



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 and Board Meeting Minutes

October 6 at 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

- I. Call to order
 - Attendance: Natalie A (Zoom), Dr. S. Reed (Zoom), Dr. M. Libiran (Zoom), Attorney Harris (Zoom), Loretta P (In- Person), Diane P (In-Person), Diana B(In- Person), Dr. Benchik (In- Person)
- II. New Business
 - Review and approve minutes from the following meetings:
 - i. Board Meeting Minutes from September 1, 2021
 - Loretta P made a motion to approve the board meeting minutes from September 1, 2021, Dr. S Reed second the motion, all in favor, the motion carries.
 - ii. Special Board Meeting Minutes from September 28, 2021
 - Dr. S Reed made a motion to approve the special board meeting minutes from September 28, 2021, Loretta P second the motion, all in favor, the motion carries.
 - Review and approve the following payroll warrants
 - i. Payroll Warrant 090321 dated September 3, 2021 for \$16,159.07
 - ii. Payroll Warrant 091721 dated September 17, 2021 for \$18,088.45
 - iii. Payroll Warrant 100121 dated October 1, 2021 for \$18,354.82
 - Loretta P made a motion to approve payroll warrant 090321 dated September 3, 2021 for \$16,159.07, payroll warrant 091721 dated September 17, 2021 for \$18,088.45, and payroll warrant 100121 dated October 1, 2021 for \$18,354.82. Natalie A. second the motion, all in favor, the motion carries.
 - Review and approve the following claim warrant
 - i. Claim Warrant 100621HB dated October 1, 2021 for \$35,572.70

- Loretta P made a motion to approve claim warrant 100621HB dated October 1, 2021 for \$35,572.70. Dr. S. Reed second the motion, all in favor, the motion carries.
 - Review and approve the following late invoice
 - i. HWM Shred Pro, Invoice 60826 dated May 31, 2021 for \$105.00
 - ii. Natalie A made a motion to approve HWM Shred Pro, Invoice 60826 dated May 31, 2021 for \$105.00. Loretta P second the motion, all in favor, the motion carries.
- III. Old Business
- Law Update
 - i. Attorney Harris advised the board the Governor extended the emergency declaration another 30 days and the board would be able to attend meeting via zoom.
- IV. Discussion
- Natalie A- Inquired about Dr. Llobet presenting information to the board as discussed at the September 1 meeting. Dr. Benchik- Advised the board Dr. Llobet is working on a proposal based on the funding budget.
- V. Director Update
- Ms. Burns- Spoke about the need to hire a nurse in immunizations. Express desire to have nurses cross-train in medical billing in the future. Looking to bring on another health inspector as there may be a vacancy based on one of the inspectors who has disclosed they will be transitioning to another company. Central High School is scheduled for onsite immunizations next Wednesday. Thursday, the vaccine clinic will open for half days to accommodate the booster. Project Aliveness is doing HIV testing. New business license concern with a cigar lounge looking to open as residential space is located directly above and may pose a risk. The Health Department shared a recommendation on not moving forward due to residential units above. Ms. Burns informed the board of a meeting covering disaster preparedness scheduled for Friday, October 8, via zoom.
 - Discussion- Dr. S. Reed-Inquired about which vaccine is being provided as a booster. Ms. Burns- Pfizer is being offered as the booster.
 - Discussion- Natalie A-Inquired if there is larger equipment in the storage pod and is there any maintenance. Ms. Burns- Maintenance of the equipment can be discussed in the meeting. Natalie A- Inquired if the emergency preparedness coordinator has the old phone tree or if a new one is needed. Ms. Burns- Yes, the emergency preparedness coordinator has an updated phone tree; however, we have to plan the logistics and have mock drills in an emergency.
- VI. Health Officer Update
- Dr. Benchik- Informed board meetings with School City to discuss an overview of COVID, what to expect, and mask recommendations. Trying a new initiative with monthly staff meetings within the Health Department and Animal Control. The goal is to create a space where the employees can voice feedback and opinions.
- VII. Adjournment
- Loretta P made a motion to adjourn the meeting. Dr. M Libiran second the motion, all in favor, the motion carries.

The next regular scheduled meeting is November 3, 2021 at 5 p.m.

Signature Chad Lee 11/3/21