

**Karuk Tribe – Health Board Meeting
August 9, 2018**

Meeting called to order at 10am by Chairman Attebery.

Present:

Russell “Buster” Attebery, Chairman
Robert Super, Vice-Chairman (late)
Michael Thom, Secretary/Treasurer
Renee Stauffer, Member at Large
Kristen King, Member at Large
Charron “Sonny” Davis, Member at Large
Alvis “Bud” Johnson, Member at Large
Joseph “Jody” Waddell, Member at Large

Absent:

Arch Super, Member at Large (excused)

Agenda:

Renee Stauffer moved and Bud Johnson seconded to approve the agenda with addition, 6 haa, 0 puuhara, 0 pupitihara.

Consent Calendar:

Renee Stauffer moved and Bud Johnson seconded to approve the consent calendar with changes, 6 haa, 0 puuhara, 0 pupitihara.

Minutes of July 12, 2018:

Renee Stauffer moved and Kristen King seconded to approve the minutes July 12, 2018, 6 haa, 0 puuhara, 0 pupitihara.

Guest:

1) April Attebury, Judicial Systems:

April first sought approval of a position description.

Robert Super moved and Kristen King seconded to approve the Victim Services Program-Supervising Advocate I position description, 7 haa, 0 puuhara, 0 pupitihara.

She then presented the Victim Services Program- Advocate I.

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

Language:

Puuhara (no).

Director Reports:

1) Lessie Aubrey, Grants, Agreements and Accreditation Manager:

Lessie is present to review her report. She noted that they had positive results of AAAHC. HRSA paid for the survey and the estimate is that the cost savings to the Tribe was approximately \$15,000.

There are no ACQI reports due to preparation for AAAHC survey. She did overview the incident reports that were received for the month. Lessie thanked the Council for her approval to attend training.

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

2) Pat Hobbs, Children and Services:

Pat is present to review her report. The grant proposal she thought was going to be ready is not, but it is in internal review. She has a position description to seek approval of.

Rosa Rodriguez is a behavioral health intern and introduced herself.

Michael asked that the position description be put on letterhead when it is in its final form.

Michael Thom moved and Robert Super seconded to approve a behavioral health intern position description, 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Kristen King seconded to approve Pat's report, 7 haa, 0 puuhara, 0 pupitihara.

3) Emily Kinsella, RPMS Site Manager:

Emily is not present, report provided.

Michael Thom moved and Renee Stauffer seconded to approve Emily's report, 7 haa, 0 puuhara, 0 pupitihara.

4) Vickie Simmons, HR Director:

Vickie is present to review her report. She noted that her credentialing and privileging is not complete yet so she will not need closed session.

Last Thursday the Council approved HR restructuring and she has prepared position descriptions to match that re-organization direction. The Council would like to review the position descriptions further in closed session.

She then went on to review her report.

Buster thanked Lessie for her work on AAAHC and acknowledged her efforts.

Michael asked for information regarding transferred positions. Vickie believes that finance is notified of changes and she can provide better communication and will. Michael thanked Vickie for her communication.

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

5) Dr. Lew, Dental Director:

Dr. Lew is present to review her report. She first distributed her report and an action item; Oral Health Care Coordinator position description.

She noted that in June the dental clinics have moved to EHR. Until the panel is moved to digital the charts will still be needed. Happy Camp is a little hesitant but she will have a joint staff meeting and they will have an overview and hands on training showing the staff how to become comfortable in moving to electronic health record. By September, her goal is to stop making new paper charts.

Dr. Lew announced that Crystal has passed her RDA. She was proud of her and acknowledged the Tribal Member.

Dr. Lew did note that she has one position description for an OHCC and some changes. The revised position description has been approved by TERO and HR.

Robert inquired about the requirement of immunizations. They were noted. The position is part-time.

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

She commented that the dental clinics will be closed for mandatory training and staff team building.

Dr. Lew advised that another dentist is going to be hired and she will work in Happy Camp and one day in Yreka. With new providers they will need more support staff so they are working on that recruitment.

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

6) Josh Stanshaw, Interim Health CEO:

Josh is present to do a verbal report. He first introduced the provider for Happy Camp. She is in training with Amy Coapman currently and will start in Happy Camp.

He noted that it has been an interesting couple weeks. He is currently working with Lessie and ACQI on accreditation. He noted that Lessie worked exceptionally hard on the survey. Without her knowledge, expertise and hard work it wouldn't have gone as smooth.

Cindy Hayes is out on medical leave, and the Happy Camp Clinic Manager is off. He thanked the staff covering for those vacancies. Josh noted that the success that the program enjoys is a direct result of the staff.

He thanked the Council for their support in him becoming the interim Health CEO.

He then sought approval of a VISA for the Yreka Clinic Transporter position.

