

**KARUK TRIBE**  
**HEALTH BOARD MEETING AGENDA**  
Thursday, September 10, 2015 3 PM, Orleans, CA

**A) CALL MEETING TO ORDER – PRAYER - ROLL CALL**

**AA) HEALTH MISSION STATEMENT**

The mission of the Karuk Tribal Health Program is to provide quality healthcare for Native Americans, and other people living in the communities we serve as resources allow. Our purpose is to appropriately assess or reassess conditions of illness, disease, or pain, provide culturally appropriate educational, preventative, and therapeutic services in an environment of continuous quality improvement.

**CH) APPROVAL OF THE AGENDA**

**EE) APPROVAL OF THE MINUTES** (*August 6, 2015*)

**F) GUESTS** (*Ten Minutes Each*)

- 1.

**H) OLD BUSINESS** (*Five Minutes Each*)

- 1.

**I) DIRECTOR REPORTS** (*Ten Minutes Each*)

1. Patricia White, RPMS Site Manager (written report)
2. Eric Cutright, IT Director (written report)
3. Vickie Walden, Dental Office (written report)
4. Lessie Aubrey, Grants, Compliance, Accreditation Manager (written report)
5. Pat Hobbs, Children & Family Services (written report)
6. Raul Recarey, Health CEO (written report)

**II) REQUESTS** (*Five Minutes Each*)

- 1.

**K) INFORMATIONAL** (*Five Minutes Each*)

- 1.

**M) CLOSED SESSION** (*Five Minutes Each*)

1. CHS (dinner break)
2. Barbara Snider
3. Tribal Council Members

**N) SET DATE FOR NEXT MEETING** (Thursday, October 8, 2015 at 3 PM in Yreka, CA.)

**OO) ADJOURN**

**Health Board Meeting – August 6, 2015  
Meeting Minutes**

**Meeting called to order at 1pm, by Chairman, Russell ‘Buster’ Attebery.**

**Present:**

Russell “Buster” Attebery, Chairman  
Joseph “Jody” Waddell, Secretary/Treasurer  
Robert Super, Vice-Chairman  
Alvis “Bud” Johnson, Member At Large  
Arch Super, Member at Large  
Renee Stauffer, Member at Large  
Elsa Goodwin, Member at Large (late)  
Charron “Sonny” Davis, Member at Large

**Absent:**

Josh Saxon, Member at Large (excused)

**Sonny Davis completed a prayer and Buster Attebery read the mission statement.**

**Agenda:**

Arch Super moved and Renee Stauffer seconded to approve the agenda, 7 haa, 0 puuhara, 0 pupitihara.

**Minutes July 9, 2015:**

Renee Stauffer moved and Arch Super seconded to approve the minutes, 6 haa, 0 puuhara, 1 pupitihara (Jody Waddell).

**Guests:**

**1.) Jaclyn Goodwin, Self-Governance:**

Jaclyn is present to seek approval of agreement 15-A-089. It is an agreement between the Tribe and the happy Camp Community Services District regarding the agreement with Indian Health Services for the water upgrades to their system.

Jody Waddell moved and Sonny Davis seconded to approve agreement, 7 haa, 0 puuhara, 0 pupitihara.

**Old Business:**

None at this time.

**Director Reports:**

**1.) Patricia White, RPMS Site Manager:**

Patty is present to review her report. She has one action item. It is a re-application to the Blue Shield Grant. Last year the Tribe received \$15,000 and this year they are applying for an undetermined amount of money. It can be used for equipment, structures, etc. Robert asked if it can be used for security. Patty didn't believe so, but they can review equipment purchases if the funding is received.

Elsa Goodwin moved and Renee Stauffer seconded to approve resolution 15-R-103, 7 haa, 0 puuhara, 0 pupitihara.

She then went on to provide her workload reports. In June there were 2195 visits in all locations. This was an increase from May. 33% of the patient visits were Native Americans.

AAAHC was on July 23-24, 2015. She participated in the preparation of this review. Monday, July 27<sup>th</sup> there was a patch with EHR and so far it has been smooth.

Elsa asked about Amy being present for patches. Patty noted that Amy is a CAC and Patty has skills for patches but not as much as a Clinical Applications Coordinator. Patty doesn't have this skill but Indian Health Services walked her through the process.

Security training is at 99% and only one person in Health that did not take it. 60% of the Tribal employees did not take the training. Elsa has requested the employees who did not take the training from Patty and she will present it to the Tribal Council. Elsa noted that this will be discussed between the Tribal Council.

Elsa Goodwin moved and Jody Waddell seconded to approve Patty's report, 7 haa, 0 puuhara, 0 pupitihara.

**2.) Eric Cutright, IT Director:**

Arrived late, report provided. Work is being done to actively work toward the broadband project and the trenching for fiber optic lines.

**3.) Vickie Walden, Dental Office:**

Vickie is present to review her report. Vickie has a contract with Dr. Ash that needs approved but she will need to bring that to the Planning Meeting as it's still in draft form.

Vickie provided a policy update for the health program. Dr. Millington provided a review of the policy and now Vickie would like to seek approval of the policy. Vickie noted that this policy needs to be followed and she would like to implement provider meetings for dentists that will allow exchange in discussions and review of compliance. Dr. Millington has also recommended that there be more frequent peer reviews.

Arch Super moved and Elsa Goodwin seconded to approve dental policy 14-001-010, 7 haa, 0 puuhara, 0 pupitihara.

She went on to explain she is within budget. They have a new project that the dental program will be doing. Indian Health Services 2015 survey of patients. It will be age specific.

Vickie then noted that adding a hygienist to the Yreka staff may be beneficial. She and Raul are working on this.

Buster asked when the final report will be returned on the AAAHC survey. Vickie noted that it will be received in about three weeks. From the final interview, the survey was announced to go well and they received some positive feedback.

Arch Super moved and Jody Waddell seconded to approve Vickie's report, 7 haa, 0 puuhara, 0 pupitihara.

**4.) Lessie Aubrey, Grants, Compliance, AAAHC Manager:**

Lessie is present to review her report. She provided her budget. The CHDP exams were done on time. The Yreka Dental Clinic audit has declined in four areas; x-rays not initialed, informed

consent not fully signed, provider signature missing, etc. She also included the other clinical reports.

The BMI project accessing obesity; the decrease is an improvement. The Yreka dental blood pressures are increasing. Pap Smears and Mammograms have improved but not meeting national standard.

The AAAHC went well and she thanked Vickie Simmons for her assistance. She then thanked Patty White for assisting as well. She worked very hard and Lessie appreciates the help that was done. Lessie provided the patient handbook to the Council.

Elsa suggested having the provider pictures up so the clients know who they will be seeing.

Buster asked about the documentation of pain and the amount. Vickie explained this and noted that they are not at 90% which is what they are targeting for the report.

Off topic, Vickie Walden and Patty White went in to explaining the background on electronic documentation as well as paper documentation.

Elsa Goodwin moved and Renee Stauffer seconded to approve Lessie's report, 7 haa, 0 puuhara, 0 pupitihara.

**5.) Raul Recarey, Health CEO:**

Raul is present to review his report. He has one action item. It is for Chris Rotin to AIDS Program continuing medication training. It is September 10-13, 2015 in Washington DC. She is being invited to the training that will provide her with CEU's so the cost will be offset.

Elsa Goodwin moved and Renee Stauffer seconded to approve out of state travel for Chris Rotin to Washington DC., September 10-13, 2015, 7 haa, 0 puuhara, 0 pupitihara.

Raul noted that there has been a lot of information on AAAHC, and he thanked Lessie Aubrey for leading the AAAHC and her effort.

He explained that there is a big push for fee for service and Raul provided an outline of this information. Example: under fee for service payment is received for every patient seen, it doesn't matter if the patient is seen for five things or one. Fee for value prolongs the visits and prolongs the care provided. The difficulty is moving toward fee for service and fee for value and it being an ongoing blend. The Tribe is still under fee for service.

The patient visit count is estimated at 900 for the month of July. This is with a provider out; the number drops slightly.

Orleans saw an increase in patient visits. Raul would like to determine what the discrepancy in the reports from Patty and Raul are reporting to the Tribal Council. The Council would like to also understand this.

Raul has noted that there is a head hunter fee for a dental provider, and after that is signed it will be submitted and sent through the system.

