

## CHAMPAIGN COUNTY BOARD OF HEALTH

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### **Contract Subcommittee Meeting Monday, June 18, 2007, 4:00 p.m.**

#### Call to Order

The Board of Health Contract Subcommittee held a meeting on June 18, 2007 in Meeting Room 2 at the Brookens Administrative Center, 1776 East Washington, Urbana. The meeting was called to order at 4:10 p.m. by Thomas O'Rourke.

#### Roll Call

Thomas O'Rourke, John Peterson, and Julian Rappaport were present at the time of roll call. The other person present was Susan McGrath (Senior Assistant State's Attorney).

#### Public Participation

There was no public participation.

#### Discussion and Recommendations Concerning the Investigation of Alternatives for Service Delivery of Board of Health Programs by Community Organizations and Agencies Within and Outside Champaign County, Including Other County Health Departments

O'Rourke asked McGrath to update the subcommittee on the meetings she has recently attended. McGrath said the Board of Health (BOH) will receive a proposal from the Regional Planning Commission as an alternative to the home nursing program that the BOH contracts with the Champaign-Urbana Public Health District (CUPHD) to provide. Rappaport and McGrath met with Peter Tracy and Darlene Kloepfel to discuss whether they could provide more comprehensive services than CUPHD currently offers. Tracy is eager to expand the Mental Health Board's programmatic work in the rural Champaign County area. The BOH Budget Subcommittee has met with Julie Pryde, the interim CUPHD Administrator to discuss the programs offered by CUPHD and the related costs to determine what services CUPHD will offer in the next fiscal year. Pryde recommended using the CUPHD mobile unit to visit sites designated by the BOH to provide services to county residents on a calendar set by the BOH. Gary Bird has retired as Director of the Environmental Health Division and CUPHD has yet to hire a replacement. Pryde should return with more information about the actual costs of Environmental Health services and the percentage covered by fees to answer questions the BOH has been asking for over a year regarding its budget. Pryde is aware the Contract Subcommittee is researching the possibility of administrative assistance outside of CUPHD and that the BOH would receive a proposal from Deb Busey for the BOH's secretarial services to be provided by the Champaign County Administrative Services Department.

O'Rourke inquired about Pryde's response to these meetings. Peterson said CUPHD is going to drop the home nursing program, but otherwise Pryde seemed open to discussions about providing services. The subcommittee discussed paying for specific administrative costs with CUPHD by paying a percentage of the Administrator's salary. The subcommittee discussed the BOH's administrative needs. McGrath described the legal interpretation of the contract between

the BOH and CUPHD for public health and administrative services. The BOH is concerned because the previous CUPHD Administrator obtained a legal interpretation that he did not have to provide administrative support to the BOH. The subcommittee wants the contract understanding to be consistent for the BOH, CUPHD Board, and CUPHD Administrator. The search to obtain services from other entities is an effort to have a back-up plan should CUPHD decline to provide services. McGrath advised the BOH to communicate directly with the CUPHD Board on these issues to facilitate greater mutual understanding and contract enforcement. The subcommittee continued to discuss the commitments set by the contract language and the relationship with the previous CUPHD Administrator from which this situation arose. Peterson will meet with Carol Elliott of the CUPHD Board before the next BOH Budget Subcommittee meeting. He also would try to meet with Julie Pryde. A deadline for making decisions was debated to ensure choices will not be limited by a lack of time.

The subcommittee and McGrath talked about requesting involvement in the CUPHD Board's selection of the next Administrator and Environmental Health Director because both positions have a significant impact on the BOH's service delivery.

**MOTION** by Peterson to recommend that the BOH propose to the CUPHD Board an annual payment equivalent to 10% of the Administrator's salary commencing in fiscal year 2008 in return for the services contracted in the present agreement as part of the budget process; seconded by Rappaport. **Motion carried.**

The subcommittee discussed if the BOH wanted to request involvement in the search for any head of a CUPHD Division or only specific divisions. McGrath noted CUPHD is combining and re-forming some of its divisions.

**MOTION** by O'Rourke to direct McGrath to draft a motion to request BOH participation in the search for the new CUPHD Administrator and Director of the Environmental Health Divisions; seconded by Rappaport. **Motion carried.**

Discussion and Recommendations Concerning Alternative Funding for Board of Health Programs, Including Grant Research and Application, and Raising the Board of Health Levy

The Budget Subcommittee is meeting with Pryde to over budgetary concerns and development of the FY2008 budget. Peterson asked if the secretarial support services would change with a proposal from Deb Busey, which McGrath confirmed would occur. The BOH was looking to receive more support services for meeting minutes and agendas than they have gotten in the past.

McGrath stated that Deb Busey was gathering information about potentially increasing the Board of Health levy. Peter Tracy of the Mental Health Board continues to be interested in funding a joint grant-writing position with the BOH. McGrath will keep in touch with Tracy and provide an update at the June BOH meeting.

Establishment of Next Meeting Date(s)

The next meeting would be held on August 14, 2007 at 4:30 p.m.

Adjournment

The meeting was adjourned at 5:35 p.m.

Respectfully submitted,

Kat Bork  
Board of Health Secretary