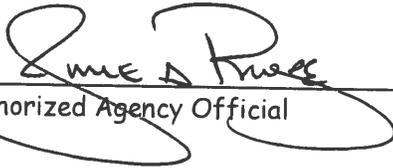
Champaign County Public Health Department
1776 East Washington Street
Urbana, Illinois 61802

For the Following Expenses:

533.07 Professional Services - LHPG Communicable Disease	\$	6,834.99
533.07 Professional Services - LHPG Disease Intervention	\$	12,401.00
533.07 Professional Services - LHPG Tuberculosis	\$	2,462.00
533.07 Professional Services - LHPG Food	\$	19,960.83
533.07 Professional Services - LHPG Water	\$	4,691.42
533.07 Professional Services - LHPG Sewage	\$	7,260.33
533.07 Professional Services - Administration	\$	13,539.08
533.07 Professional Services - PHEP Grant	\$	3,946.98
533.07 Professional Services - TFC Grant	\$	-
533.07 Professional Services - Body Art Grant	\$	-
533.07 Professional Services - Narcan Grant	\$	-
533.07 Professional Services - Perinatal Hep B Grant	\$	744.07
533.07 Professional Services - Tanning Inspection Grant	\$	-
533.07 Professional Services - Vector Surveillance & Control Grant	\$	822.06
533.07 Professional Services - COVID-19 Mass Vaccination Grant	\$	-
533.07 Professional Services - COVID-19 Contact Tracing Grant	\$	-
533.07 Professional Services - Preventative Services	\$	-
533.07 Professional Services - Smoke-Free IL Citation Fee Reimb.	\$	-
533.07 Professional Services - County Well Water Testing	\$	41.44
Total Amount Due to CUPHD per Contract	\$	72,704.20

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

Invoice Number:	2104
Date of Invoice:	May 27, 2021
Billing Period:	April 2021

To:

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

For the Following Expenses:

533.07 Professional Services - LHPG Communicable Disease	\$	6,834.99
533.07 Professional Services - LHPG Disease Intervention	\$	12,401.00
533.07 Professional Services - LHPG Tuberculosis	\$	2,462.00
533.07 Professional Services - LHPG Food	\$	19,960.83
533.07 Professional Services - LHPG Water	\$	4,691.42
533.07 Professional Services - LHPG Sewage	\$	7,260.33
533.07 Professional Services - Administration	\$	13,539.08
533.07 Professional Services - PHEP Grant	\$	3,636.78
533.07 Professional Services - TFC Grant	\$	-
533.07 Professional Services - Body Art Grant	\$	-
533.07 Professional Services - Narcan Grant	\$	-
533.07 Professional Services - Perinatal Hep B Grant	\$	-
533.07 Professional Services - Tanning Inspection Grant	\$	-
533.07 Professional Services - Vector Surveillance & Control Grant	\$	-
533.07 Professional Services - COVID-19 Mass Vaccination Grant	\$	-
533.07 Professional Services - COVID-19 Contact Tracing Grant	\$	-
533.07 Professional Services - Preventative Services	\$	-
533.07 Professional Services - Smoke-Free IL Citation Fee Reimb.	\$	-
533.07 Professional Services - County Well Water Testing	\$	172.12
Total Amount Due to CUPHD per Contract	\$	<u>70,958.55</u>

CERTIFICATION:

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


Authorized Agency Official



Public Health
Prevent. Promote. Protect.

**Champaign County
Public Health Department**

Information Memorandum

To: Champaign County Public Health Department Board of Health
From: Sarah Michaels, sm Interim Director of Environmental Health
Subjects: Champaign County Health Permit Renewals – Unpaid Establishments
Date: June 1, 2021

- Health permit renewal applications and invoices were mailed October 30, 2020 with a due date of November 30, 2020. The Board decided on prorated fees due to COVID-19.
- For those establishments that remained unpaid, we allowed extra time before mailing a “permit expired” notice. The due date on the notice was February 28, 2021 (see example on the following page).
- As of the date of this memorandum, there are still eight (8) unpaid establishments totaling \$1,875.00 in unpaid permit fees.
- In previous years, we have closed unpaid establishments until payment is made. What steps should be taken next?



