

**Karuk Tribe – Health Board Meeting  
January 11, 2018 – Meeting Minutes**

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

**Present:**

Russell “Buster” Attebery, Chairman  
Robert Super, Vice-Chairman  
Arch Super, member at Large  
Alvis “Bud” Johnson, Member at Large  
Kristen King, Member at Large  
Renee Stauffer, Member at Large  
Joseph “Jody” Waddell, Member at Large  
Alvis “Bud” Johnson, Member at Large  
Charron “Sonny” Davis, Member at Large

**Absent:**

Michael Thom, Secretary/Treasurer (excused)

**Sonny Davis completed a prayer and Buster read the Mission Statement.**

**Agenda:**

Arch Super explained a Karuk word (Medicine Maker). He provided the statement for the Council and audience in Karuk with the translation to English.

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

**Consent Calendar:**

None.

**Minutes from December 6, 2017:**

Arch Super moved and Sonny Davis seconded to approve the minutes of December 7, 2017, 6 haa, 0 puuhara, 1 pupitihara (Arch Super).

**Guests:**

**1) Abigail Yeager, Happy Camp Community Center:**

Abigail is present to seek approval of the Tribes contribution to the Community Center’s work at the Gail Zink memorial park. They are attempting to seek funding from Ford Foundation and McConnell Fund and would like support from the Tribe.

She explained that any amount is useful but she is hoping to match the Youth Little League contribution which is \$10,000.

She offered to provide the Tribe with a copy of the MOU that has been drafted between the CSD and High School.

The Council will review this and respond to the Happy Community Center.

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

Eric is present to seek approval of agreement 18-A-052 with the California TeleHealth Network.

Robert Super moved and Renee Stauffer seconded to approve agreement 18-A-052, 7 haa, 0 puuhara, 0 pupitihara.

He provided a brief update on video conferencing equipment. The equipment is arriving and he will continue to work toward that development.

**3) Anthony Ballard, TANF:**

Anthony is present to seek approval of the TANF Administrative Assistant position description.

Arch Super moved and Renee Stauffer seconded to approve the revised position description with changes, 7 haa, 0 puuhara, 0 pupitihara.

He then provided revised language for the GGI program which would now have a point system for the kids to accumulate points and use them toward a purchase of incentive items. This will teach the youth to budget and save as well as not issuing checks directly to parents on behalf of the kids. Arch would like to have these types of assistance advertised to the TANF clients, so they know that the service is available. The staff will still have a certificate and party as well.

Robert Super moved and Sonny Davis seconded to approve TANF 15.1.4 Education Directly related to Employment, 7 haa, 0 puuhara, 0 pupitihara.

**Director Reports:**

**1) Darryl McBride, Children & Family Activities Director:**

Darryl is present to provide his report. He updated the Health Board on his monthly activities. Arch would like to have some classes available in Yreka so that cultural practitioners are providing information to the youth while they are gathered for basketball tournaments or similar events.

Kori asked that information be sent to her so she can distribute information through the HHS program.

*Renee and Sonny left the meeting at 10:44am.*

Buster then commented that clinics need to be done as well and it is something that used to be done by him and other staff. He would suggest planning to get those done.

Jody Waddell moved and Robert Super seconded to approve insurance from March – June 2018 for Orleans gymnasium, 5 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Jody Waddell seconded to approve insurance for the Happy Camp High School for one year (2018), 5 haa, 0 puuhara, 0 pupitihara.

*Robert left the meeting at 10:54am.*

Arch asked if Darryl has an advisory board that assists him. He explained that he does not at this time but works with the community partners that already have projects underway.

Arch Super moved and Jody Waddell seconded to approve Darryl's report, 4 haa, 0 puuhara, 0 pupitihara.

**2) Pat Hobbs, Children & Family Services:**

Pat is present to review her report. She first sought approval of a VISA for Ashley Smith.

Arch Super moved and Jody Waddell seconded to approve a VISA for Ashely Smith, \$2,500, 4 haa, 0 puuhara, 0 pupitihara.

*Council Members returned to the meeting.*

She then provided operational agreements. Buster commented that the agreements are back-dated for 4 months. Pat agreed that this is timely and there are backlogged documents. Buster commented that for time purposes the lateness is an issue and he is available to work with agencies to have documents on time to ensure compliance.

Arch Super moved and Kristen King seconded to approve amended language in Operational Agreement with Humboldt County KVYP, 5 haa, 0 puuhara, 2 pupitihara (Sonny/Robert).

She then presented updated language for the other operational agreement with Siskiyou County. Sonny requests that the groups conduct prayers and have a cultural aspect to services to Native Americans.

Robert Super moved and Jody Waddell seconded to approve amended language in the Operational Agreement with Siskiyou County, 7 haa, 0 puuhara, 0 pupitihara.