The HRSA grant has come through and that is an additional \$600k. Renee asked about providers needing the CPR certification. Elsa would like this to be provided to the community. HIPAA

training for Orleans has been provided. Raul also updated the Council that there is a CPR class coming up in which staff will be in attendance.

Jody Waddell moved and Bud Johnson seconded to approve Raul's report, 7 haa, 0 puuhara, 0 pupitihara.

Raul requested to approve agreement 15-A-091 between the Tribe and UHC solutions for a provider (dental) for the health program. It was not signed off, so could not be approved at this meeting.

**6.) Pat Hobbs, Children & Family Services:**

Pat is present to review her report. She would like clarification on the gambling addiction training. The patient population is already struggling with the addiction so it should be provided to the clients. Buster asked about this training and it being related to the compact. Pat noted that the Council may have to pay for this from discretionary.

Her other action item is an approval of her position description. She is in her fourth month operating without a position description. Raul has reviewed this. This is a new position description that has the inclusion of Child Welfare, State and Federal guidelines.

Pat's position description will be tabled for further review.

There is a Child / Social Worker starting this week, Mary Gallen and Kim Dodge in the river area. Vickie noted that the staff needs a new phone directory. It was explained that a new phone directory can be sent out and then there be an announcement made when there are new employees.

The Social Workers are working 30 hours a week. Monday's are main court days but Pat will be working with the staff on planning and staff coverage that will work for the program and the clients.

Pat then explained that the County wants to charge the Tribe a 15% administrative fee for providing an AOD, DUI program. Elsa would like to send a letter to the County regarding the services that are being provided. Angela noted that Art Carr contacted Angela and it was noted that the County will be charging 5% of the Tribes revenue. Angela noted that this fee will make the program barely break even. There has been information received on the County's stance but it is undetermined what the fee goes to. Robert would like Angela to review what is done in Humboldt County. When the Tribe changed its fees to be more competitive then the County initiated review and charges. There is a fee paid to the State for each enrolled client and this will be reviewed to determine compliance. Angela explained the higher rates that were just approved and the notation that they are within the State regulations. Angela has put in a couple calls into the State to get some information.

Elsa Goodwin moved and Renee Stauffer seconded to approve Pat's report, 7 haa, 0 puuhara, 0 pupitihara.

Consensus: to allow employee bonus in line with hiring agreement.

Reminder: to all staff that there are no personal passengers in vehicles unless approved, also adhere to the speed limit.

Informational: Chairman and Vice-Chairman will ensure follow up on 3 day eviction on property.

Informational: Community Member from Orleans entered the meeting to discuss their move to contact Humboldt County health department and request a letter from the Tribal Council Member. The Tribal Council noted that as a resident the person may continue, but as a Tribe there is other factors in which they will review. Council Member not authorized to submit letter on behalf of the Council at this time.

Jody Waddell moved and Sonny Davis seconded to approve agreement 15-A-091, 5 haa, 0 puuhara, 0 pupitihara (Robert/Arch absent for the vote).

Informational: CHS Supervisor will be selected to attend planning meeting session with the Tribal Council.

Renee Stauffer moved and Arch Super seconded to provide \$947 in burial discretionary for D280, 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Robert Super seconded to approve 15-R-100, 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Elsa Goodwin seconded to approve the Ann Chuupan pricing (\$44 per month, \$88 per month for enhanced, that includes the \$4 radio fee and the \$44 one time installation fee, payable before installation, 7 haa, 0 puuhara, 0 pupitihara.

Elsa Goodwin moved and Renee Stauffer seconded to approve the Broadband services to be Ann Chuupan (Talking Line), 7 haa, 0 puuhara, 0 pupitihara.

Elsa Goodwin moved and Robert Super seconded to remove Tribal Member HA from the no-rehire list, 7 haa, 0 puuhara, 0 pupitihara.

Elsa Goodwin moved and Robert Super seconded to approve surveillance station cameras for the Admin complex, 7 haa, 0 puuhara, 0 pupitihara.

Informational: The Construction Manager will be selected to attend the Planning Session with the Tribal Council.

Elsa Goodwin moved and Sonny Davis seconded to approve a revised 30 hour clerk position, post the vacancy flown emergency and post the on-call position for the People's Center, 6 haa, 0 puuhara, 0 pupitihara (Jody absent for vote).

Elsa Goodwin – Sonny Davis moved and Jody Waddell seconded to seat Randy Hobbs to the KTHA Board, 5 haa, 0 puuhara, 2 pupitihara (Arch/Renee).

**Next Meeting Date: September 10, 2015 at 3pm in Orleans.**

Jody Waddell moved and Sonny Davis seconded to adjourn at 7:48pm, 7 haa, 0 puuhara, 0 pupitihara.

Respectfully Submitted,

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Russell “Buster” Attebery, Chairman

Recording Secretary, Barbara Snider



**RPMS**  
**Karuk Tribal Health and Human Services Program**

**Health Board Meeting-Orleans**  
**September 10, 2015**  
**Patricia White, RPMS Site Manager**



**Workload reports**

Below is the July 2015 "Operations Summaries" and Tribal Statistics. During July 2015 there were 2032 visits at all locations. This is an decrease of 163 visits from June 2015 numbers. Happy Camp was down by 47 visits, Yreka was down by 144 visits, and Orleans was up by 28 visits. 725 of these visits were for Native American Patients (36%) See Tribal Statistic chart at the end of the operations summary.

**Meeting / Conference Calls / Training August 2015**

- 08/04 – Directors Meeting Conference Call
- 08/06 – Health Board Meeting Yreka
- 08/11 – IHS Conference Call ICD-10
- 08/12 – ACQI Monthly Meeting
- 08/12 – Conference Call Raul Recarey /Performance Report how-to
- 08/13 – RPMS/EHR Office Hours – IHS
- 08/20 – ICD 10 Video Clinical Documentation
- 08/20 – RPMS/EHR Office Hours – IHS
- 08/24 – Clinical Reminders Office Hours - IHS
- 08/26 – Medical Records Quarterly Meeting
- 08/26 – HIE Kick Off Meeting IHS
- 08/11 – Medicare Learning ICD10 coding (partial)
- 08/27 – RPMS/EHR Office Hours – IHS

**Projects in Process**

**HIE-Direct Messaging-PHR** – We have begun the process of onboarding for Health Information Exchange (HIE)/Direct Messaging/Personal Health Record (PHR) with IHS.

Direct Messaging (RPMS Direct)/HIE is a standard based, secure, web-based messaging system that will give healthcare providers and other health care professionals the ability to transmit secure messages electronically with their patients, other IHS healthcare providers, and other trusted DIRECT participating health care organizations.

Along with messaging IHS OIT has developed the Personal Health Record. The PHR is a secure and private internet application which enables verified patients to view their clinical information about their healthcare. This information includes allergies, medications, recent lab results, and more in the electronic form.

At the present time we been working with California Area Office on the background set up within EHR and RPMS. We are one of two California IHS sites being on boarded at this time.

**Budget:** At the time of writing I am under budget for this fiscal year.

<b>Program</b>	<b>RPMS</b>
<b>Budget Code</b>	<b>3000-75</b>
<b>Program Year</b>	<b>2014-2015</b>
<b>Appropriation</b>	<b>\$235,336.60</b>
<b>Expenses to Date</b>	<b>172,439.90</b>
<b>Balance</b>	<b>\$62,896.70</b>
<b>Percent used</b>	<b>68.75</b>

Respectfully Submitted,  
Patricia C White, RPMS Site Manager

OPERATIONS SUMMARY FOR KARUK TRB HP Service Unit  
FOR JUL 2015  
Prepared for September 10, 2015  
Health Board Meeting-Orleans

(Note: In parentheses following each statistic is the percent increase or decrease from the same time period in the previous year. '\*\*' indicates no data is present for one of the two time periods.)

**PATIENT REGISTRATION**

There are 19,265 (+4.1) living patients registered at this SU. This number does not represent the 'Active User Population' which is found elsewhere in PCC Reports. There were 69 (-2.8) new patients, 0 (\*\*) births, and 2 (-33.3) death(s) during this period. Data is based on the Patient Registration File.

**THIRD PARTY ELIGIBILITY**

There were 2,896 (+0.2) patients enrolled in Medicare Part A and 2,761 (+0.1) patients enrolled in Part B at the end of this time period.

