

**Karuk Tribe – Health Board Meeting  
September 14, 2023 – Meeting Minutes**

**Meeting called to order at 10am by Chairman Attebery.**

**Present:**

Russell “Buster” Attebery, Chairman  
Kenneth “Binx” Brink, Vice-Chairman  
Jennifer Goodwin, Member at Large  
Arch Super, Member at Large  
Renee Stauffer, Member at Large  
Kristen King, Member at Large  
Elizabeth “Liz” Bentley, Member at Large

**Absent:**

Arron “Troy” Hockaday, Member at Large

**Arch Super completed a prayer and Buster Attebery read the Mission Statement of the Health Program.**

**Agenda:**

Arch asked that if the Supervisors or Directors are presenting anything that needs done today. He would like to request that last minute items be tabled if they are not needed right away. Renee reminded Arch that there are no Planning Meetings this month so that was going to cause multiple items. Arch was referring to late items being submitted. There is not enough time to review items if the staff do not make the deadlines.

Binx Brink moved and Renee Stauffer seconded to approve the agenda with changes, 6 haa, 0 puuhara, 0 pupitihara.

**Consent Calendar:**

Arch Super asked about the contract number for SW Maintenance. The contract is now on the document.

Arch Super moved and Binx Brink seconded to approve the consent calendar, 6 haa, 0 puuhara, 0 pupitihara.

**Meeting Minutes August 10, 2023:**

Arch Super moved and Binx Brink seconded to approve the meeting minutes of August 10, 2023, 5 haa, 0 puuhara, 1 pupitihara (Liz).

**Guests:**

**1) Anthony Ballard, Judicial Systems:**

Anthony is present to seek approval to increase spending limits. Binx noted that if a payment can be made timely that will free up the limit. Arch noted that this was checked previously and it may need reviewed again.

Arch Super moved and Liz Bentley seconded to approve the VISA increase for April Attebery from \$5k to \$10k and program manager from \$2,500 to \$5k, 6 haa, 0 puuhara, 0 pupitihara.

He then presented out of state travel for April and the program manager to Tulsa OK.

Arch Super moved and Jennifer Goodwin seconded to approve out of state travel for April Attebury and Maria Rodriguez to Tulsa OK., October 22-27, 2023, 6 haa, 0 puuhara, 0 pupitihara.

**2) Analisa Tripp, DNR:**

Analisa is present to seek approval of the revised delegation letter for the Tribal rep list and level one section for heritage consultants. She briefed the delegation revisions. Binx asked if the Tribe is low in numbers due to the volume of fires.

Binx asked what the Level I folks will do. Analisa noted that they will provide cultural knowledge. He also asked if they have cultural training with Alex Watts-Tobin. Analisa advised that some have and some have not, they have taken a cultural class but do not have it on their red cards.

Renee Stauffer moved and Binx Brinks seconded to approve the updated delegation letter to the SRNF and KNF adding names, 4 haa, 0 puuhara, 2 pupitihara (Arch/Jennifer).

**3) Darrell Frost, Emergency Response:**

Darrell is present to seek approval of resolution 23-R-158 which is an emergency declaration for the fires to seek funding for air centers. During the height of the fire season the Governor declared a state of emergency and this resolution has the Tribe declare an emergency for response to the fire(s). Josh advised how the resolution can be used. Darrell noted that with this resolution he can seek additional funding to seek clean air facilities.

Renee Stauffer moved and Kristen King seconded to approve resolution 23-R-158, 5 haa, 0 puuhara, 1 pupitihara (Arch).

He then sought approval of resolution 23-R-152 to Humboldt Area Foundation for emergency relief and clean air center costs. The purpose is to accept funding that HAF found for this service. He has been talking to Bill, Josh and all his bosses on this plan to spend funding.

Kristen King moved and Binx Brink seconded to approve resolution 23-R-152, 5 haa, 0 puuhara, 1 pupitihara (Arch).

He then sought approval of the purchase of an emergency response trailer. This was a part of plans that have been being worked on for a year.

Renee asked if the trailer will be stored securely. He noted that he will assign it to the RRC area and it's the only safe place at this point. Darrell will evaluate space to partner with KTHA security on items.

Renee Stauffer moved and Jennifer Goodwin seconded to approve procurement and allow the purchase of trailer for emergency response, 5 haa, 0 puuhara, 1 pupitihara (Arch).

**4) Dion Wood, TERO:**

Dion is present to seek approval of contract 23-C-237. This is training for TAS and they will all get on the same page.

