

**Karuk Tribe – Health Board Meeting
May 10, 2018 – Health Board Meeting**

Meeting called to order at 10am by Chairman Attebery.

Present:

Russell “Buster” Attebery, Chairman
Robert Super, Vice-Chairman
Kristen King, Member at Large
Charron “Sonny” Davis, Member at Large
Alvis “Bud” Johnson, Member at Large
Arch Super, Member at Large (late)

Absent:

Joseph “Jody” Waddell, Member at Large
Michael Thom, Secretary/Treasurer

Prayer was done by Sonny and Buster read the Mission Statement.

Agenda:

Renee Stauffer moved and Bud Johnson seconded to approve the agenda with changes, 5 haa, 0 puuhara, 0 pupitihara.

Consent Calendar:

There are no items listed.

Minutes of April 21, 2018:

Renee Stauffer moved and Bud Johnson seconded to approve the minutes of April 12, 2018, 4 haa, 0 puuhara, 1 pupitihara (Renee Stauffer).

Guests:

1) April Attebury, Judicial Systems:

She is presenting a few contracts that need approval. Her first one is for judge services under contract 18-C-092 with Joseph Wiseman.

Renee Stauffer moved and Sonny Davis seconded to approve contract 18-C-092, 6 haa, 0 puuhara, 0 pupitihara.

She then presented another contract 18-C-057 with judge, Christine Williams. She will primarily be used for other civil matters that come up. She has a casino background.

Robert Super moved and Arch Super seconded to approve contract 18-C-057, 6 haa, 0 puuhara, 0 pupitihara.

She then sought approval of modification to have onsite training on the database that is used. The additional cost will be under modification (1) to agreement 18-A-030.

Robert Super moved and Renee Stauffer seconded to approve modification (1) to agreement 18-A-030, 6 haa, 0 puuhara, 0 pupitihara.

2) Ryan Hammer, Construction Manager:

Ryan is present to seek approval of a position description. It is for the Auto Mechanic/Maintenance worker. The changes to the position description have certificates and pay scale changes that coincide with the requirements.

Renee Stauffer moved and Robert Super seconded to approve the revised Auto Mechanic/Maintenance Worker position description, 5 haa, 0 puuhara, 0 pupitihara.

3) Eric Cutright, IT Director:

Eric is present to provide an update on the teleconferencing equipment. Trainings will be scheduled real soon so they may begin to implement use throughout the Tribes communities.

He would like to request two smart phones. One position is in IT and the other is in the judicial office.

Robert Super moved and Renee Stauffer seconded to approve two smartphones to be ordered, 5 haa, 0 puuhara, 0 pupitihara.

4) Emma Lee Perez, Contract Compliance:

Emma Lee is present to seek approval of a VISA for Eileen Tiraterra up to \$3,000.

Arch Super moved and Robert Super seconded to approve a VISA for the Business Office Manager position, \$3,000, 6 haa, 0 puuhara, 0 pupitihara.

Old Business:

1) Language:

Arch provided the monthly language for the staff. Tunna Hoota (I'm late). Kyfaat ehoota (Don't be late).

Director Reports:

1) Velda Williams, Health CEO:

Velda is present to review her report. She has been on the job for three weeks now. There is a lot of learning and information to review. She has been meeting with various departments to orient herself into processes. She comes to Happy Camp twice a week for various meetings. She doesn't doubt that there is much room for improvement and to provide additional services to the communities. She looks forward to working with the team and improving services to the communities and removing barriers to providing quality healthcare.

Buster reiterated that there are monthly written reports and that information includes issues and how to correct them.

Robert asked about the services that are being provided such as taxi rides to appointments. Josh Stanshaw is pushing items and services to clients, using taxi services that partnership covers, because he feels that this frees up the CHR time. Robert understands this but he is concerned about HIPAA and having a taxi bring a person to the clinic. The services provided is through MTM which is ambulatory patients.

Buster would like to have the Health CEO and the Medical Director review the options of a memo to the staff to acknowledge the staff for their work and also Nurses Appreciation Week. Velda agrees.