There were 123 (+8.8) patients enrolled in Medicare Part D.

There were also 7,349 (+4.5) patients enrolled in Medicaid and 6,505 (+6.1) patients with an active private insurance policy as of that date.

**CONTRACT HEALTH SERVICES**

Total CHS expenditures (obligations adjusted by payments) for this period were 48,674 (+12.2). The number and dollar amount of authorizations by type were:

57 - DENTAL	10	6190
64 - NON-HOSPITAL SERVICE	947	42484

**DIRECT INPATIENT**

[NO DIRECT INPATIENT DATA TO REPORT]

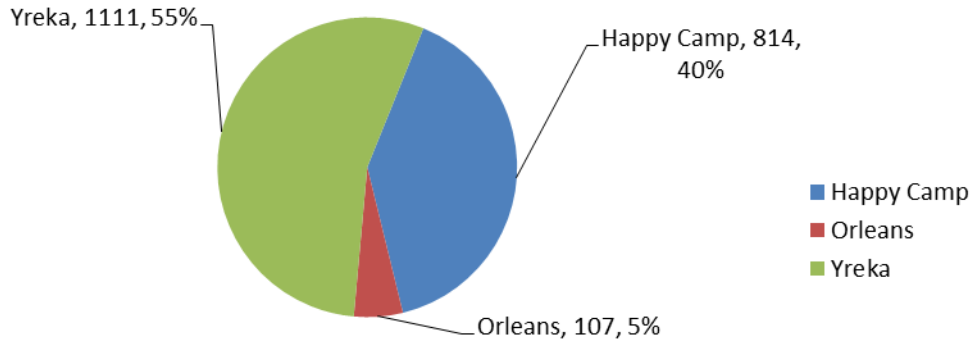
**AMBULATORY CARE VISITS**

There were a total of 2,032 ambulatory visits (+18.1) during the period for all visit types except CHS.

They are broken down below by Type, Location, Service Category, Clinic, Provider Discipline and leading Diagnoses. These do not equate to 'official' APC Visits which are identified in other PCC Reports.

By Type:		
TRIBE-638 PROGRAM	2,032	(+18.1)
By Location:		
YREKA	1,111	(+35.2)
KARUK COMMUNITY HEALTH CLINIC	814	(+17.8)
ORLEANS	107	(-48.3)

## Visits by Location July 2015



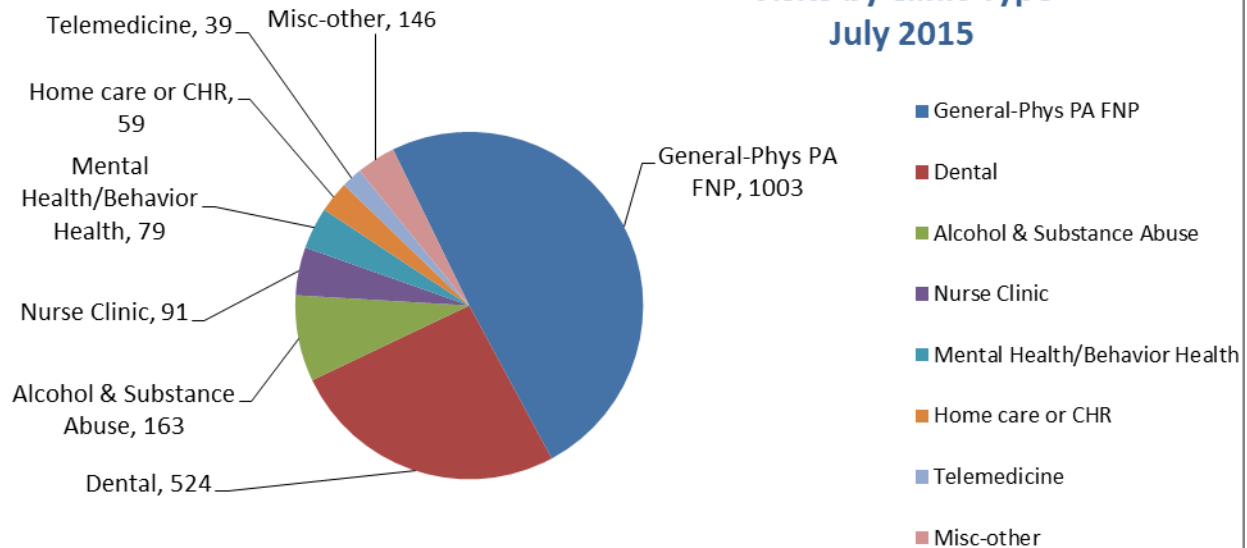
### By Service Category:

AMBULATORY	2,008	(+18.3)
TELECOMMUNICATIONS	24	(+9.1)

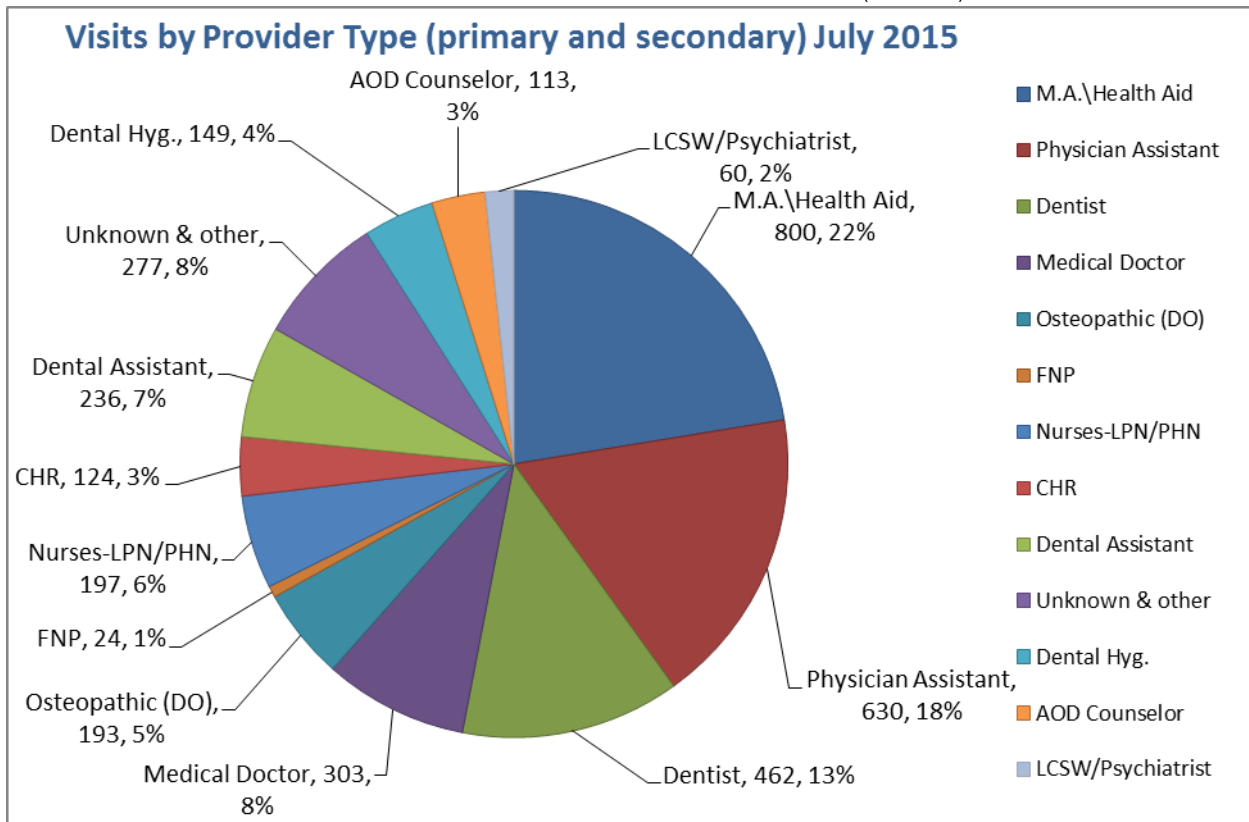
### By Clinic Type:

