

**Karuk Tribe – Health Board Meeting
February 8, 2018 – Meeting Minutes**

Meeting called to order at 10am by Chairman Attebery

Present:

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

Absent:

Michael Thom, Secretary/Treasurer (excused)
Charron “Sonny” Davis, Member at Large (late)

Prayer was done by Alvis Johnson and Buster read the Mission Statement.

Agenda:

Bud Johnson moved and Jody Waddell seconded to approve the agenda of February 8, 2018, 6 haa, 0 puuhara, 0 pupitihara.

Minutes of January 11, 2018:

Anav Ikeyavaan is the Karuk word of the meeting. Its English translation is “providers”

Renee Stauffer moved and Jody Waddell seconded to approve the minutes with changes, 6 haa, 0 puuhara, 0 pupitihara.

Language:

Arch Super addressed the audience announcing that the language to all agendas. The Council is trying to encourage the language and speak the language throughout the Tribe; this includes the meetings, committee meetings, and day to day work. The Council is working on three words; Ayukii, Yootva, and Suvanik. These are three common words used in daily life so it should be fairly easy to use the words in the day-to-day operations. They are hoping to inspire the employees to use the language. He also mentioned that updating the phones and emails using the language was a good idea, which was a staff suggestion. If staff members have any other suggestions please share them.

Guests:

1) Dion Wood, TERO/Childcare:

Dion has a time sensitive request in collaboration with the Matole Charter School. Michael reported that the school approached the Tribe for permission to use some space at a Tribal building for the school. Currently, the enrollment of the Charter school is 90% Native American. They no longer have space in Happy Camp due to budget constraints so they are hoping to use the back room of the Headway building. It is currently in use for an Elders exercise room, but it would be available once the new wellness center is open in Happy Camp. There are 9 youth enrolled and 8 are Native American. Dion reported that KTHA has agreed to this and they are deferring to the Tribe to inquire if there is any use that is proposed for that location. Dion asked that they receive permission from the Council on the use of the facility. They would also coordinate lunches through the Senior Nutrition Program.

Buster asked if there is a better location for the school. Perhaps in long term they could move to another location but to submit their new charter with a lease option with the Karuk Tribe is requested. They also want to include the teacher to the Education Committee to bring her in and allow the ability to discuss the options of education support for the students. Robert asked if Dion and Michael spoke to the Elders about the facility and that they are aware of changes in use to the facility. Dion and Michael have spoke to KTHA and now the Tribe, they can reach out to the Elders as well, however the application is due very quickly, so they are hoping to get some direction. The Council will discuss this and get back to them.

2) Lester Alford, TANF Director:

Lester is present to request approval to purchase a software module for TAS. It will allow for the software to break out information and track projects. He would like to seek approval to purchase the software. He provided sole source justification because the system that is used is TAS, so the modules will link to TAS.

Arch Super moved and Renee Stauffer seconded to approve procurement and the purchase of TAS software, 6 haa, 0 puuhara, 0 pupitihara.

He then requested a VISA for the LIAP Administrator in the amount of \$1,500 so that she can purchase the client items on her own rather than using another staff members' VISA. He is also requesting one for Substance Abuse staff member of TANF.

Jody Waddell moved and Renee Stauffer seconded to approve a VISA for Jennifer Goodwin, \$1,500, 6 haa, 0 puuhara, 0 pupitihara.

Lester confirmed that the service rendered is for soft services after a client leaves rehab. Lester noted that he refers clients to Behavioral Health but that is timely wait times, which TANF now allows for classes while they wait to go into rehabilitation. Pat noted that her concern is that the case plan is coordinated with the case worker in Behavioral Health. The issue is that Lester is trying to keep people engaged while they are waiting for their assessments to be done by case managers.

Renee Stauffer moved and Robert Super seconded to approve a VISA, \$1,500 for TANF Substance Abuse Counselor, 6 haa, 0 puuhara, 0 pupitihara.

3) Laura Olivas, Bookkeeper:

Laura is present to seek approval of Charles Sarmento to Mt. Pleasant, Penn. It is written into the recent FEMA grant to do a pre-inspection for equipment that is being purchased, it will include a rental car as well.

Robert Super moved and Jody Waddell seconded to approve out of state travel for Charles Sarmento to Penn and use of a rental car due to distance, 6 haa, 0 puuhara, 0 pupitihara.

She then sought approval of desks for the finance department. It is to purchase six new desks from the national furniture department.

Robert Super moved and Renee Stauffer seconded to approve procurement and the purchase of desks (6) for the finance department, 6 haa, 0 puuhara, 0 pupitihara.

