

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

Meeting called to order at 10am by Chairman Attebery.

Present:

Russell “Buster” Attebery, Chairman
Michael Thom, Secretary/Treasurer
Arch Super, Member at Large
Kristen King, Member at Large
Joseph “Jody” Waddell, Member at Large
Charron “Sonny” Davis, Member at Large
Alvis “Bud” Johnson, Member at Large

Absent:

Renee Stauffer, Member at Large (travel)
Robert Super, Vice-Chairman (travel)

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

Agenda:

Michael Thom moved and Kristen King seconded to approve the agenda with changes, 6 haa, 0 puuhara, 0 pupitihara.

Consent Calendar:

Arch Super moved and Bud Johnson seconded to approve the consent calendar, 6 haa, 0 puuhara, 0 pupitihara.

Minutes of February 8, 2018:

Kristen noted that she was present. Barbara has updated the minutes to reflect that change.

Arch Super moved and Kristen King seconded to approve the meeting minutes, 4 haa, 0 puuhara, 2 pupitihara (Michael/Sonny).

Guests:

- 1) **Emma Lee Perez, Contract Compliance.**
Not present.

Old Business:

- 1) **Language, Arch Super:**
Arch announced that he has been evaluating the language options for this meeting. Sonny and Arch reiterated that introduction to language is important. Tunnayeekeh “You’re getting sick” or if the patient says “yeekahah” which translates to “sick.” Chimminach Shapraveek “help me.” Dr. Lew asked what pain was, and it was “coohuh” which is translated to “it hurts.”

Director Reports:

- 1) **Darryl McBride, Children & Family Services Director:**
Darryl is not present, no report provided. Buster announced that there are plans for a 3X3 basketball tournament for young children. Buster will be assisting with this activity as time allows.

2) Pat Hobbs, Children & Family Services:

Pat first presented her action items, but is pulling a contract that is noted. She is hoping to bring that contract back to the Planning Meeting when it is finalized.

She would like to seek approval of an extension of a contract that will provide wrap-around services training. It is (1) to contract 18-C-004. It's a time extension to allow for the training that hasn't been held yet. It will be March 26, 27, 28, and 29th half a day.

Arch Super moved and Jody Waddell seconded to approve modification (1) to contract 18-C-004, 6 haa, 0 puuhara, 0 pupitihara.

Her second item is authorization to submit to the office of family assistance a proposal. The proposal is under resolution 18-R-021. This funding will allow for visits with pregnant tribal members and then follow up could be screening for postpartum depression. Arch asked if the correction was done on the resolution. Pat reported that it has been.

Arch Super moved and Kristen King seconded to approve resolution 18-R-021, 6 haa, 0 puuhara, 0 pupitihara.

Pat communicated that Jody asked a question at a Yav Pa Anav meeting and she just wanted to take a moment and ask that if there are some suggestions on services to the community then those be shared and the group can provide some discussion on suggestions. A case manager has been hired and this will work out great for the programs and services offered.

Michael Thom moved and Kristen King seconded to approve Pat's report, 6 haa, 0 puuhara, 0 pupitihara.

3) Vickie Simmons, HR Director:

Vickie is present to review her report. She updated the Health Board on hiring activities in the Health Program for the past month.

Arch Super moved and Sonny Davis seconded to approve Vickie's report, 6 haa, 0 puuhara, 0 pupitihara.

4) Josh Stanshaw, Operations Manager:

Josh is present to review his report. He is seeking a VISA for the Happy Camp CHR position.

Arch Super moved and Kristen King seconded to approve a VISA for Lucy in the amount of \$1,500, 6 haa, 0 puuhara, 0 pupitihara.

His second item is an expansion to the TeleHealth agreement which will allow patients to be seen who have insurance other than partnership. Jody reported an incident with a visit and the patient was declined to be seen if he didn't pay for the service. Buster asked that that be written down and clarified at a later time. Josh Stanshaw then reported that the TeleHealth providers would be credentialed and privileged under the Tribes insurances and the Tribe will bill for the services. Vickie Simmons commented that the credentialing process for these TeleHealth providers will have an extreme amount of increased volume in workload. Eileen reported that the providers may or may not have to be fully credentialed and privileged. Lessie commented that someone better ensure that they are done. If the TeleHealth providers want to provide care then they will be required to have credentialing and privileging. Lessie noted that the hospital must verify that the

credentialing is done by the same procedures as AAAHC and the Tribe, prior to service being rendered. Fatima has reviewed the agreement and signed off on it.

Arch Super moved and Kristen King seconded to approve agreement 18-A-062, 6 haa, 0 puuhara, 0 pupitihara.

His following action item is that last year they placed ads in the Madrone Senior Service Directory, which will be a full page. The cost is \$300 and will be paid by the Health Program. He is asking for approval of the ad or receive consensus that the advertisement is in line with what the Council would like to see.

