

**Karuk Tribe – Health Board Meeting
May 8, 2014 – Meeting Minutes**

Meeting called to order at 3:06pm by Buster Attebery, Chairman

Roll Call:

Russell “Buster” Attebery, Chairman
Michael Thom, Vice-Chairman
Joseph “Jody” Waddell, Secretary/Treasurer
Alvis “Bud” Johnson, Member at Large
Arch Super, Member at Large
Elsa Goodwin, Member at Large
Josh Saxon, Member at Large

Absent:

Vacant Orleans District seat
Vacant Yreka District seat

Josh Saxon read the Health Mission Statement and Arch Super provided the prayer

Agenda:

Elsa Goodwin moved and Arch Super seconded to approve the agenda with changes, 6 haa, 0 puuhara,

Minutes:

Arch moved and Michael Thom seconded to approve the minutes of March 4, 2014 4 haa, 0 puuhara, 2 pupitihara (Josh and Elsa).

Guests:

1.) Tom Waddell, Grant Writer:

Tom is present to seek approval or consensus to submit a grant proposal to Homeland Security Grant Program. This is assistance that may be provided for equipment which will allow for emergency equipment use during emergencies. Tom first needs to be able to submit the pre-application to determine the eligibility criteria.

Consensus: to submit the pre-application.

Director Reports:

1.) Annie Smith, Community Outreach:

Annie first introduced the outreach staff for Happy Camp. The Council welcomed her and the team is glad to have her on board.

Annie has one action item. It is to seek approval of a transporter position. She is requesting a transporter position for Yreka. She has spoken with Laura Mayton regarding this. It is hard to project the costs, but she would like to begin at a 20 hour position and then it will be revisited after evaluation of use. The transporting services are majority dental but they will also provide medical appointments.

Arch inquired if this funding was found in the budget. Annie believes so, and that she is currently under budget. She is willing to have this position out of her budget because the need is there. She is hoping for MAA funding that can be drawn and this can offset the costs. However, it is

undetermined at this time because it can only be projected. Arch asked how the part time position can get coverage for Redding and Sacramento. She noted that planning in advance would need to be done. This will require shared transports as well. Laura noted that she would suggest changing this to be from 20-28 hour position. This will provide some flexibility for the transporter. This will be moved to closed session for further discussion.

Josh noted that the action item includes the position description and the policy and procedures. Annie noted that the policy was received from Le Loni and the policies will need to be approved as well. The policies were undetermined to know which were actually approved for use so that will not receive a decision.

Annie is working on a continuity of care process for patients.

Annie thanked Tom Waddell for his work for automatic defibrators which will provide equipment in the communities.

She continues to see diabetic patients to provide one on one education to. Buster inquired about a log of elder visits and tracks those visits. Buster asked that reports be done by each individual CHR and the time count. They also calculate time with each client.

Arch Super moved and Jody Waddell seconded to approve Annie's report, 6 haa, 0 puuhara, 0 pupitihara.

2.) Lessie Aubrey, EDHHS:

Lessie is present to review her report. She noted that she received a call from a recruitment agency. Lessie has found a FNP that would like to work, she thanked Laura, Dion, Michael and the compliance department to seek approval of a temporary position and if the position becomes permanent then it becomes more costly. Laura noted that the person will still be interviewed and if they get hired then there is a fee if they actually get employed. Josh inquired if a contract stipulating early leaving reimbursement of fees. Laura noted that there is a cost associated with not having coverage. Michael thinks it's a good idea because the head hunter is going to receive a commitment from providers and hopefully the providers stay. This is not budgeted for but the lack of billing is worse.

Josh Saxon moved and Michael Thom seconded to approve agreement 14-A-056, 6 haa, 0 puuhara, 0 pupitihara with the request to move it to 6 months.

Lessie then presented a contract with Arslan Soyarslan under contract 14-C-074 for dental services. Josh asked if the dentist has the expertise to take on more work. He is highly educated and trained but will stay within his scope of work as approved.

Jody Waddell moved and Elsa Goodwin seconded to approve contract 14-C-074 between Arslan Soyarslan and the Karuk Tribe, 6 haa, 0 puuhara, 0 pupitihara.

Lessie then presented the Patient Rights Policy which was recently updated. She is preparing for accreditation and needs approval. She first presented 01-001-000.

Michael Thom moved and Arch Super seconded to approve policy 01-001-000, 6 haa, 0 puuhara, 0 pupitihara.

She then presented the Informed Consent Policy 01—001-005.

Arch Super moved and Josh Saxon seconded to approve policy 01-001-005, 6 haa, 0 puuhara, 0 pupitihara.

She then presented the Code of Ethical Behavior under number 01-001-020.

Arch Super moved and Josh Saxon seconded to approve policy 01-001-020, 6 haa, 0 puuhara, 0 pupitihara.

She noted that she has been working with April and Pat Hobbs. There has been discussion between departments moving office locations. She then would like to note that she is interested in expanding the Yreka Clinic into social services previous space if there are to be some office moves.