4) Michael Dyer, Education Director:

Michael is present to seek approval of travel to DC. He would like to travel February 27-March 2nd to attend mandatory grantee training. Buster asked if anyone else is going and it was noted that no, there is funding for only one. Fatima is going for Lisa Hillman's grant and the Council asked if that was approved. It was noted that that will come later under Fatima's items.

Arch Super moved and Renee Stauffer seconded to approve the Native Youth Community Partners Meeting, 6 haa, 0 puuhara, 0 pupitihara.

Laura Olivas asked that Michael go to her office and take the fiscal questions to DC with him to seek clarification of items that they need clarified.

5) HCHS Senior Class, Brittany Barnett / Maddison Offield:

The students are present to seek approval of a fundraising project to wash Tribal Vehicles (25-30 cars) at \$80 per car and do the project in late March and early April. Buster reported that the Council will discuss this and get back to the seniors. The Council thanked them for coming by.

6) Tanya Busby, Domestic Violence:

Not present.

7) CRIHB Representatives:

The Tribal Council thanked Mark Lebeau for attending and providing an overview of the operations of CRIHB. He explained his history in working with the California Rural Indian Health Board. There are several California Tribes that are members or are affiliated with the CRIHB. There are about 45 Tribes that are members or associated so they are hoping to have more than 50% of Tribes. He introduced Devin a member of the National Indian Health Board of DC. He would like the NIHB to become familiar with health programs of California. Mark asked for the NIHB to tour sites and become familiar with rural tribes because they are unique.

Devin Delroe is a Member of the Navajo Nation. This is a beautiful drive from Yreka to Happy Camp. He is the Director of Policy at the National Indian Health Board. It was started in 1972 by Tribes to develop national policy on behalf of Tribes. There are 573 Tribes affiliated with this policy group who takes national recommendations regarding policy changes on behalf of all tribes.

May 21-22, 2018 will be consultation for Tribes regarding opioid abuse. This is in with connection with SMASHA and Indian Health Service. This is a real epidemic for all rural areas, so having some real discussions on change for the communities will be important.

Director Reports:

1) Darryl McBride, Children & Family Services Director:

Darryl is not present. He emailed his report on February 7, 2018.

Tabled.

2) Pat Hobbs, Children & Family Services:

Pat is present to provide her report. It was submitted but not sent for the Health Board packets. She is attempting to go to a one page report. She didn't provide the RPMS data but will work on it in the future. She has some position descriptions and a contract to seek approval of.

Pat noted that the staff was unaware that there was CRIHB training available in Yreka but that sounds like a good opportunity in the future. Ken is going to travel to Orleans on Wednesday's

each week. They are hoping to find him a place to stay so that he can provide some assistance so any information regarding housing options would be appreciated. Robert suggested talking to Sara because KTHA purchased the trailer park in Orleans and that may be an option to provide living arrangements.

A Case Manager position description was provided and there needed to be one revision.

Robert Super moved and Bud Johnson seconded to approve the revised Case Manager position description, 6 haa, 0 puuhara, 0 pupitihara.

She then sought approval of the revised Koovara Yee Shiip Program. It is the position of a Mental Health Therapist. Josh commented that there isn't a clean version attached. Pat reported that she was running out of time but all the tracked changes are attached.

Arch Super moved and Renee Stauffer seconded to approve the Mental Health Therapist revised position description, 6 haa, 0 puuhara, 0 pupitihara.

She sought approval of a revised Mental Health Therapist Intern position description.

Robert Super moved and Bud Johnson seconded to approve the revised Mental Health Therapist Intern position description, 6 haa, 0 puuhara, 0 pupitihara.

She provided information regarding a contract firm that does some ICWA legal assistance. They still have an ongoing contract with CILS but this first; Berkeley Williams LLP will provide services as well. It is an addendum (1) to agreement 17-A-037 to provide ongoing legal assistance.

Renee Stauffer moved and Robert Super seconded to approve addendum (1) to agreement 17-A-037, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Renee Stauffer seconded to approve Pat's report, 6 haa, 0 puuhara, 0 pupitihara.

3) Patti White, RPMS Site Manager:

Patti is present to provide her report. She noted that when she first came to work for the Tribe she only knew "Poofich" which is the Karuk work for deer. Patti reported that this is her last Health Board Meeting, because she is retiring and the new staff member will be starting very soon. She provided the data on clinic visits. Medical all together was down, dental was up, telemedicine was up, and behavior health stayed the same. 52% of visits were for Non-Native Americans. There are still some outstanding HIPAA training requirements but the staff is working on them.