GENERAL	1,003	(+88.2)
DENTAL	524	(+7.4)
ALCOHOL AND SUBSTANCE	163	(+46.8)
NURSE CLINIC	91	(-17.3)
OTHER	65	(-15.6)
MENTAL HEALTH (PSYCHIATRY)	60	(+7.1)
HOME CARE	59	(+103.4)
TELEMEDICINE	39	(+680.0)
BEHAVIORAL HEALTH	19	(**)
CHART REV/REC MOD	2	(**)
TELEBEHAVIORAL HEALTH	2	(**)
TELEPHONE CALL	2	(-80.0)
LABORATORY SERVICES	1	(**)
PHARMACY	1	(**)
PHYSICAL THERAPY	1	(-50.0)

## Visits by Clinic Type July 2015



By Provider Type (Primary and Secondary Providers):		
PHYSICIAN ASSISTANT	630	(+90.3)
MEDICAL ASSISTANT	613	(+31.8)
DENTIST	462	(-1.1)
MD	303	(-24.6)
UNKNOWN	270	(**)
DENTAL ASSISTANT	236	(+50.3)
OSTEOPATHIC MEDICINE	193	(-13.5)
LICENSED PRACTICAL NURSE	192	(-8.1)
HEALTH AIDE	187	(-2.6)
DENTAL HYGIENIST	149	(+7.2)
COMMUNITY HEALTH REP	124	(+17.0)
ALCOHOLISM/SUB ABUSE COUNSELOR	113	(+1.8)
LICENSED CLINICAL SOCIAL WORK	60	(+57.9)
NURSE PRACTITIONER	24	(+300.0)
OTHER	7	(**)
PUBLIC HEALTH NURSE	5	(+66.7)



The ten leading purposes of ambulatory visits by individual ICD Code are listed below. Both primary and secondary diagnoses are included in the counts.

By ICD Diagnosis		
1). DENTAL EXAMINATION	525	(+15.9)
2). OTHER SPECIFD COUNSELING	142	(+14.5)
3). HYPERTENSION NOS	134	(+28.8)
4). LUMBAGO	86	(+38.7)
5). ALCOHOL ABUSE-UNSPEC	72	(+10.8)
6). DMII WO CMP NT ST UNCNTN	71	(+65.1)
7). CHRONIC PAIN NEC	68	(+161.5)
8). CANNABIS ABUSE-UNSPEC	57	(**)
9). HYPERLIPIDEMIA NEC/NOS	54	(+45.9)
10). BENIGN HYPERTENSION	54	(+200.0)

**CHART REVIEWS**

There were 1,065 (+10.0) chart reviews performed during this time period.

**INJURIES**

There were 146 visits for injuries (+92.1) reported during this period. Of these, 53 were new injuries (+103.8). The five leading causes were:

- 1). HORNET/WASP/BEE STING 3 (\*\*)
- 2). ACC-HOT LIQUID & STEAM 2 (\*\*)
- 3). FALL NOS 2 (\*\*)
- 4). MV N-TRAFF NEC/NOS-PSGR 1 (\*\*)
- 5). WATERCRAFT ACC NEC-SKIER 1 (\*\*)

**EMERGENCY ROOM**

[NO EMERGENCY ROOM VISITS TO REPORT]

**DENTAL**

There were 409 patients (+3.5) seen for Dental Care. They accounted for 524 visits (+7.4). The seven leading service categories were:

- 1). PATIENT REVISIT 376 (+0.3)
- 2). HYPERTENSION SCREENING 225 (+16.6)
- 3). PREVENTIVE PLAN AND INSTRUCTION 131 (-3.0)
- 4). LOCAL ANESTHESIA IN CONJUNCTION WIT 130 (-10.3)
- 5). INTRAORAL - PERIAPICAL FIRST RADIOG 115 (+17.3)
- 6). TOPICAL APPLICATION OF FLUORIDE VAR 107 (+0.0)
- 7). FIRST VISIT OF FISCAL YEAR 84 (-3.4)

**IN-HOSPITAL VISITS**

[NO IN-HOSPITAL VISITS TO REPORT]

**PHARMACY**

There were 1,991 new prescriptions (+41.8) and 0 refills (\*\*) during this period.

\*\*\*\*\*  
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**Tribal Statistics July 2015**

	Registered Indian Patients	Indian Patients Receiving Services March 2015	APC Visits by Indian Patients March 2015
Karuk	2112	417	434
Descendants residing in CA	1901	228	199
All other Tribes	2222	125	92
<b>Total</b>	<b>6235</b>	<b>770</b>	<b>725</b>

## Eric Cutright Information Technology Health Board Report September 3, 2015

### Expenditure/ Progress Chart – IT Dept Indirect Budget August 31, 2015

Program	Code	Total Budget	Expensed to date	Balance	% Expended
IT Systems	1020-15	\$336,073.60	\$298,848.58	\$37,225.02	88.92%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2014 to 9/30/2015	12	11	1	92%	N
<b>Comments:</b>					
This is the budget to maintain the IT Department and the IT resources spread throughout tribal offices. The majority of the budget goes to salaries for IT personnel.					

### IT Department Activities:

- Digital Faxing has been implemented in the Orleans Clinic on a trial basis. Digital faxes will be tested in the Yreka and Happy Camp Clinics later this month.
- Some services have been transferred to the new storage system installed earlier this year. One of the transfers caused a problem with KTHA email, which was down from September 1<sup>st</sup> until the 3<sup>rd</sup>. The issue was caused mostly by a previously unknown problem keeping track of the current date and time between the original storage system and the new storage system. All issues relating to this problem have been resolved.
- The website redesign of [www.karuk.us](http://www.karuk.us) is nearly complete. Final changes and updates are being made before the new website is posted live to the internet.

### Project Title: Áan Chúuphan Internet Service in Orleans

Áan Chúuphan is expected to hook up the first customers in Orleans later this month, pending equipment arrival and setup, and back office billing setup coordinated with the finance department.

#### Construction Progress:

- The fiber optic installation from Orleans down Ishi Pishi road to Siskiyou Telephone is complete. The equipment to hook up the fiber is due to arrive next week.
- The communications tower and hut are fully constructed, including power and backup generator installation. A few items were identified by the County Inspector for follow up, which should be complete by the end of September.
- The installation of the core wireless network is complete, but the wireless devices still need additional configuration before we go live.

- All construction must be complete and the network fully functional by October 24, 2015, else the Karuk Tribe cannot meet the requirements of the USDA RUS grant agreement.

Reimbursement Status:

- \$736,049.39 has been spent. \$700,777.00 has been reimbursed.
- The fourth reimbursement request for \$272,540.09 was approved on August 25 in the amount of \$269,888.
- The fifth reimbursement request will be drafted for submission by the end of September.

**Expenditure/ Progress Chart – USDA Community Connect Grant**

Program	Code	Total Budget	Expensed to date	Balance	% Expended
USDA RUS	2061-00	\$1,141,870.00	\$863,089.10	\$278,780.90	75.59%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/24/2011-10/24/2017	72	46	26	64%	N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
03/31/2015	Yes		10/17/2017	No	
<b>Comments:</b>					
This grant funds the construction of broadband infrastructure to Orleans.					

**Project Title:** Klamath River Rural Broadband Initiative (KRRBI)

Deliverables:

Project Management Services:

- 3rd quarter report due by October 10, 2015.

Engineering Services:

- Detail GPS for the entire fiber optic installation route has been gathered.
- Wireless engineering primarily consists of distribution for the town of Orick. A primary tower site and two backup locations have been identified in Orick. The next step is to contact the landowners of the primary site to determine their interest in either selling or leasing the property.

Environmental Review:

- On August 25 & 26 the NEPA and CEQA review teams met with representatives from Karuk and Yurok and other permitting agencies. The group travelled almost the entire fiber optic installation route, and identified in advance many concerns that can be addressed before they become problems.

Permitting Services:

- Applications have been submitted to the federal agencies, and are being drafted for the state, county, tribal and private land agencies and road managers.

**Expenditure/ Progress Chart – KRRBI – California Advanced Services Fund (CASF)**

Program	Code	Total Budget	Expensed to date	Balance	% Expended
KRRBI - CASF	6661-00	\$6,602,422.00	\$196,429.00	\$6,405,993.00	0.03%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/17/2013-10/17/2015	48	22	26	46%	Y
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due	Completed?	Date Completed.
10/10/2015	No		At 25% Expended	No	
<b>Comments:</b>					
This grant expands on the Orleans Broadband Project and partners with the Yurok Tribe to provide internet service to several unserved and under-served communities in Northern Humboldt County.					

