

**Karuk Tribe – Health Board Meeting
September 10, 2015 – Meeting Minutes**

Meeting called to order at 2:51pm by Chairman, Russell ‘Buster’ Attebery.

Present:

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

Absent:

Josh Saxon, Member at Large (excused/travel)

Sonny completed a prayer for the group.

Guests:

1.) Sandi Tripp, Director of Transportation:

Sandi is present to seek approval of procurement for a vehicle for the transportation program.

The vehicle is for her department and a truck which will accommodate a 3-4 person crew.

Arch asked about the email to hold the vehicle if approval was done this evening and he commented that the dealership shouldn’t hold the Council hostage to approvals and holding vehicles.

Jody Waddell moved and Renee Stauffer seconded to approve procurement and the purchase of a truck from McRae Nissan, 6 haa, 0 puuhara, 0 pupitihara.

Buster read the Mission Statement of the Health Program.

Agenda:

Elsa Goodwin moved and Bud Johnson seconded to approve the agenda with changes, 6 haa, 0 puuhara, 0 pupitihara.

Minutes of August 6th 2015:

Arch Super moved and Elsa Goodwin seconded to approve the minutes of August 6, 2015, 6 haa, 0 puuhara, 0 pupitihara.

Guests:

1.) Tom Fielden, AFMO:

Tom is present to seek approval of resolution 15-R-111. It is for Cal OES for the Homeland Security Grant program. It will be submitted to sustain lease agreements for the repeater sites for the next three years. Elsa inquired if this is not received then how they will be paid for. Tom noted that if the grant is unsuccessful then they will seek additional grant funding opportunities.

Tom explained that there is one year to sustain funding to secure the agreements. They are actively seeking other options of funding just in case.

Robert Super arrived at 3:04pm.

The grant application had a three week turnaround. Buster asked if other Tribes are receiving information quicker, but it was noted that Cal OES does not operate similarly to the Tribe. The system for internal approvals is slower. Tom provided an explanation on funding sought and the effort to obtain other grants but it was not feasible, so the FEMA program will be closing.

Jody Waddell moved and Sonny Davis seconded to approve resolution 15-R-111, 6 haa, 0 puuhara, 1 pupitihara (Robert Super).

2.) Jessica Patterson, Project Manager/Community Member:

Jessica updated the Council on the Orleans Café. She has been in contact with hazmat and Humboldt County offices. She continues to contact the County regarding code compliance. If there is no response from the owners then it will go to the court compliance for enforcement of the complaints.

Old Business:

None at this time.

Director reports:

1.) Patti White, RPMS Site Manager:

Patti is present to review her report. She provided an update to the Tribal Council on the operations summary of the clinics. There was review a couple days ago between her operation summary and the report in which Amy pulls for Raul. Patti noted that the report that she pulls accounts for all services and Raul's are specific to face to face encounters with patients by providers.

She has not heard back from Blue Shield Foundation funding to date.

The main project that is in place right now is the direct messaging and personal health record with Indian Health Services. They continue to meet with IHS including testing, to ensure there is smooth transition with communication to outside agencies with the health program. She attends web training on the project to keep up to speed on the changes.

Arch Super moved and Elsa Goodwin seconded to approve Patti's report, 7 haa, 0 puuhara, 0 pupitihara.

2.) Eric Cutright, IT Director:

Eric is present to review his report with the Council. He has no action items but he provided logos for Aan Chuupan. The Council looked at the logos.

October 16th will be the ribbon cutting for the broadband project; it will be at 1pm at the Orleans facility.

The Council liked the second logo with "Karuk internet service provider" into the logo. Eric has website that will be done. The Council will take time reviewing this and get back to Eric.

The equipment to hook up Orleans broadband has arrived and he will be working on the install. He will be creating a terms of service for customers to sign which will need to be in place.

Arch Super moved and Elsa Goodwin seconded to approve Eric's report, 7 haa, 0 puuhara, 0 pupitihara.

3.) Vickie Walden, Dental Program Manager:

Vickie is present to review her report. She submitted her report and has no action items. The Orleans sealant and screening clinic was held on August 26th, the schedule was full. There is another one scheduled in November. They have not scheduled after that due to weather and they will pick up scheduling again in the Spring.

The make a child smile day was sponsored by Debbie Bickford. It went well and there were several children that received screenings.

Jessica Courts, RDA EF has been working with Dr. Baracea on Monday's. She can do more than a standard certified RDA as the EF classification allows for more services. She hasn't scheduled anymore days in Happy Camp as the Yreka Clinic is getting staffed.

Her projects are continued review of the dental program position descriptions. Some position descriptions were approved in 2007 or 2008. Vickie Simmons will review evaluation forms and if there is a current position description then they will ensure a signature line each year.

Dr. Ash contract is operating and she will begin 8am, Friday morning. She has met with Lessie Aubrey on additional grant funding received from HRSA. The staff in the meeting determined that they would use the funding for the dental program to utilize the funding for Dentrrix. Vickie is still working on getting information to Lessie so she can use that funding.

She worked with Laura Olivas and Raul Recarey on the budget. There will be changes at the Yreka Dental clinic for additional exam rooms. She will be working with them on that.

Her dental data entry is behind but she is working on it. Susan Beatty views all the Yreka Clinic dental visits and Vickie Walden views the Happy Camp visits. She has fulfilled several days in the past month for the Happy Camp Receptionist, which may be a contributor to her being behind to July.

Dr. Felker started at the Yreka Clinic. Robert asked if there have been any wording changes in the policy about staff eating in the workplace. Vickie noted that there is no policy that clearly outlines that and Vickie would also like to include cell phone use. Vickie noted that that is on her list.

Patti explained that the Dentrrix system never allowed for training for the dental staff. With additional funding the staff will receive training and equipment for scanning.

Elsa appreciated Vickie's hard work. She is concerned with billing because they are back to July 14th. Elsa noted that this will reduce funding. Vickie notes that yes, she has not been able to do billing because it's behind. Elsa noted that if there is too much pressure if the billing isn't able to be done, then that needs addressed. Vickie noted that that would be difficult to have someone else cover because only she and one other person can do the billing. Vickie noted that she is unable to keep up. Raul explained that this is the first time he is hearing that there is a delay in the process. Raul will work with Vickie on a plan of action. Buster noted that this needs to be a priority. Raul agrees that he may need to know what is failing so that there can be a plan of action. Buster would like this reviewed. Vickie noted that her experience and what she has learned over time, is the billing coding and compliance. Vickie noted that that is her area, where she has a lot of

knowledge. Previously she has always worked with the Dental Director which allowed for a team approach.

Elsa Goodwin moved and Robert Super seconded to approve Vickie's report, 7 haa, 0 puuhara, 0 pupitihara.

4.) Lessie Aubrey, Grants manager:

Lessie is not present. Buster asked if there has been word about the AAAHC results. Raul noted that they have inquired but that has not taken place yet.

Buster inquired how come the Orleans medical clinic report was tabled. It was reported that Babbie was short-handed. A volunteer has started at the Orleans Clinic but she has been out on medical leave so that left the report not getting done.

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

5.) Pat Hobbs, Behavioral Health:

Pat is present to provide her report. She would like to seek credit cards for Kim Dodge and Mary Gowen. She would like them to have the ability to service families when they are in need. Pat noted that she needs a VISA for herself as well.

Elsa Goodwin moved and Renee Stauffer seconded to approve VISA's for Pat Hobbs, Kim Dodge and Mary Gowen, amount similar to the previous positions, 7 haa, 0 puuhara, 0 pupitihara.

She then sought approval with CILS for a new contract. They provide some services for the ICW Program. Elsa asked why this contract was needed, when the Council recently hired an attorney. Barbara recommends that not having the lawyer services disconnected right away because the General Counsel will need to be experienced and will not quickly go into court representing the Tribe.

Elsa Goodwin moved and Robert Super seconded to approve 15-A-101 agreement with CILS, 7 haa, 0 puuhara, 0 pupitihara.

Pat then noted that the rest of her report is in the Council packet. She is working on grant funding for more staff that can provide services for patients.

Pat thanked the Tribal Council for being available for phone votes for the ICW cases.

