



Champaign County Board of Health

Monthly Meeting

September 27, 2005

The Board of Health of Champaign County Health Department held its monthly meeting on September 27, 2005, at the Champaign-Urbana Public Health District's satellite office at 815 N. Randolph Street, Champaign. Dr. Doug Wright called the meeting to order at 6:00 p.m. Upon roll call the following board members were found to be present: Dr. Doug Wright, President; Ms. Kimberly Winston, Secretary; Dr. John Peterson, Treasurer; Ms. Susan Maurer, Dr. Tom O'Rourke, Dr. Julian Rappaport, and Ms. Carrie Storrs. Dr. Safwat Wahba arrived shortly after roll call. Mr. Larry Sapp was absent.

The first agenda item was the approval of minutes from the August 16, 2005, monthly meeting. Dr. O'Rourke made a motion to approve the minutes. Ms. Storrs seconded the motion. With all in favor the motion carried.

Public Participation – None

The next agenda item was the Monthly Reports through August. Mr. Garry Bird informed the board members that the monthly division reports would now be accessible through CUPHD's intranet.

Correspondence and Communications – None

The next agenda item was the Treasurer's Report. Dr. Peterson reported that there was no activity in the last month and briefly reviewed the figures. Dr. Wright placed the report on file.

The first item of Old Business was Grant Information Routing. Mr. Bird reported that he had spoken to Ms. Carol Wadleigh of the Champaign County Auditor's Office to ascertain what information she needed regarding grants. A spreadsheet was developed

that would indicate what grants are applicable to Champaign County, when the grants were written, and when the checks are sent for each, all information that Ms. Wadleigh was previously not made aware of.

The next item of Old Business was the Bylaws. Dr. Peterson reported that the committee had reviewed Bylaws from approximately ten other health departments and created a list of sections that were relevant to the purposes and activities of the Champaign County Board of Health. Ms. Susan McGrath then helped the committee turn those sections into a draft document that would help clarify issues such as, among others, terms of office, officers, and methods of removal. Dr. Peterson introduced the draft for review by other board members. He stated that he would like the draft to be included on the next agenda and if any other members had questions in the meantime they could email those questions to him.

The next item was a Report on Health Check Clinics. Dr. Rappaport reported to the board that he and Ms. Storrs had met with Public Health Nurses regarding this matter. He stated that the committee was not yet recommending any action until some sort of policy had been adopted regarding goals and assessment of the clinics. Ms. Storrs added that adjustments shouldn't be made to the clinics until an assessment had been made of perceived needs versus actual needs. Dr. O'Rourke suggested using the consultant's report as a starting point with which to identify concerns and come up with a few solutions worthy of consideration. Discussion was then held regarding how flu clinics would be handled this year. Mr. Bird reported that the flu clinics would be starting in mid-October, that the supply of vaccine should be readily available this year, and that the WOW and WOWee mobile clinics would be utilized for providing flu vaccinations. He also reported that the first group of people to receive vaccinations would be victims of Hurricane Katrina that were in the area, and that the bus station would be a likely location for this group to be vaccinated.

The last item of Old Business was the Draft of the CIDES Contract. This agenda item was deferred until the October meeting.

The first item of New Business was the Electronic Communications Proposal. Mr. Bird informed the board that meeting agendas, minutes of previous meetings, and division reports would now be available to them on CUPHD's intranet. He suggested that board members go there to collect any information they need, including minutes and division reports, rather than having packets printed up and delivered prior to each meeting. However, if a board member requests a hard copy of the information it will be provided to them.

The next item of New Business was the Governor's Unique Achievement Award, and award being presented to the Community Health Nurses for their vital services to senior citizens in Champaign County. Mr. Bird reported that an awards luncheon would take place on October 5 at the Governor's Mansion, to be attended by himself and Ms. Charlene Stevens, head nurse on the program.

In Other Business, Ms. Barb Wysocki informed the board of the status of the search for a new Executive Director. She stated that she thought it would be beneficial for a member of the Champaign County Board of Health to be involved with the search process since the Executive Director would have to have direct involvement with the board, and also due to the public health expertise of the members. Mr. Bird suggested that the board name that person immediately so the search committee could get started with applications already received for the position. Dr. O'Rourke nominated Ms. Maurer to be the Champaign County Board of Health representative to the search committee. Ms. Winston seconded the nomination. With all in favor, Ms. Maurer was chosen as the board's representative in this matter. Dr. Rappaport inquired if members of the community would be involved in the search process. Ms. Wysocki stated that it was an idea that would be considered when finalizing the search committee.

Dr. Wright called for agenda items for the next meeting. Agenda items will include Mr. Bird's Administrator's Report, further discussion on the Health Check Clinic Report, Bylaws, the CIDES contract, and possible training opportunities for Board of Health members.

The next meeting will be held October 25, 2005, at 6:00 p.m.

With no further business to be discussed Dr. O'Rourke made a motion to adjourn the meeting. _____ seconded the motion. With all in favor the motion carried. Dr. Wright adjourned the meeting at 7:04 p.m.

President

Secretary

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