Report Attachments:

- Cell phone usage report for August 2015 billing period





KARUK TRIBE

Print Close Window

\*Should you experience any difficulty printing this page, please adjust your printer margin settings or set printer layout to landscape. If report has many columns, use legal size paper and select the "Advanced..." printer options to Fit to Page.

## Usage Per Line

User Name: Eric Cutright

Structure Name: Default

Location: KARUK TRIBE

## Report Details

Period Range Aug-15 To: Aug-15

Total minutes: 28,863 / 32,820
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## Summary by WirelessNumber

Wireless Number	Billing Cycle Date	User Name	Min	Total Allowance Mins	Data Usage
530-598-7089	08/18/2015	RICHARD BLACK	1,812	400	184,572.00KB
530-598-7940	08/18/2015	LESTER ALFORD	1,692	400	180,493.00KB
530-598-6829	08/18/2015	TANYA BUSBY	1,679	400	570,335.00KB
530-643-0921	08/18/2015	KAREN HOGUE	1,468	400	--
530-598-4615	08/18/2015	ANN ESCOBAR	1,221	400	205,482.00KB
530-598-8790	08/18/2015	CLARENCE BARGER	1,128	400	--
530-598-7067	08/18/2015	LISA AUBREY	1,092	0	--
530-643-6176	08/18/2015	BUCKY LANTZ	995	400	21,224.00KB
530-643-2565	08/18/2015	ANNIE SMITH	807	400	1,225,646.00KB
530-643-2625	08/18/2015	RUSSELL ATTEBERY	769	400	159,742.00KB
530-598-2248	08/18/2015	APRIL ATTEBURY	731	400	700,524.00KB
530-643-0799	08/18/2015	CAROL THOM	683	400	--
530-598-8006	08/18/2015	ERIC CUTRIGHT	681	400	655,304.00KB
530-643-1468	08/18/2015	SANDI TRIPP	653	400	645,514.00KB
530-598-3414	08/18/2015	SUSAN CORUM	630	400	1,858,894.00KB
530-598-8944	08/18/2015	BARRY HOCKADAY	619	400	--
530-598-9992	08/18/2015	LESLIE MOORE	590	400	382,455.00KB
530-598-8654	08/18/2015	MELODEE BREWINGTON	568	0	--
530-643-0607	08/18/2015	LYNN PARTON	542	400	--
530-643-6130	08/18/2015	PRESTON WILSON	542	400	173,079.00KB
916-207-8294	08/18/2015	CRAIG TUCKER	520	400	432,084.00KB
530-598-8628	08/18/2015	DANIEL GOODWIN	508	155	519.00KB
530-598-9880	08/18/2015	CHARLES SARMENTO	476	400	5,094,485.00KB
530-643-6177	08/18/2015	BRIAN GONZALES	423	400	50,929.00KB
530-215-8192	08/18/2015	JOSHUA SAXON-WHITECRANE	416	400	1,768,365.00KB
530-643-0642	08/18/2015	JESSICA PATTERSON	398	400	297,361.00KB
530-643-6626	08/18/2015	CAMERON BAILEY	380	400	9,189,815.00KB
530-215-8191	08/18/2015	ARCH SUPER	373	400	2,790,054.00KB
530-598-0897	08/18/2015	PATRICIA HOBBS	356	400	382,638.00KB

# Karuk Tribe

## Karuk Tribal Health Board Report For September 10, 2015 Yreka Meeting



### 1. **Dental Action Items**

#### a. **Personal Action Item for Closed Session**

### 2. **Dental Activities and Reports**

- a. New full time temporary Dentist- Dr. Felker had orientation done by Vickie Walden and Dora on Monday August 31 and started seeing patients on Tuesday afternoon.
  - b. Dr. Brassea is scheduled to be out on leave September 23, 28: October 6,
  - c. Follow-up on-
    - i. The need for a second hygienist to work at the Yreka Dental Clinic. This is still a work in progress because after talking with the HR Department we found that the job description needs to be updated.
    - ii. Installing Dental Intra-Oral Cameras – This is on the It project/work list and is not a high priority, due to be taken care of in November due to the It Work schedule.
  - d. Orleans Hygiene Fluoride Varnish & Dental Screening Clinic held on August 26, 2015 was a success, they saw 14 scheduled patients, 1 walk-in, and had 1 no show.
  - e. Give a Kid a Smile Day sponsored and organized by Debbie Bickford and Nikki Happy Camp Hygienist.
    - i. August 3 in Orleans 1 patient was seen
    - ii. August 17 in Yreka 32 patients were seen
    - iii. August 18 in Happy Camp 2 patients were seen and two families did not come for their appointments.
  - f. Yreka's Jessica RDAEF2 is working in Happy Camp on Mondays.
  - g. Bridget Koons' last day working for us is September 11, 2015. We will be advertising for an RDA, Unlicensed DA, or a DA Trainee next week, for Happy Camp Dental.
  - h. Vickie Walden Projects-
    - i. Dora and I have started looking at the dental department job descriptions and found that most of them need to be updated and/or signed by the employee.
    - ii. Completed Dr. Ash's Contract so she can finish 4 patients dental work. Yreka is scheduling the patients starting Friday September 11, 2015.
    - iii. Met with Lessie Aubrey on and did planning for the additional grant funds the health program received from HRSA. It was decided we would use the funds for Dentrax training, scanning equipment and hardwiring the dental patient rooms so dental can have paperless records. My tasks for this project are to provide Lessie with the estimated cost for training and equipment.
    - iv. Working with Laura Olivas on the new budget and obtaining the estimated cost of expanding the dental patient care space in the Yreka Clinic.
    - v. Working on HC Dental visit entries, this job has been pushed aside due to other priority tasks. I am behind on completing the visit review and filing them so they cross over to the billing program so the billing clerk can bill for the services. I am currently posting the visit for July 14, 2015.
    - vi. Filled in at the HC Dental Front Desk several days this month.
3. **No Dental Budgets** concerns, we currently working within our 2014/2015 FY budget and we are doing planning for next year's 2015/2016 FY budget.

Manager of Grants, Compliance and Accreditation

Board Report

September 10, 2015

Lessie Aubrey, Manager

\*\*\*\*\*

9/3/15 – I just realized that I have an appointment with a specialist in Medford, Oregon at 11:00 AM on September 10, the day of the HB meeting. I'm very sorry but I just don't think I will be able to make it back on time especially to Orleans. So please accept my apology.

Budget for Period ending 08/31/2015 - This budget is 5% under spent.

CQI Reports:

1. Both the Yreka and Happy Camp Medical Record Audits came in at 100% across the board.
2. Orleans Medical Record Audit was tabled.
3. BMI Project – This project has not made any major improvement – Discontinued.
4. PAP Smears – A 1% improvement was seen, and they still have 5 months to bring it up to 2%.

Other:

1. Room cleaning is still going on and will for some time, but Debbie Bickford's room is almost clean now of things left behind from various sources.
2. Change in Scope to add the Orleans clinic to the HRSA grant is in progress.
3. I will be traveling to Portland the week of the 14<sup>th</sup> to take icare computer training.
4. All complaints and Incident Reports have been processed according to policy.
5. Debbie Bickford and her team have completed their assignment due August 31, 2015 on the Mini Acorns Grant. The final report is the end of September. Debbie and her team have done a great job with this grant.
6. Debbie's outreach and Enrollment and Coverage for Kids booth at the Siskiyou County Fair were very successful. Many children received dental care due to her tireless efforts.
7. September 1, 2015 was the 35 Anniversary of the Karuk Tribal Health Program.

**Karuk Child and Family Services  
Health Board Report  
Patricia Hobbs LCSW  
September 2015**

**Action Items:**

1. California Indian Legal Services (CILS) Contract for 10/1/2015 – 9/30/2016
2. Credit Card for Humboldt County Social worker Kimberlee Dodge
3. Credit Card for Patricia Hobbs – Director

**Updates and Information:**

**Child Welfare Services:**

Social Worker in both sites are transitioning in well. They have been diligently working on both ICWA and Child Welfare Cases.

Both Social Workers are working 35 hours per week.

