



# EAST CHICAGO HEALTH DEPARTMENT

100 W. CHICAGO AVENUE, SUITE 100A, EAST CHICAGO, IN 46312

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**ANTHONY COPELAND, MAYOR**

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

**Diana Garcia-Burns, Health Director**

## MINUTES

### HEALTH FINANCE MEETING

March 1, 2023 at 5:30 pm

Health Department Lobby Conference Room

100 W. Chicago Avenue

East Chicago, IN 46312

### Join Zoom Meeting

<https://us02web.zoom.us/j/88327632089?pwd=aCt3eVZZUm1pS3BKNHc4ZWlvZDAwdz09>

Meeting ID: 883 2763 2089

Passcode: 367457

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One Tap Mobile

312-626-6799

#### I. CALL TO ORDER:

Dr. Libiran called the meeting to order at 5:32pm

#### II. ROLL CALL:

Roll call was taken and in attendance were Dr. Matthew Libiran (in-person), Dr. Rev. James Wade (in-person) and Brenda Walker (in-person). Also in attendance were Dr. Paula Benchik-Abrinko (in-person), Diana Garcia-Burns (in-person) and Attorney Jewel Harris (in-person). Absent were Natalie Adams, Dr. Sabrina Reed, and Loretta Parker.

#### III. NEW BUSINESS

- Review and approve minutes from following meeting:
  - i. Health Finance and Board Meeting Minutes from February 1, 2023
    - Dr. Libiran requested a motion to approve the Health Finance and Board Meeting Minutes from February 1, 2023.
    - Dr. Rev. James Wade made a motion to approve the minutes. Brenda Walker second the motion. With no questions or concerns, vote was taken. All in favor, the motion carries.
- Review and approve the following payroll warrants:
  - i. Payroll Warrant 020323 dated February 3, 2023 in the amount of \$19,870.06
  - ii. Payroll Warrant 021723 dated February 17, 2023 in the amount of \$19,845.65
    - Dr. Libiran requested a motion to approve payroll warrants 020323 dated February 3, 2023 in the amount of \$19,870.06 and 021723 dated February 17, 2023 in the amount of \$19,845.65.
    - Dr. Rev. James Wade made a motion to approve payroll warrants 020323 and 021723. Brenda Walker second the motion. With no questions or concerns, vote was taken. All in favor, the motion carries.

- Review and approve the following claim warrant:
  - i. Claim Warrant 030123HB dated February 23, 2023 in the amount of \$8,692.28
    - Dr. Libiran requested a motion to approve claim warrant 030123 dated February 23, 2023 in the amount of \$8,692.28.
    - Dr. Rev. James Wade made a motion to approve claim warrant 030123HB. Brenda Walker second the motion. With no questions or concerns, vote was taken. All in favor, the motion carries.
- Past Due Invoice Gateway Triangle Corp NOV2022-HD in the amount of \$8.00
  - Dr. Libiran requested a motion to approve past due invoice Gateway Triangle Corp NOV2022-HD in the amount of \$8.00. Attorney Harris requested confirmation that the dollar amount was correct. Diana Garcia-Burns stated it was corrected and that is was for a car wash.
  - Dr. Rev. James Wade made a motion to approve the past due invoice. Brenda Walker second the motion. With no questions or concerns, vote was taken. All in favor, the motion carries.

IV. ADJOURNMENT

With no further finance business, Dr. Matthew Libiran adjourned the meeting at 5:35 pm.