



EAST CHICAGO HEALTH DEPARTMENT

100 W. CHICAGO AVENUE, SUITE 100A, EAST CHICAGO, IN 46312

ph: 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

May 4, 2022 at 5:00 pm

Health Department Conference Room

100 W. Chicago Ave, Suite 100A

East Chicago, IN 46312

Join Zoom Meeting

<https://us02web.zoom.us/j/82636050234?pwd=Sjd3ZkRJRlRhK0daanJJcThMODBZUT09>

Meeting ID: 830 5404 4527

Passcode: 863597

One Tap Mobile

312-626-6799

I. CALL TO ORDER:

Natalie Adams called the meeting to order at 5:02 pm.

II. ROLL CALL:

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

III. NEW BUSINESS

- Election of a new President: Nomination for Natalie Adams to be Health Department Board President was made. Motion was made by Dr. Rev. James Wade and second by Loretta Parker. Roll call vote was taken:
Adams ó Yes Libiran ó Yes Parker-Yes Reed- Yes Wade- Yes Walker ó Yes
The motion carries
- Review and approve minutes from following meetings:
 - i. Board Meeting Minutes from March 2, 2022
 - ii. Finance Meeting Minutes from April 6, 2022
 - Natalie Adams requested a motion for approval of Board Meeting and Finance Meeting minutes dated March 2, 2022 and April 6, 2022.
 - Brenda Walker made a motion to approval Board Meeting and Finance Meeting minutes dated March 2, 2022 and April 6, 2022 and Loretta Parker second the motion. With no questions or concerns, roll call vote was taken:
Adams ó Yes Libiran ó Yes Parker-Yes Reed- Yes Wade- Yes Walker ó Yes
The motion carries
- Review and approve the following payroll warrants:
 - i. Payroll Warrant 041422 dated April 14, 2022 in the amount of \$18,913.59
 - ii. Payroll Warrant 042922 dated April 29, 2022 in the amount of \$18,027.87

- Natalie Adams requested a motion for payroll warrants 041422 dated April 14, 2022 in the amount of \$18,913.59 and payroll warrant 042922 dated April 29, 2022 in the amount of \$18,027.87
- Loretta Parker made a motion to approve payroll warrants and Dr. Rev. James Wade second the motion. With no questions or concerns, roll call vote was taken:

Adams ó Yes Libiran ó Yes Parker-Yes Reed- Yes Wade- Yes Walker ó Yes
The motion carries.

- Review and approve the following claim warrant:
 - i. Claim Warrant 050422HB dated April 29, 2022 in the amount of \$25,929.64
 - Natalie Adams requested a motion for claim warrant 050422HB dated April 29, 2022 in the amount of \$25,929.64
 - Loretta Parker made a motion to approve claim warrant 050422HB and Brenda Walker second the motion. With no questions or concerns, roll call vote was taken:
Adams ó Yes Libiran ó Yes Parker-Yes Reed- Yes Wade- Yes Walker ó Yes
The motion carries.
- Past Due invoice from Helmer Scientific in the amount of \$2,308.50:
 - Natalie Adams requested a motion to approve past due invoice from Helmer Scientific in the amount of \$2,308.50.
 - Loretta Parker made a motion to approve past due invoice from Helmer Scientific and Dr. Libiran second the motion. With no questions or concerns, roll call vote was taken:
Adams ó Yes Libiran ó Yes Parker-Yes Reed- Yes Wade- Yes Walker ó Yes
The motion carries.
- Microbac Service Proposal for E. coli beach testing in the amount of \$25, 046.00:
 - Natalie Adams requested a motion to approve Microbac Service Proposal for E. coli beach testing in the amount of \$25, 046.00.
 - Loretta Parker made a motion to approve Microbac Service Proposal and Brenda Walker second the motion. With no questions or concerns, roll call vote was taken:
Adams ó Yes Libiran ó Yes Parker-Yes Reed- Yes Wade- Yes Walker ó Yes
The motion carries.
- Ratify Vector Control Consultant Contract between Hector Segura and East Chicago Health Department approved at April 6, 2022 Finance Meeting:
 - Natalie Adams requested a motion to ratify Vector Control Consultant Contract between Hector Segura and East Chicago Health Department approved at April 6, 2022 Finance Meeting.
 - Dr. Rev. James Wade made a motion to approve Vector Control Consultant contract and Loretta Parker second the motion.
 - Question as to same pay rate as last year was confirmed as well as preparation of equipment and reviews spraying practice with staff. The same product will be used and the vector control schedule is posted on the City website. Request to maybe note dates and times on the water bill was made. With no other questions or concerns roll call vote was taken:
Adams ó Yes Libiran ó Yes Parker-Yes Reed- Yes Wade- Yes Walker ó Yes
The motion carries.
- Review and approve Contract for Services of Public Health Nurse between East Chicago Health Department and Valentina Anigbo:
 - Natalie Adams requested a motion to approve Contract for Services of Public Health Nurse between the East Chicago Health Department and Valentina Anigbo.
 - Loretta Parker made a motion to approve Public Health Nurse Contract and Brenda Walker second the motion. With no questions or concerns roll call vote was taken:
Adams ó Yes Libiran ó Yes Parker-Yes Reed- Yes Wade- Yes Walker ó Yes

