

KARUK TRIBE
HEALTH BOARD MEETING AGENDA
Thursday, March 10, 2016 3 PM, *Happy Camp, 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) CONSENT CALENDAR

- 1.

EE) APPROVAL OF THE AGENDA

F) APPROVAL OF THE MINUTES (*February 11, 2016*)

H) GUESTS (*Ten Minutes Each*)

- 1.
- 2.

I) OLD BUSINESS (*Five Minutes Each*)

- 1.

II) DIRECTOR REPORTS (*Ten Minutes Each*)

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

K) REQUESTS (*Five Minutes Each*)

- 1.

M) INFORMATIONAL (*Five Minutes Each*)

- 1.

M) CLOSED SESSION (*Five Minutes Each*)

1. CHS (dinner break)
2. Vickie Walden

3. Lessie Aubrey
4. Laura Olivas
5. Barbara Snider
6. Tribal Council Members

N) SET DATE FOR NEXT MEETING (Thursday, April 14, 2016 at 3 PM in Yreka, CA.

OO) ADJOURN

**Karuk Tribe – Health Board Meeting
February 11, 2016 – Meeting Minutes**

Meeting called to order at 3:10pm by Russell “Buster” Attebery, Chairman

Present:

Russell “Buster” Attebery, Chairman
Robert Super, Vice-Chairman
Michael Thom, Secretary/Treasurer
Elsa Goodwin, Member at Large
Renee Stauffer, Member at Large
Charron “Sonny” Davis, Member at Large
Alvis “Bud” Johnson, Member at Large
Arch Super, Member at Large
Josh Saxon, Member at Large

Absent:

None.

The Mission Statement was read by Buster Attebery and Sonny Davis completed a prayer for the group.

Renee Stauffer moved and Elsa Goodwin seconded to approve the insurance certificate for the upcoming Battle For Northern California tournament at the Wellness Center, 6 haa, 0 puuhara, 0 pupitihara (Elsa Goodwin).

Consent Calendar:

Will be moved under the agenda for next time.

Josh Saxon moved and Renee Stauffer seconded to approve item (1) on the consent calendar, 8 haa, 0 puuhara, 0 pupitihara.

Agenda:

Arch Super moved and Bud Johnson seconded to approve the agenda with change, 8 haa, 0 puuhara, 0 pupitihara.

Minutes of January 14, 2016:

Arch Super moved and Sonny Davis seconded to approve the minutes, 7 haa, 0 puuhara, 1 pupitihara (Robert Super).

Guests:

1.) Annie Smith, Outreach Coordinator:

Annie is not present. She submitted a request in writing. It is a request for a VISA for Roberta Kelley for transportation services.

Arch Super moved and Renee Stauffer seconded to approve a VISA for Roberta Kelley with a \$2,500 limit, 8 haa, 0 puuhara, 0 pupitihara.

2.) Domenic Watts, Senior Nutrition Center:

Domenic is present to seek approval of resolution 16-R-018 and 16-R-019. These are reoccurring contracts that provide money to the senior nutrition sites.

Renee Stauffer moved Josh Saxon seconded to approve resolutions, 8 haa, 0 puuhara, 0 pupitihara.

Buster asked if there were any new grants that are available to fund the sites. Domenic commented that along with reporting he is evaluating additional funding opportunities including the Ford Foundation.

Director Reports:

1.) Pat Hobbs, Children & Family Services:

Pat is present to review her report. She is working on hiring interns and family therapists after verification on billing purposes.

Pat asked for approval of two new position descriptions; mental health therapist one (intern position). This is a person who has the necessary educational requirements. There are interns interested in working for the Tribe but they understand they will go through the selection process. Robert asked if there was space for the positions. She noted that yes that is in the planning phases. Josh asked about the Master's Degree requirement but it is referenced differently in the position description. Josh asked about typically if there is an intern, the intern has to be called so in the title. Pat noted that hiring interns is the way to hopefully stabilize the program. Elsa asked if HR had reviewed the position descriptions. Pat noted that she had sent them late, but she did not receive a response.

She then sought approval of an LCSW or Phycologist position description. A therapist II makes more than therapist I because the II is a licensed person. These positions are written into a grant and the allowance was to provide the adjustment.

The position descriptions will be tabled until next Thursday.

Pat then presented assistant positions. It will be advertised in all three locations and assigned as necessary.

Arch Super moved and Josh Saxon seconded to approve the Social Worker assistant position description, 8 haa, 0 puuhara, 0 pupitihara.

Buster then noted that in the summary there is a notation in Indian Child Welfare work. Pat noted that there is a staff member that does this currently. Elsa commented that on the format needs to have the dates on the back.

Pat then sought approval of a revised position description for the part time position description removing 26-29 hours. Part time will be classified as part time and allow flexibility. Arch also asked for tracked changes for position descriptions when presenting them to the Tribal Council.

Arch Super moved and Sonny Davis seconded to approve the revised social worker assistant position, 8 haa, 0 puuhara, 0 pupitihara.

She then sought approval to meet AAAHC requirements for panic buttons in Happy Camp. Laura Olivas commented that part time status as notation on the PAN needs to be done in order for payroll to know when an employee is full time or part time. She clarified that the PAN's must be completed with days and hours so finance knows the accruals. This will be needed for Holiday pay as an example.

Renee Stauffer moved and Elsa Goodwin seconded to approve 15-A-100, 8 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Elsa Goodwin seconded to approve Pat's report, 8 haa, 0 puuhara, 0 pupitihara.

2.) Patty White, RPMS Site Manager:

Patti is present to review her report. She provided her operation summary reports. She provided her meetings and conference calls for the month. They are still anticipating live testing on sites for the health information exchange. She is working on the HRSA grant report. She is completing BETA testing and she will complete the report Monday.

Josh noted that there are several dog bites in the report and possibly this is indicative of an information error. It was an event at the HC clinic where the Clinic Manager reported that there were a few dog bites recently at the HC Clinic.

Arch Super moved and Josh Saxon seconded to approve Patti's report, 8 haa, 0 puuhara, 0 pupitihara.

3.) Lessie Aubrey, Grants, Compliance, Accreditation Coordinator:

Lessie is present to review her report. She noted that the YR dental records focusing on medical alerts, allergies, and other indicators. They are focusing down on other areas to bring several areas up to 100%.

Lessie commented that she has been contacting Randy White to discuss security concerns. Lessie noted that there is some security needs for the facilities. Jody commented that he is available if the Tribe should need someone. Lessie noted that there is several retired policeman or officers so maybe a type of arrangement could be made with individuals. Lessie noted that the Council should consider this request and consider thinking about the needs of the security in the area.

