

**Karuk Tribe – Health Board Meeting
September 12, 2019 – Meeting Minutes**

Meeting called to order at 10am by Chairman Attebery.

Present:

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

Absent:

None.

Buster read the Mission Statement and Sonny completed a prayer.

Agenda:

Arch Super moved and Verna Reece seconded to approve the agenda with changes, 7 haa, 0 puuhara, 0 pupitihara.

Consent Calendar:

Michael Thom moved and Kristen King seconded to approve the consent calendar, 7 haa, 0 puuhara, 0 pupitihara.

Minutes of August 8, 2019:

Arch Super moved and Verna Reece seconded to approve the minutes of August 8, 2019, 6 haa, 0 puuhara, 1 pupitihara (Arch Super).

Guests:

1.) Lester Alford, TANF Director:

First sought approval of the Yav Pa Anav ROI. It was noted that it was already approved.

Lester then noted that he would like to seek approval of the TANF pay scale since the pay scale has gone up with the County. The Tribes TANF program can pay \$100 more than the County is paying their clients. He would like this effective October 1st.

Kristen King moved and Michael Thom seconded to approve the increase the TANF cash aid amount, 7 haa, 0 puuhara, 0 pupitihara.

He then sought approval of resolution to apply for the electronic filing of the LIAP funding. Lester didn't print the documents for review. Michael explained to Lester the grant submittal process. He noted that the resolution number is 19-R-110 for the submission but the Council hasn't seen it. It is due by September 30, 2019. It will be tabled to the Planning Meeting.

2.) Dion Wood, TERO / Childcare Director:

Dion is present to seek approval for out of state travel for Project HOPE. They have asked Tamara Alexander to attend since it is a part of her training. It is paid for by another organization. Tamra will be attending with Dion and Renee.

Verna Reece moved and Michael Thom seconded to approve out of state travel for Tamra Alexander to Montgomery October 15-18, 2019, 7 haa, 0 puuhara, 0 pupitihara.

3.) April Attebury, Judicial Systems:

April is present to seek approval of procurement that Eric has prepared for StarLeaf equipment/software for Tribal Court.

Renee Stauffer moved and Bud Johnson seconded to approve procurement with Solutionz Conferencing., Inc., 7 haa, 0 puuhara, 0 pupitihara.

4.) Emilio Tripp, Wildlife Biologist:

Emilio presented a request to attend out of state travel to Tulalip WA September 18-20, 2019. It will be to meeting with twelve tribes regarding new methods that will be used in the State. It is short notice due to Washington starting their tracking so there is limited time to make the meeting requirement.

Robert arrived at 10:18am.

Arch Super moved and Renee Stauffer seconded to approve out of state travel for Emilio Tripp to Tulalip WA., September 18-20, 2019, 8 haa, 0 puuhara, 0 pupitihara.

5.) Eileen Tiraterra, Billing Office Manager:

Eileen is present to seek approval of two updated policies.

Arch Super moved and Bud Johnson seconded to approve policy 23-002-016, Sliding Fee Discount Program, 6 haa, 0 puuhara, 2 pupitihara (Verna/Renee).

The Council asked that the staff provide documents for review earlier. They requested time to review material that needs approved.

She then presented a bad debt procedure in policy. She has discussed this with the Council before and now has it in writing. Lessie and Eileen discussed differing dates when these items are due. Robert asked about services being provided when there is bad debt. There were also some formatting issues. This will be reviewed and presented at the next planning meeting.

Old Business:

Arch asked about the sign for the Yreka Clinic. Jeanna updated the Health Board that it is out to bid. Jeanna is working with Cindy on a design and that will come back to the Health Board. Jeanna believes that this will be done in a week or two.

Robert asked if there are any ideas on what the sign will say. Jeanna noted that they will have some native language with the English translation, and the Tribes seal but also work with phrases that say "welcome all" There will be a separate sign at the blue building which will clearly identify that facility as well.

Arch then asked about Darryl McBride and negative reports from the Community, not the Tribal Community. It was explained that better outreach may assist the community in understanding

events; however some people will have a negative comment regardless. He was going to do flag football in the river communities and it has not happened as of yet. Buster reported that that has not moved forward.

Language:

Come one, Come all – Ooknaa yeetha, ooknaa koovura. Chimi koovura ooknah.