Elsa asked if Pat has discussed the AOD program issues with Raul Recarey and Laura Mayton about the rent for the new facility. Elsa noted that if there is no funding for the rent then that should have been considered. Laura noted that Angela should not have a problem paying for rent. Pat noted that she wasn't involved in the move at so she was unable to discuss this.

Buster asked Pat to stay for closed session.

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

6.) Raul Recarey, Health CEO:

Raul is present to review his report. He has several action items. He would like to seek approval of the Chairman to sign the authorization form for the funding.

He then sought approval of the patient procedure table for patients with disabilities to use the facility.

Raul noted that he then would like to seek approval of resolution 15-R-112 accepting the diabetic funding interim funding.

Elsa Goodwin moved and Jody Waddell seconded to approve resolution 15-R-112, 6 haa, 0 puuhara, 1 pupitihara (Arch Super).

Raul then went on to note that a Clinic Manager has been hired and the PHN duties have been taken on by Annie Smith.

Arch Super moved and Jody Waddell seconded to approve \$2,500 for the Clinic Manger, Cindy Hayes, 7 haa, 0 puuhara, 0 pupitihara.

Raul then presented a policy requiring all employees that work in the Indian Health facilities that they be vaccinated for the flu vaccine. Laura noted that in the past there have been staff that oppose it. The policy will be moved into closed session.

He then presented a policy relating to billing. What was found is that there has been confusion on paperwork being completed. The policy will outline a connection in the billing and credentialing which will allow ease of use in ensuring billing can be done. Raul noted that this will assist as well because the Tribe will not hire a person when there are billing restrictions. Arch asked if the Committee reviewed this. Raul noted that yes, Susanna Hardenburger, Business Office Manager wrote it and the ACQI Committee approved it.

Arch Super moved 03-005-000 and Renee Stauffer seconded the policy, 6 haa, 0 puuhara, 1 pupitihara (Elsa Goodwin).

Raul then noted that Jessica is working on her first project, which is digitization for the health program records. Raul noted that the General Counsel priorities are going to be set by the Council. His first request is to get time on the books for the conversion or shredding of the documents after scanning has taken place. Jessica would like to have this researched to ensure they are not violating any rules regarding this. Robert asked if Indian Health Services could provide information on this and provide a legal advice. Vickie Simmons noted that the rules for Indian Health Services are different than State law. Vickie noted that this is a good idea, because when there are self-governance clinics who can do this. Elsa announced that before Raul came on board the clinic was working toward digitization and now they are going to hire a company to begin scanning reports. Raul noted that there is space being taken up for paper charts and creating more work. There is no need to have paper charts and electronic charts. He would first like to research laws about paper charts and electronic charts. This move will be to have full electronic records.

The group noted that there are backups all the time and RPMS has a main backup. Raul noted that there were a lot of lessons learned in emergencies. Arch believes that this is something that needs to be done regardless.

The group would like to table the request for further discussions. Elsa asked if she has reviewed firms or set meetings to discuss this. Jessica explained that she is only researching this but first she would like get a legal opinion. Laura Mayton advises that the staff contact HRSA and Indian Health Services regarding this.

Raul noted that he has heard from Fred Burcell about the HVAC system in Yreka. The Tribal Council was advised to move toward a fix and Raul is unsure of what to do. Robert noted that the Council got the estimates for a large fix or a small fix, so the Council discussed doing the smaller fix. Buster noted that the system was getting really bad and not working again, so this should be move forward how the Council advised with Fred.

Raul noted that he spoke to a company who they thought found a solution. Fred was insisting that Indian Health Services do a total re-build. Laura explained that the Indian Health Services provides M&I funds each year. If the Tribe uses \$300,000 on one repair then they may be depleted for years. There were three different options that were provided and the Council had asked for a medium fix.

Consensus: to review the option of reviewing a fix rather than a full replacement.

Raul then sought approval of Pat's position description. It was tabled to closed session.

Raul then reviewed his report. He noted that his report may be difficult to get done on time. He went on to review the provider visit counts on the facilities. The Orleans provider is leaving and choosing not to renew his contract. Raul has already located a potential provider for Orleans to bring on board to replace Dr. Peas. She is an FNP and may stay long term.

Chelsea Chambers is on vacation so during her leave the new potential FNP will do onsite work in Happy Camp to determine if she is a good fit.

Some scores have dropped and there are bonus issues. Chelsea came in with the highest scores and it sets the bar on numbers. Raul has not received a report from Vickie Simmons on the GPRA indicators to date.

Raul then reported that the patient averages are working well. The access project at the Yreka Clinic is working well. He also pointed out that Dr. North has her last day September 14th. Her position will not be replaced and the patient volume will be absorbed into the other providers.

Robert asked how the new medical exam rooms are working. Raul noted that there are minor issues that are still pending, like no air conditioner venting, brackets for computer installations, etc. They are toward the end of construction at this time.

Elsa Goodwin moved and Robert Super seconded to approve Raul's report, 7 haa, 0 puuhara, 0 pupitihara.

Closed Session:

Bud Johnson moved and Robert Super seconded to approve \$3,000 in Third Party for CHS Case #268, 6 haa, 0 puuhara, 0 pupitihara (Elsa Goodwin absent for vote).

Consensus: for HR to set interviews for (5) applicants for the Education Coordinator position.

Consensus: to offer employee (6) months' probation with training plan.

Consensus: to review the legality of mandating Flu vaccination to employees.

Jody Waddell moved and Sonny Davis seconded to approve the revised Children & Family Services position description, 7 haa, 0 puuhara, 0 pupitihara.

Consensus: to pull previous position description and ensure items are in line with responsibilities.

Consensus: for Raul Recarey to review teams at each facility and determine why some support staff was not included.

Renee Stauffer moved and Bud Johnson seconded to approve procurement, 4 haa, 0 puuhara, 3 pupitihara (Renee, Elsa, arch)

Vickie Simmons presented, Dr. Vasquez, Amy Coapman and Dr. Felker has his initial appointment for the YR dentist.

Consensus: to have Dental Office Manager to review education retention for staff member to continue education goals.

Informational: KCDC Board Members need to communicate with Operations Manager regarding follow up of the items tasked and not re-visited repeatedly.

Informational: additional fees for miss flights and costs may be passed to employees.

Consensus: for the Vice-Chairman to remove possible items from Tribes property, to have a full review of repairs identified and a budget set for those items, so the Council can approve them. And to work with tenants to ensure compliance with laws.

Next Meeting Date: October 8, 2015 at 3pm in Yreka, CA.

Jody Waddell moved and Renee Stauffer seconded to adjourn at 8:55pm, 7 haa, 0 puuhara, 0 pupitihara.

Respectfully Submitted,

Russell "Buster" Attebery, Chairman

Recording Secretary, Barbara Snider



Action Item

- 1.** Request for Clinic Closure- On October 23, 2015 the Dental Department is scheduled to have their quarterly joint staff meeting at the Yreka Clinic. So I am asking for the board's permission to close the Happy Camp Dental Clinic.
- 2.** The Yreka Clinics are scheduled to close all day for the biannual health program training session, which is scheduled to be held Happy Camp on October 14, 2015. The meeting starts at 9:30 AM and finishes at 3:30 PM; the Happy Camp Dental Clinic will open at 8 AM, close for the training at 9:10 AM and re-open again at 4:00 PM.

Dental Activities

- 3.** Happy Camp Head Start Screening and Fluoride Varnish 2015 Report
 - 1.** Dental Hygienist Nikki completed dental screenings on 18 Head Start Students.
 - 2.** All children screened were given a full mouth fluoride varnish treatment and a written report stating the findings was sent home to the parents.
 - 3.** Nikki stated that 13 years ago the findings showed the kids had very bad oral care, it's been getting better over the last 10 years, some years the kids only had 1-2 cavities, but this year the results are pretty bad. This year's findings are:
 - Seven children had no visible cavities
 - Eleven children had visible decay:
 - 3 children had 8 visible cavities
 - 2 children had 6 visible cavities
 - 1 child had 3 visible cavities
 - 3 children had 2 visible cavities
 - 1 child had 1 visible cavity
 - 4.** Dr. Felker DDS is the new dentist working in the Yreka Clinic. So far he is working out fine. The staff and patients are happy he has joined the Yreka Staff.
 - 5.** Dr. Ash finished 1 of the four patients she has agreed to complete treatment on and is scheduled to work two other patients on October 2, 2015.
 - 6.** Happy Camp Dentist Dr. Brassea is schedule to be out of the office on October 22nd and 28
 - 7.** Yreka Dental's Susan Beatty RDA – Data Entry/Billing Coordinator will be attending a Billing training Class in Sacramento on October 29th.
 - 8.** Vickie's projects:
 - I have ordered the new/revised ADA CDT Procedure code books for the dental department. I will be reading the new code book so I can be prepared to update the codes in Dentrix on January 2, 2016.
 - I will be reviewing the current dental fee schedule and updating it due to code deletions, changes and the addition of new codes.
 - I am still behind on my visit entries but hope to be caught up to September 28, by October 10th and stay current. As the end of 2015 approaches I will need to make the

dental visit entries my main priority and stay up to date, as we move into our year end close processes.