Consensus: to allow the ad to be placed.

He then presented an agreement under 18-A-081 with Red Cross that will allow two staff to train other employees at a fee of \$28 per person.

Michael Thom moved and Kristen King seconded to approve agreement 18-A-081, 6 haa, 0 puuhara, 0 pupitihara.

Josh reported that last month there were some challenges and changes, but the staff has been doing well. He appreciates Mr. Saxon stepping in and providing guidance. He updated the Health Board that the facility inspections have been received for the clinics and they will begin working on the issues identified. Michael reported that CRIHB is going to DC so if there are facility needs then those should be provided to CRIHB to address possible issues.

Buster reported that several of the action items were eligible for the consent calendar. He also updated the group that communication is improving and that is impressive and the Health Board appreciates that improvement.

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

5) Dr. Vasquez, Medical Director:

Dr. Vasquez is present to provide his report. Dr. Vasquez reported that everything is running good and they should be fully staffed shortly.

Michael Thom moved and Jody Waddell seconded to approve Dr. Vasquez's report, 6 haa, 0 puuhara, 0 pupitihara.

6) Ensun Lew, Dental Director:

Dr. Lew is present to provide her report. She updated the Health Board that after March 3rd until yesterday she views the data reports. The ADA operates dental awareness month and the children completed a coloring contest and a winner was selected. She will use this as a benchmark and use it to increase youth and parent involvement. Each participant received a gift for the coloring contest and there wasn't one winner.

Interviews for dental vacancies have been completed and the additional staff will add to their team.

Dr. Kim's contract expires at the end of the month, and there is an additional provider who has applied for the RDH position who is willing to work as an Assistant. Dr. Lew would like to bring

that up to determine if she can be added as a contract so that she can cover for the other RDH's if they need vacations or days off.

The linen service is too expensive and they are working on evaluating that service. She updated the Health Board that having a "Caries" policy is needed and required. She attached the policy for the Health Board.

Arch Super moved and Bud Johnson seconded to approve dental policy 14-014-142, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Jody Waddell seconded to approve dental policy 14-014-143, 6 haa, 0 puuhara, 0 pupitihara.

A vision without action is just a dream. Action without vision just passes time. A vision with action can change the world. This is the quote that she goes by and noted that over time she hopes that the dental program continues to improve.

Michael Thom moved and Sonny Davis seconded to approve Dr. Lew's report, 6 haa, 0 puuhara, 0 pupitihara.

7) Cindy Hayes, Yreka Clinic Manager:

Cindy is not present, report provided. She was unable to get the report on prior authorizations because staffing is low. Josh Stanshaw reported that due to the staffing shortage of the front desk that is having the other staff providing coverage.

Arch Super moved and Sonny Davis seconded to approve Yreka, Happy Camp, and Orleans Clinic reports, 6 haa, 0 puuhara, 0 pupitihara.

8) Lessie Aubrey, Manager of Grants, Compliance and Accreditation:

Lessie was not at the meeting last month and her report wasn't submitted, but she did have information for the Health Board and it did not make the packets.

Her February report included CQI reports including pain management, Yreka dental report, hypertension, Orleans Medical Record Audit, Partnership Eye exam, GPRA, Mammograms, Flu report, Risk Management/Incident Reports.

She reported that she is required to provide the results of the patient satisfaction survey, and she is now providing that information. She noted that dental improved. Behavioral health only received 12 responses. Medical clinic waiting times was similar. She noted that she asked that the departments to select an indicator to improve upon but the staff has not done that yet. She would like the departments to select an item to improve upon. From those items the Health Program will monitor and report on improvement projects.

There is not doctor that has privileges that can admit to the local hospital at this time, but Lessie provided a document for the Health Board to review that will allow for procedures that are done by the hospital under agreement 18-A-075 and those results will be shared with the Health professionals as needed. Josh asked how difficult it is to have the provider have admitting privileges. Dr. Vasquez reported that he can do that, but there have been changes in practices. He commented that is isn't an efficient use of resources.

Jody Waddell moved and Bud Johnson seconded to approve agreement 18-A-075, 6 haa, 0 puuhara, 0 pupitihara.

On her March report she has highlights to get AAAHC books prepared. Sheila Super is onsite to help Lessie as needed. No one has applied for Lessie's Assistant position. Emily Parry has resigned her position so that is vacant.

For the month of March the GPRA reports showed the numbers have changed. Sheila believes this is due to how Indian health services collect the data. The medical record audit by Robyn Eadie only had a few errors, but she provided comments on those items for indications on why there were these inconsistencies. There were a few reports that have improvement for dental but they will follow up for one more quarter just to determine a stable baseline.

Incident reports display that the front desk was left unattended, reports of 2 patients being sent away and a patient fall in the parking lot.

Michael Thom moved and Jody Waddell seconded to approve Lessie's report, 6 haa, 0 puuhara, 0 pupitihara.

