



EAST CHICAGO HEALTH DEPARTMENT

100 W. CHICAGO AVENUE, EAST CHICAGO, IN 46312

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ANTHONY COPELAND, MAYOR

Dr. Paula Benchik Abrinko, Health Officer

Diana Garcia- Burns, Health Director

Health Finance & Board Meeting Minutes

March 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=Sjd3ZkRJRIRhK0daanJJcThMODBZUT09>

Meeting ID: 826 3605 0234

Passcode: 714969

One Tap Mobile

312-626-6799

Meeting ID: 826 3605 0234

Passcode: 714969

I. Call to order

- Diane P called the meeting to order
- Lorretta P (Zoom), Dr. S. Reed (Zoom), Natalie A. (Zoom) Dr. Libiran (Zoom), Diane P (In-Person), Attorney Harris (Zoom)

II. New Business

- Review and approval of minutes from the following meeting:
 - i. Board Meeting Minutes 2/3/2021
 - 1. Dr. Libiran made a motion to approve the Board Meeting minutes from 2/3/2021, Natalie A second the motion, all in favor and the motion passes.

Review and approval of the following payroll warrant and warrant claim

- ii. Payroll Warrant 020521 dated February 5, 2021 for \$23,132.02
- iii. Payroll Warrant 021921 dated February 19, 2021 for \$22,725.93
 - 1. Natalie A made a motion to approve payroll warrant 020521 dated February 5, 2021 for \$23,132.02 and payroll warrant 021921 dated February 19, 2021 for \$22,725.93, Loretta P second the motion, all in favor and the motion passes.
- iv. Warrant Claim 030321HB dated February 25,2021 for \$35,547.64
 - 1. Natalie A made a motion to approve warrant claim 030321HB dated February 25,2021 for \$35,547.64, Loretta P second the motion, all in favor and the motion passes.

Review and approve the following late invoice.

- i. North Central Veterinary Emergency Center dated October 31, 2020, Invoice 92310/499146, for \$329.75.
 1. Natalie A made a motion to approve North Central Veterinary Emergency Center dated October 31, 2020, Invoice 92310/499146, for \$329.75, Loretta P second the motion, all in favor and the motion passes.
- Review and approve the following service agreements.
 - i. Helmer- Service and Maintenance VFC 2 refrigerators and 1 freezers dated December 31, 2020 for \$1026.00 (Final Service of 2020)
 - ii. Helmer- Service and Maintenance VFC 2 refrigerators and 1 freezers dated December 31, 2021 for \$2180.25 (Service cost for entire year)
 1. Natalie A made a motion to approve Helmer- Service and Maintenance VFC 2 refrigerators and 1 freezers dated December 31, 2020 for \$1026.00 (Final Service of 2020) and Helmer- Service and Maintenance VFC 2 refrigerators and 1 freezers dated December 31, 2021 for \$2180.25 (Service cost for entire year), Loretta P second the motion, all in favor and the motion passes.

Review and approval the following contract for service:

- i. Paula Swenson- Vaccination Clinical Staff
- ii. Linda Tyner- Vaccination Clinical Staff
- iii. Ryan Jongsman- Vaccination Clinical Staff
 1. Natalie A made a motion to approve Paula Swenson, Linda Tyner and Ryan Jongsman Vaccination Clinical Staff Contract for service, Loretta P second the motion, all in favor and the motion passes.

III. Old Business

- N/A

IV. Discussion

- N/A

V. Director Update

- Mrs. Burns- Presented to the board the February 2021 Health Department Report, which included vital records, health inspections, nursing, emergency preparedness, animal control, grant awards, staffing needs, building updates, and ethnicity of clients served in East Chicago. Mrs. Burns also spoke about moving the City to stage 4.5 due to the positivity rate lowering.


VI. Health Officer Update

- Dr. – Spoke about letter received from Occupational Health at Saint Catherine about THC as it relates to positive drug test, gave insight on conversations with Arcelormittal, City of East Chicago drafted an Executive Order on handling COVID19 cases, discrepancies found in the process, direction given and the City

will revise and re-issue the executive order. Dr. Benchik shared a positive review that the health department received.

VII. Adjournment

- Natalie A made a motion to adjourn the meeting, Dr. Reed second the motion, all in favor and the motion passes.

Signature  4/7/21