

**Karuk Tribe – Health Board Meeting
May 9, 2019 – Meeting Minutes**

Meeting called to order at 10:01am by Secretary/Treasurer, Michael Thom.

Present:

Michael Thom, Secretary/Treasurer
Charron “Sonny” Davis, Member at Large
Kristen King, Member at Large
Wilverna “Verna” Reece, Member at Large
Arch Super, Member at Large (late)
Renee Stauffer, Member at Large
Alvis “Bud” Johnson, Member at Large (late)

Absent:

Russell “Buster” Attebery, Chairman
Robert Super, Vice-Chairman

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

Agenda:

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

Consent Calendar:

Arch asked if the position descriptions were approved by TERO and HR. It was noted that they are. Arch also asked about a clarification on “out of state” travel or “out of area” travel.

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

Minutes of April 11, 2019:

Arch Super moved and Verna Reece seconded to approve the minutes of April 11, 2019, 4 haa, 0 puuhara, 1 pupitihara (Kristen King).

Guests:

1) Pat Hobbs, Children & Family Services:

Pat introduced Janine Sienkowski, a Social Worker in Happy Camp. She introduced the newly hired staff. The Health Board welcomed Janine aboard.

2) April Attebury, Judicial Program:

April is present to seek approval of a revised position description for a Court Data Clerk.

Arch Super moved and Renee Stauffer seconded to approve the revised Court Data Clerk position description, 5 haa, 0 puuhara, 0 pupitihara.

April then presented a new position description for a Program Support Services Specialist.

Renee Stauffer moved and Sonny Davis seconded to approve the Program Support Services Specialist position description, 5 haa, 0 puuhara, 0 pupitihara.

3) Emma Lee Perez, Contract Compliance Specialist:

Emma Lee first presented procurement. She noted that the updated procurement is for different trucks because the other ones weren't available in the timeframe they were needed.

Arch Super moved and Verna Reece seconded to approve procurement with Mid City Motors for a fire/fuels truck, 5 haa, 0 puuhara, 0 pupitihara.

She then presented procurement for Mid-City Motors for a wildlife truck.

Arch Super moved and Renee Stauffer seconded to approve procurement with Mid City Motors, 5 haa, 0 puuhara, 0 pupitihara.

4) Trista Parry, Grant Writer:

Trista is present to seek approval of resolution 19-R-052 grant proposal to hire (2) recovery coaches to provide outreach, transportation and supportive services to clients in need of substance abuse and/or mental health services. It will be drafted to HRSA.

Arch Super moved and Sonny Davis seconded to approve resolution 19-R-052, 5 haa, 0 puuhara, 0 pupitihara.

Old Business:

Arch will table old business.

Language:

Nuni huuwat a whoo haa.

Director Reports:

1) Dr. Lew, Dental Director:

Dr. Lew reported that seven of the dental staff is at Indian Health Services training in Sacramento. Nikki attended the Directors portion and has now returned.

Happy Camp ordered new furniture for the lobby. In Yreka they received new dental units for room one and two. There are five operating rooms and four of them have very nice dental units. In Happy Camp and Yreka they are continuing training and scheduling training.

Renee noted that Dr. Lew's work is really impressive and she thanked her for the hard work.

Dr. Lew reported that at the Indian Health Services Annual Meeting, MediCal is making a new handbook so she is hoping to discuss this further with the Health Board after she has time to review it.

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

2) Dr. Vasquez, Medical Director:

Not present, report provided.

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

3) Darryl McBride, Family & Youth Activities:

Darryl is present to review his report. He noted that the girl's tournament was cancelled. He tried to get teams to replace those that dropped out but there wasn't enough interest. The boys tournament was a great turnout.

Arch noted that the out of town teams were so far out of the area that it wasn't beneficial to get them up to Yreka to play each other. If it could be round robin they may have been able to do that.

There will be boxing activities throughout the year and there is participation. He is hoping to find the sign in sheets from Raymond Virgin. They are going to do some boxing activities and sparring competitions so that will be coming up. They will hold some exhibition bouts. They are expecting over 200 people to be in attendance.

The Harlem Globetrotters was postponed. The proposal was sent to TANF but if they charge for the attendance then TANF couldn't assist. After discussions, they agreed not to charge people to attend, so they will move forward with the re-schedule.