Public Health
Prevent. Promote. Protect.

**Champaign County
Public Health Department**

Facility Name
Attn
Mailing Address
City, State, Zip

Re: Permit # – Facility Name
Street Address, City, State, Zip

EXPIRED HEALTH PERMIT

Please note that the Champaign County Public Health Department health permit for your establishment **expired on November 30, 2020.**

You were mailed an invoice and application for renewal of your health permit on October 31, 2020. The application and health permit fee (if applicable) were due on November 30, 2020, but nothing has been received by our office.

This is a reminder to submit your information by February 28, 2021. At this time, no late fee or reinstatement fee will be collected.

Permit	Facility Name	Address	City	Date Permit
1526	Duo	422 S. Garrard	Rantoul	12/16/2019
2728	Gifford Little League Concession	533 S. Main Street	Gifford	12/16/2019
3028	Harden Bison Ranch (Mobile F.M. Freezer)	6968E 1416N Road	Fairmount	11/25/2019
2492	Lucky Star Food & Liquor	CDB 2108 E. University Ave.	Urbana	11/22/2019
3088	Mexican Delicacies La Paloma No. 2 (Mobile) @ La Mixteca	CLOSED 510 N. Cunningham Avenue	Urbana	12/2/2019
2965	Not Too Far Bar	203 Chapin Street	Ivesdale	12/17/2019
301	Peace Meal	CDO 520 E. Wabash Avenue	Rantoul	11/6/2019
215	Peace Meal	CDO 500 E. Second	Homer	11/6/2019
2671	Peace Meal @ Ludlow Village Hall	CDO 202 E. Thomas Street	Ludlow	11/12/2019
	204 Rantoul Food Mart	515 S. Maplewood Dr.	Rantoul	12/17/2019
2278	Rantoul VFW Post 6750	675 N. Ohio Street	Rantoul	11/18/2019
3025	Tia's Chicken Box (Mobile) @ Duo	422 S. Garrard	Rantoul	12/4/2019
2411	TK's Cheesesteak (Mobile) @ Duo	422 S. Garrard	Rantoul	12/4/2019
3181	Whisk Coffee & Wine Bar	PD 1704 Patton Drive, Suite 4	Mahomet	10/30/2020

8

\$1,875.⁰⁰ TOTAL



Public Health
Prevent. Promote. Protect.
Champaign County Public
Health Department

Champaign County Board of Health Bylaws

The Champaign County Board of Health was created by Referendum in 1996 as set forth under Illinois law "An Act in Relation to the Establishment and Maintenance of County and Multiple County Health Departments", 55 ILCS 5/5-25001 et seq.

The mission of the Champaign County Public Health Department is to promote health, prevent disease, and lessen the impact of illness through the effective use of community-wide resources.

ARTICLE I NAME

The name of the governing body shall be the Champaign County Board of Health. The term "Board" shall be used in this document to mean and be applicable to the Board of Health.

ARTICLE II PURPOSE

The purpose of the Champaign County Health Department is to fulfill the public interest in assuring conditions conducive to good health and providing leadership in promoting and protecting the health of county residents. The Department shall carry out its mission through:

1. assessment and analysis of health conditions;
2. development of local health policies;
3. prevention and control of disease through health promotion, early intervention and health protection;
4. where applicable, enforcement of state laws and local ordinances pertaining to health;
5. Assurance of access to personal health care services;

6. minimizing the adverse impact of diseases and disabilities;
7. conducting programs in accordance with Illinois Department of Public Health certification standards for local health departments; and,
8. Coordination and planning with other entities for a comprehensive community health system.

