

**Karuk Tribe – Health Board Meeting  
July 12, 2018 – Meeting Minutes**

**Meeting called to order at 10am by Vice-Chairman Super.**

**Present:**

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

**Absent:**

Russell “Buster” Attebery, Chairman (excused)  
Renee Stauffer, Member at Large (excused)

**Robert read the Mission Statement and Sonny completed a prayer for the audience.**

**Agenda:**

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

**Consent Calendar:**

None at this time.

**Old Business:**

None at this time.

**Meeting Minutes:**

Robert noted that there is no report from Darryl McBride. Josh explained that his supervisor is Buster Attebery.

Kristen King moved and Arch Super seconded to approve the meeting minutes of June 14, 2018, 6 ha, 0 puuhara, 0 pupitihara.

**Guests:**

**Barbara Snider, Executive Secretary:**

Barbara would like to request approval of resolution 18-R-077 authorizing the ratification, approval and authorization actions necessary for new markets tax credit project.

Michael Thom moved and Jody Waddell seconded to approve resolution 18-R-077, 6 haa, 0 puuhara, 0 pupitihara.

**Language:**

**Director Reports:**

**1) Velda Williams, Health CEO:**

Velda is present to review her report. She has no open session action items. She is under review for budgets for this coming year. This was a good opportunity for finance and each Health

Manager to go through the process. The Managers that participated in the process were very thankful to go through this as before they hadn't had this experience. This was successful as the Managers were able to become educated and understand their funding sources. Being involved provided them the opportunity to learn how to justify spending requests.

She would like to have another tab for "budget narrative justification" which allows for staff to justify why they need to have a budget modification. This allows the Managers to explain what expenses were needed. In June the bulk of budget work has been done. They will focus on two remaining budgets in July.

They continue to work on the AAAHC survey which is upcoming. They will be actively busy on July 19-20, 2018 for this onsite review.

There were emergency drills conducted in all the clinics which are ongoing items that are required.

She is very pleased to announce that the medical department is 100% staffed. She reviewed the hiring which allows the facilities to operate efficiently.

Michael thanked Velda for her report and noted that it is very informational.

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

**2) Darryl McBride, Outreach:**

Sent via email. Arch recapped his report for the Health Board. Arch would like to direct Darryl to attend the next meeting.

Arch Super moved and Bud Johnson seconded to approve Darryl's report, 5 haa, 0 puuhara, 1 pupitihara (Michael Thom).

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

Pat is present to review her report. She is attempting to seek a grant to HRSA but they are waiting to obtain a budget for the grant so that will need to be done by phone vote at a later time. Pat asked about the Yav Pa Anav strategic plan and where that is in the process. The Health Board will receive copies and read it prior to approval.

She also explained that Olin Jones will be present on July 19<sup>th</sup> but that time may need to be changed. She will keep the Board up to date on scheduling.

Lessie re-capped the schedule for AAAHC, which is conflicting. Barbara asked for the AAAHC schedule so that it can be added to the Council's schedule for attendance.

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

**4) Emily Kinsella, RPMS Site Manager:**

Emily is present to review her report.

She updated the Health Board on visits per month including a cross check from this time to last year.

They still have telemed units that will be deployed for Behavioral Health. Arch asked how Emily is doing since her start in February. She feels that it is going well. Arch announced that she is fitting in nicely and doing a good job, he thanked her for her work.

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

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

Not present, report provided.

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

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

Not present, no report. Tabled.

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

Josh is present to review his report. He first presented a contract with DT track. They will conduct a billing audit revenue cycle. The contract stems from being an Associate Member of CRIHB.

Arch Super moved and Jody Waddell seconded to approve agreement 18-A-125, 6 haa, 0 puuhara, 0 pupitihara.

The meeting with Indian Health Services and Region IX took place. It was a great opportunity to share the opioid information with them that is facing the Tribal communities.

Josh commented that the parking lot turned out well at the Yreka Clinic. Josh Stanshaw commented that yes, it turned out nicely. He extended his gratitude to DOT and KTHA.

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

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

Present, provided his report for the Board.

Dr. Vasquez thanked Velda and Josh for recruiting medical staff. A few years ago they were down to two medical staff, but now they have full staffing.

Arch Super moved and Bud Johnson seconded to approve Dr. Vasquez's report, 6 haa, 0 puuhara, 0 pupitihara.

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

Not present, no report, on leave.

**10) Sandra Dodson, Happy Camp Clinic Manager:**

Not present, report provided.

Bud Johnson moved and Kristen King seconded to approve Sandra's report, 6 haa, 0 puuhara, 0 pupitihara.

**11) Babbie Peterson, Orleans Clinic Manger:**

Not present, report provided.