- Updating dental job descriptions and evaluation forms is still a work in progress. The goal is to have them completed before the end of December. This is a big project because most of the long time employees' original job descriptions have not been: re-signed with a new date and a statement saying "no changes needed", so their original job descriptions are dated 2005, 2006, 2007 and etc. This gives program reviewers and supervisors the impression job descriptions are not keep current or updated. I completed a dental Assistant training schedule form, which is being used for our current DA, which is doing on the job dental assisting training in Yreka and Happy Camp. This form was reviewed and signed. We will be using the form as we move forward with training. I will bring a copy of the form to the meeting is any of the health board would like to see it.
9. I have heard from some of the Fairchild Medical staff that their opening date for their new dental clinic is on schedule to open in October. No confirmation on the date they are opening their doors.

Karuk Dental Health Board Report for September 2015.
Respect Submitted by Vickie Walden RDA on 10/1/15

RPMS
Karuk Tribal Health and Human Services Program

Health Board Meeting-Yreka
October 8, 2015
Patricia White, RPMS Site Manager



Workload reports

Below is the August 2015 "Operations Summaries" and Tribal Statistics. During August 2015 there were 2032 visits at all locations. This is an increase of 74 visits from July 2015 numbers. Happy Camp was up by 35 visits, Yreka was down by 66 visits, and Orleans was up by 107 visits. 728 of these visits were for Native American Patients (35%) See Tribal Statistic chart at the end of the operations summary.

Meeting / Conference Calls / Training August 2015

- 09/02 - HIE/PHR/Direct Messaging On Boarding Conference Call-IHS
- 09/03 – RPMS/EHR Office Hours-IHS
- 09/04 – HIE/PHR/Direct Messaging On Boarding Conference Call-IHS
- 09/08 – Directors Meeting-Health Program
- 09/08 – ICD 10 Implementation Conference Call-IHS
- 09/09 – ACQI Meeting
- 09/09 – PHR/Direct Messaging e-Learning webinar-IHS
- 09/09 – HIE/PHR/Direct Messaging On Boarding Conference Call-IHS
- 09/10 – PHR/Direct Messaging e-learning webinar-IHS
- 09/10 – Health Board Meeting-Orleans
- 09/15 – ICD 10 Implementation Conference Call-IHS
- 09/17 – Direct Messaging Testing Call-IHS
- 09/17 – PHR/Direct Messaging e-Learning webinar-IHS
- 09/17 - RPMS/EHR Office Hours-IHS
- 09/18 - PHR/Direct Messaging e-Learning webinar-IHS
- 09/22 – ICD 10 Implementation Conference Call #1-IHS
- 09/23 – HIE/PHE/Direct Messaging Domain Validation Test & TOC Call with IHS
- 09/24 - RPMS/EHR Office Hours-IHS
- 09/29 - ICD 10 Implementation Conference Call-IHS
- 09/30 - HIE/PHE/Direct Messaging Domain Validation Test & TOC Call #2 with IHS

Projects in Process

HIE-Direct Messaging-PHR – The proposed Meaningful use rule has not been released yet. It was previously set to release on 10/1/15. We received information on September 30, 2015 that if nothing changes the following will be true:

- a. For PHR, each clinic will be required to have uploaded one patient to the PHR for each provider in your clinic; to be completed by Dec. 31st 2015.
- b. Each clinic will need to be capable of exchanging a Direct message with a patient during the reporting period (October 1st to December 31st).
- c. The Transition of Care (TOC) requirement is to send an electronic copy of the summary of care document (ToC) to ≥ 10% of transition of care patients during the reporting period (October 1st to December 31st).

We have been working closely with IHS to complete our validation testing and testing with another IHS organization. At this time Amy and I have been able to exchange messages within the organization with the Direct WebMail configured in EHR. We are not able to exchange messages outside the organization yet.

ICD-10- During September we have had weekly meetings in preparation for ICD10 Implementation on October 1, 2015. On September 25, 2015, IHS did the final installs for this change to coding. On Monday September 28, 2015 I conferenced with Steve Thibodeau, IT Technician at CAO/IHS to finish the ICD10 installs. We had a load failure within EHR that morning. Steve found an error in our EHR configuration that he fixed. Unfortunately that caused EHR to be off line for two and half hours. EHR was up and running after the lunch hour with no errors. On October 1st we transitioned over without problem.

Budget: RPMS ended the 2015 Fiscal year under budget.

Program	RPMS
Budget Code	3000-75
Program Year	2014-2015
Appropriation	\$235,336.60
Expenses to Date	\$198,346.86
Balance	39,989.74
Percent used	83.01%

Respectfully Submitted,

Patricia C White,
RPMS Site Manager

OPERATIONS SUMMARY FOR KARUK TRB HP Service Unit

FOR AUG 2015

Prepared for October 8, 2015

Health Board Meeting-Yreka, Ca

(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 19,345 (+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 82 (+26.2) new patients, 0 (**) births, and 1 (-75.0) death(s) during this period. Data is based on the Patient Registration File.

THIRD PARTY ELIGIBILITY

There were 2,910 (+0.2) patients enrolled in Medicare Part A and 2,772 (+0.0) patients enrolled in Part B at the end of this time period.

There were 128 (+10.3) patients enrolled in Medicare Part D.

There were also 7,403 (+4.6) patients enrolled in Medicaid and 6,567 (+5.9) 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 64,157.59 (+20.3). The number and dollar amount of authorizations by type were:

57 - DENTAL	7	5598.1
64 - NON-HOSPITAL SERVICE	972	58559.49

DIRECT INPATIENT

[NO DIRECT INPATIENT DATA TO REPORT]

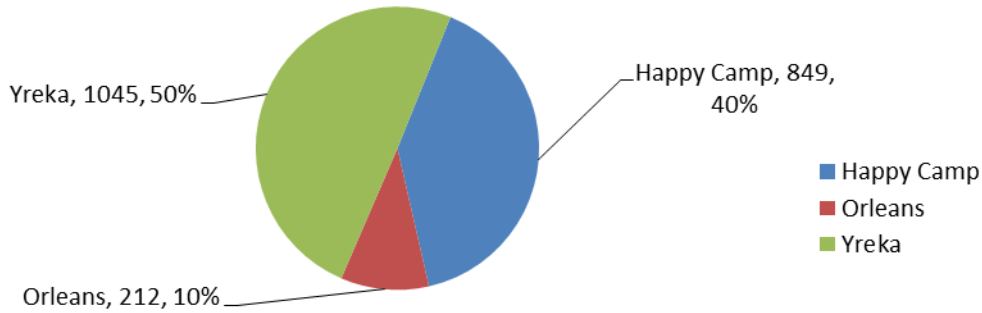
AMBULATORY CARE VISITS

There were a total of 2,106 ambulatory visits (+13.3) 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	2,106	(+13.3)
By Location:		
YREKA	1,045	(+13.2)
KARUK COMMUNITY HEALTH CLINIC	849	(+15.4)
ORLEANS	212	(+6.0)