Patti noted that she has enjoyed many years of working for the Tribe and she will miss the Tribe but she will enjoy retirement. She will enjoy her family time and time with her grandchildren. Buster reported that the Health Board has enjoyed her professionalism and her work ethic.

Renee noted that she never forgets her report and this was the only month. Patti has always been diligent in submitting her report. The Tribal Health Board thanked Patti for her work and her contribution to the Tribes Health Program.

Arch Super moved and Renee Stauffer seconded to approve Patti's report, 6 haa, 0 puuhara, 0 pupitihara.

4) Vickie Simmons, HR Director:

Vickie is present and reported that the third long term employee is slated to retire. She wishes them all well.

She sought approval for out of state travel for the Tribal Human Services Certification training in Arizona. It will go over Tribal Legal Law and Employees in the Landscape.

Renee Stauffer moved and Robert Super seconded to approve out of state travel for Vickie Simmons, March 18-23, 2018 to Chandler AZ, 6 haa, 0 puuhara, 0 pupitihara.

She provided a history report to the Yreka Clinic Receptionist positions. There is a struggle at the Yreka Clinic but other staff is fulfilling the needs until backfilling happens. The posting was done and they are hoping to hire a staff member as soon as possible. She would like to seek approval of a waiver of the policy to hire one permanent, temporary, and one on-call from the applicant pool.

Josh Stanshaw reported that the Yreka staff has done a great job stepping up. He believes this is the best course of action. Jody asked if TERO was asked about the thoughts and direction of this. He would like to have this run by TERO. Arch reported that TERO is not going to be skipped it's the administrative process that will be quicker. Barbara explained the process of the request to waive the policy. Jody doesn't believe that this in line with TERO. This will be moved to closed session.

Vickie reported that the wonderful employees are pulling their weight or more right now during staff changes.

Renee Stauffer moved and Jody Waddell seconded to approve Vickie's report, 6 haa, 0 puuhara, 0 pupitihara.

5) Josh Stanshaw, Operations Manager:

Josh is present to seek approval of his action items. He first sought approval of the Veterans Agreement addendum. It was brought last meeting but he now has the answers that the Council was requesting. This addendum adds one section of language and extends the length of time through October. It is under addendum (3) to agreement 14-A-065 with the Department of Veterans Affairs.

Arch Super moved and Bud Johnson seconded to approve addendum (3) to agreement 14-A-065, 6 haa, 0 puuhara, 0 pupitihara.

He then presented resolution 18-R-013 to the PSA Area on Aging 2. This is to accept an additional \$710.

Robert Super moved and Jody Waddell seconded to approve resolution 18-R-013, 6 haa, 0 puuhara, 0 pupitihara.

His last action item is an addendum with a Pharmacist that provides oversight for the clinic pharmacies. It is a time extension to extend services until 2020. Josh Stanshaw reported that this contract allows for compliance to issue onsite medications.

Renee Stauffer moved and Jody Waddell seconded to approve addendum (3) to contract 13-C-041, 6 haa, 0 puuhara, 0 pupitihara.

Kristen reported that the new provider does not see patients under the age of 18. Kristen would like to know if this is true. It will be looked into immediately.

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

Arch asked how many staff is attending the CRIHB training in Yreka. Josh reported that not too many are attending but there could have been more. Renee said yootva to Josh Stanshaw for stepping up during this time. Josh reported that it's important to seek beneficial services to the patients and he reinforces that to his staff throughout behaviors and services.

6) Tony Vasquez, Medical Director:

Dr. Vasquez is present to provide his report. He noted that the staff has been great during their staffing shortage. As always, he is committed to staffing the clinics. Using the locum services isn't ideal but is working.

Kristen King moved and Robert Super seconded to approve Dr. Vasquez's report, 6 haa, 0 puuhara, 0 pupitihara.

7) Ensun Lew, Dental Director:

Dr. Lew is present to provide her report. She has been present 10 times but she is still nervous to do her report. The Yreka, Happy Camp, and Orleans are having services. There have been consistent services being provided. She recapped services provided which includes increased services to the community. There is always improvement that can be made but the staff is doing excellent.

Renee Stauffer moved and Jody Waddell seconded to approve Dr. Lew's report, 6 haa, 0 puuhara, 0 pupitihara.

8) Cindy Hayes, Yreka Clinic Manager:

Not present, report provided. Josh Stanshaw offered to answer questions on the Clinic Manager's reports. Josh Saxon asked how the Clinics are dealing with the flu season. Dr. Vasquez reported that a lot of patients came in for flu symptoms. The clinics are out of the vaccine at this time and they have provided several vaccines. He doesn't believe that it is as bad as the Government is portraying but the clinical staff will see every patient that may need service.