There has been a lot of work on a Summer Enrichment Program which will be going on in Yreka, Happy Camp and Orleans and will be overseen by Michael Dyer. They will send out a calendar for each week of the program. The lunch program will also be providing assistance. They will hire 2 Youth Workers (1 for Happy Camp and 1 for Yreka). The Yreka person will be hired for age 18 or above to assist in oversight at the Wellness Center and activities with youth.

There will be a mini romper program. After equipment is purchased they will start that program.

He will be working on a public speaking course and provide it to the youth and adults. This will help with self-confidence and self-esteem of the attendees.

Renee asked about the equipment for the young kids. Darryl noted that it can be at the Elementary School. It is large equipment but it can be taken apart. He would just need a large space to set it up. Renee asked if there was contact made with the Orleans School. Darryl noted that he discussed the Summer Enrichment Program with the schools but not equipment exactly. Darryl noted that once he talks to Michael Dyer they can work with the staff on storage of the equipment needed to assist with the program.

Arch asked about the strength training and the mini rompers. Arch noted that there are no dates and information provided on these activities. Darryl noted that he has to wait for advertising until he can purchase the equipment and pay that VISA statement and then purchase the remainder of the equipment needed.

Darryl noted that now that the Yreka Wellness Center is less staffed they will seek some consultants to come in and do some strength training and teach people how to do some basic exercise routines.

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

4) Jeanna Frost, Operations Manager:

Jeanna is present to review her report. She noted that Walking Shield One Sight has MOU's for presentation to the Health Board.

She provided MOU 19-M-004 and 19-M-005. They will be done at the Yreka Wellness Center. Arch asked that the MOU's be provided to the Health Board earlier to allow additional time for the documents to get reviewed. Jeanna noted that she submitted them but there were fixes needed. She will try to provide documents earlier.

Bud arrived at 10:51am.

Arch believes this will be a good project.

Arch Super moved and Verna Reece seconded to approve MOU 19-M-004, 6 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Sonny Davis seconded to approve MOU 19-M-005, 6 haa, 0 puuhara, 0 pupitihara.

She then continued with her report. She advised that the initial report for the CHR's is not accurate. She then updated the CHR/Elders report. There were 36 elders that received care in Happy Camp. There were 70 home visits for the month.

There is a growing need for transports in Happy Camp. She will be discussing this with Susanna in Happy Camp to provide coverage. Arch asked if Jeanna would discuss the possibility of providing Elders a ride to the Reunion. Jeanna would encourage this but it needs to be discussed. If it is doable then it should be worked on. Vickie Walden noted that the Health Board should discuss the impact of transporting for the employees. Obtaining the numbers of the transports may be indicated. Arch recommends that Jeanna review this further including the transporter schedules and determining if elders have family or friends have the ability to transport.

Renee asked about the Elder vehicle that has been taken to from the food program and used for a temporary custodian. This has been resolved.

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

5) Cindy Hayes, Yreka Clinic Manager:

Not present, report provided.

The LVN position description will be in closed session.

Arch asked about the MA and LVN coverage and the quality of care. Rondi reported that they are still not fully staffed but they have screened for the positions. The other MA's and LVN's are assisting in coverage and still providing quality care.

Arch Super moved and Bud Johnson seconded to approve Cindy's report, 5 haa, 0 puuhara, 0 pupitihara (Renee absent for vote).

6) Tonia Bergin, Orleans Clinic Manager:

Tonia is present from Orleans Conference room. She provided the patient visit count for Orleans. She started on April 22, 2019. She thanked Jeanna Frost and Susanna Greeno for providing orientation to her new position.

Travis will be graduating from his paramedic course within two weeks.

Verna Reece moved and Renee Stauffer seconded to approve Tonia's report, 6 haa, 0 puuhara, 0 pupitihara.

7) Pat Hobbs, Children & Family Services:

Pat is present to review her report with the Health Board. She first presented a contract with David Tripp under 19-C-054 to provide cultural assistance in SUD program. Due to the contract amount it doesn't require Council approval.

Verna Reece moved and Arch Super seconded to approve Pat's report, 6 haa, 0 puuhara, 0 pupitihara.