Darryl McBride, Social Work Assistant will return to part time (20 hrs/week) 9/7/2015.

Luke Supahan, Social Work Assistant will reduce hours to 10 hours per week.

**Alcohol and Other Drug Program:**

Transition of program to the TANF site is progressing. Construction per maintenance department is nearly complete.

Patricia Hobbs and Angela Baxter are working on a grant from HRSA for expansion and integration of substance abuse services with medical services. This is a two year grant which will provide us with a Masters Level Counselor who will provide services to individuals with a substance abuse disorder. The grant requires the implementation of Medically Assisted Treatment of Opioid Addiction. Our medical director Dr. Vasquez is supportive of this plan.

**Mental Health**

Position for Licensed Clinical Social Worker or Psychologist has been released. This position will be split between Happy Camp and Yreka.

We have been able to reduce the wait list and we continue to receive referrals. Clients are being served in all three areas.

PH

ACTIVITY REPORT FOR MENTAL HEALTH PROGRAM

RECORD DATES: AUG 01, 2015 TO AUG 31, 2015

# PATS is the total number of unique, identifiable patients when a patient name was entered on the record. # served is a tally of the number served data value.

	# RECS	ACT TIME (hrs)	# PATS	# SERVED
-----				
AREA: CALIFORNIA TRIBE/638				
SERVICE UNIT: KARUK TRB HP				
FACILITY: YREKA				
PROVIDER: HOBBS,PATRICIA (LICENSED CLINICAL SOCIAL WORK)				
12-ASSESSMENT/EVALUATION-PATI	1	1.5	1	1
13-INDIVIDUAL TREATMENT/COUNS	6	7.5	4	6
21-FOLLOWTHROUGH/FOLLOWUP-PAT	2	0.2	2	2
22-CASE MANAGEMENT-PATIENT PR	1	3.0		1
30-FOLLOWUP/FOLLOWTHROUGH-PAT	1	0.1	1	1
35-COLLABORATION	2	1.5		2
51-COMMITTEE WORK	1	1.5		1
55-SUPERVISION	1	1.0		1
56-RECORDS/DOCUMENTATION	9	0.8	7	9
59-OTHER ADMINISTRATIVE	1	3.0		1
71-TRAVEL RELATED TO PATIENT	1	3.0		1
	=====	=====	=====	=====
PROVIDER TOTAL:	26	23.0	15	26
PROVIDER: KINNEY,BENTON (PHYSICIAN ASSISTANT)				
99-INDIVIDUAL BH EHR VISIT	24	0.0	21	24
	=====	=====	=====	=====
PROVIDER TOTAL:	24	0.0	21	24
PROVIDER: WALTER,KAREENA (LICENSED CLINICAL SOCIAL WORK)				
12-ASSESSMENT/EVALUATION-PATI	2	4.0	2	2
13-INDIVIDUAL TREATMENT/COUNS	20	24.4	10	20
56-RECORDS/DOCUMENTATION	7	0.7	7	7
	=====	=====	=====	=====
PROVIDER TOTAL:	29	29.1	19	29
	=====	=====	=====	=====
FACILITY TOTAL:	79	52.1	55	79
FACILITY: ORLEANS				
PROVIDER: HOBBS,PATRICIA (LICENSED CLINICAL SOCIAL WORK)				
12-ASSESSMENT/EVALUATION-PATI	1	1.5	1	1
21-FOLLOWTHROUGH/FOLLOWUP-PAT	1	0.1	1	1
56-RECORDS/DOCUMENTATION	4	0.3	4	4
	=====	=====	=====	=====
PROVIDER TOTAL:	6	1.9	6	6
	=====	=====	=====	=====
FACILITY TOTAL:	6	1.9	6	6
FACILITY: KARUK COMMUNITY HEALTH CLINIC				
PROVIDER: HOBBS,PATRICIA (LICENSED CLINICAL SOCIAL WORK)				
11-SCREENING-PATIENT PRESENT	1	0.5	1	1
13-INDIVIDUAL TREATMENT/COUNS	2	2.5	2	2
21-FOLLOWTHROUGH/FOLLOWUP-PAT	3	0.3	3	3
30-FOLLOWUP/FOLLOWTHROUGH-PAT	5	0.4	4	5
56-RECORDS/DOCUMENTATION	1	0.1	1	1

ACTIVITY REPORT FOR MENTAL HEALTH PROGRAM

RECORD DATES: AUG 01, 2015 TO AUG 31, 2015

# PATS is the total number of unique, identifiable patients when a patient name was entered on the record. # served is a tally of the number served data value.

	# RECS	ACT TIME (hrs)	# PATS	# SERVED
PROVIDER TOTAL:	12	3.8	11	12
PROVIDER: WALTER, KAREENA (LICENSED CLINICAL SOCIAL WORK)				
12-ASSESSMENT/EVALUATION-PATI	2	5.3	2	2
13-INDIVIDUAL TREATMENT/COUNS	10	11.3	7	10
56-RECORDS/DOCUMENTATION	8	0.1	7	8
PROVIDER TOTAL:	20	16.8	16	20
FACILITY TOTAL:	32	20.6	27	32
SU TOTAL:	117	74.6	88	117
AREA TOTAL:	117	74.6	88	117

RUN TIME (H.M.S): 0.0.1

Karuk Substance Abuse Program  
Monthly Report for August 2015

AOD	Total Number of client for each area
Yreka	10
Happy	7
Orleans	1

Total Number of AOD clients <b>18</b>
---------------------------------------

BIP	Total Number of client for each area
Yreka	15 Men 4 women
Happy	2 Men
Orleans	0 Men

Total Number of BIP clients <b>21</b>
---------------------------------------

DUI	Total Number of client for each area
Yreka	3
Happy Camp	4

Total Number of DUI clients <b>7</b>
--------------------------------------

We continue to move forward with regard to helping our people. A client graduated the AOD program this month.

We have 2 people on the wait list for BIP.

I do have concerns about our finances with regard to moving into 1517 S. Oregon Street. When I spoke to finance a couple of months ago, I was informed that we would have to pay rent yet it would not affect the programs revenue. When I spoke to finance about 2 weeks ago, I was told we would have to pay \$500 per month for rent and we would have to pay up to \$250 per month for the water, electric, and garbage. That is \$750 per month which is \$9,000 per year. We simply do not make enough money from DUI and BIP to pay this amount every month. The revenue from DUI is kept for the short fall for the grants. The program makes roughly \$6,000 a year from BIP. This money is used to buy curriculum for all three programs as well as office supplies as we need them throughout the month. We also have fees to pay to the state quarterly for the DUI program. The state charges the program \$3,452.00 every two years for our certification.

The program pays out profession fees every two years in the amount of \$525 for certification renewals. Also BIP certifications have to be renewed every year which cost \$580 for 3 staff. If we hire a new staff and certify them for BIP, it will cost \$895. Most of these fees come from revenue we make from the Batterers Intervention Program.

As your Substance Abuse Coordinator it is my responsibility to keep the program within budget and I am concerned that we are not going to have the money to pay for the expenses we need to run the program on monthly and yearly basis. Therefore, I am asking council to consider finding a way to lower the rent and or another line item that will not affect our revenue.

Thank you for allowing me to be of service,

Angela Baxter, BA, CADDC II

\*\*\*\*\* CONFIDENTIAL PATIENT INFORMATION \*\*\*\*\*

AVB

AUG 25, 2015 Page 1

ACTIVITY REPORT FOR CHEMICAL DEPENDENCY or A/SA PROGRAM

RECORD DATES: AUG 01, 2015 TO AUG 25, 2015

# PATS is the total number of unique, identifiable patients when a patient name was entered on the record. # served is a tally of the number served data value.