Director Reports:

1.) Dr. Vasquez, Medical Director:

Dr. Vasquez is not present, report provided. Buster asked about a resident from Kansas University. Lessie noted that she has already come and gone. Buster asked for an update on this process. Lessie believes that it went well and Dr. Hess reported that she liked the experience.

He is still covering Orleans on Tuesday's, Wednesday's and Thursday's.

Arch Super moved and Kristen King seconded to approve Dr. Vasquez's report, 8 haa, 0 puuhara, 0 pupitihara.

Kristen asked how many findings are in the final HRSA report. Jodi reported that they don't have a final report at this time but it is mainly policies.

2.) Darryl McBride, Youth & Family Services:

Not present, no report.

3.) Cindy Hayes, Yreka Clinic Manager:

Not present, report provided.

Kristen asked for the cultural activities and menu for the OneSight. It is covered under Jeanna's report.

Michael Thom moved and Robert Super seconded to approve Cindy's report, 8 haa, 0 puuhara, 0 pupitihara.

4.) Pat Hobbs, Children & Family Services:

Pat is present to review her report. She recently received one applicant for the transitional home but there is no house manager, however they will make it work. The first person has applied and the paperwork is being processed. Ken is out on leave, so he is not in to continue the services. In the interim of having no house manager, the employees will go by and check in on tenants periodically.

There was also funding received for outreach staff which will provide coaching and transportation services for sober living clients. Arch asked that Pat provide photos or perhaps the Council could do a field trip while they're in Yreka. Pat also advised that not advertising the residential home is good because it will likely fill up with non-Indians and that does not follow the Tribes goal or SAMSHA compliance or HUD compliance. However, there is a large need for transitional housing.

This weekend there will be some training with practitioners that provide services to at risk youth and also, a no bullying campaign.

Pat reviewed staffing and staffing changes.

Pat announced that the Family Services Center was not properly licensed to provide SUD and DUI services. She has completed the application under resolution 19-R-111 which allows the Tribe to submit for licensing for that site. The application is not fully complete because Ken is absent, but they hope to submit next week with the changes. April asked how this affects the other programs in the facility. Pat noted that everyone had thought that the previous application included the satellite site for her programs, but she's not sure about other programs in the FSC.

Robert Super moved and Sonny Davis seconded to approve resolution 19-R-111, 8 haa, 0 puuhara, 0 pupitihara.

Pat thanked Josh and Barbara for working with Tanya to provide services at a different location. This could take 45 days or longer so it will have staff at the Admin office until the application is approved.

Renee Stauffer moved and Bud Johnson seconded to approve Pat's report, 8 haa, 0 puuhara, 0 pupitihara.

5.) Rondi Johnson, Health CEO:

Not present, report provided. Kristen asked what the training on September 16th is about. Jeanna noted that that update will be provided in Jeanna's report.

Arch Super moved and Kristen King seconded to approve Rondi's report, 8 haa, 0 puuhara, 0 pupitihara.

6.) Tonia Bergin, Orleans Clinic Manager:

Tonia is not present, report provided. Robert asked if they are getting applications for the vacant provider position. As of this date HR has not updated Jeanna on the process or where they are in this process.

Kristen King moved and Verna Reece seconded to approve Tonia's report, 8 haa, 0 puuhara, 0 pupitihara.

7.) Dr. Lew, Dental Director:

Dr. Lew is not present, report provided.

Arch Super moved and Verna Reece seconded to approve Dr. Lew's report, 8 haa, 0 puuhara, 0 pupitihara.

Buster commented that it's not bragging if Dr. Lew discusses her staffing progress and achievements it is not bragging but facts and the Tribal Council is very proud of their accomplishments. He doesn't want staff to feel uncomfortable for reporting on their progress.

8.) Jodi Henderson, Trainee:

Jodi is present to provide the department report. Jodi reported on the CQI reports, pap smear, medical records reports, patient satisfaction survey, and risk management.

The HRSA site visit was updated to the Health Board. The surveyor identified policy inefficiencies and contracts deficiencies in language. There were different surveyors and they

identified inefficiencies that weren't identified last year; however the same policies were in place previously. Jodi reported on a few follow up items that will be clarified to provide a better understanding to HRSA on the activities of the Tribe.

Robert asked about active shooter training. Robert asked how the patients are protected. Jodi noted that they will do training and identify how to operate in a crisis situation. Buster reported that the CHP have offered to provide training at any time. Jeanna would like to put in a request to have this done at all the Tribes facilities.