The motion carries.

IV. OLD BUSINESS

- East Chicago Health Department Remote Meeting Participation Policy:
Attorney Snow reviewed the participation requirements. Discussion of difficulty to participate with in person meetings was had with the board members. The proposal of having meeting bi-monthly was not feasible for the department needs. With the understanding that the members would need to adjust to the change back to in person Dr. Libiran made a motion to approve East Chicago Health Department Remote Meeting Participation Policy and Loretta Parker second the motion. Roll call vote was taken:
Adams ó Yes Libiran ó Yes Parker-Yes Reed- Yes Wade- Yes Walker ó Yes
The motion carries.
- Memorandum of Understanding between School City of East Chicago and East Chicago Health Department:
With no update to the memorandum of understanding between the School City of East Chicago and the East Chicago Health Department, Dr. Rev. James Wade made a motion to veto the current memorandum and Loretta Parker second the motion.
Adams ó Yes Libiran ó Yes Parker-Yes Reed- Yes Wade- Yes Walker ó Yes
The motion carries.

V. DIRECTOR UPDATE:

- Lead testing: Diana Garcia-Burns stated the Health Department is working with Ms. Bobo at the school for lead testing. Lead testing cannot be mandated, but can be recommended.
- Tuberculosis testing: Diana Garcia-Burns noted that the Health Department has seen positive TB result although was latent (not active).
- Day Care Centers: Diana Garcia-Burns stated the state now requires Day Care Centers to be licensed by the city first before the state will make their site visit and license. It will be up to the Health Department to ensure they receive their state license.
- Security Contract: Diana explained that we are in discussion with a new Security Company and that the current security staff will be placed at another location. Attorney Snow let the Board know that the contract has been reviewed and sent back to the company with questions and revisions. They are still working with them for the amendments, but as of to-date have not received a finalized version.

VI. HEALTH OFFICER UPDATE:

Dr. Benchik-Abrinko stated the location of the burn in place toxic site was to only take toxic chemicals from where they were dredging and it appears to be increasing in height, but not sure if it is from bringing in from the outside. It was discussed that the Federal Government owns and maintains the site and should reach out to James to see if approval for work there has been approved.

VII. ADJOURNMENT:

With no further business, Dr. Rev. James Wade made a motion to adjourn the meeting. Loretta Parker second the motion. Roll call vote was taken:
Adams ó Yes Libiran ó Yes Parker-Yes Wade- Yes Walker ó Yes
The motion carries.

The meeting recessed at 6:00 pm.

The next scheduled meeting is Wednesday, June 1, 2022 at 5:00 pm