	# RECS	ACT TIME (hrs)	# PATS	# SERVED
-----				
AREA: CALIFORNIA TRIBE/638				
SERVICE UNIT: KARUK TRB HP				
FACILITY: YREKA				
PROVIDER: BAXTER, ANGELA V (ALCOHOLISM/SUB ABUSE COUNSELOR)				
91-GROUP TREATMENT	43	10.0	20	43
	=====	=====	=====	=====
PROVIDER TOTAL:	43	10.0	20	43
PROVIDER: BEARCHILD, CHERYL R (ALCOHOLISM/SUB ABUSE COUNSELOR)				
13-INDIVIDUAL TREATMENT/COUNS	7	4.8	4	7
31-CASE MANAGEMENT-PATIENT NO	5	1.4	5	5
91-GROUP TREATMENT	37	5.9	18	37
	=====	=====	=====	=====
PROVIDER TOTAL:	49	12.1	27	49
PROVIDER: HOBBS, PATRICIA (LICENSED CLINICAL SOCIAL WORK)				
32-CLINICAL SUPERVISION PROVI	2	2.0		2
	=====	=====	=====	=====
PROVIDER TOTAL:	2	2.0	0	2
	=====	=====	=====	=====
FACILITY TOTAL:	94	24.1	47	94
FACILITY: ORLEANS				
PROVIDER: BALLARD, ANTHONY (UNKNOWN)				
13-INDIVIDUAL TREATMENT/COUNS	3	2.5	1	3
31-CASE MANAGEMENT-PATIENT NO	3	1.3	2	3
91-GROUP TREATMENT	12	4.0	3	12
	=====	=====	=====	=====
PROVIDER TOTAL:	18	7.8	6	18
	=====	=====	=====	=====
FACILITY TOTAL:	18	7.8	6	18
FACILITY: KARUK COMMUNITY HEALTH CLINIC				
PROVIDER: BALLARD, ANTHONY (UNKNOWN)				
11-SCREENING-PATIENT PRESENT	1	1.0	1	1
12-ASSESSMENT/EVALUATION-PATI	1	2.0	1	1
13-INDIVIDUAL TREATMENT/COUNS	6	2.7	2	6
31-CASE MANAGEMENT-PATIENT NO	8	2.3	7	8
91-GROUP TREATMENT	38	14.0	11	38
	=====	=====	=====	=====
PROVIDER TOTAL:	54	21.9	22	54
PROVIDER: BEARCHILD, CHERYL R (ALCOHOLISM/SUB ABUSE COUNSELOR)				
13-INDIVIDUAL TREATMENT/COUNS	5	2.8	3	5
91-GROUP TREATMENT	5	3.0	3	5
	=====	=====	=====	=====



PROVIDER TOTAL:

10

5.8

6

10

FACILITY TOTAL:

=====  
64

=====  
27.7

=====  
28

=====  
64

\*\*\*\*\* CONFIDENTIAL PATIENT INFORMATION \*\*\*\*\*

AVB

AUG 25, 2015 Page 2

ACTIVITY REPORT FOR CHEMICAL DEPENDENCY or A/SA PROGRAM

RECORD DATES: AUG 01, 2015 TO AUG 25, 2015

# PATS is the total number of unique, identifiable patients when a patient name was entered on the record. # served is a tally of the number served data value.

	# RECS	ACT TIME (hrs)	# PATS	# SERVED
SU TOTAL:	176	59.5	81	176
AREA TOTAL:	176	59.5	81	176

RUN TIME (H.M.S): 0.0.1

Business & Community Development Division

64236 Second Avenue  
Post Office Box 316  
Happy Camp, CA 96039  
Phone: (530) 493-5257  
Fax: (530) 493-5270

# Karuk Tribe



Administrative Office

Phone: (530) 493-1600 • Fax: (530) 493-5322  
64236 Second Avenue • Post Office Box 1016 • Happy Camp, CA 96039

Business & Community Development Division  
64236 Second Avenue  
Post Office Box 1016  
Happy Camp, CA 96039  
Phone: (530) 493-2201  
Fax: (530) 493-5364

## REQUEST FOR CONTRACT/ MOU/ AGREEMENT

Check One:

- 
- 
- 
- 

Contract  
MOU  
Agreement  
Amendment

Karuk Tribe Number Assigned:

15-A-101

Funder/Agency Assigned:

2130-56-7003

Prior Amendment:

REQUIRED → \*Procurement Attached

\*Budget Attached

\*System for Award Management (SAM) (CONTRACTS ONLY)

\*KCDC/ KTHA Notification/ review required

Yes

No

Requestor:

Patricia Hobbs LCSW

Date: August 31, 2015

Department/Program:

Child and Family Services - Child Welfare Program

Name of Contractor or Parties:

California Indian Legal Services

Effective Dates (From/To):

10/12015 - 9/30/2016

Amount of Original:

\$178.60 per hour for senior/directing attorney

Amount of Modification:

Total Amount:

Funding Source:

N/A

Special Conditions/Terms:

Brief Description of Purpose:

Legal representation for ICWA cases in state court.

### \*\* REQUIRED SIGNATURES \*\*

Requestor

*Patricia Hobbs*  
*Laura Mayton*  
\*\*Chief Financial Officer

*Deedy Perez*  
\*\*Director, Administrative Programs & Compliance

\*\*Director of Self Governance(MOU/MOA) or TERO (Contracts)

Other

8/31/2015

Date

9-2-15

Date

~~9/2/15~~

Date

Date

Date

Request for Contract/MOU/Agreement

Updated October 25, 2012

This amended version supersedes all previous versions

**KARUK TRIBE**  
**ATTORNEY SERVICES AGREEMENT**

THIS AGREEMENT (the "Agreement") is entered into by KARUK TRIBE (the "Client"), with administrative offices in Yreka, California, and CALIFORNIA INDIAN LEGAL SERVICES (the "Attorney" or "CILS"), a non-profit corporation with a field office at 324 F Street, Eureka, California 95501 and the principal office at 609 S. Escondido Blvd., Escondido, California 92025.

1. ATTORNEY RETAINED.

The Client hereby retains and appoints Attorney as his/her legal counsel, and Attorney agrees to represent the Client, in accordance with the terms and conditions of this Agreement. Client is retaining the law firm of CILS, not any particular Attorney, and the Attorney's services to be provided to Client will not necessarily be performed by any particular Attorney.

2. SCOPE OF REPRESENTATION.

Attorney shall provide legal advice and services to the Client on the Indian Child Welfare Act and other related matters, as requested by the Client.

3. CLIENT DUTIES

Client agrees to be truthful with the Attorney, to cooperate, to keep Attorney informed of any information or developments which may come to the Client's attention, to abide by this Agreement, to pay Attorney's bill on time and to keep Attorney advised of Client's address, telephone number and other contact information. Client will assist Attorney in providing necessary information and documents and will appear when necessary at legal proceedings.

4. CONTRACT TERM.

- A. This Agreement is to be effective October 1, 2015 – September 30, 2016.  
Upon thirty (30) days' prior written notice, this Agreement may be terminated:  
(1) By the Client, with or without cause, or

(2) By the Attorney, with or without cause (but consistent with the Attorney's professional obligations). The scope of representation hereunder may be limited by the Client at any time.

5. SUBCONTRACTING WITH OTHER ATTORNEYS.

The Attorney shall not associate or contract with other attorneys to perform the services hereunder without the prior written approval of the Client.

6. FEES, EXPENSES, RETAINER AND TERO.

A. Fees. As compensation for services performed under this Agreement, the Attorney shall receive fees at the rate of \$178.60 per hour for senior/directing attorneys; \$153.00 per hour for staff attorneys; and \$92.00 per hour for legal advocates (J.D. degree). Hourly rate for travel time incurred shall be billed to the Client at sixty percent (60%) of hourly rates above (\$108.00 per hour for senior/directing attorneys and \$92.00 per hour for staff attorneys). Such compensation shall cover all general operating expenses of the Attorney, including clerical services, with the exception of reimbursable expenses described in subsection "B" below. Attorney may increase fees only after expiration of 45 days' advance written notice to the Client. Such notice shall inform the Client of their right to cancel, prior to the effective date of the new fee structure.

CILS is a tribally-controlled not-for-profit organization dedicated to advancing the rights of California Indians and Indian Tribes. The fees charged under this contract are solely for the purpose of reimbursing CILS for the cost of the services provided and to generate revenues that allow us to continue to provide other critically-needed free legal services to the California Indian community. The fees charged under this contract are less than those that private attorneys of similar experience and qualifications would charge for these services. CILS is a grant recipient of the Legal Services Corporation and all fees received by CILS under this Agreement may not be expended for any purpose prohibited by the Legal Services Corporation Act or regulations. The time charged will include the time the Attorney spends on telephone calls relating to Client matters, including calls with the Client and other parties and attorneys. The legal personnel assigned to Client's

matters may confer among themselves about the matter, as required and appropriate. When they do confer, each person will charge for the time expended, as long as the work done is reasonably necessary and not duplicative. Likewise, if more than one of the legal personnel attends a meeting or other proceeding, each will charge for the time spent in attending the meeting or proceeding. Attorney will charge for waiting time and for travel time, both local and out of town.