Lessie then presented a CRIHB resolution for their resolution. Josh asked if this will assist in the Zeike virus that is now coming out. There was some Ebola information available during that time. Josh asked that some information be provided on the Zeike virus and get that information to the Membership and staff. Elsa also noted that meningitis is an outbreak again.

Arch Super moved and Elsa Goodwin seconded to approve resolution 16-R-015, 8 haa, 0 puuhara, 0 pupitihara.

Lessie then sought approval of a CRIHB options agreement. It is three parts one resolution for the authorization of Buster to sign the agreement. Part 2 is part 1 of 2 agreement is for enrollment of providers into the agreement. The Council agrees to seek clarification on the resolution requirement.

Josh Saxon moved and Arch Super seconded to table the documents for discussion. Lessie noted that there are two agreements with similar numbers.

Elsa Goodwin moved and Renee Stauffer seconded to approve Lessie's report, 8 haa, 0 puuhara, 0 pupitihara.

4.) Vickie Walden, Dental Officer Manager:

Vickie is present. She believes she needs closed session. Barbara noted that she must seek it; she doesn't read the reports to determine them for them.

Vickie noted that she needs to replace furniture in the dental clinic area. Vickie will update the Council on the dentist who is choosing to leave.

She noted that in her report May is the high leave time for the CE needs of staff. Dr. Millington will have his last day February 18th. Buster asked about services regarding patients. Arch asked about staff that takes leave during the time as the providers are off. Vickie noted that the staff attempts to take leave at the correct times. It was noted that March 14th there will be no providers but it will be open to make appointments. The HC Dental Receptionist interviews took place.

Arch Super moved and Renee Stauffer seconded to approve Vickie's report, 8 haa, 0 puuhara, 0 pupitihara.

5.) Eric Cutright, IT Director:

Eric is present to review his report. He hired an IT person for Orleans. He is working on training and independently taking on updating himself on the services.

He has been working with Jaclyn on a telemedicine grant. They are going to work on updating the telemedicine equipment at all three clinics as well as Pat's program. He is hoping to have the proposal ready by the deadline. The request can be up to \$500,000 and they are determine what the match is at this time.

Eric asked about the Council's decision on the Beverly manor change. Pat updated the Council on the agreement details. Eric will go out to bid on IT services installed once the building is finalized.

Aan Chuupaan is still very popular. They are up to 34 installs. They got radios installed for Camp Road. They still have to get a radio that will serve Perch Creek but they are working on that.

They released an RFP for engineering services for the broadband grant project with the Yurok Tribe. A mandatory pre-bid meeting has been set for next Thursday.

Josh asked about cultural review and paying THPO and Yurok THPO. Eric noted that Alex was preparing a contract for THPO services for the Tribe.

Robert then asked if there was anything else determined about the electronic health record. Eric noted that Josh Stanshaw is working on this he provided assistance but he didn't know he was supposed to get bids.

Arch Super moved and Bud Johnson seconded to approve Eric's report, 8 haa, 0 puuhara, 0 pupitihara.

Closed Session:

CHS Case #270 – needed more information.

Consensus: to get additional information from the dental patient on services.

Consensus: for Lessie Aubrey to speak to provider to determine interest in staying.

Informational: to have Josh Stanshaw and Lessie Aubrey at the Planning Meeting to discuss coverage and assistance.

Informational: report from SP regarding recent ICW issues and a request for the Tribal Council to evaluate the circumstances surrounding the matter.

Informational: report of the staffing issues along with reported incident, and the supervisor handling the information within law. The Council was advised that the matter is beyond the Tribes scope and will continually be monitored. The Council advised to continue collaborative support services to ensure closely monitoring the outcome.

Health financial reports were submitted and reviewed. Laura Olivas noted that medical supplies are over \$10,000 at the HC medical clinic, and that should be monitored. Josh asked about the procurement requirements and why they are not specific to the health program as well as other departments. This will be evaluated and reported back to ensure compliance.

Josh Saxon moved and Renee Stauffer seconded to approve the health financial report, 7 haa, 0 puuhara, 1 pupitihara (Elsa).

Renee Stauffer moved and Bud Johnson seconded to approve the position description for the billing and accounts receivable technician at entry-level, 8 haa, 0 puuhara, 0 pupitihara.

Consensus: to have staff assist at the Orleans Clinic and assign Josh and Renee to go meet at the Orleans Clinic to gather information.

Informational: Sonny Davis provided information from the Construction Manager on restroom suggestions for the RV Park.

Informational: there has been no update received from the CHS case that was reviewed. Council requests to view the CHS Managed Care Meeting Minutes.

Consensus: to verify CDL for employee reportedly driving tribal vehicles.

Josh Saxon moved and Sonny Davis seconded to re-appoint Robert to the KTHA BOC, 6 haa, 0 puuhara, 2 pupitihara (Arch/Robert).

Consensus: to ensure Tribal Council follows direction from each other and assigns tasks that have follow through. In the interim Lessie Aubrey will assume Health CEO duties and tasks, and the authority to do so. Self-Governance position will report to the General Counsel for a short time period, and all Council Members shall remind staff to follow the chain of command policy for their departments.

Next Meeting: March 10, 2016 at 3pm in Orleans.

Renee Stauffer moved and Josh Saxon seconded to adjourn at 9:35pm, 8 haa, 0 puuhara, 0 pupitihara.

Respectfully Submitted,

Russell "Buster" Attebery, Chairman

Recording Secretary, Barbara Snider

**Karuk Child and Family Services
Health Board Report
Patricia Hobbs LCSW
March 2016**

Action Items:

Approval of out of state travel – Gail Balzell
Approval of out of state travel – Patricia Hobbs

General Updates and Information:

Plans to move the department are still in process. The realtor had additional questions that included another site visit. My understanding is that the move has been moved back to May 2016.

Child Welfare Services:

Mary Gowan Happy Camp social worker submitted her resignation and it was accepted as of 2/12/2016. Gail Balzell in our Yreka office is triaging cases and along with Darryl McBride is managing ICWA inquires.

The enrollment of descendent members is continuing to create some confusion regarding ICWA. I am aware that the enrollment department is working with council to resolve the issue. ICWA is a federal law with very specific requirements regarding who is eligible under this law. Below is the definition by law of who is an Indian and who is an Indian child.