ARTICLE III MEMBERS

1. Appointments to the Board are made by the Chair of the County Board with the approval of the County Board.
2. The Board of Health may make recommendations for appointments to the Chair of the County Board.
3. The Board shall be a nine-person Board, with at least two members being physicians licensed in Illinois to practice medicine, with at least one member to be a dentist, and with one member to be member of the Champaign County Board.
4. All members of the Board shall be chosen for their special qualifications for membership on the Board in conformance with the County Health Department Act, 55 ILCS 5/5-25012 et seq.
5. If an agenda item comes before the Board as to which a Board member has a conflict of interest, the Board member shall state that they have a conflict of interest, the nature of the conflict of interest, and shall thereafter abstain from any discussion as to the agenda item, and shall not vote on the agenda item.
6. The Chair of the County Board, with the approval of the County Board, may remove any member for neglect of duty. It shall be prima-facie neglect of duty for any member of the Board of Health to fail to attend three consecutive meetings during the course of their term, unless the Chair of the Board of Health has excused the absences.

ARTICLE IV TERMS OF MEMBERSHIP

1. Terms of Board members are for a three-year term, with the exception of the County Board member, whose appointment is for two years at the time of County Board reorganization.
2. Terms shall be staggered such that the terms of no more than three members shall expire in a given year. Members of the board may succeed themselves.

3. Except for the County Board member, each term shall commence on July 1. All Board members, including the County Board member so long as that individual continues to be on the County Board, shall continue to serve until they have been replaced.
4. Vacancies shall be filled by appointment of the Chair of the County Board, with approval of the County Board, with the appointees to serve the remainder of the unexpired term.

ARTICLE V OFFICERS

1. The officers of the Board shall be President, Vice-President, and Secretary/Treasurer. These officers shall be elected annually at the June meeting by this Board and serve a term of one year.
2. In the absence of the President, Vice-President, and Secretary/Treasurer, the Board member in attendance with the longest membership tenure shall preside over meetings.
3. All officers shall serve a one year term or until a successor is elected. Officers shall take office upon their election. No member shall hold more than one office at a time.
4. To insure continuity of offices, each officer shall retain his or her office until his or her term of appointment to the Board of Health ends, or the new officer's term commences, whichever is of a lesser duration. In the event that an office becomes vacant before a regularly scheduled election, the Board shall fill the vacancy at its next regular meeting. The elected officer shall serve the remainder of the term until the annual election of officers.
5. The duties of the officers of the Board shall be those, which are customary for such officers, as defined in Roberts Rules of Order, and any other duties and conditions as shall be set forth in these bylaws.
 - A. The President:
 1. Shall preside at all meetings of the County Board of Health.
 2. Shall have the usual powers and duties customarily vested in the office of a Board President.
 3. May appoint such committees from the Board as are appropriate for the conduct of Board business.
 4. Shall serve as an ex-officio member of all committees.
 5. Shall be responsible for the enforcement of the Board's Bylaws, rules

and regulations.

6. Shall serve as the official spokesperson for the Board.

7. Shall have the authority to call a special meeting.

B. The Vice-President:

1. Shall perform the duties of the President in the absence of the President.

2. Shall preside at all meetings of the Board of Health in which the President is absent.

C. The Secretary/Treasurer:

1. Shall be responsible for the minutes and records of the meeting.

2. Shall perform all other duties of the President in the absence of the President and the Vice-President.

3. Shall preside at all meetings of the Board of Health in which the President and Vice-President are absent.

4. Shall keep a full and accurate account of all receipts and disbursements.

ARTICLE VI MEETINGS

1. The Board shall hold meetings at least four times per year, with the calendar of meetings to be determined by the Board. The Board shall not hold a meeting in the month of December in any year unless specifically approved by the Board. A majority vote by the Board may change the meeting date.
2. Special meetings may be called by the President, or upon a written request signed by three members of the Board and filed with the Secretary, or by request of the Public Health Administrator.
3. All Board members must be notified of Board meeting dates in writing or electronically at least 7 days in advance of any regular meeting. All Board members must be notified of special Board meeting dates in writing or electronically at least 48 hours in advance of any special Board meeting.
4. All Board members must be sent a copy of the Board meeting agenda and accompanying documents in writing or electronically at least 7 days in advance of a regular meeting. All Board members must be sent a copy of the special Board meeting agenda and accompanying documents in writing or electronically at least 48 hours in advance of any special Board meeting.

