

**Karuk Tribe – Health Board Meeting
April 11, 2019 – Meeting Minutes**

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

Present:

Robert Super, Vice-Chairman
Charron “Sonny” Davis, Member at Large
Alvis “Bud” Johnson, Member at Large
Wilverna “Verna” Reece, Member at Large
Renee Stauffer, Member at Large
Arch Super, Member at Large

Absent:

Russell “Buster” Attebery, Chairman (excused)
Michael Thom, Secretary/Treasurer (excused)
Kristen King, Member at Large (excused)

Robert Super read the Mission Statement and Sonny Davis completed a prayer.

Agenda:

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

Consent Calendar:

Renee Stauffer moved and Arch Super seconded to approve the consent calendar, 5 haa, 0 puuhara, 0 pupitihara.

Minutes of March 14, 2019:

Arch Super moved and Renee Stauffer seconded to approve the minutes with correction, 5 haa, 0 puuhara, 0 pupitihara.

Guests:

1) Dion Wood, TERO / Childcare:

Dion is present today to provide his action items. There is a TERO program policies and procedures and procurement for a Childcare vehicle.

Arch commented that these may need to be reviewed and he has several comments. He would like some time to review longer. There seems to be some edits or discussions on the policies. Arch asked for more time to review these policies. Arch, Renee and Bud will review them additionally and provide information at the next meeting.

Robert asked about prices compared to coast companies. The procurement was done by Pricilla Stark because originally it was going to be a vehicle purchased for Head Start, but that is now allowable. Dion will purchase it and allow use by Head Start.

Arch Super moved and Renee Stauffer seconded to approve procurement and allow the purchase of a childcare vehicle, 5 haa, 0 puuhara, 0 pupitihara.

2) Eric Cutright, IT Director:

Eric is present to present agreement 19-A-057 with LogMeIn USA., Inc. This allows for IT staff to provide services remotely to staff and these cuts down on staff travel time.

Renee Stauffer moved and Sonny Davis seconded to approve agreement 19-A-057, 5 haa, 0 puuhara, 0 pupitihara.

3) Emma Lee Perez, Contract Compliance:

Emma Lee noted that CSD has provided notification that the Tribe is going to obtain an additional \$30k which can be discretionary within the limits of CSD guidelines. Emma Lee noted that there have been some discussions to have outreach to update the Tribes enrollment census to update demographic information which is used to seek additional funding for programs. This could be used to pull reports and use in proposals. The survey can be developed to obtain information to summarize the data as well. There was another idea to discuss additional needs for people with underserved clients that can assist with homeless services, etc.

Arch asked if this is money is coming through. Emma Lee noted that it will be coming through and she will do a resolution. Arch would like to review what we have used this funding for in the past. Arch noted that Enrollment should be doing the census anyways, so using that funding could be used in another capacity.

Arch asked if there is enough information to send back for what it was used before previously. Emma Lee noted that the Tribe used previous funds for mammograms; outfit the HC gym which is now done. Robert asked if it could be used to help employ people to assist Darryl. Emma Lee noted that it is only \$30k and not funded full time or long term. Arch noted that there should be some subsidy in the CHR program. He noted that there needs to be things done for the Elders as well. Transportation is also an issue for programs.

Laura Olivas explained that the transporters are trying to become non-emergency transports. They are hoping to bill for their service.

Arch would like to hear from the staff and Council on ideas to accept money and for what purposes. Renee liked the idea of updating census for future grant writing. It is a small amount of money but could do a lot for the long run. Arch noted that paying stipends for the work could be good as well.

Emma Lee will provide a general report on providing assistance to elders and youth. Also, going the census route may need discussion with the Enrollment office. It is important for CHR's to check blood pressures and do home visits. Arch would like to encompass both census and elders. The group will think about it and Emma Lee will evaluate additional needs with staff. She will present back the final acceptance and budget in a resolution.

Old Business:

Arch asked about the Dentrax notation and having finance staff complete the purchase with a coding for the training. Dr. Lew reported that Laura Olivas has yet to provide the fund code so it is not able to move forward. Jeanna will follow up on this with the finance department.