*“Indian means any person who is a **member** of an Indian tribe, or who is an Alaska Native and a member of a Regional Corporation as defined in 43 CFR part 1606. **Indian child** means any unmarried person who is under age eighteen and is either: (1) a member of an Indian tribe; or (2) eligible for membership in an Indian tribe and the biological child of a member of an Indian tribe. **Indian child's tribe** means: (1) the Indian tribe in which an Indian child is a member or eligible for membership; or (2) in the case of an Indian child who is a member of or eligible for membership in more than one tribe, the Indian tribe with which the Indian child has more significant contacts.”*

Substance Abuse Program

The Substance Abuse counselor position in Happy Camp remains open. Angela Baxter and Cheryl Bearchild are both continuing with groups and individual treatment in Happy Camp and Orleans. See report attached.

Mental Health

The positions for Mental Health Therapist I and II have been posted. The Administration for Children and Families has indicated we are free to hire an intern or licensed staff for that grant.

Administration for Children and Families Tribal TANF Child Welfare Coordination Grant

Child Welfare worker has been filled.
LCSW position is still vacant.

Respectfully submitted,



Patricia Hobbs LCSW
Director – Child and Family Services

Karuk Substance Abuse Program
Monthly Report for February 2016

AOD	Total Number of client for each area
Yreka	22
Happy	8
Orleans	1
Total Number of AOD clients 31	
BIP	Total Number of client for each area
Yreka	15 Men 6 women
Happy	2 Men
Orleans	0
Total Number of BIP clients 23	
DUI	Total Number of client for each area
Yreka	1
Happy Camp	7
Total Number of DUI clients 8	

Barriers

Not having a full time counselor in Happy Camp continues to be a barrier for the team. Cheryl and I are traveling down river once a week to provide services. Also, we will be going down one Friday every month to enroll new clients into services. We continue to do this until the Happy Camp position is filled.

New Information

I met with county and had a conference call with state about our DUI Program. Michelle Wong from the state informed me that the previous director signed papers, which would allow the county to monitor our DUI programs. Michelle reported that there was a debate years ago about the county monitoring programs on tribal land. They came to the decision of when a tribe was going to have a state licensed program such as DUI, they would have to agree to being monitored by the county. I have asked the state to email me the documentation that was signed by the director who set the program up. I continue to wait for the email.

Successes

On January 19, 2016 we expanded our substance abuse outpatient services from 1 group a week to 7 groups a week. This does not include our culture group. We are working on getting presenters and materials together before we start this group. As a result of the expanded services, our numbers have increased. We are receiving positive feedback from the community and the clients.

Cheryl attended Wellbriety training and brought back information and a native based curriculum. She is currently using it with our Happy Camp clients.

Thank you for allowing me to be of service,

Angela Baxter BA, CADC II

PH

ACTIVITY REPORT FOR ALL PROGRAMS (MH,SS,CD,OTHER) PROGRAM

RECORD DATES: FEB 01, 2016 TO FEB 29, 2016

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)				
12-ASSESSMENT/EVALUATION-PATI	1	1.5	1	1
13-INDIVIDUAL TREATMENT/COUNS	11	9.0	5	11
31-CASE MANAGEMENT-PATIENT NO	5	1.2	5	5
91-GROUP TREATMENT	18	5.7	12	18
	=====	=====	=====	=====
PROVIDER TOTAL:	35	17.4	23	35
PROVIDER: BEARCHILD, CHERYL R (ALCOHOLISM/SUB ABUSE COUNSELOR)				
13-INDIVIDUAL TREATMENT/COUNS	11	10.9	6	11
31-CASE MANAGEMENT-PATIENT NO	1	0.3	1	1
91-GROUP TREATMENT	73	15.4	35	73
	=====	=====	=====	=====
PROVIDER TOTAL:	85	26.6	42	85
PROVIDER: HOBBS, PATRICIA (LICENSED CLINICAL SOCIAL WORK)				
13-INDIVIDUAL TREATMENT/COUNS	9	9.8	7	9
22-CASE MANAGEMENT-PATIENT PR	1	0.3	1	1
56-RECORDS/DOCUMENTATION	1	0.1	1	1
	=====	=====	=====	=====
PROVIDER TOTAL:	11	10.1	9	11
PROVIDER: JANKE, PAUL (ALCOHOLISM/SUB ABUSE COUNSELOR)				
12-ASSESSMENT/EVALUATION-PATI	1	1.5	1	1
13-INDIVIDUAL TREATMENT/COUNS	24	17.5	6	24
91-GROUP TREATMENT	131	27.1	35	131
	=====	=====	=====	=====
PROVIDER TOTAL:	156	46.1	42	156
PROVIDER: KINNEY, BENTON (PHYSICIAN ASSISTANT)				
99-INDIVIDUAL BH EHR VISIT	19	0.0	16	19
	=====	=====	=====	=====
PROVIDER TOTAL:	19	0.0	16	19
PROVIDER: WALTER, KAREENA (LICENSED CLINICAL SOCIAL WORK)				
13-INDIVIDUAL TREATMENT/COUNS	17	19.6	9	17
15-INFORMATION AND/ OR REFERR	1	1.5	1	1
56-RECORDS/DOCUMENTATION	7	1.3	6	7
	=====	=====	=====	=====
PROVIDER TOTAL:	25	22.4	16	25
	=====	=====	=====	=====
FACILITY TOTAL:	331	122.6	148	331
FACILITY: ORLEANS				

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

PH

MAR 01, 2016 Page 2

ACTIVITY REPORT FOR ALL PROGRAMS (MH,SS,CD,OTHER) PROGRAM

RECORD DATES: FEB 01, 2016 TO FEB 29, 2016

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:	8	4.2	5	8
PROVIDER: HOBBS,PATRICIA (LICENSED CLINICAL SOCIAL WORK)				
13-INDIVIDUAL TREATMENT/COUNS	10	9.3	5	10
29-FAMILY FACILITATION-PATIEN	2	1.1	2	2
56-RECORDS/DOCUMENTATION	3	0.4	2	3
71-TRAVEL RELATED TO PATIENT	1	5.0		4
PROVIDER TOTAL:	16	15.8	9	19
PROVIDER: PETERSON,BABBIE (UNKNOWN)				
99-INDIVIDUAL BH EHR VISIT	1	0.0	1	1
PROVIDER TOTAL:	1	0.0	1	1
FACILITY TOTAL:	25	19.9	15	28
FACILITY: KARUK COMMUNITY HEALTH CLINIC				
PROVIDER: BEARCHILD,CHERYL R (ALCOHOLISM/SUB ABUSE COUNSELOR)				
13-INDIVIDUAL TREATMENT/COUNS	8	3.9	5	8
91-GROUP TREATMENT	40	13.5	18	40
PROVIDER TOTAL:	48	17.4	23	48
PROVIDER: HOBBS,PATRICIA (LICENSED CLINICAL SOCIAL WORK)				
13-INDIVIDUAL TREATMENT/COUNS	4	4.8	2	4
29-FAMILY FACILITATION-PATIEN	1	1.5	1	1
56-RECORDS/DOCUMENTATION	1	0.1	1	1
PROVIDER TOTAL:	6	6.3	4	6
PROVIDER: MITCHELL,DOREEN (HEALTH AIDE)				
99-INDIVIDUAL BH EHR VISIT	1	0.0	1	1
PROVIDER TOTAL:	1	0.0	1	1
PROVIDER: WALTER,KAREENA (LICENSED CLINICAL SOCIAL WORK)				
12-ASSESSMENT/EVALUATION-PATI	7	8.9	4	7
13-INDIVIDUAL TREATMENT/COUNS	20	22.3	14	20
35-COLLABORATION	1	0.8	1	1
56-RECORDS/DOCUMENTATION	2	0.8	2	2
PROVIDER TOTAL:	30	32.8	21	30
FACILITY TOTAL:	85	56.5	49	85