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

2) Darryl McBride, Youth & Family Services Director:

Darryl is present to review his report. He reviewed his monthly activities including tournaments that have educational components. Emma Lee has sent her an email from Abigail Yeager who is planning a soccer league and clinic. He will assist in that coordination and help the program as available. Josh asked if there is any type of messaging going on with the youth such as Anti-bullying or drug prevention, etc. Darryl noted that for some events they have an education component but not all of them. He noted that in the summer time there is more time to conduct those educational outreach opportunities.

He is hoping to have Youth Workers for the Summer Enrichment Program. For that program they are covering cultural activities, educational activities, etc. It will be in collaboration with the Summer Food Program so the youth can have that meal. They created a kids activities group and they are meeting to share ideas. If there are any departments who are interested in collaborating they can contact him. This is a pilot program but he hopes that it grows as the program develops.

He is doing research on diabetes prevention and he hopes to seek a grant to offset some costs and have more employees/services to the communities.

Renee commented that she appreciates that Darryl focused in Orleans and Happy Camp because there are more activities available in Yreka with partnering agencies but downriver there are no other options for the youth.

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

3) Pat Hobbs, Children & Family Services:

Pat presented certificates to Council Members who attended the wrap around training. She noted that anytime the Council spends time with the staff on the work that the staff does, it is appreciated. It goes a long way to the staff to know what is done is supported by the Council.

She would like to provide a position description revision. The position was flown for Yreka but they need this person to travel to all areas but have a primary office in Orleans.

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

Her next item is a two year certification for the AOD Program. She checked with Emma Lee on the signature line. The State would like to have staff sign on with the Chairman. The certification is done and just needs signed. Pat will provide information on the oversight of the program. The item is not prepared for signature. The last part of her certification is submittal of the budget for the drug and alcohol program however the State requires that the Health Board approve the actual budget section specifically.

Robert Super moved and Sonny Davis seconded to approve the SUD budget, 6 haa, 0 puuhara, 0 pupitihara.

She reported that if there are complaints that are received then she would like those persons referred to her. She will review complaints received and do the best they can to provide services.

Robert Super moved and Kristen King seconded to approve the Children & Family Services report, 6 haa, 0 puuhara, 0 pupitihara.

4) Emily Kinsella, RPMS Site Manager:

Emily is present to review her written report. She highlighted the visit count for the month. She noted that compared to last year they are down by over 100 visits. TeleMedicine has increased dramatically. Updates to ICD10 coding and PCT codes have been entered into the system.

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

5) Vickie Simmons, HR Director:

Vickie is present to review her report. She acknowledged staff for their work and diligence in working with each other and as a team. Buster asked about prospects for the Happy Camp Clinic. Vickie noted that she is awaiting full applications and then will move to conduct a screening.

Kristen King moved and Sonny Davis seconded to approve Vickie's report, 5 haa, 0 puuhara, 0 pupitihara (Arch absent for vote).

6) Ensun Lew, Dental Director:

Not present, written report submitted.

Robert Super moved and Kristen King seconded to approve Dr. Lew's report, 5 haa, 0 puuhara, 0 pupitihara (Arch absent for vote).

7) Josh Stanshaw, Operations Manager:

Josh is present to provide his report. He is seeking credit cards for two transporters. The employees would need \$1,500 for Jeanne Frost and Viola Long.

Robert Super moved and Kristen King seconded to approve issuing two VISA's for noted staff in the amount of \$1,500, 5 haa, 0 puuhara, 0 pupitihara (Arch absent for vote).

Josh then noted that with Saturday services at the Yreka Clinic, the Holidays are coming and he would like to close those days.

Robert Super moved and Bud Johnson seconded to close the Yreka Clinic Saturday May 26, 2018 and the other holiday is a part of policy so that is covered, 6 haa, 0 puuhara, 0 pupitihara.

The Council appreciates the staff and acknowledged that they need the 4 days off.

He then provided a contract 18-C-093 with Health Systems Development LLC for consultant work on the evaluation of AAAHC.

