



# EAST CHICAGO HEALTH DEPARTMENT

100 W. CHICAGO AVENUE, EAST CHICAGO, IN 46312

219.391.8467 fax 219.391.8494

**ANTHONY COPELAND, MAYOR**

**Dr. Paula Benchik Abrinko, Health Officer**

**Diana Garcia- Burns, Health Director**

## **Health Finance & Board Meeting Minutes**

**February 3, 2021 5:00 pm**

**Health Department Classroom**

**100 W. Chicago Avenue**

**East Chicago, 46312**

### **Join Zoom Meeting**

<https://us02web.zoom.us/j/82636050234?pwd=Sjd3ZkRJRlRlK0daanJJcThMODBZUT09>

Meeting ID: 826 3605 0234

Passcode: 714969

---

One Tap Mobile

Dial- in 312-626-6799

#### **I. Call to order**

- Diane P called the meeting to order
- Attendance: Natalie A. (Zoom), Dr. Sabrina R. (Zoom), Loretta P. (Zoom), Rev. Wade (Zoom), Diana B. (In-person), Dr. Benchik (In-person), Attorney Harris (In-person)

#### **II. New Business**

- Review and approval of minutes from the following meeting:
  - i. Board Meeting Minutes 1/13/2021
    - Natalie A made a motion to approve the Board Meeting minutes from 01/13/2021, Dr. Sabrina R. second the motion, all in favor and the motion passes.
- Review and approval of the following payroll warrant and warrant claim
  - ii. Payroll Warrant 01202021 dated January 22nd for \$21,787.93
  - iii. Warrant Claim 020321HB dated January 28, 2021 for \$12,001.16
    - Natalie A. made a motion to approve payroll warrant 01202021 dated January 22nd for \$21,787.93 and warrant claim 020321HB dated January 28, 2021 for \$12,001.16, Dr Sabrina R. second the motion, all in favor and the motion passes.
- Review and approval the following contracts for service:
  - i. Raymond Carrillo- Contract for Service, ratification

- Natalie A. made a motion to approve Raymond Carrillo contract for service ratification, Rev Wade second the motion, all in favor and the motion passes.
  - ii. Celia Cuevas- Nasal Swabbers
  - iii. Mayra L. Abunusair- Nasal Swabbers
    - Natalie A. made a motion to approve Celia Cuevas and Mayra Abunusair contracts as nasal swabbers, Rev Wade second the motion, all in favor and the motion passes.
  - iv. Marissa McCollum- Contract for Service Vaccination/ Non Clinical Staff
  - v. Chanthini Fowler- Contract for Service Vaccination/ Non Clinical Staff
  - vi. Raymond Carrillo- Contract for Service Vaccination/ Non Clinical Staff
  - vii. Alan McCoy- Contract for Service Vaccination/ Non Clinical Staff
    - Natalie A. made a motion to approve Marissa McCollum, Chanthini Fowler, Raymond Carrillo and Alan McCoy contracts for service vaccination/ non clinical staff, Rev Wade second the motion, all in favor and the motion passes.
  - viii. Marcia Lambert- Contract for Service Vaccination Clinical Staff
  - ix. Brenda Grey- Contract for Service Vaccination Clinical Staff
  - x. Christine McCollum- Contract for Service Vaccination Clinical Staff
  - xi. Chona Carbonell- Contract for Service Vaccination Clinical Staff
  - xii. Maria Vargas- Contract for Service Vaccination Clinical Staff
  - xiii. Helen Hernandez- Contract for Service Vaccination Clinical Staff
  - xiv. Michelle Konnick- Contract for Service Vaccination Clinical Staff
  - xv. Deshanna Alexander- Contract for Service Vaccination Clinical Staff
  - xvi. Adoness Torres- Contract for Service Vaccination Clinical Staff
  - xvii. Marie Schafbuch- Contract for Service Vaccination Clinical Staff
    - Natalie A. made a motion to approve Marcia Lambert, Brenda Grey, Christine McCollum, Chona Carbonell, Maria Vargas, Helen Hernandez, Michelle Konnick, Deshanna Alexander, Adoness Torres and Marie Schafbuch contracts for service vaccination clinical staff, Rev Wade second the motion, all in favor and the motion passes.
- Review and approval of new service provider contract:
  - i. 3- Ipad- Ipad 1 time fee of 299.99 for all 3 devices with a monthly service rate of 89.97.
  - ii. Natalie A made a motion to approve AT&T agreement contract with 1 time fee of 299.99 for all 3 devices with a monthly service rate of 89.97, Rev. Wade second the motion, all in favor and the motion passes.

III. Old Business

- N/A

IV. Discussion

- N/A

V. Director Update

- Diana B- Spoke about the vaccination clinic providing 881 vaccines with no wait time, received the second shipment of the vaccine, the second dose time is up to six weeks, eligibility for the vaccine at this time is 65 years and older, first responders and healthcare workers, pending meeting with the state on the school's re-entry direction, provided 1700 COVID test in January,


1. Health Officer Update

- Dr. Benchik Abrinko- Spoke about receiving feedback from many people who have come to the vaccination clinic that everything is working out well and complimented the staff on their efficiency.

VI. Adjournment

- Rev Wade made a motion to adjourn, Natalie A second the motion, all in favor.

Signature: \_\_\_\_\_

 3/3/21