PH

ACTIVITY REPORT FOR ALL PROGRAMS (MH,SS,CD,OTHER) PROGRAM

RECORD DATES: FEB 01, 2016 TO FEB 29, 2016

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 TOTAL:	441	199.0	212	444

RUN TIME (H.M.S): 0.0.0

RPMS
Karuk Tribal Health and Human Services Program
Health Board Meeting-Happy Camp
March 10, 2016
Patricia White, RPMS Site Manager



Workload reports

Below is the January 2016, Operations Summaries and Tribal Statistics reports. During January 2016 there were 1,872 visits at all our locations. This is an increase of 162 encounters over December 2015. Happy Camp is up by 23 visits, Orleans is up by 37 visits and Yreka is up by 162 visits. Medical provider visits increased by 118, Dental increased by 11, Behavioral Health increased by 15 and AOD visits increased by 50. 683 of these visits were for Native American patients (37%).

Meeting / Conference Calls / Training February 2016

- 02/10 – ACQI Committee Meeting
- 02/11 – Health Board Meeting, Happy Camp
- 02/16 – CEO/ED Monthly Conference Call
- 02/18 – IHS Conference call re Behavioral Health with Pat Hobbs
- 02/18 – RPMS/EHR Office Hours
- 02/23 – Lab Webinar Patch 1038 class
- 02/24 – Medical Records Quarterly Meeting
- 02/25 – RPMS/EHR Office Hours
- 02/26 – HIMS (Health Information Management) Office Hours

Projects in Process

• **HIE-Direct Messaging-PHR –**

We have begun with PHR set up at all our locations. Sharon Denz is the PHR registrar at Yreka, Jodi Henderson in Happy Camp, and Travis King in Orleans. Brochures are in all the lobbies for patients. The patient must first create their account and register to use PHR. They then need to go to their clinic, show photo ID to the register who will link their account to their clinical record. Attached is a copy of the brochure we are giving to the patients.

Our next step is to make sure all our medical providers and staff assigned to Direct Messaging and HIE have webmail accounts set up. At this time there is no set up for Dental or Child and Family Services.

• **Uniform Data Systems (UDS)**

I received an email on 2/19/16 from Art Stickgold, UDS auditor with 11 items for review for the 2015 report. The review is due March 7th. Most are simple fixes or have explanation. There are questions about comparison to previous years, patient related revenue, and quality measures tables. Eileen Tiraterra will review the information for the patient related revenue questions. We were commended on lowering our cost per medical visit from 2014. In 2014 cost per visit was \$429, but has dropped to \$378. This is directly related to the increase in productivity in 2015 and clinical teams that were set up in Medical. There were 1,285 more visits in 2015 than in 2014.

- **2016 HIPAA Training**

At the time of this writing 48% of all Health Users and 17% of all others have completed the 2016 training provided by IHS. This equates to about 24% over all. I sent the training out to Health Staff in January and to all other staff in Mid-February. Health Staff must complete by April 29, 2016 to be compliant with IHS. I have set a May 31, 2016 completion date for all other staff.

Budget: February 2016

Program	RPMS
Budget Code	3000-75
Program Year	2015-2016
Appropriation	\$234,558.49
Expenses year to date	\$77,212.71
Balance	\$157,345.78
Percent used	32.92

Respectfully Submitted,

Patricia C White,
RPMS Site Manager

OPERATIONS SUMMARY FOR KARUK TRB HP Service Unit
FOR JAN 2016
Prepared for March 10, 2016
Health Board Meeting, Orleans, 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 19,661 (+4.3) living patients registered at this SU. This number does not represent the 'Active User Population' which is found elsewhere in PCC Reports. There were 45 (-31.8) new patients, 0 (**) births, and 3 (+0.0) death(s) during this period. Data is based on the Patient Registration File.

THIRD PARTY ELIGIBILITY

There were 2,974 (+0.2) patients enrolled in Medicare Part A and 2,824 (-0.2) patients enrolled in Part B at the end of this time period.

There were 172 (+23.7) patients enrolled in Medicare Part D.

There were also 7,676 (+4.6) patients enrolled in Medicaid and 6,827 (+3.9) 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 68,841.95 (+88.0). The number and dollar amount of authorizations by type were:

57 - DENTAL	12	11550.8
64 - NON-HOSPITAL SERVICE	921	57291.15

DIRECT INPATIENT

[NO DIRECT INPATIENT DATA TO REPORT]

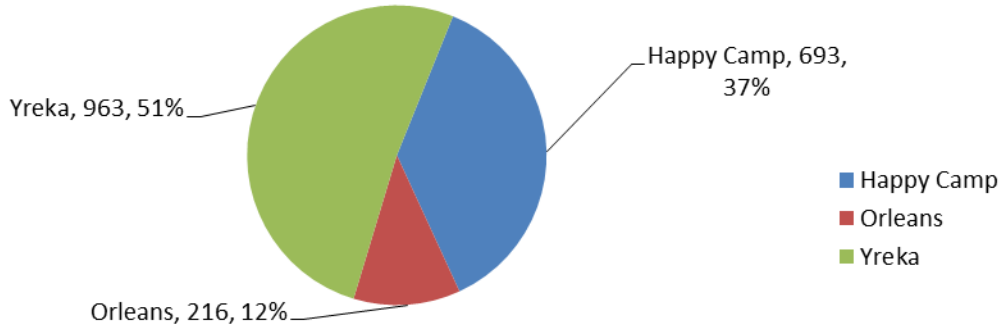
AMBULATORY CARE VISITS

There were a total of 1,872 ambulatory visits (-3.6) 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	1,872		(-3.6)
By Location:			
YREKA	963		(-7.8)
KARUK COMMUNITY HEALTH CLINIC	693		(-12.4)
ORLEANS	216		(+103.8)