Pat then reviewed her monthly report and the activities of her department.

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

**3) Patti White, RPMS Site Manager:**

Patti is present to review her report. She provided a breakout of patient visits. The UDS report is being worked on which is a large task.

The IHS Security Awareness training has been released and is due by April 15, 2018.

Robert Super moved and Sonny Davis seconded to approve Patti's report, 7 haa, 0 puuhara, 0 pupitihara.

**4) Vickie Simmons, HR Director:**

Vickie is present to review her written report. Dr. Lennon has been providing coverage for Happy Camp. Jody asked about coverage and follow-up care. Dr. Vasquez and others will provide coverage as needed.

Vickie noted that she did hear of a provider that was interested in Orleans but she has not submitted her application to date so Vickie will follow up on that. The Tribe is eligible to advertise on Indian Health Services site but that needs updated.

Judy Waddell moved and Renee Stauffer seconded to approve Vickie's report, 7 haa, 0 puuhara, 0 pupitihara.

**5) Josh Stanshaw, Operations Manager:**

Josh is present to review his report. Buster asked about his work on AAAHC preparations. Josh noted that he is working with Lessie on this and initiating infection and safety control compliance. Buster asked if there have been services provided in Orleans. Josh noted that his goal is to have a provider one day a week in Orleans but there has been time when there wasn't a provider available.

He first sought approval of amendments with Partnership Health Plan. There were errors in completion so these documents are now being updated and will maintain compliance.

Robert Super moved and Sonny Davis seconded to approve amendment (1) and amendment (2) to agreement 13-A-042, 7 haa, 0 puuhara, 0 pupitihara.

He then provided sole source justification for procurement.

Robert Super moved and Renee Stauffer seconded to approve agreement 18-A-044, 7 haa, 0 puuhara, 0 pupitihara.

He then provided an extension of a contract with Family Flooring and Things which will extend the time. It will allow for more time so the clinic doesn't have to close. It is under (1) to contract 17-C-106.

Renee Stauffer moved and Robert Super seconded to approve contract 17-C-106 (1), 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Jody Waddell seconded to approve resolution 18-R-005, 7 haa, 0 puuhara, 0 pupitihara.

Josh then sought approval of a VISA for his new CHR.

Renee Stauffer moved and Arch Super seconded to approve a VISA for Didi Poe at \$1,500, 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Sonny Davis seconded to approve Josh's report, 7 haa, 0 puuhara, 0 pupitihara.

**6) Tony Vasquez, Medical Director:**

Dr. Vasquez is present to review his report. He thanked Kori for seeking a FNP to provide services which assists in clinical operations.

Renee Stauffer moved and Sonny Davis seconded to approve Dr. Vasquez's report, 7 haa, 0 puuhara, 0 pupitihara.

**7) Ensun Lew, Dental Director:**

Dr. Lew is present to review her report. She reported that the visits are up 2,200 more visits this year compared to last year.

She presented an Oral Health Care Coordinator position description for Happy Camp and Orleans. This position is in Yreka and it has been identified to be needed in Happy Camp as well. Josh asked for revisions but Kori explained that CRIHB will not allow the revisions; the position is their language and is grant funded.

Jody Waddell moved and Robert Super seconded to approve the Oral Health Care Coordinator position description, 7 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Renee Stauffer seconded to approve Dr. Lew's report, 7 haa, 0 puuhara, 0 pupitihara.

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

Cindy is not present, report provided. Buster asked about the GPRA scores. Kori explained that they change each year so they may be different each year as far as how well the HHS program meets the GPRA standard. Josh asked if the GPRA scores affect the competitiveness for HRSA funding. It was noted that it isn't related to HRSA funding but through Indian Health services the tribe can receive funding for high scores.

Arch Super moved and Bud Johnson seconded to approve Cindy's report, 7 haa, 0 puuhara, 0 pupitihara.

**9) Sandra Dodson, HC Clinic Manager:**

Sandy is not present, report provided. Arch asked how coverage is for Happy Camp. Kori reported that Dr. Vasquez is present once a week and they also have TeleHealth. She will address this further in closed session.

Robert Super moved and Renee Stauffer seconded to approve Sandy's report, 7 haa, 0 puuhara, 0 pupitihara.

**10) Babbie Peterson, OR Clinic Manager:**

Babbie is not present, report provided.

Renee Stauffer moved and Sonny Davis seconded to approve Babbie's report, 7 haa, 0 puuhara, 0 pupitihara.

**11) Kori Novak, Health CEO:**

Kori is present to provide her report. She first sought approval of policies that she forwarded to the Tribal Council via email approximately 2-3 weeks ago. AAAHC is in about 6 months, so policies will be coming in throughout the weeks to get them approved. The Council did not receive them hardcopy so they will look into this and identify a review process.