Jennifer Goodwin moved and Liz Bentley seconded to approve contract 23-C-237, 6 haa, 0 puuhara, 0 pupitihara.

**5) Robert Perez, Contract Compliance:**

Bobby is present to seek approval of contract 23-C-235. Bob noted that it was put out to bid twice and there are funding restraints to get this project done. This project is needed Spring of 2025. Liz asked if there is a recommendation to seek additional designers. Bob noted that if the Tribe wants to continue to look that is fine but they are the only qualified bidder responding. Emma Lee noted that the construction group came to a consensus to move forward with this. Binx asked if this is the same designer. Jack recommends talking about it. Bob noted that this has been talked about with the construction group and it was the understanding this is who the group chose to move forward with it. Arch asked if there is TERO tax in this. Yes, there is. Liz asked if this can be tabled to closed session.

He then talked about DNR having an infestation of cockroaches and wants to request that the Tribe waive its pesticide ordinance. Bill is not supporting the ordinance waiver but in weighing the outcome is important. Also, understanding the intent of the ordinance is needed.

**6) Tamara Barnett, Controller:**

Tamara is present to seek approval of grant management software. Before Laura Mayton left there was the opportunity to discuss grant management software. For implementation it is \$45k and an annual fee of \$22k. E Cavis is her recommendation.

Kristen asked if all staff can access this. It was noted that yes, and internal controls will be put in place to ensure checks and balances. Jennifer asked how many grants and it was noted that it is unlimited.

Binx Brink moved and Jennifer Goodwin seconded to approve procurement and allow the purchase of e Cavis, 6 haa, 0 puuhara, 0 pupitihara.

**Old Business:**

Arch asked if there is Health Board or Council has old business they need to bring it up. If there is something that is needed then it should be brought up by that person. Liz asked about the diabetic luncheon and the lack of staff or the diabetic luncheon. Ryan noted that the fires has made staffing limited and with the hiring of PHN's that may help monitor outreach. Arch noted that if there are issues with diabetes and family support, then this education and outreach needs to happen. Renee asked about physicians who have patients and provide referrals for outreach and education for diabetic information. This would be a teaching opportunity for the patients to receive care. Even if there were five patients who received this care, this would be good. Ryan will look into this. Eileen noted that there is one dietician that is available.

Arch asked about the preliminary report from HRSA. It was explained that those have been uploaded and the final report should be received in a month. Overall the Tribe did very well.

**Director Reports:**

**1) Dr. Vasquez, Medical Director:**

Dr. Vasquez is not present. Buster asked to move it to closed session.

**2) Ryan Hammer, Operations Manager:**

Ryan is present to review his report. He also distributed resolution 23-R-143 for the fentanyl state of emergency.

Binx Brink moved and Jennifer Goodwin seconded to approve resolution 23-R-143, 6 haa, 0 puuhara, 0 pupitihara.

Arch noted that in the last couple of days they have been talking about the “wow” factor. Advertisement and outreach is important, something that draws your eye to things, educational outreach is imperative and the “wow” grab your eye information is important. Ryan agrees and he has been working with Ray and Rondi on recruitment pamphlets and a lot of outreach material and they would like to bring marketing and modern advertisement. There are clinic channels that can be on the clinic TV’s. They have talked to IT to set up slide shows that play on repeat at the facilities.

He briefed his monthly report. He has been busy finding air purifiers, ordering, etc. They are looking forward to the completion of the clinics in Happy Camp. Renee asked when that is expected. Ryan believes that medical is about 85% complete and the medical clinic is after that by 30 days. The dental clinic is in and he offered to do a site visit. Josh asked about a grand opening and Ryan and Rondi will work on that.

Renee Stauffer moved and Liz Bentley seconded to approve Ryan’s report, 6 haa, 0 puuhara, 0 pupitihara.

**3) Tonya Albers, RPMS:**

Tonya is present to review her report. She is the new RPMS site manager. She was speaking with Dr. Lew and noticed that the dental visits are up this year. Renee asked how it is going for her. She has been working with Amy Coapman. She has a plan with Indian Health Services so she can learn from that curriculum on what the RPMS Site Managers responsibilities are.

Renee Stauffer moved and Jennifer Goodwin seconded to approve Tonya’s report, 6 haa, 0 puuhara, 0 pupitihara.

**4) Cindy Hayes, Yreka Clinic Manager:**

Cindy is not present, on vacation.

Binx Brink moved and Renee Stauffer seconded to approve Cindy’s report, 6 haa, 0 puuhara, 0 pupitihara.