Visits by Location January 2016



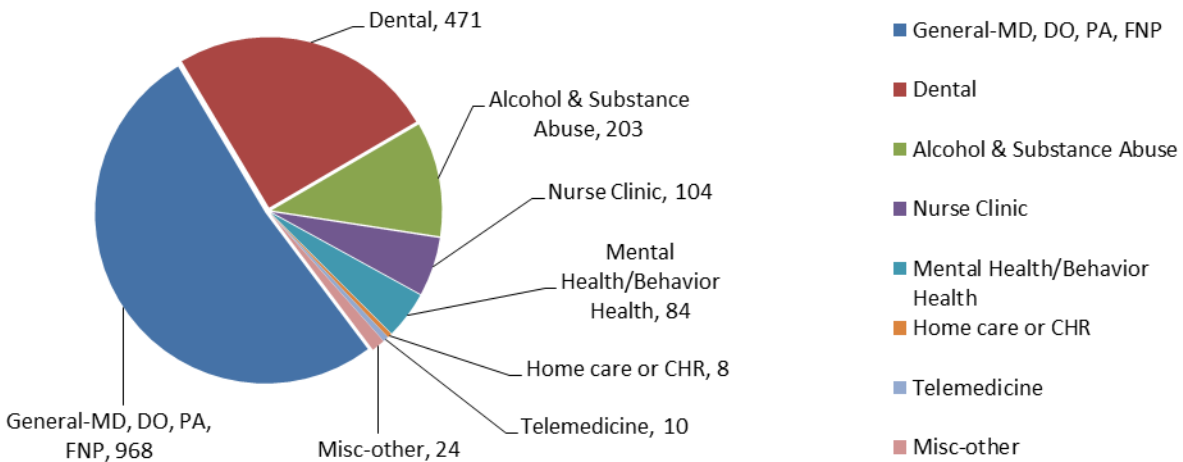
By Service Category:

AMBULATORY	1,847	(-1.7)
TELECOMMUNICATIONS	24	(-61.9)
TELEMEDICINE	1	(+0.0)

By Clinic Type:

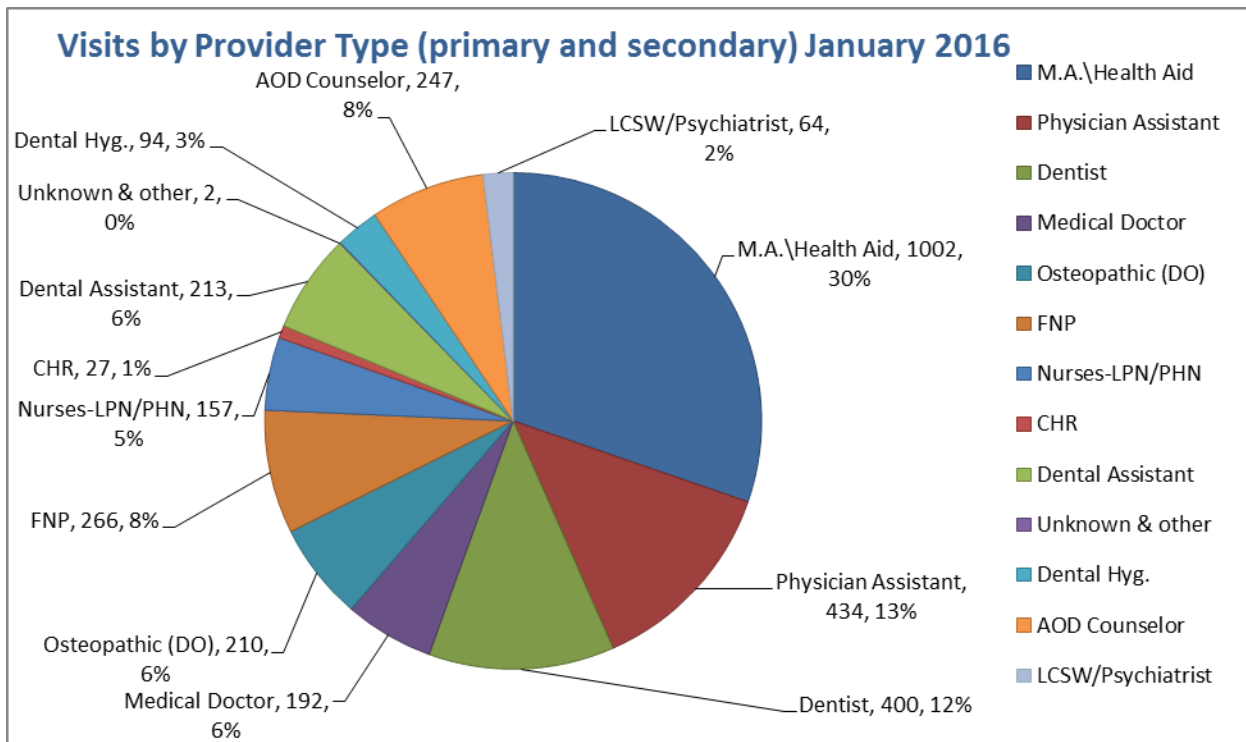
GENERAL	968	(+160.2)
DENTAL	471	(-13.3)
ALCOHOL AND SUBSTANCE	203	(+150.6)
NURSE CLINIC	104	(-11.9)
BEHAVIORAL HEALTH	64	(+2,033.3)
MENTAL HEALTH (PSYCHIATRY)	20	(-77.3)
OTHER	18	(-84.9)
HOME CARE	8	(-84.9)
TELEBEHAVIORAL HEALTH	7	(**)
CHART REV/REC MOD	4	(-66.7)
TELEMEDICINE	3	(-66.7)
PHARMACY	1	(-50.0)
TELEPHONE CALL	1	(-92.9)

Visits by Clinic Type January 2016



By Provider Type (Primary and Secondary Providers):

MEDICAL ASSISTANT	770	(+64.9)
PHYSICIAN ASSISTANT	434	(-29.4)
DENTIST	400	(-25.8)
NURSE PRACTITIONER	266	(+3,225.0)
ALCOHOLISM/SUB ABUSE COUNSELOR	247	(+204.9)
HEALTH AIDE	232	(+2.2)
DENTAL ASSISTANT	213	(+18.3)
OSTEOPATHIC MEDICINE	210	(**)
MD	192	(-55.0)
LICENSED PRACTICAL NURSE	156	(-45.8)
DENTAL HYGIENIST	94	(-24.8)
LICENSED CLINICAL SOCIAL WORK	64	(-17.9)
COMMUNITY HEALTH REP	27	(-84.2)
OTHER	2	(**)
PUBLIC HEALTH NURSE	1	(**)



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	221	(-58.8)
2). Essential (primary) hypertension	133	(**)
3). Other specified counseling	113	(**)
4). Encounter for immunization	106	(**)
5). Encounter for dental exam and clean	92	(**)
6). Low back pain	90	(**)
7). Type 2 diabetes mellitus without co	73	(**)
8). Dental caries, unspecified	70	(**)
9). Adult physical abuse, confirmed, su	62	(**)
10). Long term (current) use of anticoag	53	(**)

CHART REVIEWS

There were 1,012 (+9.8) chart reviews performed during this time period.