B. Expenses. The Client shall reimburse the Attorney for actual and reasonable expenses incurred by the Attorney in connection with the services performed under this Agreement, including but not limited to, overnight courier services, outside photocopying charges, travel, meals and lodging incidental to performance of this Agreement, and like expenses. The Attorney shall make best efforts, consistent with its professional responsibilities and the legal needs of the Client, to schedule travel and incur expenses in a way which will achieve the most economical rates.

C. Retainer. None.

D. Tribal Employment Rights Ordinance (TERO). Attorney acknowledges that a two percent (2%) TERO fee will be imposed on the gross value of any contract (such as this Agreement) initiated within the interior/exterior boundaries of the Client's Ancestral Territory.

E. Copies of Case File.

I understand that I will be kept reasonably informed about significant developments in my case and upon my request will receive copies of such case file documents which may include, but is not limited to court documents, written correspondence generated by CILS and from third parties and substantive electronic correspondence received or generated by CILS. I also understand that I will receive any and all original documents that I supplied to CILS. If I request additional copies from my file after it is closed, I will be responsible for reasonable copying and postage fees. It is expressly understood and agreed that my file will be destroyed five (5) years after the conclusion of services.

7. BILLINGS.

A. Statements. The Attorney shall submit to the Client a monthly statement, summarizing the services rendered, costs and expenses incurred, and the disbursements for which reimbursement is sought.

B. Prompt Payment. The Client shall pay all bills within 30 days, and it shall promptly notify the Attorney of any erroneous or disputed fees or expenses. In the event that Client fails to make payment after 30 days of receipt of the Attorney's bill, Attorney shall have the right to discontinue rendering further services to the Client until the amount of such billing is paid in full or other payment arrangements have been made.

8. INDEPENDENT CONTRACTOR.

It is understood that the Attorney shall be an independent contractor, and that no individual attorney, nor the Attorney, shall be an employee of the Client, nor shall they be entitled to receive any benefit to which employees are entitled by virtue of their employment with the Client. Except as otherwise expressly provided herein, the Client shall not be responsible for the payment of any taxes, permit fees or licenses incurred or required by the Attorney in order to perform services under this Agreement.

9. CONFLICTS OF INTEREST.

During the term of this Agreement, the Attorney shall not knowingly accept or receive any compensation, fees, expenses, or other thing of monetary value from any person, agency, firm or enterprise doing business or negotiating with the Client, without the express written consent of the Client. To the best of its knowledge after thorough investigation, the Attorney does not and has not represented any person or entity with interests in conflict with those of the Client on the matters covered by this Agreement; the Attorney has represented individual members of the Client in the past, and has represented virtually every Native American Tribe in California in one form or another in the past. The Attorney shall not undertake representation of any person or entity with an interest in conflict with those of the Client on the matters covered by this Agreement during the term of this Agreement. In the event an actual conflict of interest arises, the Attorney shall immediately so inform the Client.

10. ASSIGNMENT.

Neither this Agreement, nor any obligation of the Attorney hereunder, shall be assigned in whole or in part by the Attorney without the prior written consent of the Client.

11. APPLICABLE LAW AND REMEDIES.

In the performance of services hereunder, the Attorney shall comply with all applicable laws of the State of California and the United States.

12. DUPLICATE CONTRACTS.

Several identical copies of this Agreement may be executed. Each copy is deemed an original and carries the same force and effect as if only one document were executed.

IN WITNESS WHEREOF, this Agreement has been executed and approved by the parties and persons whose signatures appear below.

**KARUK TRIBE**

Dated: \_\_\_\_\_ By: \_\_\_\_\_  
Russell Attebery, Council Chairman (Client)

**CALIFORNIA INDIAN LEGAL SERVICES**

Dated: \_\_\_\_\_ By: \_\_\_\_\_  
Dorothy Alther, Executive Director





**Health Board Update**  
Raul Recarey – 09/04/2015

**REPORTING:**

In August 2015, we saw **1085** patients in all 3 clinics. This is the highest number of patients seen in one month in the past 8 months (since January). Having a provider in Orleans made a big difference; there were **160** patients seen at the Orleans clinic alone.

**Patient Visits by Clinic by Month**

Month	YREKA	HC	OR	MONTHLY TOTALS
Jan	497	332	66	895
Feb	515	336	77	928
Mar	593	332	67	992
Apr	455	253	37	745
May	425	318	30	773
Jun	570	387	47	1004
Jul	508	377	71	956
Aug	511	414	160	1085
Sep	0	0	0	0
Oct	0	0	0	0
Nov	0	0	0	0
Dec	0	0	0	0
<b>Total</b>	<b>4,074</b>	<b>2,749</b>	<b>555</b>	<b>7378</b>

- Despite a very minor drop in quality scores by Dr. Chau, HAPPY CAMP had a terrific performance in the month of August: the Chambers team had an Average Completed score of **71%** - this is the highest attainment of quality scores we've had since we started measuring and reporting on this set of metrics. Chelsea & her team improved on 10 of the 15 metrics being measured and **71%** now sets the high bar for all other teams to follow. **1<sup>st</sup> place in quality! This team's performance made them winner of 1<sup>st</sup> prize in our bonus program.**
- The Chelsea team also topped all other teams in patient volume: caring for **205** patients in the month of August. Next highest number of patients cared for was accomplished by the Vazquez team – they saw 187 patients in the same period.
- We did not see a significant change in the **average** number of patients seen daily, but the overall improvement in quality by all the other teams overshadows this fact.
- Dr. North's last day is September 14<sup>th</sup> and she will not be replaced. The patients seen by her will be distributed amongst the remaining providers – we have no concerns with being able to very effectively absorb this change without consequence. This change will reduce our provider costs as well as help increase our per-provider efficiency in terms of total patients seen and average patients seen daily.

# Karuk Tribe



- YREKA is still leading the 3 clinics in terms of patient volume – but not by much: Yreka saw a total of 511 patients, while HAPPY CAMP saw 414 (This is a difference of just 94 patients).

	Provider Name							
	Rotin	Cronin	North	Vasquez	Pease	Chambers	Chau	
Average Completed:	68%	64%	55%	58%	37%	71%	54%	
Total Patients Seen	120	180	33	187	160	205	173	
Average Visit Time:	1:16	1:15	1:21	0:50	0:36	0:44	1:15	Aug
Average Patients Daily:	8	9	4	9	8	10	9	Aug
Average Visit Time:	1:13	1:12	1:14	0:47		0:43	1:13	July
Average Patients Daily:	9	8	5	11		10	9	July
Average Visit Time:	1:22	1:08	1:23	0:57		0:46	1:22	June
Average Patients Daily:	8	8	5	10		11	9	June
Average Visit Time:	1:43	1:26	1:22	0:57		0:47		May
Average Patients Daily:	8	9	6	12		10		May

- We have been testing and experimenting with a new Advance Patient Access scheduling process at the YREKA clinic for about 2 months now. All reports have been positive by both staff and patients. We will be making this 20 and 40 minute scheduling system standard across all 3 clinics by October 1.
- On the DENTAL side: Dr. Istvan Felker began seeing patients at the Yreka Dental and all indications are positive at this point. He already worked with the Dentrrix electronic record system so we had no learning curve to worry about. He's eager with a positive attitude and seems to get along well with patients and staff alike.
- The first project to get developed for this board's review will be named the "DIGITAL EHR PROJECT". A key requirement to be in place before this project could get started was the implementation of a digital fax server solution. This service is now in place and we are able to begin the primary phase of the project which relates to converting our paper medical records into digital files. The result will be
  - A) Medical & Dental records will be standardized into ONE single format (electronic) instead of 2 as we have now.
  - B) Increased space at each facility, improving the use of space at each.
  - C) Increased efficiency with managing patient data
  - D) **Increased security – all patient data access is tracked and LOGGED.**

A detailed project plan will get assembled in the coming weeks and presented to you for review, comments and hopefully approval to proceed.