Robert Super moved and Bud Johnson seconded to approve contract 18-C-093, 6 haa, 0 puuhara, 0 pupitihara.

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

He noted that attached to his report are the Clinic Manager's reports.

8) Dr. Vasquez, Medical Director:

Dr. Vasquez is present to provide his report. He provided the coverage of the facilities and providers that are currently employed at the Health Program. They have had a couple meetings on Suboxone. This would be reviewed to help treat opioid addiction.

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

9) Cindy Hayes, Yreka Clinic Manager:

Cindy is not present, report provided. Yreka's renovation projects are coming to a close. The parking lot is being made much much safer. The parking lot will be extended but it will not create much actual space for parking. The HVAC is installed and done and the repairs are so much better.

Robert Super moved and Kristen King seconded to approve Happy Camp, Yreka, and Orleans Clinics, 6 haa, 0 puuhara, 0 pupitihara.

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

No report, not present. Velda provided one policy that is needed. It is for Anesthesia Policy and Procedure for Karuk Medical Clinics.

Arch Super moved and Robert Super seconded to approve the policy for Anesthesia, 6 haa, 0 puuhara, 0 pupitihara.

Closed Session:

Renee Stauffer moved and Bud Johnson seconded to approve CHS Case #305, 6 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Sonny Davis seconded to pay for CHS Case #304, 6 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Bud Johnson seconded to pay CHS Case #303, 6 haa, 0 puuhara, 0 pupitihara from discretionary.

Robert Super moved and Kristen King seconded to approve CHS Case #302, 5 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Renee Stauffer seconded to reinstate 8 hours of annual leave for employee #3393, 6 haa, 0 puuhara, 0 pupitihara.

Informational: TM was referred to the PRC department for initial request. After appealed there is shall follow the same process.

Robert Super moved and Renee Stauffer seconded to approve the health financial budget, 6 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Sonny Davis seconded to approve a loan agreement for TM #NG in the amount of \$25 per month and remove from delinquency list, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Renee Stauffer approval of the Tribes tents for RRC Grand Opening, 6 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Robert Super seconded to pay \$200 Inter Tribal Timber Council for a sponsorship, 6 haa, 0 puuhara.

Arch Super moved and Robert Super seconded to approve 2018 Council Planning Session in Lincoln CA., 6 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Robert Super seconded to allow Supervisors to approve issuing smartphones to their employees as necessary, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Robert Super seconded to provide \$25 cash and cards to the employees for Nurses appreciation week, 6 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Bud Johnson seconded to approve Phase III of the HHS program policies and procedures, 6 haa, 0 puuhara, 0 pupitihara.

Sonny Davis moved and Kristen King seconded to approve splitting the cost of COLA oversight with employee #ST with KCDC, 6 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Renee Stauffer seconded to pay the loss COLA to employee #0332 from appropriately identified funds, and due to time period discretionary if necessary, 6 haa, 0 puuhara, 0 pupitihara.

Informational: Buster and Renee may attend a KCDC Board Meeting to discuss the Tribal Council's recommendation to review items. Kristen will forward information regarding Yurok and Hoopa programs.

Informational: briefing on HR 3535 was provided.

Arch left the meeting at 4:21pm.

Robert Super moved and Kristen King seconded to approve the revised SGMA letter that will be sent tomorrow, including edits from the ED and Consultant Craig Tucker, 5 haa, 0 puuhara, 0 pupitihara.

Bud Johnson moved and Kristen King seconded to approve support letter to AB 2053, 5 haa, 0 puuhara, 0 pupitihara.

Consensus: to send the letter of support for Steve Madrone

Renee Stauffer moved and Robert Super seconded to approve procurement, 5 haa, 0 puuhara, 0 pupitihara.

Next Meeting Date: June 14, 2018 at 10am in Happy Camp.

Bud Johnson moved and Sonny Davis seconded to adjourn at 4:36pm.

Respectfully Submitted,

Russell "Buster" Attebery, Chairman
Recording Secretary, Barbara Snider