INJURIES

There were 105 visits for injuries (+6.1) reported during this period. Of these, 19 were new injuries (+35.7). The five leading causes were:

- 1). Other fall same lev due to collision 2 (**)
- 2). Striking against other stationary o 2 (**)
- 3). Bit/stung by nonvenom insect & oth 2 (**)
- 4). Activity, basketball 2 (**)
- 5). Activity, oth w oth sports & athletic 2 (**)

EMERGENCY ROOM

[NO EMERGENCY ROOM VISITS TO REPORT]

DENTAL

There were 345 patients (-17.9) seen for Dental Care. They accounted for 471 visits (-13.3). The seven leading service categories were:

- 1). PATIENT REVISIT 271 (-22.8)
- 2). HYPERTENSION SCREENING 202 (-3.3)
- 3). FIRST VISIT OF FISCAL YEAR 133 (-22.2)
- 4). LOCAL ANESTHESIA IN CONJUNCTION WIT 128 (-7.2)
- 5). INTRAORAL - PERIAPICAL FIRST RADIOG 117 (-22.5)
- 6). INTRAORAL - PERIAPICAL EACH ADDITIO 93 (-37.2)
- 7). LIMITED ORAL EVALUATION - PROBLEM F 91 (+15.2)

IN-HOSPITAL VISITS

[NO IN-HOSPITAL VISITS TO REPORT]

PHARMACY

There were 1,937 new prescriptions (+20.2) and 0 refills (**) during this period.

End.

Tribal Statistics January 2015

	Registered Indian Patients January	Indian Patients Receiving Services January	APC Visits by Indian Patients January
Karuk	2118	382	398
Descendants residing in CA	1908	186	188
All other Tribes	2246	105	97
Total	6272	673	683

WE RESPECT YOUR PRIVACY



Your personal information, email address, and account details are treated with the same care and privacy given to your medical records.

Your information is not shared with anybody, nor will your information be accessible to anyone but you and your provider.

The Indian Health Service Personal Health Record and RPMS Direct Messaging Systems abide by all Federal privacy regulations and the most stringent computer privacy standards.



KARUK TRIBAL HEALTH AND HUMAN SERVICES PROGRAM

64236 Second Avenue
Happy Camp, CA 96039
530-493-5257

1519 South Oregon Street
Yreka, CA 96097
800-371-8080—530-842-9200

325 Asip Road
Orleans, CA 95556
530-627-3452

KARUK TRIBAL HEALTH AND HUMAN SERVICES PROGRAM

PERSONAL HEALTH RECORD (PHR)



[HTTPS://PHR.IHS.GOV](https://phr.ihs.gov)

*Access Your Health Record 24/7
From a Computer, Smart Phone, or Tablet*

PERSONAL HEALTH RECORD AND RPMS-DIRECT



Karuk Tribal Health and Human Services Program in conjunction with Indian Health Service are proud to present the Personal Health Record (PHR) and RPMS-Direct messaging system.

The Personal Health Record allows you to securely view your health information from a computer, smart phone, tablet, or other internet connected device.

The PHR contains a list of past, present, and future appointments, a list of your medications (active & inactive), lab results, vital signs, and more!

You can also download your data to print and take with you when seeing a specialist or see another provider.

Another great feature is the RPMS-Direct messaging system. RPMS-Direct is a secure messaging system that enables you to talk to clinic staff and ask questions and play an active role in your healthcare.

Using the PHR is as simple as surfing the web. The Personal Health Record works on all kinds of devices including: Windows and Mac PCs as well as Android and iOS mobile devices with a web browser.

HOW TO REGISTER

To register, point your web browser (Internet Explorer, Google Chrome, Apple Safari) to the PHR website. Once you're there, click on the

[HTTPS://PHR.IHS.GOV](https://phr.ihs.gov)

“Register to use PHR” button. There you will be asked to create a unique username and password. Once done, click next to continue. You will then be asked to enter personal information. This will allow our staff to match your PHR account with your KTHHSP Health Record. You must enter all required fields to complete this portion of the registration. The next step will require you to visit the clinic in person. Visit any of our medical clinics with a valid identification so that our staff can verify your identity and link your PHR account to your KTHHSP Health Record.

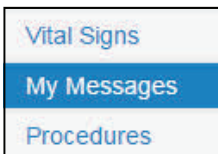
HOW TO ACCESS

After you have completed the registration process and verified your identity with KTHHSP, your PHR account will be active. You can go to the website above and enter your username and password to login.



USING RPMS-DIRECT

Once you have logged into the PHR, you can access RPMS-Direct by clicking the “My Messages” link on the left hand side of the page.



Your message will automatically be addressed to the facility's representative who is responsible for directing your inquiry to the proper person.

Once the message has been received by your healthcare team, it will be processed, and a message sent back to you. Please be patient, our healthcare providers are quite busy, but they will make sure to respond as soon as they can.

Please remember that if you have a serious or life threatening emergency, call 911 or go to your nearest emergency room.

QUESTIONS ABOUT THE PERSONAL HEALTH RECORD?

Contact one of the KTHHSP Medical Clinics
8am to 5pm M-F
Telephone numbers are on the front of this brochure.