8) Jodi Henderson, Accreditation Trainee:

Jodi is present to provide the monthly report. She first provided information on the CQI reports. The diabetic eye exams are at 40% on diabetic retina screens. It is 40 months of data and in comparisons from 2017 to 2018 they need to get caught up.

Staff training has been completed. For GPRA they have officially met several standards and Sheila is sure they will meet all GPRA measures in 2019.

Jodi provided information on a pharmacy plan. Susanna reported that it relates to Controlled Substances which aren't at the clinics. This document has gone through the ACQI Committee.

Kristen King moved and Renee Stauffer seconded to approve Section 1715.65 in Article 2 of Division 17 of Title 16 of the California Code of Regulations, 6 haa, 0 puuhara, 0 pupitihara. Lessie noted that she will provide the document in the Tribes template.

Jodi then noted that they will approve the HHS Smoke Protocol. The protocol being in place it will protect the HHS program. The Health Board would like this revised to an official policy but will approve the protocol.

Verna Reece moved and Renee Stauffer seconded to approve the HHS Smoke Protocol intern pending a reformatted policy, 6 haa, 0 puuhara, 0 pupitihara.

She then provided the organizational improvement plan. The CQI projects, committee information, and projects for the coming year.

Arch Super moved and Verna Reece seconded to policy "Organizational Performance Improvement Plan", 6 haa, 0 puuhara, 0 pupitihara.

Transportation of service dogs has to be in policy to be compliant with the ADA.

Renee Stauffer moved and Arch Super seconded to approve Transportation of Service Dogs, 6 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Verna Reece seconded to approve the HRSA, Compliance and Accreditation report, 6 haa, 0 puuhara, 0 pupitihara.

9) Emily Kinsella, RPMS Site Manager:

On leave.

10) Rondi Johnson, Health CEO:

Rondi is present to review her report. The Bi-Annual HHS Meeting was on April 17th. It was a large turnout. They will not do Bi-Annual Meetings but they will move them to annually and rotate locations.

She attended Tribal Consultation in Reno recently. She hopes that Indian Health Services is listening to the Tribal representatives. Michael noted that the March on Washington done by CRIHB hasn't produced additional information as of yet.

The CEO for FMC reached out for a meeting. They hope to work together to collaborate. They have a new program, home health.

Babbie has retired and she had a nice going away party.

Lessie asked if all the CHR programs are in jeopardy. Last year there was \$60million for Indian Health Services and they are trying to cut that budget to \$30million. There are other programs that may be available but those have tighter restrictions with education.

Verna Reece moved and Bud Johnson seconded to approve Rondi's report, 6 haa, 0 puuhara, 0 pupitihara.

11) Susanna Greeno, Happy Camp Clinic Manager:

Susanna is present to review her report. The providers have decided to rotate the Yreka Clinic Saturday coverage. The TeleSite visits will be up at the FSC once their equipment is up and running. There have been some diabetic eye exams and they are looking forward to having additional services provided.

With the new pain management policy, the patients have to have a face-to-face visit prior to their refill of pain medication. After six months of regular visits then the patient's area able to go every three months at the provider's discretion.

Susanna welcomed Tonia and reiterated the orientation that is provided for her.

Claudia did complete training so she can prescribe saboxone.

Kristen asked if Mondragon can go to Orleans and provide saboxone. Vickie Walden asked about referrals and patients that have critical care that needs done. Vickie asked about follow up on referrals and follow up on those referral reports. Susanna provided an explanation to Vickie on the process. Vickie asked about the timeframe or what is reasonable. She also asked for written instructions to provide patient education. She noted that when there are appointments to specialists she asked if there was a wellness handout provided to the patients. Susanna noted that they are not provided any longer. Vickie asked when the best time is to get a wellness handout. When a referral is made all records go to the specialist within 72 hours, then the patient has to be scheduled. Vickie reiterated that the patients need steps and processes to follow or know what to do after a specialist appointment.

Michael thanked Vickie for speaking up. It is imperative to obtain information for patients and allowing access to process and procedures. Vickie then noted that the portals for IHS are not happening. Vickie then suggested employing a dedicated patient assistant position. Vickie would like to a patient advocate and case manager. Jodi believes that Elders needs assistance as well.