Visits by Location August 2015



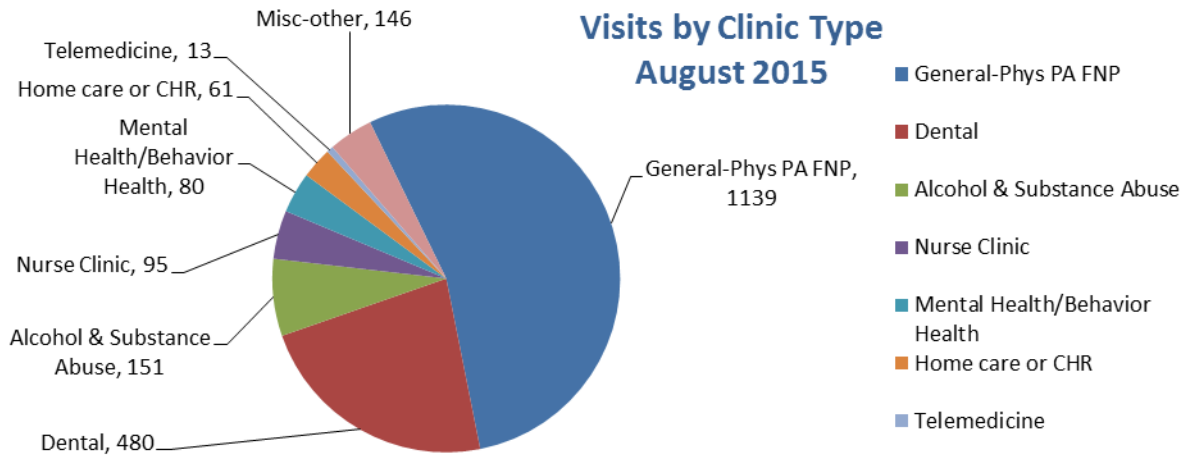
By Service Category:

AMBULATORY	2,081	(+15.7)
TELECOMMUNICATIONS	25	(-58.3)

By Clinic Type:

GENERAL	1,139	(+122.9)
DENTAL	480	(-5.9)
ALCOHOL AND SUBSTANCE	151	(+54.1)
NURSE CLINIC	95	(-30.1)
OTHER	80	(+3.9)
HOME CARE	61	(+190.5)
BEHAVIORAL HEALTH	50	(**)
MENTAL HEALTH (PSYCHIATRY)	29	(-62.3)
TELEMEDICINE	13	(+160.0)
TELEPHONE CALL	3	(-78.6)
CHART REV/REC MOD	2	(+100.0)
PHARMACY	2	(-33.3)
TELEBEHAVIORAL HEALTH	1	(**)

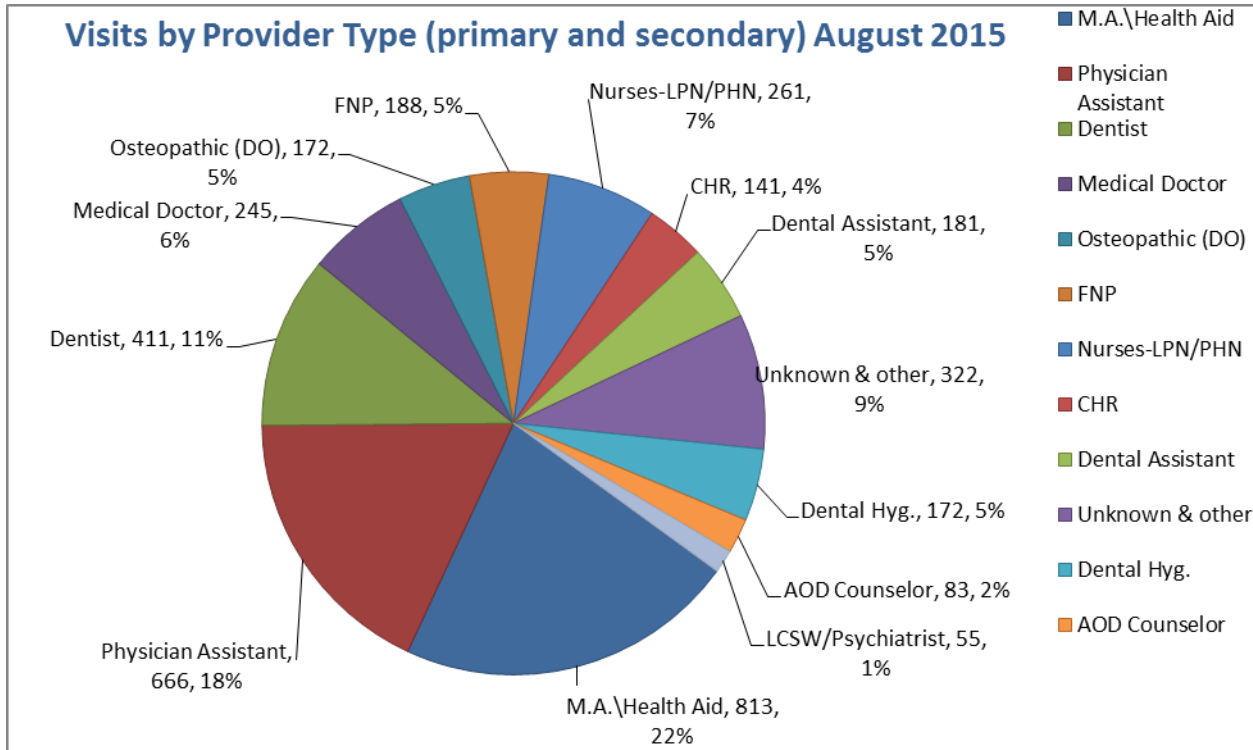
Visits by Clinic Type August 2015



By Provider Type (Primary and Secondary Providers):

PHYSICIAN ASSISTANT	666	(+40.2)
MEDICAL ASSISTANT	625	(+19.5)
DENTIST	411	(-16.0)
UNKNOWN	285	(**)
LICENSED PRACTICAL NURSE	258	(-11.3)

MD	245	(-42.5)
HEALTH AIDE	188	(+6.2)
NURSE PRACTITIONER	188	(+4,600.0)
DENTAL ASSISTANT	181	(+18.3)
DENTAL HYGIENIST	172	(+41.0)
OSTEOPATHIC MEDICINE	172	(+4.2)
COMMUNITY HEALTH REP	141	(+43.9)
ALCOHOLISM/SUB ABUSE COUNSELOR	83	(-15.3)
LICENSED CLINICAL SOCIAL WORK	55	(+12.2)
ADMINISTRATIVE	33	(**)
OTHER	4	(**)
PUBLIC HEALTH NURSE	3	(+50.0)



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	474	(+1.1)
2). HYPERTENSION NOS	160	(+61.6)
3). OTHER SPECIFD COUNSELING	148	(+34.5)
4). LUMBAGO	84	(+9.1)
5). DMII WO CMP NT ST UNCNR	80	(+53.8)
6). ROUTIN CHILD HEALTH EXAM	61	(+10.9)
7). ALCOHOL ABUSE-UNSPEC	59	(+18.0)
8). HYPERLIPIDEMIA NEC/NOS	58	(+41.5)
9). CHRONIC PAIN NEC	58	(+28.9)
10). LONG-TERM USE ANTICOAGUL	56	(-9.7)

CHART REVIEWS

There were 1,143 (+23.2) chart reviews performed during this time period.

INJURIES

There were 133 visits for injuries (+12.7) reported during this period. Of these, 61 were new injuries (+134.6). The five leading causes were:

- 1). OVERXRT-PROLNG STC POSTN 2 (**)
- 2). HORNET/WASP/BEE STING 1 (+0.0)
- 3). DOG BITE 1 (**)
- 4). FB ENTERING EYE 1 (**)
- 5). ACC-HOT LIQUID & STEAM 1 (**)

EMERGENCY ROOM

[NO EMERGENCY ROOM VISITS TO REPORT]

DENTAL

There were 394 patients (-3.0) seen for Dental Care. They accounted for 480 visits (-5.9). The seven leading service categories were:

- 1). PATIENT REVISIT 339 (-7.1)
- 2). HYPERTENSION SCREENING 174 (-3.3)
- 3). PREVENTIVE PLAN AND INSTRUCTION 159 (+43.2)
- 4). TOPICAL APPLICATION OF FLUORIDE VAR 142 (+65.1)
- 5). INTRAORAL - PERIAPICAL FIRST RADIOG 103 (-22.6)
- 6). INTRAORAL - PERIAPICAL EACH ADDITIO 100 (+31.6)
- 7). FIRST VISIT OF FISCAL YEAR 87 (-1.1)

IN-HOSPITAL VISITS

[NO IN-HOSPITAL VISITS TO REPORT]

PHARMACY

There were 2,095 new prescriptions (+33.1) and 0 refills (**) during this period.