Dr. Vasquez and Pat Hobbs are not present so Arch's inquiries regarding those portions cannot be clarified. Darryl is also not present.

Arch asked Jeanna about follow up on the solar parking lot lights for Yreka. Jeanna noted that they are discussing the issue with the contractor and it will be submitted to an RFP process either today or

tomorrow. She apologized that it wasn't dealt with sooner but she had other time sensitive items. The recruitment for the Senior Center Program is still underway and a review of the position description has to be done and it is in internal review now. She is hoping to have an update at the next Council Meeting agenda in a few weeks. Arch then noted that Jessica English has resigned and Jeanna will provide that update in her report time.

Language:

The river is rising.

Director Report:

1) Nikki Hokanson, Assistant Dental Director:

Nikki is present to provide the dental report. She noted that the staffing is improving in Yreka. In Happy Camp there has been some staff hired and staff returning from maternity leave.

For the last several years, Klamath Health Services and First Five have been provided services by the Karuk Dental team. In the month of March, Nikki served about 65 kids that have dental screenings. The youth are also provided prevention items, books, etc.

They saw a total of 723 visits in dental for the month of March.

Dr. Lew then provided a report for Yreka dental. She noted that the new dental chair has not been processed for purchase and also dental Dentrax is not set up either. She also reported that Henry Shein still provides services and she would like to use Patterson as well. The old dental chair will be sold and that money will go back to the tribe.

Dr. Lew noted that Susan Beatty may need some time off but she will discuss this at a later time. She noted that while she was out, the staff did a good job.

Arch Super moved and Renee Stauffer seconded to approve Dr. Lew's report, 5 haa, 0 puuhara, 0 pupitihara.

2) Dr. Vasquez, Medical Director:

Dr. Vasquez is not present. The report was written and not signed but it is not required. An update was provided by Jeanna noting that the pain management policy has been tabled at ACQI Meeting and the staff is reviewing it more and should be ready to go later today.

The providers used acronyms and Jeanna provided the name. The Health Board thanked the Directors for providing the full name of items in place of acronyms.

Arch Super moved and Renee Stauffer seconded to approve Dr. Vasquez's report, 5 haa, 0 puuhara, 0 pupitihara.

3) Darryl McBride, Youth & Family Services:

Not present.

Arch Super moved and Sonny Davis seconded to table Darryl's report, 5 haa, 0 puuhara, 0 pupitihara.

4) Jeanna Frost, Operations Manager:

Jeanna is present to review her report. She followed up to her report noting that Jessica English has resigned. They would like to expand the CHR program and create more activities. All of the

CHR's will be working in coordinating with Elders to the centers to do Easter egg coloring event, etc and have some food and time.

Jeanna and Cindy will be supervising the CHR's until a replacement is hired. Cindy has put in a request to post a vacancy for an LVN and there are currently advertisements for a PHN. Arch noted that the Elders are requesting memory screens. Jeanna noted that other Tribes and Clinics are putting those in use in the field. There is a standard testing or detection system. Elders are wondering if caregivers are available through the Tribe. There was information provided that the Health Program is already offsetting the adult care program. Arch asked that information be provided on resources for services.

She first presented procurement on commercial sized air purifiers. She noted that the Tribe approved 12 purifiers and they were advised that they could get 14 which would provide more services.

Arch Super moved and Verna Reece seconded to approve updated procurement for US Air Purifiers, 5 haa, 0 puuhara, 0 pupitihara.

She then presented an agreement for 340B pricing medications. This contract is with McKesson under agreement 19-A-053.

Verna Reece moved and Sonny Davis seconded to approve agreement 19-A-053, 5 haa, 0 puuhara, 0 pupitihara.

Her last item is a position description change for a Medical Assistant. It will be moved to closed session.

Arch Super moved and Verna Reece seconded to approve Jeanna's report, 5 haa, 0 puuhara, 0 pupitihara.