5. Anyone wishing to address the Board during a meeting shall be allowed to do so during the public participation item on the Board's agenda. The Board may set a time limit for such participation.
6. The latest edition of Robert's Rules of Order shall govern any rules of parliamentary procedure in all cases to which they are applicable and not inconsistent with these Bylaws.
7. All questions before the Board, with the exception of Bylaws changes, shall be decided by a simple majority vote of all members present; however, no action of the Board shall take effect unless a quorum of the Board members is present. A quorum shall be defined as a majority of the Board members. A member who is present but abstaining from a vote shall count toward a quorum.

Further Resolved: Unless duly modified by the Board, regular meetings of the Board shall be scheduled for the months of March, June, August and November of each year.

ARTICLE VII COMMITTEES

The Board will organize two standing committees. The Executive Committee is comprised of the three officers and is chaired by the President. The Budget Committee consists of the Treasurer, who chairs the committee, and at least one other member of the Board nominated by the President and approved by the Board.

The Board may organize special committees from time to time. Their membership will consist of members nominated and approved by the Board. Special committees may include citizen representatives from the county.

ARTICLE VIII DUTIES OF BOARD

1. The Board shall, according to the requirements of the County Health Department Act, 55 ILCS 5/5-25001 et seq, within the professional and technical competence of its staff and the number of staff employed, enforce all state laws pertaining to the preservation of health, and all County Ordinances and Resolutions and shall enforce all rules and regulations promulgated by the Illinois Department of Public Health, except as otherwise provided in the County Health Department Act.
2. The Board shall consider the public health needs of the community and shall, according to the requirements of the County Health Department Act, recommend to the Champaign County Board the enactment of such ordinances and rules and regulations as may be necessary or desirable for protection of the health of Champaign County citizens and the control of disease in Champaign County.
3. The Board shall appoint a Public Health Administrator as the chief executive officer of the Health Department. If the Administrator of the

County Health Department is not a physician licensed in Illinois to practice medicine; the Board shall select a physician licensed in Illinois to practice medicine to serve as Medical Advisor. The Medical Advisor's duties shall include signing standing orders and being available to provide medical supervision and recommendations to professional staff. The Medical Advisor may be compensated for his or her services.

4. The Board shall employ a staff, selected by the chief executive officer, adequately qualified to carry out the department program and which shall meet "The Minimum Qualifications for Personnel Employed By Local Health Departments As Established By The Illinois Department of Public Health", and shall adopt personnel policies, which shall be kept in writing and made available to employees.
5. The Board may on an annual basis evaluate the performance of the chief executive officer.
6. The Board may enter into contractual agreements for the provision of program services approved by the Board, and shall on an annual basis evaluate any program service for which it has contracted.
7. The Board shall provide for, or request, adequate financing for the Health Department, and shall adopt fiscal policies which shall be in writing.
8. The Board may enter into contractual agreements for the provision of program services approved by the Board with official or non-official agencies, or individuals, and shall on an annual basis evaluate any program service for which it has contracted.
9. The Board may adopt a resolution permitting the charging and collection of fees as may be deemed necessary to finance selected health services. The Board of Health is specifically authorized to set fees pursuant to 55 ILCS 5/5-2501, and these fees do not have to be approved by the County Board. The Board of Health has only to report on the fees actually collected to the County Board.
10. The Board shall provide, equip, and maintain suitable offices, facilities, and appliances for the health department.
11. Within its jurisdiction, and professional and technical competence, the Board shall:
 - a. Make all necessary sanitary and health investigations and inspections.
 - b. Investigate the existence of any contagious or infectious disease and adopt measures, not inconsistent with the regulations of the State Department of Public Health, to arrest its progress.
 - c. Enforce and observe all State laws pertaining to the preservation of

health and all county ordinances except as otherwise provided in these Bylaws.