Karuk Tribal Health Board Report For Meeting Date March 10, 2016

1. Dental Department General Activities, Reminders and Reports

- a. **Important information** - Please understand now that we only have one dentist at each clinic there's going to be days that we may not have a dentist on site. I'll do my best to keep you informed of the dental provider and staffs leave schedules.
 - i. If there were an unexpected event that leaves us without a dentist on site: staff would inform me; I would contact the Chairman or Vice-Chairman as soon as possible; the staff would cancel and reschedule patients; any emergencies that called or came in would be asked to call their medical provider or go to ER.
- b. **Reminders:**
 - i. May is the month the dental staff travels for continuing education/training.
 - ii. March 6-12 is National Dental Assistants Recognition Week, please take time to thank the dental assistants for all the work they do.
- c. **Dentist and Hygienist March & April leave schedules:**
 - i. Dr. Brassea DDS will be out on: Friday March 4, 14, & 24 – April 8 12-5, 15 1-5 PM, 25, & 29 1-5 PM.
 - ii. Dr. Felker DDS will be out on: March 8 1-5 PM, & 29 1-5 PM.
 - iii. Nikki Hokanson RDH will be working in Yreka on:
 1. March 3,8,10,15,16,21,22,& 23, 2016
 2. April 4, 6,7,11,12,13,18,20,21,26& 27, 2016
 3. May 2,4,8,9,23,25 & 26, 2016
 4. June 1,2, & 8, 2016
 5. Starting June 13 she will be working in Yreka all Mondays, Wednesdays and Fridays, until a new hygienist has been hired.
 - iv. Nikki Hokanson RDH will be out on leave on: March 25 through Friday April 1st 2016.
- d. **Training Report** - Barbara Figila's RDA report is attached to this report.
- e. **Yreka Hygienist Vacancy** - The search for an Yreka Dental Hygienist is still on going.
- f. **HC Dental Receptionist Vacancy-** This position has been filled by Lindsay Whitehouse; her first day was February 22, 2016 and she is doing very well.
- g. **Yreka Dentist Dr. Felker** is feeling very overwhelmed due to his heavy case load and the walk-in emergencies, so we are trying to lighten his schedule.
 - i. He has been working through lunch and after 5 pm in order to take care of patients and complete his charting. It was suggested that he not schedule any patients at 4 pm, so can use that time complete his charting and the assistants will have time for clean-up. I said that would be fine.

- ii. Kayla Bridwell DA is schedule to start work at 7:30 AM and finish by 4:30 PM, so that everything is ready and the first patient can be seated at 8 AM.
 - iii. Dr. Felker's schedule is currently booked into June 23, 2016.
- h. **The Yreka Dental Staff per Lessie Aubrey's request is now assisting with Happy Camp** patient visit entries and Lindsay Whitehouse's training at the front desk.
- i. Happy Camp Visit entries are being brought up to date with the help of Susan Beatty, Yreka RDA Dental Patient Data Entry Analyst and Registration Clerk.
 - ii. Kayla Bridwell DA is traveling to Happy Camp and working with Lindsay Whitehouse at the HC dental front desk.
 - iii. Once I am caught up to date, I will be training Kayla Bridwell on dental coding and visit entry.

2. **No Budget concerns or issues at this time.**

3. **Attachments:**

- a. Request for closed session item - Follow-up on Case #1-2016
- b. Yreka RDA Training Report

Report respectfully submitted by Vickie Walden RDA on March 3, 2016

February 22, 2016

Dear, Karuk Tribal Counsel

I wanted to thank you for allowing me to attend the Adhesive Dentistry Continue educational class on Friday February 19th 2016 in Red Bluff, CA.

The class was very informative about all the update generation materials on cementation for crowns, repairs and of course restorations. This class reviewed the chemical reactions and the proper usage of a variety compound materials and their product names. Some of these materials are being used in this clinic.

Sincerely,

Barbara R. Figlia

A handwritten signature in cursive script that reads "Barbara R. Figlia". The signature is written in dark ink and is positioned below the typed name.

Eric Cutright Information Technology Health Board Report

March 3, 2016

Action Items:

- USDA Distance Learning & Telemedicine Grant Application

Expenditure/ Progress Chart – IT Dept Indirect Budget February 29, 2015

Program	Code	Total Budget	Expensed to date	Balance	% Expended
IT Systems	1020-15	\$341,878.14	\$156,638.95	\$185,239.19	45.82%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2015 to 9/30/2016	12	5	7	42%	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:

- The USDA Distance Learning and Telemedicine Grant NOFA has been released, with a due date of March 14, 2016. A grant application is under review and will be presented to the Health Board at the meeting on March 10.
- A RFP to install data wiring for IT services in the Beverly Manor is being prepared and will be released once the lease is finalized. If standard IT services are installed, the Yreka Child & Family Services department can move into that building and have the same telephone, computer and internet resources as the Yreka Clinic.
- The upgraded circuit from the California Telehealth Network for the Yreka Clinic was installed on February 17. Bandwidth service to that site has been increased from 6 Mbps to 45 Mbps. The installation to upgrade the circuit for Happy Camp Clinic is pending; AT&T has yet to schedule a start date.

Project Title: Áan Chúuphan Internet Service in Orleans

Expenditure/ Progress Chart – Áan Chúuphan Budget February 29, 2015

Program	Code	Income	Expenses	Balance	% Expended
Áan Chúuphan	2661-00	\$7,934.63	\$10,198.66	\$-2,264.03	128.53%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/1/2015 to 9/30/2016	12	5	7	42%	N
Comments:					
This budget reflects the broadband business operations in Orleans.					

Áan Chúuphan Business Status:

- As of March 3:
 - 79 total customers
 - 43 customers have internet access installed
 - Installation to the Orleans Elementary School was completed on January 28. However, due to the mold problem, the school has not started using the service, to the best of my knowledge.

Expenditure/ Progress Chart – USDA Community Connect Grant

Program	Code	Total Budget	Expensed to date	Balance	% Expended
USDA RUS	2061-00	\$1,141,870.00	\$931,455.71	\$210,414.29	81.57%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/24/2011-10/24/2017	72	52	20	71%	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.					

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. The final approval of the tower construction permit was granted by Humboldt County on November 16, 2015.
- The installation of the core wireless network is complete and operational.
- A generator needs to be installed at the council chambers in Orleans to keep the service running during power outages. Proposals are being solicited for a new auto-start generator.
- The new radio installed on the tower on February 8 is successfully serving customers on both upper and lower Camp Creek roads.
- An additional antenna has been installed at the water tank radio site in order to serve the Peach Creek area of Orleans on March 3. This new antenna is still being tested to see if the subscribers at Peach Creek can reach the network with sufficient signal to offer full speed service.

Reimbursement Status:

- \$929,054.23 has been spent. \$700,777.00 has been reimbursed.
- The next reimbursement request is nearly ready and will be submitted this month.

Project Title: Klamath River Rural Broadband Initiative (KRRBI)

Project Management Services:

- 1st quarter progress report is due on April 10, 2016.
- A budget revision is in progress taking into account the additional time, permitting and distance the project now encompasses. This revision needs to wait for final submission until the environmental and engineering services are complete.