Tribal Statistics August 2015

	Registered Indian Patients August 2015	Indian Patients Receiving Services August 2015	APC Visits by Indian Patients August 2015
Karuk	2112	434	210
Descendants residing in CA	1902	239	210
All other Tribes	2232	129	308
Total	6246	802	728

Eric Cutright Information Technology Health Board Report

October 5, 2015

Expenditure/ Progress Chart – IT Dept Indirect Budget September 30, 2015

Program	Code	Total Budget	Expensed to date	Balance	% Expended
IT Systems	1020-15	\$336,073.60	\$321,585.04	\$14,488.56	95.69%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2014 to 9/30/2015	12	12	0	100%	N
Comments:					
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 all 3 health clinics for medical records. Once we are comfortable using the e-fax system, we will expand the digital faxing to other health departments.
- On September 30 there was an outage of several servers in Happy Camp due to a failure of the old data storage system. IT was able to bring the system back up in about an hour. To avoid this problem in the future, IT is speeding up the transition to the new data storage system, and will be presenting a procurement for another processing server in the new future.
- The website redesign of 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 has installed services to the Karuk offices and several key community institutions. Home user sign-ups will be available within a week of this report.

Construction Progress:

- The fiber optic installation from Orleans down Ishi Pishi road to Siskiyou Telephone is complete and operational.
- The communications tower and hut are fully constructed, including power and backup generator installation. One remaining item, a special inspection on the tower construction, is required before Humboldt County will finalize the building permit.
- The installation of the core wireless network is complete, and testing has commenced.

- The ribbon cutting ceremony to celebrate the launch of Áan Chúuphan is scheduled for Friday, October 16th at 1 PM.

Reimbursement Status:

- \$881,347.36 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 is in progress.

Expenditure/ Progress Chart – USDA Community Connect Grant

Program	Code	Total Budget	Expensed to date	Balance	% Expended
USDA RUS	2061-00	\$1,141,870.00	\$ 881,347.36	\$260,522.23	77.18%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/24/2011-10/24/2017	72	47	25	65%	N
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due Date	Completed?	Date Completed.
03/31/2016	No		10/17/2017	No	
Comments:					
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:

- An RFP for an Owner’s Engineer to create detailed plans for the Fiber engineering will be posted this month.
- 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 landowners are being contacted 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. Additional information is being gathered at the request of the agencies that attended that meeting.

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	\$196,429.20	\$6,405,992.80	0.03%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/17/2013-10/17/2015	48	23	25	46%	Y
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due	Completed?	Date Completed.
10/10/2015	No		At 25% Expended	No	
Comments:					
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 September 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

Total minutes: 29,281 / 33,787

Period Range Sep-15 To: Sep-15

Summary by WirelessNumber

Wireless Number	Billing Cycle Date	User Name	Min	Total Allowance Mins	Data Usage
530-598-8006	09/18/2015	ERIC CUTRIGHT	2,007	400	301,200.00KB
530-598-7089	09/18/2015	RICHARD BLACK	1,810	400	299,462.00KB
530-643-0921	09/18/2015	KAREN HOGUE	1,345	400	--
530-598-4615	09/18/2015	ANN ESCOBAR	1,277	400	1,008,038.00KB
530-598-6829	09/18/2015	TANYA BUSBY	1,231	400	466,272.00KB
530-598-8790	09/18/2015	CLARENCE BARGER	1,212	400	--
530-598-7940	09/18/2015	LESTER ALFORD	1,136	400	1,126,445.00KB
530-643-0642	09/18/2015	JESSICA PATTERSON	1,117	400	829,588.00KB
916-207-8294	09/18/2015	CRAIG TUCKER	1,079	400	904,193.00KB
530-643-0799	09/18/2015	CAROL THOM	873	400	--
530-643-2565	09/18/2015	ANNIE SMITH	832	400	347,440.00KB
530-598-9992	09/18/2015	LESLIE MOORE	804	400	145,536.00KB
530-598-7067	09/18/2015	LISA AUBREY	718	0	--
530-598-9880	09/18/2015	CHARLES SARMENTO	651	400	4,840,798.00KB
530-598-8944	09/18/2015	BARRY HOCKADAY	629	400	--
530-598-8628	09/18/2015	DANIEL GOODWIN	561	400	--
530-598-2248	09/18/2015	APRIL ATTEBURY	554	400	490,457.00KB
530-598-0897	09/18/2015	PATRICIA HOBBS	552	387	496,992.00KB
530-598-8652	09/18/2015	KRISTEN KING	550	0	--
530-643-2625	09/18/2015	RUSSELL ATTEBERY	532	400	152,901.00KB
530-598-8654	09/18/2015	MELODEE BREWINGTON	530	0	--
530-643-0607	09/18/2015	LYNN PARTON	522	400	--
530-643-6626	09/18/2015	CAMERON BAILEY	452	400	4,157,465.00KB
530-643-6130	09/18/2015	PRESTON WILSON	450	400	101,306.00KB
530-643-6177	09/18/2015	BRIAN GONZALES	447	400	80,937.00KB
530-598-3414	09/18/2015	SUSAN CORUM	439	400	730,182.00KB
530-643-0658	09/18/2015	JOSH MANCIAS	434	400	--
530-598-8745	09/18/2015	MIKE TIRATERRA	417	400	--
530-643-3628	09/18/2015	RACHEL LENT	376	400	849,451.00KB

Please note! October 8th I will be flying back from Compliance Training arriving at the Medford Airport at 6:15 PM.

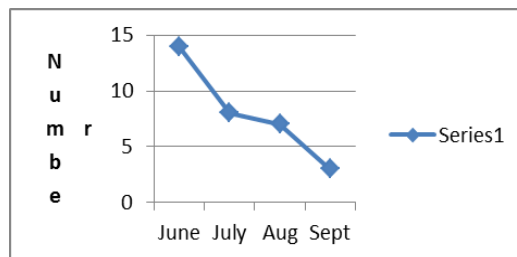
Budget: It appears that CQI will be under budget by 2.16% or approximately \$4,000.00. Fiscal is working on the final report so these numbers are the best I can provide currently. I don't expect any surprises.



Accomplishments: We were given a 3 year Accreditation award, which is the highest rating. We received only a Partial Compliance on the Medical Home which is what we expected. However, we received very good recommendations of what we need to do.

CQI Reports:

1. Debbie Bickford enrolled seven (7) into coverage in the month of August and she has already enrolled 3 in the beginning of September (full month data not available yet). This report is a different type of report because it has no baseline of data, but August is 21% of her total enrollments. She was very active in the month of August with activities. She believes the numbers will pick up during open enrollment season.



2. Yreka Eligibility Report – Tabled.
3. HC CHDP Callback – Tracy Burcell: This quarter they lost seven patients from their list either due to moving or seeing a pediatrician. However, the delinquency rate increased by 12. They have initiated sending letters and phone calls to encourage them to come in for their appointments, as well as using a tickler file to track them.
4. Diabetes report was tabled.
5. Orleans Medical Record Audit was tabled.
6. GPRA Report on Immunizations revealed that the rate has increased by 2.2%. Immunizations are highly influenced by the monthly age changes.

Training Report: I attended the iCare computer training in Portland during the month of September, and learned how to pull reports and customize them. I'm looking forward to using it in the CQI program.

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

Action Items:

1. Procurement Vehicle – Mental Health
2. Alarm System Happy Camp Log Building
3. Approval to post Grant funded LCSW (.75 FTE) and Child Welfare Social Worker (1.0 FTE) Position descriptions attached.
4. RFP for Foster Care Recruitment Event

Updates and Information:

Child Welfare Services:

Received notice that Karuk Tribe was awarded a grant for coordination between TANF and Child Welfare Services. This grant will allow us another full time Child Welfare social worker and a .75 FTE Licensed Clinical Social Worker.

Alcohol and Other Drug Program:

Transition of Yreka office to the building formerly occupied by Judicial System has been delayed. This is creating an office shortage situation with our current staff and both unfilled LCSW positions.

Patricia Hobbs, Angela Baxter, Laura Olivas and Emmalee Perez worked together to submit the grant for expansion and integration of substance abuse services with medical services.

Mental Health

Position for Licensed Clinical Social Worker or Psychologist has been released. This position will be split between Happy Camp and Yreka. There were some difficulties with the position description posted and they have been corrected and this will assist us in getting more interest in the position.