9) Emily Kinsella, RPMS Site Manager:

Eric Cutright introduced Emily to the Health Board. She is assuming the RPMS position. The Health Board introduced themselves and welcomed Emily.

Emily provided her background experience in the health field. She overviewed her report including data visit counts.

She is continuing her training and becoming familiar with her ongoing monthly activities.

Buster will send another notice to have employees conduct their HIPAA training.

Michael Thom moved and Kristen King seconded to approve Emily's report, 6 haa, 0 puuhara, 0 pupitihara.

Closed Session:

Arch Super moved and Kristen King seconded to approve resolution 18-R-028, 6 haa, 0 puuhara, 0 pupitihara.

Bud Johnson moved and Kristen King seconded to approve resolution 18-R-023, 6 haa, 0 puuhara, 0 pupitihara.

Informational: Health financial report was late and provided. An update regarding the HHS program spending HRSA funding needs to be followed as requested by finance.

Michael Thom moved and Arch Super seconded to approve resolution 18-R-026 authorizing the Tax Market project, 6 haa, 0 puuhara, 0 pupitihara.

Bud Johnson moved and Arch Super seconded to approve use of the tents for funeral services, 6 haa, 0 puuhara, 0 pupitihara.

Jody Waddell moved and Bud Johnson seconded to provide \$1,000 to the Conrad family, 6 haa, 0 puuhara, 0 pupitihara.

Bud Johnson moved and Kristen King seconded to approve the resolution 18-R-025 with WKRP, 6 haa, 0 puuhara, 0 pupitihara.

Bud Johnson moved and Jody Waddell seconded to approve out of state travel for Bill Tripp May 21- 25, 2018, 6 haa, 0 puuhara, 0 pupitihara.

Michael Thom moved and Bud Johnson seconded to approve out of state travel for Bill Tripp May 1-3, 2018, 5 haa, 0 puuhara, 1 pupitihara (Sonny Davis)

Arch Super moved and Kristen King seconded to approve resolution 18-R-020, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Sonny Davis seconded to approve publication on Native American Youth work, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Sonny Davis seconded to approve publication of integrating traditional and local foods, 5 haa, 0 puuhara, 1 pupitihara (Michael Thom)

Arch Super moved and Michael Thom seconded to approve micro-forestry feasibility research project, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved Kristen King seconded to approve a \$2,000 per year cap (fiscal year) for non-beneficiary employees allowance as “write off” for direct care services, 6 haa, 0 puuhara, 0 pupitihara, with revision.

Michael Thom moved and Kristen King seconded to approve the non-beneficiary accounts to be flagged for internal collections, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Jody Waddell seconded to approve reduced hours of work for employee #3472, 6 haa, 0 puuhara, 0 pupitihara.

Jody was excused from the meeting.

Request: for a loan to cover back taxes on property.

Jody re-entered the meeting.

Arch Super moved and Kristen King seconded to approve contract 18-C-059, 6 haa, 0 puuhara, 0 pupitihara.

Informational: there needs to be projects identified for BIA funding and staff isn't responding to the funding projects. There is an option to utilize that funding for other projects if staff isn't willing to submit the information.

Arch Super moved and Kristen King seconded to approve the Peekaavichvaan Youth Technician position description, 6 haa, 0 puuhara, 0 pupitihara.

Staff presented the transfer of 7 staff at DNR to different positions in conjunction with their Strategic Plan, Technicians I, II, III. Staff excused for discussion, Council only.

Informational: The Council will follow policy and advise that staff work toward a policy revision to allow for internal transfers or advertise positions and follow the process.

Buster left the meeting and Michael assumed chairperson.

Arch Super moved and Sonny Davis seconded to interview top 6 candidates for the HHS CEO position, 5 haa, 0 puuhara, 0 pupitihara.

Jody Waddell moved and Sonny Davis seconded to approve agreement 18-A-082 not to exceed \$30,000, 5 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Sonny Davis seconded to approve agreement 18-A-083, 5 haa, 0 puuhara 0 pupitihara.

Arch Super moved and Bud Johnson seconded to approve Phase I of HHS policies, 5 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Jody Waddell seconded to approve contract 17-C-042 (1), 5 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Jody Waddell seconded to allow for wage garnishments from the Karuk Tribe to casino employees on delinquent debt list, 5 haa, 0 puuhara, 0 pupitihara.

Informational: The discussion of a boat repair and costs for the repair will be discussed at the DNR Meeting.

Next Meeting Date: April 12, 2018 at 10am in Happy Camp.

Sonny Davis moved and Arch Super seconded to adjourn at 3:57pm, 5 haa, 0 puuhara, 0 pupitihara.

Respectfully Submitted,

Russell Attebery, Chairman

Michael Thom, Secretary/ Treasurer

Recording Secretary, Barbara Snider