Engineering Services:

- An RFP for an Owner's Engineer to create detailed plans for the Fiber closed on February 29. Four proposals were received, and are being reviewed. A contract for engineering services will be prepared and presented at the council meeting on March 24.
- 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:

- A Letter was received from Redwood National Park on November 24 that requests full environmental review of all alternative routes in the project, especially along the coast near highway 101. A reply letter is being prepared.
- An agreement has been executed that details how the BIA and the CPUC will share responsibility and appropriate meet all state and federal environmental requirements.

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.

Cultural Review:

- Karuk Tribe THPO has completed the initial literature review for the project.
- Yurok Tribe THPO has given an estimate for the project review and is beginning the review process.

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	\$280,653.20	\$6,321,768.80	0.04%
Term Dates	Total Months	Month # for report period	# Months Remaining	% Completed.	Extension Option Y/N
10/17/2013-10/17/2018	60	28	32	46%	Y
Progress Report Due Date	Completed?	Date Completed.	Fiscal Report Due	Completed?	Date Completed.
04/10/2016	No	1/10/2016	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 February 2016 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

**26,186 / 35,206 Total
minutes used**

Period Range Feb-16 To: Feb-16

Summary by WirelessNumber

Wireless Number	Billing Cycle Date	User_Name	Min	Total_Allowance_Mins	Data_Usage
530-598-7089	02/18/2016	RICHARD BLACK	1,637	400	607,556.00KB
530-598-6829	02/18/2016	TANYA BUSBY	1,404	400	1,657,252.00KB
530-598-4615	02/18/2016	ANN ESCOBAR	1,245	400	9,059,796.00KB
916-207-8294	02/18/2016	CRAIG TUCKER	1,190	400	694,376.00KB
530-643-0799	02/18/2016	CAROL THOM	1,044	400	--
530-598-3414	02/18/2016	SUSAN CORUM	1,016	400	3,106,358.00KB
530-643-6176	02/18/2016	BUCKY LANTZ	936	400	2,539,191.00KB
530-598-7067	02/18/2016	LISA AUBREY	904	0	--
530-598-7940	02/18/2016	LESTER ALFORD	814	400	1,159,037.00KB
530-643-2565	02/18/2016	ANNIE SMITH	787	400	492,459.00KB
530-643-2625	02/18/2016	RUSSELL ATTEBERY	748	400	222,070.00KB
530-598-2248	02/18/2016	APRIL ATTEBURY	695	400	499,694.00KB
530-598-9992	02/18/2016	LESLIE MOORE	649	400	425,959.00KB
530-598-8944	02/18/2016	BARRY HOCKADAY	591	400	--
530-598-8467	02/18/2016	MARY GOWEN	583	400	278,380.00KB
530-643-6130	02/18/2016	PRESTON WILSON	540	400	100,222.00KB
530-215-8192	02/18/2016	JOSHUA SAXON-WHITECRANE	477	400	787,064.00KB
530-598-0897	02/18/2016	PATRICIA HOBBS	472	400	166,261.00KB
530-598-8654	02/18/2016	MELODEE BREWINGTON	470	0	--
530-643-1873	02/18/2016	FATIMA ABBAS	411	400	26,699.00KB
530-598-9880	02/18/2016	CHARLES SARMENTO	376	400	3,500,027.00KB
530-643-3969	02/18/2016	HAWK WHITE	364	400	--
530-643-1468	02/18/2016	SANDI TRIPP	357	400	646,372.00KB
530-643-3907	02/18/2016	DEBRAH VANWINKLE	331	0	--
530-598-0191	02/18/2016	LAURA MAYTON	327	400	14,835.00KB
530-643-6177	02/18/2016	BRIAN GONZALES	319	400	60,080.00KB
530-598-8745	02/18/2016	MIKE TIRATERRA	308	400	--
530-643-2518	02/18/2016	WILLIAM HARRISON	303	400	115,333.00KB
530-598-8652	02/18/2016	KRISTEN KING	297	0	--

Grants, Compliance and Accreditation

Board Report

March 10, 2016

Lessie Aubrey, Manager

Action Items: 1. During the Progress Report HRSA left out previously recorded data. The only way I can get it back in is to do a CIS (Change in Scope).

Do you approve adding Ophthalmology, Cardiology, Pulmonology, Dermatology, Gastroenterology, and Advanced Diagnostic Radiology, as Specialty Services to our strategic plan? These services would extend the care our providers provide but the patients would return to us for follow-up care. The specialist would generate a consultative report and send it to our provider (s). HRSA's EHB won't allow me to continue until I have Board approval and copy of minutes.

2. Closed Session

*****CQI Reports*****

1. Medical Record Audits:

- 1.1 KCHC – Jodi Henderson – Jodi has decided to focus on unsigned orders for MA's and both MA's missed signing off that they had completed the order on occasions. Chelsea reached 100% and Chau missed one medication review.
- 1.2 Orleans Clinic – Babbie Peterson: William Pease, FNP – 100% Regina Flowers and Nurse both missed on ID Verification.
- 1.3 Yreka Clinic: Charleen Deala choose to focus on the documentation of vital signs. The MA's are to document them. Dr. Vasquez's MA's were at 70% documented and Jennifer Cronin's were at 80%. Her goal is to reach 100%.

2. Influenza Report: Jodi Henderson reports that 830 patients received their flu immunization and 199 patients refused. So out of 1029 patients 80% were given flu vaccine and 19% refused. This appears to be an improvement from last year.

3. HER reminders – Tabled

4. PHP DM Eye Screening – Amy Coapman – This is the beginning of report so the data she has collected will need to be compared with new data next quarter. However, Orleans is at 100% because they have only one diabetic patient who is part of Partnership Health Plan. So I believe they received their exam.

5. HTN – Lessie Aubrey – Tabled.

Grants, Compliance and Accreditation

Board Report

March 10, 2016

Lessie Aubrey, Manager

6. PAP Smear Rates - Vickie Simmons reports we are at 43.8% and that we have reached our goal of a 2% improvement.

*****New CQI Studies*****

1. Improving Provider/Patient Relationships – This will monitor the empaneled patient’s visits to their assigned provider. This is a Patient Centered Medical Home study.
2. Access to Care – Will study open scheduling and will get all clinics on board. This is a PCMH study too.
3. Pain Management - Providers to study the care in Pain Management

*****340B Recertification*****

The 340B Recertification for this year has been completed on time.

*****New HIS Director*****

Robert McSwain has stepped down to spend more time with his family and Mary Smith member of the Cherokee Nation has taken his place during the remainder of President Obama’s term.

*****Budget*****

The budget is 7% underspent for this time of year.