She advised that there were plumbing issues at the Yreka Clinic and the patient numbers will drop because they were not able to see patients due to having water issues. Kori advised that there are issues with the septic pipe and persons vandalizing it. This is being resolved.

Renee Stauffer moved and Sonny Davis seconded to approve Kori's report, 7 haa, 0 puuhara, 0 pupitihara.

**12) Lessie Aubrey, Accreditation:**

Lessie is present to review her report. She noted that she is very frustrated trying to get policies approved. She has no mission, vision, values approved to date. She noted that this reflects on the Government. She is frustrated with getting items approved and inserted into a policy manual, because it is a lot of work to review them and revise them. She needs to know what the long range plans are and the items that the Government Body is supposed to do. Josh asked for a list of items that are outstanding. Josh suggested that Lessie and Kori get together and work on the approvals that are needed. Kori reported that she gave these policies to the Health Board in

August and they were tabled, even though there were edits simply removing the procedures was the majority of the edits, and nothing significant in the actual policies. Lessie noted that the policies were drafted to meet several standards so if there were edits in August, someone needs to let her know so she can address compliance with standards. Kori commented that there are approximately 16 oversight agencies that they need to meet standards with. Edits to policies must still meet the requirements of the agencies.

Jody explained that he has never heard about this. Buster would like to discuss this in closed session because he is very confused regarding this.

Lessie reported that the CQI reports are being tracked. She went on to note that the medical home care is a struggle and they are implementing a quality improvement project to deal with this matter and identify some solutions to increasing the number.

She provided an update on the incident reports that were provided.

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

**Closed Session:**

Informational: Tribal Member concerned over communication regarding hiring and reasoning for selection of positions.

Anna Myers – CHS Case #298 Arch Super moved and Renee Stauffer seconded to approve the CHS denial and pay for CHS Case #298, 6 haa, 0 puuhara, 0 pupitihara (Robert absent for vote).

Robert Super moved and Renee Stauffer seconded to approve Herman Albers to Emmetsburg MA, March 11-17, 2018, 7 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Jody Waddell seconded to approve not to exceed \$10,000 from fire budget to complete KTHA NRCS project, 7 haa, 0 puuhara, 0 pupitihara.

Informational: Community Member is present to discuss frustrations with service being provided.

Informational: Tribal Member is present to discuss frustrations with care being provided as well as communication from staff.

Arch Super moved and Jody Waddell seconded to waive policy of the hiring committee and offer employment to Tribal Member with identified salary, 7 haa, 0 puuhara, 0 pupitihara.

Consensus: suspension and no-rehire status will remain regarding #3622 until removed by the Tribal Council.

Jody Waddell moved and Renee Stauffer seconded to suspend both wife and husband from HHS program for a period of one year and upon return shall be on probation, 5 haa, 0 puuhara, 1 pupitihara (Arch Super). (Robert absent for vote).

Arch Super moved and Renee Stauffer seconded to approve 18-A-003 (1), 7 haa, 0 puuhara, 0 pupitihara.

Informational: update was provided to the Health Board regarding corrective action plans.

Consensus: Complaints need to go through the complaint process so that the staff may conduct reviews and evaluations.

Arch Super moved and Kristen King seconded to approve resolution 18-R-009, 6 haa, 0 puuhara, 0 pupitihara (Robert was chair).

Arch Super moved and Bud Johnson seconded to approve \$2,500 to the Happy Camp Community Center, contingent on using the equipment, 7 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Renee Stauffer seconded to approve the Tribes comments for the Seiad-Horse Risk Reduction Project, 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Arch Super seconded to approve the KLC posting and committee development with edits, 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Sonny Davis seconded to approve the revised Contract Compliance position description, 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Sonny Davis seconded to approve out of state travel for Kristen King for FEMA March 2018, 7 haa, 0 puuhara, 0 pupitihara.

Jody Waddell moved and Renee Stauffer seconded to approve fiscal policies 9.2.1 Special Agreements, 7 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Renee Stauffer seconded to approve the revised CCMA template, 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Sonny Davis seconded to approve 17-A-11 (KTHA Agmt), 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Jody Waddell seconded to approve agreement 18-A-059, 6 haa, 0 puuhara, 0 pupitihara (Kristen absent for vote).

Robert Super moved and Sonny Davis seconded to approve agreement 18-A-058, 7 haa, 0 puuhara, 0 pupitihara.

Informational: the ED will facilitate the Management Team Agenda

Informational: the Executive Secretary shall pull attendance and send to the Tribal Council.

**Next Meeting: February 8, 2018 at 10am in Happy Camp.**

Bud Johnson moved and Kristen King seconded to adjourn at 5:56pm.

**Respectfully Submitted,**

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**Russell “Buster” Attebery, Chairman**

**Recording Secretary, Barbara Snider**