



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

January 18, 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

One Tap Mobile: 312-626-6799

I. CALL TO ORDER:

Dr. Libiran called the meeting to order at 5:30 pm.

II. ROLL CALL:

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

III. NEW BUSINESS

- Review and approve minutes from following meeting:
 - i. Health Finance and Board Meeting Minutes from December 7, 2022
 - Dr. Libiran requested a motion to approve the Finance and Board Meeting Minutes from the December 7, 2022 meeting.
 - Loretta Parker made a motion to approve the minutes. Dr. Rev. James Wade 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 120922 dated December 9, 2022 in the amount of \$18,731.84
 - Dr. Libiran requested a motion to approve Payroll Warrant 120922 dated December 9, 2022 in the amount of \$18,731.84.
 - Loretta Parker made a motion to approve the payroll warrant. Dr. Rev. James Wade second the motion. With no questions or concerns, vote was taken, all in favor, the motion carries.
 - ii. Payroll Warrant 121622 dated December 16, 2022 in the amount of 12,000.00
 - Dr. Libiran requested a motion to approve Payroll Warrant 121622 dated December 16, 2022 in the amount of \$12,000.00.
 - Loretta Parker made a motion to approve the payroll warrant. Dr. Rev. James Wade second the motion. With no questions or concerns, vote was taken, all in favor, the motion carries.

- iii. Payroll Warrant 122322 dated December 23, 2022 in the amount of \$19,257.56
 - Dr. Libiran requested a motion to approve Payroll Warrant 122322 dated December 23, 2022 in the amount of \$19,257.56.
 - Loretta Parker made a motion to approve the payroll warrant. Dr. Rev. James Wade second the motion. With no questions or concerns, vote was taken, all in favor, the motion carries.
- iv. Payroll Warrant 010623 dated January 6, 2023 in the amount of \$19,956.24
 - Dr. Libiran requested a motion to approve Payroll Warrant 010623 dated January 6, 2023 in the amount of \$19,956.24.
 - Loretta Parker made a motion to approve the payroll warrant. Dr. Rev. James Wade second the motion. With no questions or concerns, vote was taken, all in favor, the motion carries.
- Review and approve Past Due Invoices 274132342001 in the amount of \$490.08 and 274146419001 in the amount of \$28.38:
 - Dr. Libiran requested a motion to approve Past Due Invoices 274132342001 in the amount of \$490.08 and 274146419001 in the amount of \$28.38.
 - Loretta Parker made a motion to approve the past due invoices. Dr. Rev. James Wade 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 011823HB dated January 12, 2023 in the amount of \$9,917.04
 - Dr. Libiran requested a motion to approve Claim Warrant 011823HB dated January 12, 2023 in the amount of \$9,917.04
 - Loretta Parker made a motion to approve the past due invoices. Dr. Rev. James Wade second the motion. With no questions or concerns, vote was taken, all in favor, the motion carries.
- Review and approve Contract for Services between the City of East Chicago Health Department Covid Vaccination Clinic and Ryan Jongsma:
 - Dr. Libiran requested a motion to approve Contract for Services between the City of East Chicago Health Department Covid Vaccination Clinic and Ryan Jongsma.
 - Loretta Parker made a motion to approve the contract for services. Dr. Rev. James Wade second the motion. With no questions or concerns, vote was taken, all in favor, the motion carries.
- Review and approve Resolution Authorizing and Approving Grant Funding through Public Health Emergency Fund:
 - Dr. Libiran requested a motion to approve Resolution Authorizing and Approving Grant Funding through Public Health Emergency Fund.
 - Loretta Parker made a motion to approve the resolution for grant funding through the Public Health Emergency Funds. Dr. Rev. James Wade second the motion. With no questions or concerns, vote was taken, all in favor, the motion carries.

IV. ADJOURNMENT:

With no further business, the meeting adjourned at 5:35 pm.