



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

Health Finance and Board Meeting Minutes

June 1, 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=Sjd3ZkRJRiRhK0daanJcThMODBZUT09>

Meeting ID: 870 3425 1100

Passcode: 029737

One Tap Mobile

312-626-6799

I. CALL TO ORDER:

Dr. Matthew Libiran called the meeting to order at 5:03 pm.

II. ROLL CALL:

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

III. NEW BUSINESS:

- Review and approve minute from following meeting:
 - i. Finance and Board Meeting Minutes from May 4, 2022
 - Dr. Matthew Libiran requested a motion for approval of Finance and Board Meeting minutes dated May 4, 2022.
 - Loretta Parker made a motion to approve Finance and Board Meeting minutes dated May 4, 2022 and Brenda Walker second the motion. With no questions or concerns, roll call vote was taken:
Libiran ó Yes Parker-Yes Wade- Yes Walker ó Yes - The motion carries
- Review and approve the following payroll warrants:
 - i. Payroll Warrant 051322 dated May 13, 2022 in the amount of \$19,197.98
 - Dr. Matthew Libiran requested a motion for approval of Payroll Warrant 051322 dated May 13, 2022 in the amount of \$19,197.98.
 - Loretta Parker made a motion to approve Payroll Warrant 051322 and Dr. Rev. James Wade second the motion. With no questions or concerns, roll call vote was taken:
Libiran ó Yes Parker-Yes Wade- Yes Walker ó Yes - The motion carries

- ii. Payroll Warrant 052722 dated May 27, 2022 in the amount of \$20,702.80
 - Dr. Matthew Libiran requested a motion for approval of Payroll Warrant 052722 dated May 27, 2022 in the amount of \$20,702.80.
 - Loretta Parker made a motion to approve Payroll Warrant 052722 and Brenda Walker second the motion. With no questions or concerns, roll call vote was taken:
Libiran ó Yes Parker-Yes Wade- Yes Walker ó Yes - The motion carries
- Review and approve the following Claim Warrant:
 - i. Claim Warrant 06122HB dated May 26, 2022 in the amount of \$31,938.75
 - Dr. Matthew Libiran requested a motion for approval of Claim Warrant 06122HB dated May 26, 2022 in the amount of \$31,938.75.
 - Loretta Parker made a motion to approve Claim Warrant 06122HB and Brenda Walker second the motion. With no questions or concerns, roll call vote was taken:
Libiran ó Yes Parker-Yes Wade- Yes Walker ó Yes - The motion carries

IV. DISCUSSION:

- BYLAWS: Attorney Snow discussed the need for bylaws of the Health Department Board. The bylaws would outline the number of officers needed, type and cycles as well as other pertinent information needed to govern the board.
- A request was made to forward the bylaws document to all board members for review before the next scheduled meeting for discussion.

V. DIRECTOR UPDATE:

- Diana Garcia-Burns updated the Board on current lead cases ó 6 visits were made and a risk assessment with one child hospitalized. That child is doing better and has since moved from the home. The other cases also live in older homes. There is one case they have not been able to make contact with.
- She informed the members of rising Covid cases ó 225 tested / 39 East Chicago residents / 118 positive. These statistics do not include home testing which cannot be captured. Dr. Libiran agreed that they have also seen more positive cases with majority of hospital admissions 65-85 years of age. There was one Covid death in the month of May. Vaccination rate for East Chicago is 35.9%. The Health Department will be doing a vaccination blitz for immunization throughout the summer at Washington Park, Heritage Hall, during night out against crime and other locations.
- She stated Animal Control Division has seen a lot of dog bites ó 9 plus another today.
- Open positions are for Emergency Preparedness Coordinator (will post soon), 2 Medical Assistant positions and 1 Secretary position. There may possibly be an Animal Control Officer position.
- Diana also stated Inspector Rosalba Cisneros will be starting full time on June 6th.
- She stated Mechanical Concepts has been to the Health Department building multiple times for issues with water and air. They are out again today to see if they can fix the air conditioning.
- The Health Department retired 2 trucks and have a vehicle out for repair for broken door.
- The State is no longer funding testing because of home testing. They East Chicago Health Department will not be able to sustain on our own without this funding after June 30th and it is concerning because as people begin to gather more for events over the summer we may see a surge which may lead to more hospitalizations. The vaccination site will remain up and running.

VI. ADJOURNMENT:

With no further business, Loretta Parker made a motion to adjourn the meeting. Brenda Walker second the motion. Roll call vote was taken:

Libiran ó Yes Parker-Yes Wade- Yes Walker ó Yes - The motion carries

The next scheduled meeting is Wednesday, July 6, 2022 at 5:00 pm