Jodi noted that identifying a medical home is supposed to help patients provide education. Vickie then went on to note that if CHR program is lost it would really be detrimental.

Kristen King moved and Renee Stauffer seconded to approve Susanna's report, 6 haa, 0 puuhara, 0 pupitihara.

Closed Session:

Renee Stauffer moved and Bud Johnson seconded to approve PRC Case#316, 5 haa, 0 puuhara, 1 pupitihara (Arch Super).

Arch Super moved and Renee Stauffer seconded to approve PRC Case #317, 5 haa, 0 puuhara, 1 pupitihara (Arch Super).

Renee Stauffer moved and Kristen King seconded to approve Josh Saxon to access Scott Quinn's email since he is leaving, 6 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Bud Johnson seconded to approve support of HR375, 6 haa, 0 puuhara, 0 pupitihara.

Informational: Appeal to the Tribal Council for re-take of test.

Informational: Discussion with former employee and request to remove no rehire status.

Arch Super moved and Renee Stauffer seconded to approve a VISA for Jodi Henderson, \$2,500, 6 haa, 0 puuhara, 0 pupitihara.

Informational: incident reports, near misses, and complaints were updated to the Council.

Informational: Revised Behavioral Health Org chart was presented for approval. Council will review it.

Arch Super moved and Renee Stauffer seconded to approve the SUD Program Manager, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Verna Reece seconded to approve the Clinical Supervisor position description, 6 haa, 0 puuhara, 0 pupitihara.

Verna Reece moved and Renee Stauffer seconded to approve the Human Services Office Manager position description, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Renee Stauffer seconded to approve the Licensed Mental Health Therapist position description, 6 haa, 0 puuhara, 0 pupitihara.

Informational: Certified Substance Use Disorder Counselor or RADT – Needs additional work.

Arch Super moved and Verna Reece seconded to approve the Mental Health Intern Koovura Yee Shiip position description, Part-Time, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Bud Johnson seconded to approve the mental health intern position description, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Kristen King seconded to approve the Senior Resident position description with changes, 6 haa, 0 puuhara, 0 pupitihara.

Kristen King moved and Renee Stauffer seconded to approve contract 19-C-063, 6 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Bud Johnson seconded to uphold decision and follow policy (termination – suspension for one year), 5 haa, 0 puuhara, 0 pupitihara (Arch absent for vote).

Bud Johnson moved and Sonny Davis seconded to approve the hiring policy internal positing to be business days, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Bud Johnson seconded to approve changes to the Karuk Tribe Substance and Abuse policies and procedures, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Kristen King seconded to approve the Health CEO recommendation to terminate employee YT, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Verna Reece seconded to approve the Lead LVN position description, 6 haa, 0 puuhara, 0 pupitihara.

Informational: Health Program may use property to store emergency trailers and KTHA representatives will speak with KTHA BOC on space in HC.

Informational: home / property purchase in Happy Camp will be reviewed.

Informational: lease agreement will be reviewed.

Renee Stauffer moved and Arch Super seconded to approve agreement 19-A-064 with Rolling Hills Casino, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Bud Johnson seconded to approve insurance for Orleans Elementary School for movie nights, 6 haa, 0 puuhara, 0 pupitihara.

Bud Johnson Moved and Ach Super seconded to approve porta-potties / dumpster for Julian Lang ceremonial events, 6 haa, 0 puuhara, 0 pupitihara.

Informational: Internship Program has issues and will need to be worked out and a final plan presented to the Council.

Renee Stauffer moved and Verna Reece seconded to approve \$250 VISA for TM RR for graduation, 6 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Bud Johnson seconded to approve mileage for Council Members who attended Staff Day, 3 haa, 1 puuhara (Verna), 1 pupitihara (Arch).

Arch Super moved and Bud Johnson seconded to approve the health financial report, 5 haa, 0 puuhara, 1 pupitihara (Renee Stauffer).

Next Meeting Date: June 13, 2019 at 10am in Happy Camp.

Arch Super moved and Bud Johnson seconded to adjourn at 4:51pm.

Respectfully Submitted,

Michael Thom, Secretary/Treasurer

Recording Secretary, Barbara Snider