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

**12) Lessie Aubrey, Manger of Grants, Compliance and Agreements:**

Lessie is present to provide policies for review and approval. She noted that the ACQI Committee has reviewed them and they are ready for Board approval. The anesthesia policy was recently approved but has since been updated with a consultant review providing additional input. The incapacitated health care provider, medication and vaccine protection during power failure, monitoring of licenses and certifications, restrictions on observers in patient care areas and patient observer agreement, and termination of patient.

Michael Thom moved and Kristen King seconded to approve the updated and revised Medical Anesthesia policy, 6 haa, 0 puuhara, 0 pupitihara.

Michael Thom moved and Jody Waddell seconded to approve incapacitated healthcare provider policy, 6 haa, 0 puuhara, 0 pupitihara.

Michael Thom moved and Sonny Davis seconded to approve medication and vaccine protection during power failure, 6 haa, 0 puuhara, 0 pupitihara.

Lessie explained the policies that are done and how the policies were updated to meet the program needs.

Arch Super moved and Bud Johnson seconded to approve monitoring of licenses and certifications, 6 haa, 0 puuhara, 0 pupitihara.

She then explained that a new policy was implemented on restrictions on visitors in patient care areas. This was identified as a need, to clearly know who is allowed or authorized in a patient care area.

Michael Thom moved and Jody Waddell seconded to approve the new policy restriction of viewing in patient care areas, 6 haa, 0 puuhara, 0 pupitihara.

She then presented a policy for termination of a patient from the health facilities.

Arch Super moved and Bud Johnson seconded to approve policy termination of patient from healthcare facilities, 6 haa, 0 puuhara, 0 pupitihara.

Lessie then presented an out of state travel request for herself and Sheila. She would like to attend 2018 FTCU-A Conference for HRSA August 2-3, 2018.

Michael Thom moved and Kristen King seconded to approve out of state travel for Lessie Aubrey and Sheila Super to NM, 6 haa, 0 puuhara, 0 pupitihara.

Lessie then went on to review her report. She provided the reports for the month and explained them to the Tribal Health Board.

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

**Closed Session:**

Michael Thom moved and Sonny Davis seconded to approve CHS Case #307 because the patient is 85 years or older and will further consider these services based on that criteria, 6 haa, 0 puuhara, 0 pupitihara. The policy needs to be updated.

Informational: communication and updates from the Health CEO regarding operational issues and pending items.

Arch Super moved and Kristen King seconded to provide porta potties and dumpster for Inaam, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Jody Waddell seconded to approve the health financial report, 6 haa, 0 puuhara, 0 pupitihara.

Michael Thom moved and Bud Johnson seconded to approve contract 18-C-070 WKRP, 6 haa, 0 puuhara, 0 pupitihara.

Michael Thom moved and Sonny Davis seconded to reimburse employee 3603, for costs incurred on February 28<sup>th</sup> failure to cancel hotel, 5 haa, 0 puuhara, 1 pupitihara (Arch Super).

Kristen King moved and Michael Thom seconded to approve reimbursement to employee 3603 for flight and lodging cancellations, 5 haa, 0 puuhara, 1 pupitihara (Arch Super).

Kristen King moved and Michael Thom seconded to approve reimbursement of \$75 fee for rebooking missed flight for employee 3603, 5 haa, 0 puuhara, 1 pupitihara (Arch Super).

Michael Thom moved Bud Johnson seconded to approve procurement with Mid City Motor World for Water Quality, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Bud Johnson seconded to approve modification (11) to contract 14-C-086, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Bud Johnson seconded to approve modification (7) to contract 14-C-088 with BOR, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Bud Johnson seconded to approve modification (3) to contract 14-C-026 with Biostream Environmental, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Bud Johnson seconded to approve contract 18-C-155 with Siskiyou Resource Conservation District, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Sonny Davis seconded to direct David Medford to re-post the positions and understand that they must apply for the positions, 4 haa, 0 puuhara, 2 pupitihara (Michael/Jody).

Kristen King moved and Jody Waddell seconded to approve out of state travel for Nikki Hokanson to Maryland, 6 haa, 0 puuhara, 0 pupitihara.

Michael Thom moved and Sonny Davis seconded to approve the revised People's Center Coordinator position description, 6 haa, 0 puuhara, 0 pupitihara.

Informational: ED shall provide the full proposal from employee ST and include a 60 day review.

Arch Super moved and Michael Thom seconded to allow the Operations Manager of RRC to be flown and advertised internally and externally, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Michael Thom seconded to approve the revised Ceremonial Leave policy for all entities effective, June 1, 2018, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Jody Waddell seconded to deny satellite radio for the transporter, 6 haa, 0 puuhara, 0 pupitihara.

**Next Meeting: August 6, 2018 at 10am in Yreka.**

Arch Super moved and Bud Johnson seconded to adjourn at 2:57pm.

**Respectfully Submitted,**

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**Robert Super, Vice-Chairman**

**Recording Secretary, Barbara Snider**