Arch Super moved and Bud Johnson seconded to approve Lessie's report, 6 haa, 0 puuhara, 0 pupitihara.

3.) Patti White, RPMS Site Manager:

Patti is present to review her report. She reviewed the Yreka Clinic being at 60% Native American, Orleans at 65% and 40% is in Happy Camp. The Operations summary is attached and she has attached her travel / training reports. She is working on the RPMS systems to provide updates. She is under budget and the Indian Health Services Security training only has approximately 70 employees who have complied with the requirement. Patti will provide more information on clinical visits for a comparison from month to month; will be done in a pie chart to create a more visual comparison.

Patti noted that Substance and Abuse data entry isn't always up to date. Patti noted that she provides an annual report which shows the full year comparison. Josh asked for the report and Patti will forward it to him.

Arch Super moved and Jody Waddell seconded to approve Patti White's report, 6 haa, 0 puuhara, 0 pupitihara.

Jody asked about the Veterans Agreement but it wasn't finalized to date for presentation to the Health Board. The staff was unable to provide further information.

4.) Rondi Johnson, Deputy Director:

Rondi is not present, she is on travel.

Arch Super moved and Bud Johnson seconded to approve Rondi's report, 6 haa, 0 puuhara, 0 pupitihara.

5.) Eric Cutright, IT Manager:

Eric is present to review his report. He has one action item; resolution 14-R-017. It is for the joint venture between the Karuk Tribe and the Yurok Tribe so that the BIA completes the permitting, the required NEPA, for the Broadband project rather than the Forest Service and Parks Service. Josh inquired about the BIA getting work done with NEPA in a timely manner. Eric hasn't researched that directly. The Yurok Tribe has a similar resolution that they have passed. Eric believes that this is the best advice for Federal requirement of NEPA at this time.

Josh inquired about the USFS agreeing to have the BIA be the NEPA lead agency. Eric confirmed yes, that the USFS verbally agreed, which Mr. Frye, would not like to have this fall under the forest service. Josh asked to include language that states that the USFS and Parks Service have recommended that the BIA will complete it. Josh will also follow up on this at the upcoming Summit Meeting.

Laura commented that the broadband project is very crucial to manage because the Tribe is unable to float the project. Eric will work on the written confirmations.

Eric noted that the satellite equipment has been ordered and it is going to be installed early next week.

Jody Waddell moved and Josh Saxon seconded to approve Eric's report, 6 haa, 0 puuhara, 0 pupitihara.

6.) April Attebury, Children & Family Services:

April is present to provide her report. She did not submit her report but is providing it this evening. April noted that she is having issues recruiting and there are ongoing issues with advertisement. Josh inquired about revised position descriptions that would require less of an educational degree. April believes that she may have some applicants that may be able to complete some functions, however it needs evaluated. Buster noted that with better advertising we may recruit what is needed. Rondi will need to assist with the HRSA site for advertising, since it was previously under Patti and Patti no longer performs that task. Patti commented that she has forwarded that information to HRSA and Rondi. Buster noted that this needs to be a priority between the health staff. At this point, she has updated the point of contact to be Rondi, Le Loni and Lessie as this isn't her job to complete that any longer.

April noted that there will be a Youth Wellness Conference, May 16, 2014 at the Happy Camp High School.

Arch Super moved and Jody Waddell seconded to approve April's report, 6 haa, 0 puuhara, 0 pupitihara.

Arch excused himself from the meeting at 4:35pm

Closed Session:

Josh Saxon moved and Jody Waddell seconded to approve amendment (1) to agreement 14-A-032, 6 haa, 0 puuhara, 0 pupitihara.

Elsa excused herself from the meeting at 4:49pm

Consensus: refer patient complaint to Rondi Johnson or Lessie Aubrey. An evaluation must be done and presented back to the Council according to policy.

Elsa re-entered the meeting.

Informational: Council Member absence from regularly scheduled meetings or leaving early was noted.

Consensus: if the courier would like to exchange vehicles they may within the Tribes fleet.

Consensus: for dental travel and training to be staggered to ensure services are open to the patients, and the hours of operation are to be 8am-5pm at the clinics.

Consensus: for the Chairman to refer employee #LT behavior to immediate supervisor.

Consensus: to remove Tribal Member #2018 from Arnaheim.

Josh Saxon moved and Jody Waddell seconded to approve the Yreka transporter position description with revision to 28 hours, 4 haa, 1 puuhara (Elsa Goodwin), 0 pupitihara.

Josh Saxon moved and Jody Waddell seconded to adjourn the health board meeting, 5 haa, 0 puuhara, 0 pupitihara.

Consensus: for the Chairman to remind directors/managers that their reports are to be submitted on time and in the correct format. The Tribal Council Members want to review reports prior to the meetings.

Next Meeting Date: June 11, 2014 at 3pm in ORLEANS, CA.

Elsa Goodwin moved and Josh Saxon seconded to adjourn at 7:51pm, 5 haa, 0 puuhara, 0 pupitihara.

Respectfully Submitted,

Russell “Buster” Attebery, Chairman

Recording Secretary, Barbara Snider