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

Karuk Substance Abuse Program
Monthly Report for September 2015

AOD	Total Number of client for each area
Yreka	10
Happy	10
Orleans	0

Total Number of AOD clients **18**

BIP	Total Number of client for each area
Yreka	15 Men 6 women
Happy	2 Men
Orleans	1 Men

Total Number of BIP clients **23**

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

Total Number of DUI clients **6**

We are continuing to move forward. I will be filling out paperwork for the state so we can implement an intensive outpatient program.

Staff collaborated with probation and juvenile to get a teen admitted into an IHS residential rehab. I feel this as a great accomplishment for the AOD team.

We have 3 people on the wait list for BIP.

Thank you for allowing me to be of service,

Angela Baxter, BA, CADC II

ACTIVITY REPORT FOR MENTAL HEALTH PROGRAM
 RECORD DATES: SEP 01, 2015 TO SEP 30, 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	0.5	1	1
13-INDIVIDUAL TREATMENT/COUNS	5	6.3	4	5
31-CASE MANAGEMENT-PATIENT NO	1	1.0	1	1
	=====	=====	=====	=====
PROVIDER TOTAL:	7	7.8	6	7
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)				
13-INDIVIDUAL TREATMENT/COUNS	15	16.8	8	15
56-RECORDS/DOCUMENTATION	3	0.3	3	3
	=====	=====	=====	=====
PROVIDER TOTAL:	18	17.0	11	18
	=====	=====	=====	=====
FACILITY TOTAL:	49	24.8	38	49
FACILITY: ORLEANS				
PROVIDER: HOBBS,PATRICIA (LICENSED CLINICAL SOCIAL WORK)				
13-INDIVIDUAL TREATMENT/COUNS	8	6.0	4	8
21-FOLLOWTHROUGH/FOLLOWUP-PAT	1	0.1	1	1
30-FOLLOWUP/FOLLOWTHROUGH-PAT	2	0.2	2	2
56-RECORDS/DOCUMENTATION	13	1.1	13	13
	=====	=====	=====	=====
PROVIDER TOTAL:	24	7.3	20	24
	=====	=====	=====	=====
FACILITY TOTAL:	24	7.3	20	24
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	1	1.0	1	1
21-FOLLOWTHROUGH/FOLLOWUP-PAT	1	0.1	1	1
30-FOLLOWUP/FOLLOWTHROUGH-PAT	1	0.1	1	1
35-COLLABORATION	1	1.0	1	1
56-RECORDS/DOCUMENTATION	3	0.3	3	3
	=====	=====	=====	=====
PROVIDER TOTAL:	8	2.9	7	8
PROVIDER: WALTER,KAREENA (LICENSED CLINICAL SOCIAL WORK)				

11-SCREENING-PATIENT PRESENT	1	2.3	1	1
12-ASSESSMENT/EVALUATION-PATI	2	4.0	2	2
13-INDIVIDUAL TREATMENT/COUNS	11	12.3	5	11
56-RECORDS/DOCUMENTATION	6	0.6	4	6

ACTIVITY REPORT FOR MENTAL HEALTH PROGRAM
 RECORD DATES: SEP 01, 2015 TO SEP 30, 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:	20	19.2	12	20
FACILITY TOTAL:	28	22.2	19	28
SU TOTAL:	101	54.3	77	101
AREA TOTAL:	101	54.3	77	101

RUN TIME (H.M.S): 0.0.1

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

Karuk Tribe



Karuk Dental Clinic
64236 Second Avenue
Post Office Box 1016
Happy Camp, CA 96039
Phone: (530) 493-2201
Fax: (530) 493-5364

Administrative Office

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

Requestor: Patricia Hobbs LCSW - Director **Date:** September 28, 2015

Dept/Program: Child and Family Services **Funding Source:** 2130-56 /BIA Ishpuuk Lease

Check One: Small Purchase (less than \$3,000) Large Purchase (more than \$3,000)**
 Construction Contract Other:
 Independent Contractor Under \$3,000
 Independent Contractor Over \$3,000**

****Tribal Council approval is required for: all purchases exceeding \$3,000, all Agreements and all Contracts exceeding \$3,000.**

Procurement Vehicle Three quotes Sealed Bid Competitive Proposal

COMPARATIVE SUMMARY (Minimum of Three Required)				
Company Name	Date	Price	Contact/Phone	Indian Y/N
Ellis Brooks Motors	8/31/2015	\$ 23,925.76	Don Banhart/842-2755	N
Jim Wilson Motors	9/3/2015	\$ 22,781.86	842-4126	N

Name of Selected Vendor: _____

Basis: Lowest Price Best Qualified Vendor
 Superior Product/Service Delivery Service Provided
 Based on Annual Price Comparisons
 Sole Source Provider (MUST Attach Detailed Justification)
 Only Qualified Local Provider Due to Geographic Disadvantage

Comments: The Honda CR V was selected because it was rated #1 in consumer buying guides.

**** REQUIRED SIGNATURES ****

*** By affixing your signature, you acknowledge that you have reviewed the attached documentation for presentation to Tribal Council.*

Requestor

10/1/2015
Date

**Chief Financial Officer

Date

**Director, Administrative Programs & Compliance

Date

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

Date

Other

Date

RETAIL ORDER FOR A MOTOR VEHICLE

JIM WILSON MOTORS

1545 So. Main St.
YREKA, CA. 96097-9513
 (530) 842-4126
 1-800-675-3673
 Fax (530) 842-6867
 www.jimwilsonmotors.com

09/03/2015
DATE

KARIUK TRIBE

PURCHASER'S NAME

1519 SOUTH OREGON STREET

STREET ADDRESS

YREKA

CITY

CA

STATE

96097

ZIP

530-841-3141

RES. PHONE

530-841-5150

BUS. PHONE

DEAL #: 0035075
 CUST #: 8082

PLEASE ENTER MY ORDER FOR THE FOLLOWING

NEW USED

YEAR 2016 MAKE FORD

MODEL OR SERIES

ESCAPE

BODY TYPE

SE 4WD

COLOR WHITE

TRIM

V.I.N. *****11111

TO BE DELIVERED ON OR ABOUT

09/03/2015

SALESPERSON

STOCK NO. 11111

CASH DELIVERED PRICE OF VEHICLE

PRICE

\$ 22593.11

2016 ESCAPE

P:

Order No: 2000 Priority: K2 Ord FIN: QX769 Order Type: 5B Price

Ord Code: 200A Cust/Fit Name: KARUK TRIBE PO Number:

RETAIL

RETAIL

U9G SE 4WD \$27540

DEST AND DELIV \$895

.105.9" WB

TOTAL BASE AND OPTIONS 28435

YZ OXFORD WHITE

SYNC AND SOUND DISCOUN (490)

7 CLOTH BUCKETS

TOTAL 27945

B CHARCOAL BLACK

THIS IS NOT AN INVOICE

200A EQUIP GRP

99X .1.6L ECOBOOST NC

446 .6-SPD AUTOTRANS NC

CA BOARD FEES NC

422 CALIF EMISSIONS NC

SMOG FEE

DOCUMENTARY FEE

NA

80.00

USED VEHICLE TRADE-IN AND/OR OTHER CREDITS

CASH SALE PRICE OF DESCRIBED MOTOR VEHICLE

\$ 22673.11

MAKE OF TRADE-IN

STATE AND LOCAL TAXES

NA

YEAR

MODEL

BODY

LICENSE, LICENSE TRANSFER, TITLE, REGISTRATION FEE

100.75

V.I.N.

1. TOTAL PRICE OF UNIT

\$ 22781.86

BALANCE OWED TO

ADDRESS

2. DOWN PAYMENT:

consisting of \$ NA in cash and/or \$ NA net trade-in allowance on trade-in; see statement in left hand column for details.

USED TRADE-IN ALLOWANCE

\$ NA

BALANCE OWED ON TRADE-IN

\$ NA

NET ALLOWANCE ON USED TRADE-IN

\$ NA

DEPOSIT OR CREDIT BALANCE

\$ NA

DOWN PAYMENT (Trans. to Right Col.)