Robert Super moved and Jody Waddell seconded to approve the VISA for Charlotte Branning, 7 haa, 0 puuhara, 0 pupitihara.

He then presented a request for the Orleans Clinic procurement.

Robert Super moved and Kristen King seconded to approve procurement and selection of health equipment with a superior product and service, 7 haa, 0 puuhara, 0 pupitihara.

In light of the air quality, the former Health CEO provided information on air purifiers.

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

9) Darrel McBride, Children & Family Services:

No report, not present.

Michael Thom moved and Sonny Davis seconded to table Darrel's report, 7 haa, 0 puuhara, 0 pupitihara.

10) Tony Vasquez, Medical Director:

No report, not present.

Josh Stanshaw thanked the Council for supporting Dr. Vasquez during his time of crisis. It was appreciated by Dr. Vasquez and the Health Program.

Buster asked if there were other Tribal Members that were displaced due to the Carr Fire. He did provide information to Josh regarding fire information and assistance for individuals.

11) Cindy Hayes, Yreka Clinic Manager:

Not report, on leave.

12) Babbie Peterson, Orleans Clinic Manager:

No report, not present.

Closed Session:

Michael Thom moved and Robert Super seconded to approve CHS Case #308, 7 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Renee Stauffer seconded to approve out of state travel for Pat Hobbs for ACF consultation, 7 haa, 0 puuhara, 0 pupitihara.

Kristen King moved and Renee Stauffer seconded to approve out of state travel for Barry Hockaday, 5 haa, 1 puuhara (Robert Super), 1 pupitihara (Jody Waddell).

Renee Stauffer moved and Bud Johnson seconded to allow Michael Thom to assist the fiscal department not to exceed one month, 6 haa, 0 puuhara, 1 pupitihara (Michael Thom).

Michael Thom moved and Renee Stauffer seconded to approve the HR Coordinator position description(s) and restructuring, 7 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Kristen King seconded to approve the HR Director Position description, 7 haa, 0 puuhara, 0 pupitihara.

Kristen King moved and Michael Thom seconded to deny notification to Council Member Arch Super to participate due to previous recusing, 3 haa, 3 puuhara (Michael, Robert, Jody), 1 pupitihara (Renee Stauffer). Tie to the Chairman; no.

Renee and Sonny left the room at 1:47pm.

Informational: Tribal Member #3762 is present for three items 1) removal of termination 2) removal of no-rehire status 3) request copy of Human Resources file and 4) copies of other documents. The Tribal Council will review each request.

Sonny and Renee re-entered the meeting.

Michael Thom moved and Kristen King seconded to approve the health financial report, 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Bud Johnson seconded to pay for the hotel costs for #3606, \$197.51, 7 haa, 0 puuhara, 0 pupitihara. Reminder shall be sent to monitor travel.

Robert Super moved and Renee Stauffer seconded to approve VISA increase to \$2,500 for Leslie Harrison, 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Kristen King seconded to approve a modification to employment offer and include rent for #3754, 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Bud Johnson seconded to approve out of state travel for Dr. Lew September 26-29, 2018 to Dallas TX, 7 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Renee Stauffer seconded to approve the CHR I position description with changes, 7 haa, 0 puuhara, 0 pupitihara. He will post the position immediately.

Robert Super moved and Jody Waddell seconded to approve resolution, 5 haa, 0 puuhara, 2 pupitihara (Sonny/Renee).

Kristen King moved and Michael Thom seconded to approve agreement 18-A-136, 5 haa, 0 puuhara, 2 pupitihara (Sonny/Renee).

Renee Stauffer moved and Kristen King seconded to donate \$100 to the DD tournament, 7 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Renee Stauffer seconded to approve the Grant Writer position description, 7 haa, 0 puuhara, 0 pupitihara.

Hillside Road. Release of liability, and donate the trailer to the HC Fire Department by August 27, 2018, 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Bud Johnson seconded to waive the internal posting policy and advertise broadly for a Health CEO, 7 haa, 0 puuhara, 0 pupitihara.

Informational: disclosure of Amkuuf options regarding location.

Informational: employees should be advised to be present at their offices more frequently. The ED will work with his direct reports on items and if there are concerns he would ask that they be sent to him first, so that he may work with his staff.

Robert Super moved and Bud Johnson seconded to waive delinquency for Klamathon fire victims to gain temporary/emergency services, 7 haa, 0 puuhara, 0 pupitihara.

Informational: possible donation opportunity was provided to the Karuk Tribe. ED and staff are working on options for that funding to be donated.

Consensus: for the KTHA ED, ED, and CFO to work on options for #1472 that incorporates possible solutions for persons.

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

Michael Thom moved and Sonny Davis seconded to adjourn at 5:10pm.

Respectfully Submitted,

Russell “Buster” Attebery, Chairman

Recording Secretary, Barbara Snider