- d. Upon request, give professional advice and information to all villages, incorporated towns, and rural school authorities, within its jurisdiction, in all matters pertaining to sanitation and public health.
12. Prescribe the powers and duties of all officers and employees, fix their compensation, and authorize payment of the same and all other department expense from the County Health Fund of Champaign County.
13. Receive contributions of real and personal property.
14. Consult with all other private and public health agencies in the county as to the development of local plans for the most efficient delivery of health services.

ARTICLE IX FISCAL YEAR

The fiscal year of the Board shall commence December 1st of each year.

ARTICLE X BUDGET AND DISBURSEMENTS

1. The Board shall require staff to prepare budgets on or before its August board meeting of each year for Board approval, which will then be presented to the Champaign County Board for the succeeding fiscal year for approval.
2. The Board shall periodically review the fiscal status of the Health Department and shall act upon all bills presented since the last meeting. The approval of these bills shall be by majority vote.
3. The Board shall periodically review salary information related to staff as outlined in the personnel policies and the Health Department Act.

ARTICLE XI AUDIT

The Board shall cause an audit to be made of the Health Department accounts. The audit may consist of the County Treasurer's annual audit of all accounts, or in the alternative, an audit by a certified auditor.

ARTICLE XII ACCOUNTS

The Board shall keep a record in the Health Department headquarters of all receipts and disbursements. This record shall be compared monthly or by pay period with the records of the County Treasurer and Auditor.

ARTICLE XIII ANNUAL REPORT

The Board shall publish, within 90 days after November 30th of each year, an annual report detailing the Health Department activities, revenue, and expenditures for the past year. This report shall be in pamphlet form as required by law, shall be distributed and made available to members of the Champaign County Board as well as the general public.

ARTICLE XIV COMPENSATION FOR MEMBERS OF THE BOARD

Board of Health members may receive mileage reimbursements to attend Board meetings and committee meetings, consistent with the practices of the Champaign County Board. Mileage is to be paid at the rate established by the applicable regulations of the Internal Revenue Service.

Board of Health members may be paid mileage payments and actual expenses incurred to attend meetings of the Illinois Association of Boards of Health, or other meetings as designated by the Board of Health, with such expenses to be approved by the Board prior to being incurred. Reasonable expenses shall be defined to include: taxicab fares, parking fees, registration fees, and car rentals when appropriate, lodging, and meal expenses not to exceed the maximum per diem allowed by the County Board. Alcoholic beverages are excluded from reimbursement.

ARTICLE XV PROPERTY OF THE BOARD

1. The Board shall require the Public Health Administrator to keep an accurate inventory of all property of the Department.
2. The Board shall cause all the property of the Department to be adequately protected by insurance.
3. The Board may require that property of the Department destroyed or damaged by carelessness of any employee, be replaced at the expense of the employee should circumstances justify such action.
4. The Board is authorized to lease or to acquire by purchase, construction, lease-purchase agreement or otherwise and take title in its name and to

borrow money, issue debt instruments, mortgages, purchase money mortgages and other security instruments, maintain, repair, remodel or improve such real estate as may be reasonably necessary for the housing and proper functioning of the health department.

ARTICLE XVI AMENDMENTS TO THE BYLAWS

Members of the Board may amend these bylaws by a vote of two-thirds of the members of the Board during an official meeting, provided that a written copy of the proposed changes is sent to each Board member at least two weeks before the meeting at which the Bylaws are to be amended.

ARTICLE XVII ETHICS

1. No member of the Board shall accept any gift based upon any understanding, either explicitly or implicit, that a judgment or decision would be influenced or in return for advice or assistance on any matter concerning the operation of business of the Department.
2. No member may vote on an issue where he or she has taken or received, or offered to take or receive, directly or indirectly, any money or other thing of value as a gift or bribe as a means of influencing his or her vote or action in his or her official capacity.
3. No member of the Board shall disclose confidential information or use confidential information gained in the course of his or her position for financial gain.
4. No member of the Board shall engage in or permit unauthorized use of department owned property, equipment, supplies, or personnel.
5. No member of the Board shall take any action that shall constitute a conflict of interest as defined in Article III, Paragraph 5 of these Bylaws.