



EAST CHICAGO HEALTH DEPARTMENT

100 W. CHICAGO AVENUE, EAST CHICAGO, IN 46312
219.391.8467 fax 219.391.8494
ANTHONY COPELAND, MAYOR
Dr. Gerri Browning, Health Officer

Board Meeting
June 3, 2020 5:00 pm
Health Department Large Class Room
100 W. Chicago Avenue
East Chicago, 46312
OR
Dial-in (312)-626-6799
Meeting ID: 816 3308 7757
Password: 259135

Minutes

I. Call to order

- i. Diane Perez called the meeting to order
- ii. Attendance: Diane P-in person, Rev Wade- via phone, Dr. Sabrina R- via phone, Natalie A via phone, Loretta P (NP), Attorney Harris- via phone, Diana B- in person, Arnita F- in person, Leon Valdez- in person, Dr. Gerri B.-via phone, Dr. Matt L.- via phone

II. Approval of minutes

- Approve and review Board minutes from April 1, 2020
 - i. Natalie Adams made motion to approve, Dr. Sabrina second the motion, all in favor, the motion carries.
- Attorney Harris, minute amendment guidelines (specific to March 4th, 2020 minutes)
 - i. Attorney Harris provided feedback; recommendation was made no amendment needed for March 4th, 2020.
 - ii. Dr. Browning provided a statement to clarify communications received between himself and Leon V.
 - iii. Rev Wade made motion to approve March 4th board meeting minutes, Dr. Matt L second the motion, all in favor, motion carries

III. New Business

- Payroll Warrant 050120 dated May 1, 2020 for \$12,576.10.

- Payroll Warrant 051520 dated May 15, 2020 for \$22,712.89.
- Payroll Warrant 052920 dated May 29, 2020 for \$19,083.36.
 - i. Natalie Adams made motion to approve payroll warrant 050120 dated May 1, 2020 for \$12,576.10, payroll warrant 051520 dated May 15, 2020 for \$22,712.89 and payroll warrant 052920 dated May 29, 2020 for \$19,083.36, Rev Wade second the motion, all in favor, motion carries
- Claim Warrant 060320HB date May 27th, 2020 for \$3,757.45.
 - i. Natalie A made a motion to approve claim warrant 060320HB date May 27th, 2020 for \$3,757.45, Dr Matt L second the motion, all in favor, motion carries
- Past due Invoice HWM Shred Pro, Invoice 11052 dated January 31, 2020 for \$105.00.
 - i. Rev Wade made motion to approve past due invoice HWM Shred Pro, Invoice 11052 dated January 31, 2020 for \$105.00, Dr. Matt L second the motion, all in favor, motion carries
- Health Director Contract
 - i. Attorney Harris spoke about updated contract reflect updated with terms and agreement made between Diana and City
 - ii. Natalie A made a motion to approve Diana B Health Director Contract, Rev Wade second the motion, all in favor, motion carries
- Emergency Preparedness Contract
 - i. Diana spoke about contract city and state,
 - ii. Natalie A made motion to approve the Emergency Preparedness Contract, Dr. Matt L second the motion, all in favor, motion carries
 - iii. Dr. Reed- question exception if that person can work beyond their part time hours in the event of an emergency. Attorney Harris-would be based on the circumstance.

IV. Old Business

- Director's Update
 - i. Animal Control- Increase capacity by adopting dogs to Munster and Miller animal control, 2 tickets issued, 2 Dog bites, submitted an offer for a part-time animal control partner, animal control taking after hour calls and schedule reflect, the animal control van needs repair and speaking with Jaylyn about replacing van. Leon V- gets after hours calls from dispatch.
 - ii. Emergency P- Nicole is in training and cert, inventory supplies, alpha and bravo, order shelving to add additional supplies, completed contact tracing, and the renewal of the grant has been extended to 2021.
 - iii. Inspections- Ray has retired, Diana and Arnita has gone out on inspection, in need of inspectors at a minimum of 2 and one part time, hoping Ray to come back to do training, state rep will come and talk about what is required for inspections, call from controllers office about county doing inspections for east Chicago. Dr. Matt L-Is there a problem with no one being qualified, Diana B- the job will be posted and has received internal interest, and Ray has agreed to come back contractually 4 hours a day.
 - iv. Nursing- Busy doing TB, continue to do contact tracing, collaboration with health link for the city employees, immunization blitz happening July 6 called back on track, flu vaccines are ordered, renew immunization program, working to close out inactive lead charts, Nurse will be out for 8 weeks on maternity leave. Dr. Matt L-Question are we able to pull out the data and focus on the East Chicago residents; Diana B- the data we get is from East Chicago only, wants

you speak to the positive person you question who they have been around following a series of questions.

- v. Vital 158 deaf, 94 births, new phone system connect vehicles in need of routine maintenance, Diana and Dr. Browning in touch with HR about COVID-19 guidelines.
- Health Officer's Report
 - i. Dr. Browning-Spoke about the surrounding cities being impacted by COVID-19, express happiness around Saint Catherine who set themselves up for a better outcome, feel people are letting their guard down, East Chicago has done well and we need to encourage people to take precaution during the upcoming months. Our next big focus is to get immunizations going well; our nurse met with Dee Etta Wright with school city, routine immunization has dropped during this pandemic, important to continue to do COVID contact tracing. Dr. Sabrina R- asked about the remaining open lead files and communicating test results, Dr. Browning- expanded on everyone being provided their test results and contact was loss with people due to them relocating. Dr. Sabrina R-asked if the marina or beach is open, Dr. Browning- neither location has been reopened.

V. Discussion

VI. Adjournment

- i. Rev Wade made motion to adjourn the meeting, Dr. Sabrina R second the motion, all in favor.

The next scheduled Meeting is Wednesday, July 1, 2020 at 8:00 a.m.

Board Secretary Catherine Jones 8/5/20