Arch Super moved and Kristen King seconded to approve Cindy Haye's report, 6 haa, 0 puuhara, 0 pupitihara.

9) Sandy Dodson, Happy Camp Clinic Manager:

Sandy is present to review her report. She reported that Dr. Tyson provides services and Dr. Thomas also provides services. She was out last week sick so she's present to provide her report in person. The staff has experienced some absences due to sickness but not in a huge volume. She monitored the national map for infection exposure to flu and the local area is not too large.

The veteran patients that are coming in are transferring services to the clinics. They have instituted patient information that will be done every month which will provide patient education material. It will be HIV testing and heart health wellness month so the clinics will have different activities for education of these health concerns.

Arch Super moved and Robert Super seconded to approve Sandy's report, 6 haa, 0 puuhara, 0 pupitihara.

10.) Babbie Peterson, Orleans Clinic Manager

Babbie is not present, written report provided.

Renee Stauffer moved and Bud Johnson seconded to approve Babbie's report, 6 haa, 0 puuhara, 0 pupitihara.

11.) Lessie Aubrey, Grants, Compliance, and Agreements:

Not present, no report provided.

Closed Session:

CHS Case #299: Robert Super moved and Arch Super seconded to pay for ½ the bill for CHS Case #299, 6 haa, 0 puuhara, 0 pupitihara.

CHS Case #300: Robert Super moved and Arch Super seconded to pay for ½ the bill for CHS Case #300, 6 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Bud Johnson seconded to deny CHS Case #301, 6 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Robert Super for up to \$100 for the retirement gift, 5 haa, 1 puuhara (Arch Super), 0 pupitihara.

Renee Stauffer moved and Jody Waddell seconded to approve publication of Mina Tinaca's study while serving as an intern, 6 haa, 0 puuhara, 0 pupitihara.

Consensus: Council provided negotiation rates for HR and ED.

Consensus: to automatically offer full benefit package for recruitment.

Renee Stauffer moved and Jody Waddell seconded to increase the LVN position description for OR with revision, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Renee Stauffer seconded to waive the hiring policy for posting and seek full time position, temporary position and on-call position to backfill front office vacancies, 6 haa, 0 puuhara, 0 pupitihara.

Informational: Director of Behavioral Health communicated regarding processes and licensed staff responsibilities.

Informational: Tribal Council would like an operational review of an intern and separation in employment processes.

Informational: closed discussion with the Tribal Council. (no minutes recorded).

Informational: for the Grant Writer position to be pulled for Administrative review.

Arch Super moved and Bud Johnson seconded to approve compensation for employees #0311 #3603, 6 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Jody Waddell seconded to approve resolution 18-R-014 authorizing agreement 18-A-063, 5 haa, 0 puuhara, 0 pupitihara (Robert absent for vote).

Arch Super moved and Kristen King seconded to approve out of state travel for Fatima Abbas February 27-March 2, 2018 to DC, 6 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Kristen King seconded to approve out of state travel to Arizona February 19-20, 2018 for Fatima Abbas, 6 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Bud Johnson seconded to approve resolution 18-R-018, 6 haa, 0 puuhara, 0 pupitihara.

Consensus: to refer the charter school to verify space at the Resource Center, Jefferson building, Computer Center and the Council will consider their request after those spaces are reviewed.

Arch Super moved and Bud Johnson seconded to allow 10 cars at \$50 per car, 5 haa, 1 puuhara (Robert Super), 0 pupitihara.

Renee Stauffer moved and Robert Super seconded to approve Change Order #10, 6 haa, 0 puuhara, 0 pupitihara.

Informational: ED will set a meeting between the TANF Director and the Behavioral Health Director and provide communication.

Informational: discussion on recent interviews and ensuring staff is working together for the Membership.

Informational: confidential matters are to stay within those respective discussion meetings, at no time should they be disclosed to others or in different forums.

Consensus: for information to be shared with legal counsel to view the opioid lawsuit as it moves to see what disclosures may happen.

Arch Super moved and Bud Johnson to issue the Council Directive regarding litigation/discussion/strategies, 6 haa, 0 puuhara, 0 pupitihara.

Bud left the meeting at 6:51pm.

Council Directive: all communication will be suspended with legal counsel and staff regarding LDF, until the Council notifies them of the next steps.

Next Meeting Date: March 8, 2018 at 10am in HC.

Jody Waddell moved and Kristen King seconded to adjourn at 6:59pm

Respectfully Submitted,

Russell “Buster” Attebery, Chairman

Recording Secretary, Barbara Snider