**5) Dr. Lew, Dental Director:**

Dr. Lew is present to review her report in Yreka. She updated her report. Unfortunately, Jolene did not conduct the screenings at Head Start because of lack of support. She attempted to find another project in mid-October which she will need. She noted that there are five staff in Yreka and three in Happy Camp. There are some vacancies but they are backfilling slowly.

Dr. Lew noted that there are six patient visits scheduled in Orleans.

Renee Stauffer moved and Liz Bentley seconded to approve Dr. Lew’s report, 6 haa, 0 puuhara, 0 pupitihara.

**6) Frankie Snider, Interim Operations Manager:**

Not present, on leave.

**7) Susanna Greeno, Happy Camp Clinic Manager:**

Susanna is present to review her report.

Renee Stauffer moved and Liz Bentley seconded to approve Susanna’s report, 6 haa, 0 puuhara, 0 pupitihara.

Susanna noted that the new moderna vaccine will be out and will be treated like the flu vaccine. They are waiting to verify ordering of this vaccine. Binx noted that COVID is on the rise. Buster noted that he appreciates her guidance through the challenges at the clinics.

**8) Ray Elliot:**

Ray is present to review his report. There is wait list for his department which is 2 months out. There is 60% Tribal Members being served. Joe's CRIHB grant is coming through and will assist with travel and detox for addiction. Ray noted that they will be working diligently with Rondi's team that will have a lot of outreach, promotion, and providing services and awareness. They received a few calls and referrals for PTSD during fire season and the disasters that have happened.

Buster noted that since 1995 he has been working with Siskiyou County on issues but he hopes to have completion in the next 14 days. Buster sees some tremendous improvement and that is attributed to his leadership. Ray noted that that is due to his team and leadership.

Arch Super moved and Liz Bentley seconded to approve Ray's report, 6 haa, 0 puuhara, 0 pupitihara.

Jennifer reminded Ray and others to include cultural outreach for the opioid funding budget as it's being developed.

**9) Tonia Begrin, Orleans Clinic Manager:**

Not present, no report.

**10) Rondi Johnson, HHS:**

Rondi is present to review her report.

*Arch left at 11:28am.*

The health staff worked very well together and assisted during the wildfires and coverage. She will attend an HR conference at the end of the month and CRIHB in October.

She also has one change order for contract 22-C-057 (12). This will add an IT box at Happy Camp Medical.

Binx Brink moved and Liz Bentley seconded to approve modification (12) to contract 22-C-057 and Renee Stauffer seconded to approve, 5 haa, 0 puuhara, 0 pupitihara.

Binx Brink moved and Renee Stauffer seconded to approve Rondi's report, 5 haa, 0 puuhara, 0 pupitihara.

**11) Jodi Henderson, HRSA:**

Jodi is not present, report provided.

Jennifer asked about Jodi's case management notation for the CHR's. She asked about the breakout of that documentation. Rondi will check into this.

Jennifer Goodwin moved and Kristen King seconded to approve Jodi's report, 4 haa, 0 puuhara, 0 pupitihara (Buster absent).

Jennifer Goodwin moved and Renee Stauffer seconded to approve the HHS policies as attached to Jodi's report 17-500-005, 17-005-501, 17-005-502, 17-005-503, 17-005-504, 17-005-505, 17-005-506, 17-005-507, 17-005-508, 17-006-600, 4 haa, 0 puuhara, 0 pupitihara. (Buster absent).

**Closed Session:**

Binx Brink moved and Jennifer Goodwin seconded to uphold the PRC denial and pay for PRC Case #364 from Third Party, 5 haa, 0 puuhara, 0 pupitihara.

Recruitment: search is ongoing, provider coverage is requested as soon as possible.

Binx Brink moved and Jennifer Goodwin seconded to approve Dr. Vasquez's report, 5 haa, 0 puuhara, 0 pupitihara.

Consensus: to move forward with curative for locum services.

Informational: HHS CEO requested to add additional information for a recent Council directive.

Informational: Health CEO Rondi Johnson and Operations Manager will attend CRIHB training and Partnership.

Informational: Business Office Manager reported there was no information allowed to be pulled from billing package in RPMS and two billing clerks was needed. Council agreed to release the positions and allow them to be flown.

*Troy arrived at 1:30pm.*

Troy Hockaday moved and Binx Brink seconded to approve waiving ordinance and resolution and have Terminix spray for harmful cockroaches at DNR, 2 haa, 4 puuhara (Jennifer, Kristen, Liz, Renee), 0 pupitihara. Recommendation: assess alternatives.

Binx Brink moved and Renee Stauffer seconded to approve resolution 23-R-129 authorizing 23-A-127, 6 haa, 0 puuhara, 0 pupitihara.