\$ NA

3. UNPAID CASH BALANCE DUE ON DELIVERY (difference between Items 1 and 2)

\$ 22781.86

Attention Used Car Buyers: If you are buying a used vehicle with this contract, federal regulations may require a special buyers guide to be displayed on the window of the vehicle. THE INFORMATION YOU SEE ON THE WINDOW FORM FOR THIS VEHICLE IS PART OF THIS CONTRACT. INFORMATION ON THE WINDOW FORM OVERRIDES ANY CONTRARY PROVISIONS IN THE CONTRACT OF SALE.

ALL WARRANTIES, IF ANY, BY A MANUFACTURER OR SUPPLIER OTHER THAN DEALER ARE THEIRS, NOT DEALER'S, AND ONLY SUCH MANUFACTURER OR OTHER SUPPLIER SHALL BE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES, UNLESS DEALER FURNISHES BUYER WITH A SEPARATE WRITTEN WARRANTY OR SERVICE CONTRACT MADE BY DEALER ON ITS OWN BEHALF, DEALER HEREBY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE: (A) ON ALL GOODS AND SERVICES SOLD BY DEALER, AND (B) ON ALL USED VEHICLES WHICH ARE HEREBY SOLD "AS IS - NOT EXPRESSLY WARRANTED OR GUARANTEED".

The front and back of this Order comprise the entire agreement affecting this purchase and no other agreement or understanding of any nature concerning same has been made or entered into, or will be recognized. I hereby certify that no credit has been extended to me for the purchase of this motor vehicle except as appears in writing on the face of this agreement. I have read the matter printed on the back hereof and agree to it as a part of this order the same as if it were printed above my signature. I certify that I am of legal age, and hereby acknowledge receipt of a copy of this order.

09/03/2015

ACCEPTED BY:

PURCHASER'S SIGNATURE

DATE

DEALER OR AUTHORIZED REPRESENTATIVE

Patricia Hobbs

From: Don B <dbii530@gmail.com>
Sent: Monday, August 31, 2015 12:30 PM
To: Patricia Hobbs
Subject: Fwd: karuk tribe

It will be \$399 add'l for the protectant, that will be inside and out. Apparently this is how the service has to be done.

Don B.
Ellis Brooks Honda

----- Forwarded message -----

From: "Jason Truttman" <jtruttman@ellisbrookshonda.com>
Date: Aug 31, 2015 9:48 AM
Subject: karuk tribe
To: <dbii530@gmail.com>
Cc:

AUGUST 31, 2015

ELLIS BROOKS HONDA
1113 SOUTH MAIN STREET
YREKA, CA 96097

KARUK TRIBE
POST OFFICE BOX 1016
64236 SECOND AVENUE
HAPPY CAMP, CA 96039

DEAR PATRICIA,

WE APPRECIATE THE OPPORTUNITY TO BID A 2015 HONDA CR-V AWD LX. VEHICLE IS SUBJECT TO AVAILABILITY.

YOUR BID IS AS FOLLOWS:

SALE PRICE	\$23,810.01
CVR FEE	\$29.00
LICENSE FEE	\$55.00
TITLE FEE	\$23.00
CALIFORNIA TIRE FEE	\$8.75
TOTAL PRICE	\$23,925.76

YOU ARE A VALUED CUSTOMER AND WE LOOK FORWARD TO PROVIDING YOU WITH EXCELLENCE IN CUSTOMER SERVICE AND CUSTOMER SATISFACTION. I LOOK FORWARD TO SPEAKING WITH YOU.

POSITION DESCRIPTION

Title: Social Worker
Reports To: Child and Family Services Program Director
Location: Yreka, Happy Camp, Orleans
Salary: \$30,000 to \$45,000, depending on experience

Summary: The Karuk Child and Family Services Program provides counseling and assistance to Tribal members in order to promote stability and a safe environment for Tribal children and their natural families. The Program also provides assistance in identifying, certifying, and supporting Tribal Foster Homes in accordance with guidelines established by the Indian Child Welfare Act. Case management, counseling, and assistance to court dependents are also provided.

The Social Worker will manage a reasonable assigned Child and Family Services ICWA caseload, will take incoming reports of alleged child and/or adult abuse/neglect; Elicit information in the capacity of a mandated reporter. Develop and implement service plans; provide case management services; Manage an active caseload of Tribal children in out of home placements and/or in Tribal FFA (Foster Family Agency) to ensure appropriate placements and the health and safety of Tribal children.

The Social Worker will coordinate and work closely with County agencies such as Child Protective Services, Mental Health, Behavioral Health, Domestic Violence, Law Enforcement, provide information concerning available services; and, will reassess the County and/or Tribal Service Plan to ensure both the family members, the County and/or Tribal Agency Worker are making progress towards achieving goals of the plan on time.

Classification: Full Time, Regular, Non Exempt

Responsibilities:

1. Shall determine client's social service needs and develop and carry out comprehensive social service plans.
2. Shall refer clients to other staff members, as necessary; diagnose special client problems, develop and follow through on special client treatment plans.
3. Shall be assigned to manage an active caseload of foster children in Karuk Foster Family Agency.
4. Shall assist clients with the utilization of community resources; interprets rules and regulations and policies for the clients pertaining to Human Services.
5. Shall make necessary home visits to carry out casework assignments.

6. Shall develop and maintain case records and documentation.
7. Shall provide Director with necessary reports as needed.
8. Shall provide community outreach and classes such as but not limited to parenting.
9. Shall attend in-services and other training courses designated to further understanding of Tribal Social Work process.
10. Shall write reports (social services, home studies, reunification, family maintenance, status review, and recommendations) to Tribal and State Courts.
11. Shall attend and appear in all Tribal and State Court Hearings on behalf of the Karuk Tribe.
12. Shall report case assignments and updates to the ICWA Committee.
13. Shall draft Tribal Resolutions for ICWA cases.
14. Routine duties shall include providing social services, and other related services in homes, schools, clinics, job sites, and other community locations within the Karuk Tribe's Service Area.
15. Shall be available for local and out of the area travel as required for job related training. Shall attend all required meetings and functions as requested.
16. Shall be polite and maintain a priority system in accepting other position related job duties as assigned.

Qualifications:

1. Demonstrates the ability to work effectively with Native American people in culturally diverse environments.
2. Exhibits the ability to manage time well and work under stressful conditions with an even temperament.
3. Displays the ability to establish and maintain harmonious working relationships with other employees and the public.
4. Demonstrates the ability to understand and follow oral and written instructions.

Requirements:

1. Must possess a BA/BS Degree in Social Work, Administrative of Justice, Psychology, Sociology or related field or equivalent experience.
2. Three years social work experience in public, Tribal, or private services agency preferred.
3. Experience with Child Welfare and/or Foster Care preferred.
4. Documented experience working with Native American families preferred.
5. Must be able to type at least 45 words per minute and have documented word processing and computer usage experience.

6. Must have the ability to communicate effectively in both oral and written form.
7. Must have demonstrated ability to work with the local Indian community as well as legal and social service agencies.
8. Must possess valid driver's license, good driving record, and be insurable by the Tribe's insurance carrier.
9. Must adhere to confidentiality and HIPAA policies.
10. Must successfully pass a drug screening test.
11. Must adhere to an investigation of character as required by the Indian Child Protection and Family Violence Prevention Act. Applicant must not have been found guilty of, or entered a plea of no contender or guilty to, any offense under Federal, State or Tribal law involving crimes of violence; sexual molestation; exploitation; contact or prostitution; crimes against persons; an offense involving a child victim.

Tribal Preference Policy: In accordance with the TERO Ordinance 93-0-01, Tribal Preference will be observed in hiring.

Veteran's Preference: It shall be the policy of the Karuk Tribe to provide preference in hiring to qualified applicants claiming Veteran's Preference who have been discharged from the United States Armed Forces with honorable and under honorable conditions.

