



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 Minutes

September 1, 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

I. Call to order

- Attendance: Natalie A (Zoom), Dr. S. Reed (Zoom), Dr. M. Libiran (Zoom)
Diane P (In-Person), Attorney Harris (Zoom), Diana B(In- Person), Dr. Benchik
(In- Person)

II. New Business

- Review and approve minutes from the following meeting:
 - i. Board Meeting Minutes from August 4, 2021
 - Dr. S Reed made a motion to approve the board meeting minutes from August 4, 2021, Natalie A second the motion, all in favor, the motion carries.
- Review and approve the following payroll warrants.
 - i. Payroll Warrant 080621 dated August 6, 2021 for \$17,599.65
 - ii. Payroll Warrant 082021 dated August 20, 2021 for \$18,246.54
 - Natalie A. made a motion to approve payroll warrant 080621 dated August 6, 2021 for \$17,599.65 and payroll warrant 082021 dated August 20, 2021 for \$18,246.54. Loretta P second the motion, all in favor, the motion carries.
- Review and approve the following claim warrant.
 - i. Claim Warrant 090121HB dated August 26, 2021 for \$30,692.84
 - Natalie A. made a motion to approve claim warrant 090121HB dated August 26, 2021 for \$30,692.84. Loretta P second the motion, all in favor, the motion carries.
- Review and approve the following contract for service for the public health nurse job description- Immunization
 - i. Ana Mendez- Diana P advised the board Ana will no longer need a contract due to her being a part time city employee.

- Review and approve the following contract for service for data assistant
 - i. Joyce Pierce
 - Natalie A made a motion to approve Joyce Pierce contract for data assistant. Loretta P second the motion, all in favor, the motion carries.
- Review and approve the following contracts of services for non-clinical staff
 - i. Ajita Rodriguez
 - ii. Brandi Smith
 - iii. TiaQuena Smith
 - iv. Chanthini Fowler
 - Natalie A made a motion to approve Ajita Rodriguez, Brandi Smith, TiaQuena Smith and Chanthini Fowler contracts for non-clinical staff. Loretta P second the motion, all in favor, the motion carries.
- Review and approve the following contract of services for vaccination clinical staff
 - i. Brenda Grey
 - ii. Damally Malaves
 - iii. Helen Hernandez
 - iv. Linda Tyner
 - v. Maria Vargas
 - vi. Michelle Konnick
 - vii. Paula Swenson
 - viii. Ryan Jongsma
 - Natalie A made a motion to approve Brenda Grey, Damally Malaves, Helen Hernandez, Linda Tyner, Maria Vargas, Michelle Konnick, Paula Swenson and Ryan Jongsma contracts for vaccination clinical staff. Loretta P second the motion, all in favor, the motion carries.
- Review and approve the following resolutions to be presented to city council
 - i. Resolution No. 21-0801 Diana P advised the board Resolution No. 21-0801 will be removed from the agenda. Funding was secured to the appropriate account.
 - ii. Resolution No. 21-0802
 - Natalie A made a motion to approve Resolution No. 21-0802. Dr. S. Reed second the motion, all in favor, the motion carries.

III. Old Business

- Discussion-Natalie A- Informed the board an email was sent to Attorney Snow and Harris about board composition and asked of the next steps. Attorney Harris- Advised the board to be prepared at the next meeting to discuss the board composition. Ms. Burns- Advised the board a veterinarian was needed and had a person interested but felt once meetings are set back to in-person, it may create a challenge. Dr. S. Reed- Made recommendation for possible board veterinarian candidate.
- Attorney Harris- Received an inquiry from the law department and asked whether the board approved hiring and or firing. Attorney Harris spoke about a judge who

did not think it was appropriate for the board to fire. Attorney Harris recommended a monthly personnel report based on position coming on or off with salary.

IV. Discussion

- Ms. Burns- Shared updates with the board pertaining to three new grants (Base for Emergency Preparedness, 57k for Immunizations (COVID Vaccines), 100k for COVID testing) and is awaiting purchase order from the state.

V. Director Update

- Ms. Burns- Spoke about SCEC threshold and incentive program. School city positivity rate is trending up, and our suggestion is to have letters notifying families and the school board. Parents are angry due to not being notified of positive cases. The CDC suggests a 5% positivity rate for the schools, and the state rate is 10.9%. Ms. Burns spoke about meeting with State Rep Earl Harris and Scott Carr about the incentive program, which would focus on East Chicago residents being vaccinated. There was a call with potential donors that went well. Ms. Burns provided a special thanks to Ms. Natalie A for helping with van graphics and billboards to encourage people to be vaccinated. Ms. Burns expressed her gratitude for the staff having flexibility during the staff challenges.
- Discussion- Natalie A- Requested clarity around a new business (Parlay Grill) location for operation as the area is residential. Ms. Burns- Provided clarity with the new business being a mobile food truck.

VI. Health Officer Update

- Dr. Benchick- Spoke about Diana B being effective because she can wear multiple hats and spoke briefly about staff challenges related to individual effectiveness.

VII. Public Comment

- Dr. Llobet- Spoke about being a cardiologist at St. Catherine Hospital and provided an introduction of career history. The board was informed the hospital decided to close the cardiology department last year and its adverse effects on the community as people need the program to be reopened. Asked if the city could help with having a cardiology program for the community.
- Discussion- Natalie A- Asked Dr. Llobet to provide more detail in his ask for the city to open the program. Dr. Llobet- Explained that the program needs space to provide services and funding. The space will be used to provide health education and treat health problems within the community. Natalie A-Asked if Dr. Llobet had someone to draft a request. Dr. Llobet- Spoke about having someone create a draft to submit to the city.

VIII. Adjournment

- Natalie A made a motion to adjourn, Dr. S. Reed second the motion, all in favor.
The next regular scheduled meeting is October 6, 2021 at 5 p.m.

Signature Cherith Faulkner