Troy Hockaday moved and Binx Brink seconded to approve procurement and authorize contract 23-C-026, 6 haa, 0 puuhara, 0 pupitihara.

23-A-144. Troy Hockaday moved and Jennifer Goodwin seconded to approve agreement 23-A-144, 6 haa, 0 puuhara, 0 pupitihara.

Troy Hockaday moved and Binx Brink seconded to approve agreement 23-A-151 (three phase budget plan, \$305k), 6 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Binx Brink seconded to approve agreement 23-A-152 up to \$85k, 6 haa, 0 puuhara, 0 pupitihara.

Informational: Justina Harrison is present to review information for Denver Lantow. The Tribe will assign available Council Members to attend the Happy Camp Volunteer Fire Department workgroup.

Renee Stauffer moved and Binx Brink seconded to approve procurement and contract 23-C-238 with EnterTribe, 6 haa, 0 puuhara, 0 pupitihara.

PRC policies: add \$30k to hearing aids and add \$50k to eyeglasses.

Binx Brink moved and Renee Stauffer seconded to approve \$800k to the PRC register for FY24, 6 haa, 0 puuhara, 0 pupitihara.

Troy Hockaday moved and Binx Brink seconded to approve the PRC levels of care as presented, 5 haa, 0 puuhara, 1 pupitihara (Jennifer).

Binx Brink moved and Jennifer Goodwin seconded to approve burial assistance for TM#2464, \$1,500, 6 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Binx Brink seconded to approve burial assistance for TM #319, 6 haa, 0 puuhara, 0 pupitihara.

Jennifer Goodwin moved and Binx Brink seconded to approve burial assistance for TM #3464, 6 haa, 0 puuhara, 0 pupitihara.

Binx Brink moved and Renee Stauffer seconded to approve burial assistance for Tribal Member #852, 6 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Binx Brink seconded to approve the language coordinator position description, 5 haa, 1 puuhara (Troy), 0 pupitihara.

Renee Stauffer moved and Kristen King seconded to approve support of AB 1272, 5 haa, 0 puuhara, 0 pupitihara (Jennifer absent for vote).

Binx Brink moved and Jennifer Goodwin seconded to deny check payment and send flowers to be consistent for TM, 5 haa, 0 puuhara, 1 pupitihara (Troy).

Consensus: to deny CFO access to the full REDW report and focus areas of need in the interim.

Troy Hockaday moved and Jennifer Goodwin seconded to approve a request for consultation ICWA, 6 haa, 0 puuhara, 0 pupitihara.

Jennifer Goodwin moved and Binx Brink seconded to send a letter to Todd Kim, Assistant Attorney General, 6 haa, 0 puuhara, 0 pupitihara.

Troy Hockaday moved and Renee Stauffer seconded to approve agreement 23-A-150, 6 haa, 0 puuhara, 0 pupitihara.

Troy Hockaday moved and Renee Stauffer seconded to approve modification (1) to contract 22-C-053 with Tamara Barnett, 6 haa, 0 puuhara, 0 pupitihara.

Troy Hockaday moved and Jennifer Goodwin seconded to approve modification (2) 21-C-067 with Nancy Doman, 6 haa, 0 puuhara, 0 pupitihara.

Informational: Council Member Jennifer Goodwin will follow up on the collaboration between Tamara Alexander and Dental program to ensure staff member is obtaining needed course work, and determine why the Head Start option was not successful.

Troy Hockaday moved and Jennifer Goodwin seconded to approve Michael Thom to the CRIHB board, 6 haa, 0 puuhara, 0 pupitihara.

Troy Hockaday moved and Jennifer Goodwin seconded to deny Council Directive and assign options for coverage, 5 haa, 0 puuhara, 0 pupitihara.

*Kristen left at 4:15pm.*

Renee Stauffer moved Troy seconded to approve travel for Rondi and Ryan to Partnership and CRIHB, 4 haa, 1 puuhara (Liz), 0 pupitihara.

Informational: employees requesting to send complaints but remain anonymous will be referred to HR Director to develop a plan.

Informational: Council Member Hockaday will work on Member head shots for entry way of the Tribe.

Binx Brink moved and Jennifer Goodwin seconded to allow posting of the positions for billing, 5 haa, 0 puuhara, 0 pupitihara.

**Next Meeting:** October 12, 2023 in Happy Camp CA.

**Adjourned at 4:48pm**

**Respectfully Submitted,**

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**Russell "Buster" Attebery, Chairman**

**Recording Secretary, Barbara Snider**