5) Cindy Hayes, Yreka Clinic Manager:

Cindy is present from Yreka by video-conferencing to review her report. Jamie Lawson continues to do well with Telemedicine. She reviewed the transportation services and the floors are done at the Yreka Clinic. She thanked the Happy Camp Maintenance for moving furniture.

Arch Super moved and Sonny Davis seconded to approve Cindy's report, 5 haa, 0 puuhara, 0 pupitihara.

6) Pat Hobbs, Children & Family Services:

Not present, report provided.

Arch Super moved and Sonny Davis seconded to approve Pat's report, 5 haa, 0 puuhara, 0 pupitihara.

7) Babbie Peterson, Orleans Clinic Manager:

Not present, report provided.

Jeanna updated the Health Board on Babbie's report. She has submitted her resignation. Her last day is this Friday. Her retirement party will be in Happy Camp but a location needs determined. A new Clinic Manager has started and will start orientation and the onboarding process.

Arch Super moved and Verna Reece seconded to approve Babbie's report, 5 haa, 0 puuhara, 0 pupitihara.

8) Lessie Aubrey, Grants, Agreements, Contracts and Accreditation:

Closed session.

9) Emily Kinsella, RPMS Site Manager:

On approved leave.

10) Rondi Johnson, Health CEO:

Rondi is on travel, report provided.

Renee Stauffer moved and Bud Johnson seconded to approve Rondi's report, 5 haa, 0 puuhara, 0 pupitihara.

11) Susanna Greeno, Happy Camp Clinic Manager:

Report provided, not present.

Arch Super moved and Bud Johnson seconded to approve Susanna's report, 5 haa, 0 puuhara, 0 pupitihara.

Closed Session:

Renee Stauffer moved and Sonny Davis seconded to uphold CHS denial and to pay for ½ of CHS Case#315 from third party, 5 haa, 0 puuhara, 0 pupitihara.

Informational: Laura is present to review her financial report. There needs to be an award letter from HRSA and a dental chair code can be provided. A meeting will be held to assist in communication barriers to resolve processes. The Williams building in Yreka is requested for HHS Administration. Robert asked for a floor plan of the facility so the Tribe will know the layout. There needs to be additional information for the TANF move and Josh will follow up on that matter with TANF ED.

Informational: Arch will work on scheduling a working group for financial discussions/more in depth training.

Arch Super moved and Verna Reece seconded to approve the health financial report, 5 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Verna Reece seconded to approve the revised MA position description with classification of "child sensitive", 5 haa, 0 puuhara, 0 pupitihara.

Informational: Lease agreement needs drafted and sent to ACF for approval no timeline was provided. The HC remodel is underway.

Informational: COI Department will speak with the fiscal department regarding training budget needs.

Informational: Incident reports were provided to the Health Board. It was indicated to have Lessie, Vickie, Rondi and Josh meet to address incident reports that cross into HR issues.

Informational: CFO and Controller will work with TANF to reconcile payments in accordance with policies and procedures.

Arch Super moved and Renee Stauffer seconded to approve procurement and allow the purchase of equipment from Connections, 5 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Sonny Davis seconded to approve resolution 19-R-041, 4 haa, 0 puuhara, 1 pupitihara (Verna).

Arch Super moved and Verna Reece seconded to approve \$150 toward Babbie Peterson retirement gift, 5 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Renee Stauffer seconded to approve out of state travel for Rondi Johnson to Scottsdale, AZ., September 9-10, 2019, 5 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Renee Stauffer seconded to approve up to \$50 in raffle for youth little league, 5 haa, 0 puuhara, 0 pupitihara.

Consensus: stay with policy on the burial assistance.

Informational: grant proposals need to be submitted on time or timely. Staff should be mindful of the Council's need for review of items.

Arch left at 3pm.

Renee Stauffer moved and Bud Johnson seconded to approve procurement for Envior. Sampling Tech, 4 haa, 0 puuhara, 0 pupitihara.

Informational: Josh provided an update on the home foreclosure.

Next Meeting Date: May 9, 2019 at 10am in Happy Camp

Adjourned at 3:08pm.

Respectfully Submitted,

Robert Super, Vice-Chairman

Recording Secretary, Barbara Snider