Council Approved: Revised June 14, 2007

Chairman's Signature: _____

Employee's Signature: _____

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

Karuk Tribe



Karuk Dental Clinic
64236 Second Avenue
Post Office Box 1016
Happy Camp, CA 96039
Phone: (530) 493-2201
Fax: (530) 493-5364

Administrative Office

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

Position Description

Title: Licensed Clinical Social Worker or Clinical Psychologist

Reports To: Director – Child and Family Services

Location: Happy Camp/Yreka/Orleans

Salary: \$50,000 - \$60,000 DOE

Classification: Full Time, Regular, Exempt, Non Entry Level

Summary: The California Licensed Clinical Social Worker or California Licensed Psychologist will independently provide services including comprehensive assessment, diagnosis, counseling and psychotherapy to child, family and adult clients. Therapist will: communicate verbally and in writing with referral sources, other team members, and treatment reviewers to promote and coordinate treatment; participate in practice development activities; meet clerical/administrative requirements as needed for financial, risk management and quality improvement activities; work closely with the Clinical Supervisor ensuring the quality of clinical services is maintained to clients. This position may qualify employee for loan repayment under Indian Health Service or National Health Service Corp.

Responsibilities:

1. Shall provide behavioral health services in an office environment in the Karuk Tribe's clinic sites.
2. Shall conduct bio-psychosocial intake assessments in a comprehensive and efficient manner.
3. Shall establish appropriate relationships with clients and families in order to encourage an effective use of the therapeutic process.
4. Shall assist in the development of billable, mutually agreed upon, individual and or family treatment and discharge services plans.
5. Shall perform effective psychiatric social work and psychotherapy of a complex nature with individual clients and with groups.

6. Shall develop and maintain cooperative, constructive relationships with members of other professional disciplines, social agencies, and the Department of Child and Family Services.
7. Shall work closely with the Child and Family Services Department Director to ensure compliance with Tribal, Federal, State, County, City law or grant conditions.
8. Shall participate in case conferences and consultation with social work staff to review cases and recommend service plans, rehabilitative services and case management options.
9. Shall allow for and provide access for alternative Mental Health and Drug/Alcohol treatment, i.e., traditional practices.
10. Shall maintain client records ensuring they are accurate, current, and meet relevant legal and ethical standards..
11. Shall be available for local and out of the area travel as required for job related training.
12. Shall be polite and maintain a priority system in accepting other position related job duties as assigned.

Qualifications:

1. Must possess a valid License from the California Board of Behavioral Sciences to practice as a Licensed Clinical Social Worker (LCSW) or a valid Psychologist License through the California Board of Psychology.
2. Two (2) years of clinical experience is desired.
3. Must adhere to confidentiality and HIPAA policies.
4. Must provide documentation of immunity to measles or become immunized with the recommended vaccine and Hepatitis B Vaccine. Must test annually for TB.
5. Must successfully pass a pre-employment drug screening test.
6. Must possess valid driver's license, good driving record, and be insurable by the Tribe's insurance carrier.
7. Must have current CPR certification.
8. Must adhere to an investigation of character as required by the *Indian Child Protection and Family Violence Prevention Act*. The minimum standards require an investigation that shall include: a check of fingerprint files of the Federal Bureau of Investigation (F.B.I.) and to appropriate local law enforcement agencies. The applicant must not have been found guilty of, or entered a plea of no contender or guilty plea to any felonious offense or two or more misdemeanor offenses under Federal, State, or Tribal law involving crimes of violence; sexual assault, molestation, exploitation, contact or prostitution; crimes against persons; or offenses committed against children.

Tribal Preference Policy: In accordance with the TERO Ordinance 93-0-01, Tribal preference will be observed in hiring.

Council Approved: Revised January 2012, June 13, 2013, October 15, 2014, August 14, 2015, October 8, 2015

Chairman's Signature: _____

Employee's Signature: _____



Health Board Update
Raul Recarey – 09/04/2015

REPORTING:

In September 2015, we saw **961** patients in all 3 clinics. This is slightly lower than the number of patients we saw in August (**1085**), although it's important to consider that August was the highest number of patients seen since January of 2015. Orleans saw **35** patients LESS in September than they did in August, Happy Camp had the largest drop seeing **101** patients less – the primary reason for this is attributable to both providers having less available clinic days for various reasons they were several days out. Yreka saw an INCREASE of 32 patients more in September than August.

Medical Patient Visits by Clinic by Month - SEPTEMBER

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	543	313	105	961
Oct	0	0	0	0
Nov	0	0	0	0
Dec	0	0	0	0
Total	4,617	3,062	660	8339

- In the month of August, Chelsea Chambers achieved the highest quality scores since we began keeping score. In September, the high August score of 71% was improved even further to **74%**.
- William Pease in Orleans INCREASED quality scores from 36% in August to **43%** in September. This is an important increase in quality, indicative that our training efforts to clinical staff in Orleans is paying off.
- While the VAZQUEZ team maintained the same 48% quality score from the previous month, they had the largest gain in Average Patients Seen. For the month of September, the Vazquez team saw an average of **237** patients – in August this same team saw **187** patients (50 patients more)
- William Pease in Orleans has the best scores in Average Visit Time. In September, this team maintained an average of **36** minutes per patient visit. The NEXT highest score goes to the Chambers team, with an average of **42** minutes per visit. Considering that both of these teams have the highest level of patient accolades, it makes a strong statement against the argument that long patient encounters result in higher patient satisfaction. Thorough, caring encounter that does not take excessive time away from the patient seems to generate better results all around.
- Dr. North's patient base was readily absorbed by the remaining staff as expected – her departure was uneventful and should contribute to 2 things: 1) lower operating costs at Yreka and 2) increased Average Patients seen daily by the remaining providers.

Karuk Tribe

Improved
Worsened
Same

	Rotin	Cronin	Vasquez	Pease	Chambers	Chau
Measure	% Resolved (Reminders that are DONE)					
DM Hgb A1c	100%	96%	81%	80%	97%	77%
DM Nephropathy Screen	66%	62%	41%	90%	93%	75%
DM Eye Exam	51%	47%	48%	10%	63%	15%
DM Foot Exam	86%	76%	78%	50%	85%	21%
DM EKG	93%	77%	81%	7%	81%	65%
DM ACE/ARB	88%	83%	53%	89%	76%	87%
TSH Test	93%	55%	88%	83%	96%	91%
Hepatitis C Screening	82%	66%	67%	35%	81%	74%
Osteoporosis Screening	49%	49%	26%	15%	38%	31%
Activity Screen	87%	83%	75%	56%	75%	65%
Lipid Screening	75%	60%	48%	40%	82%	64%
Colon Cancer Screening	11%	23%	28%	4%	39%	11%
Pap Smears	62%	61%	35%	24%	67%	28%
Mammograms	55%	29%	44%	5%	65%	11%
Depression Screening	82%	77%	75%	58%	67%	68%
Average Completed:	72%	61%	58%	43%	74%	52%
Total Patients Seen	129	171	237	113	199	155

Average Visit Time:	1:36	1:17	1:04	0:36	0:42	1:11
Average Patients Daily:	9	10	12	6	10	8
Average Visit Time:	1:16	1:15	0:50	0:36	0:44	1:15
Average Patients Daily:	8	9	9	8	10	9
Average Visit Time:	1:13	1:12	0:47		0:43	1:13
Average Patients Daily:	9	8	11		10	9
Average Visit Time:	1:22	1:08	0:57		0:46	1:22
Average Patients Daily:	8	8	10		11	9

Karuk Tribe



QUALITY BONUS: SEPTEMBER

BONUS CALC:	Rotin	Cronin	Vasquez	Pease	Chambers	Chau
Quality Scores	72%	61%	58%	43%	74%	52%
x .67	48.24	40.87	38.86	28.81	49.58	34.84
Patients Seen	129	171	237	112	199	148
x .33	42.57	56.43	78.21	36.96	65.67	48.84
Average Patients seen	9	10	12	6	10	8
GRAND TOTAL	90.81	97.3	117.07	65.77	115.25	83.68
Placement	*	3	1	*	2	*

*Did not meet the minimum Avg. Patients Seen = >10

- The VAZQUEZ team won 1st Place in the bonus competition for the month of September. Although quality scores did not increase from prior month, the big jump in the number of patients seen pushed this team to the top.
- The CHAMBERS team came in at 2nd Place. Chelsea's team had the highest quality scores of all teams and the 2nd highest number of patients seen.
- The CRONIN team came in at 3rd Place with a QUALITY score of 61% and 171 patients seen.

DENTAL Patient Visits by Clinic by Month – SEPTEMBER

Provider Name:	Millington	Felker	Ortiz	Brassea	Hokanson
Ave. Visit Time:	0:58	1:02	0:44	1:12	0:44
Ave. Patients Daily:	9	7	6	7	5