EAST CHICAGO HEALTH DEPARTMENT

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ANTHONY COPELAND, MAYOR
Dr. Paula Benchik Abrinko, Health Officer
Diana Garcia-Burns, Health Director

MINUTES

HEALTH FINANCE AND BOARD MEETING
September 4, 2024 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:
Natalie Adams called the meeting to order at 5:33 p.m.

II. ROLL CALL:
Roll call was taken and in attendance were Natalie Adams (in-person), Dr. Matthew Libiran (in-person), Ms. Brenda Walker (in-person), and Dr. Brenda Dines (virtually). Dr. Sabrina Reed joined the meeting virtually at 5:41 PM and until the commencement of the meeting. Also in attendance were Dr. Paula Benchik-Abrinko (in-person), and Diana Garcia-Burns (in-person). Absent was Ms. Loretta Parker, Dr. Rev. Wade.

I. NEW BUSINESS

- Review and approve minutes from following meeting:
  i. Health Finance and Board Meeting Minutes from August 7, 2024
    - Natalie requested a motion for approval of the minutes. Brenda Walker made a motion to approve the minutes and Dr. Libiran second the motion.

Libiran – Yes Adams- Yes Walker - Yes Dines-Yes All in favor - motion carries

- Review and approve the following payroll warrants:
  i. Payroll Warrant 080224 dated August 2, 2024 in the amount of $21,734.88

ii. Payroll Warrant 081624 dated August 16, 2024 in the amount of $22,585.33

- Natalie requested a motion for approval of Payroll Warrants. Dr. Libiran made a motion to approve the payroll warrants and Brenda Walker second the motion. With no questions or concerns, vote was taken:

Libiran – Yes Adams- Yes Walker - Yes Dines-Yes All in favor - motion carries

- Review and approve the following claim warrant:
  i. Claim Warrant 090424HB dated August 29, 2024 in the amount of $13,848.85
    - Natalie requested a motion for approval of the claim warrants. Brenda Walker made a motion to approve the claim warrant and Dr. Libiran second the motion. With no questions or concerns, vote was taken:

Libiran – Yes Adams- Yes Walker - Yes Dines-Yes All in favor - motion carries

- Review and approve the following Past Due Invoice:
  i. Stericycle, INC dated May 31, 2024 in the amount of $59.54.
    - Natalie requested a motion for approval of the past due invoice. Dr. Libiran made a motion to approve and Brenda Walker second the motion. With no questions or concerns, vote was taken:

Libiran – Yes Adams- Yes Walker - Yes Dines-Yes All in favor - motion carries

- Review and approve the following Emergency Preparedness Grant Agreement:
  i. Indiana Department of Health & COEC Health Department awarded grant: $43,459.00
    - Natalie requested a motion for approval. Dr. Libiran made a motion to approve and Brenda Walker second the motion. With no questions or concerns, vote was taken:

Libiran – Yes Adams- Yes Walker - Yes Dines-Yes All in favor - motion carries

III. OLD BUSINESS

- Indiana Health Information Exchange (IHIE) - Natalie requested that this not come to motion and be tabled. Natalie said that this needs to be discussed today and the changes need to be made in the actual document not in an email for our next meeting. Diana said we do not do long term renewals and Ms. Idle (representative) stated that it is for a subscription to get IHIE. Dr. Libiran said if they pay for the first year do we have to continue and how much? Diana said it would be around $1,700 each year. I think it is great that we can use it for a year and see if it is useful to us. Dr. Libiran gave a brief summary of this agreement to Dr. Dines. Natalie said until this is clear in the agreement then we can only discuss. Diana said it would be very useful for us. Dr. Libiran requested on behalf of the board that they provide a yearly subscription agreement.

IV. DISCUSSION

V. DIRECTOR UPDATE

- Diana spoke about the $318,000 Health First Indiana that has been released. Diana said she will speak with the Controller's office about getting those line items so we can start purchasing.
- Diana spoke about the upcoming 2025 mosquito season and the need to have a bid out by March 2025.
- Diana updated the members about animal control. A discussion was completed about the concerns of animal control and the adoption process.

VI. HEALTH OFFICER UPDATE

- Dr. Benchik spoke on animal control and COVID vaccines.

VII. ADJOURNMENT

With no further business, Natalie Adams asked for a motion to adjourn the meeting. Dr. Reed made a motion to adjourn the meeting, second by Dr. Libiran. The meeting adjourned at 6:23PM.

Please note that due to a technical meeting disruption (approximately at 5:52PM), the recording of the meeting was incomplete. As a result, full and detailed minutes could not be provided for the entire session.