Jodi then presented two policies that she and Lessie wrote. Eileen can present the policies next Thursday related to the Billing Department. The Council asked that all policies be tabled for review, because they were just received. They will be tabled to the Planning Meeting.

Verna Reece moved and Kristen King seconded to approve out of state travel for Lessie Aubrey and Jodi Henderson to Nashville TN., October 27-29, 2019, 8 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Sonny Davis seconded to approve Jodi's report, 8 haa, 0 puuhara, 0 pupitihara.

9.) Emily Kinsella, RPMS Site Manager:

Emily is present to review her report. She is working with Amy to ensure the move to Windows 10 will not affect the health program applications.

Emily noted that the largest increases in RPMS have been Dental, CHR, and Chart Reviews. AOD, Mental Health and Nurse Visits show less. Misc. has a large number of CHR visits so they are working on moving that to a better reporting location in RPMS.

The same trend is being identified as last year which is small but steady improvement.

Robert Super moved and Verna Reece seconded to approve Emily's report, 8 haa, 0 puuhara, 0 pupitihara.

10.) Susanna Greeno, HC Clinic Manager:

Susanna is not present, report provided.

Arch Super moved and Bud Johnson seconded to approve Susanna's report, 8 haa, 0 puuhara, 0 pupitihara.

11.) Jeanna Frost, Operations Manager:

Jeanna asked if the Health Board had a minute to review the operations of the ICW.

April reported that basically the report covers Social Workers and staffing. She was able to have a breakout of cases so it is clear what their caseloads look like. Groups, outreach, trainings along with services will be reported on as well. There are regular meetings so the Lead Social Worker and herself meet weekly and also have attorney input. Communication has been really good and she is hopeful that things are going ok until they get someone else on board.

Verna Reece moved and Robert Super seconded to approve ICWA interim report, 8 haa, 0 puuhara, 0 pupitihara.

Renee thanked April for covering and providing assistance that the Tribe needed for ICWA.

Jeanna went on to review her report. Cultural night is being planned for OneSight for the upcoming event. Lulu and she have been working on the program. Jeanna provided the agenda, events, and also a request to approve gift items for Walking Shield and OneSight.

There is a list of staff people and names that will provide services at this event. She has a phone call with coordinated volunteers (10-20) each day.

Arch Super moved and Kristen King seconded to approve \$150 gift for Walking Shield and OneSight from discretionary, 8 haa, 0 puuhara, 0 pupitihara.

Senior Nutrition did not submit their written report on time but it has since been received. For August 1,527 meals were provided to community members and homebound clients. She recently attended training on how to better serve Elders. Melanie, Jeanna, Thana, and a CHR staff member are working on preparing better services to the communities and completing outreach to the Elders.

The PHN is working at rebuilding relationships with hospitals and Department of Fish & Game. Trinity County has offered to provide fish to the Karuk Tribe. There was a lot of discussion on hatchery fish and falls fish. The difference with Trinity fish vs Klamath River fish was briefed as well as the Tribes previous stance on hatchery fish.

Michael Thom moved and Robert Super seconded to approve the PHN letter to local hospitals, 8 haa, 0 puuhara, 0 pupitihara.

The second report is from the lead LVN Danci Harris. She is working very hard to bring the facilities up to speed on security and safety.

Kristen asked what happened with the Happy Camp Pharmacy as noted in the reports. Jeanna believes that it is training and then complacency regarding employees. Jeanna and Susanna are working on issues with the pharmacy as well as other issues in the Happy Camp clinic. Instilling in confidence in Susanna and tools to successfully turn the Happy Camp clinic around is being worked on together. Susanna audits the pharmacy with Danci and Jeanna or the PHN will monitor compliance. Buster appreciates the weekly auditing to ensure compliance and staying on top of issues.

Lunch break:

Renee commented that the CHR staff is investing in a snow cone machine which doesn't seem to be a healthy choice. Jeanna commented that they are going to do fresh juice and sugar free alternatives, not unhealthy options.

Jeanna went on to seek approval of resolution 19-R-112 to submit for the upcoming Title VI funding. The first step is to complete a needs assessment.

Michael Thom moved and Arch Super seconded to approve resolution 19-R-112, 7 haa, 0 puuhara, 0 pupitihara (Robert as chair).

Her next item is procurement for flu vaccines this year. This year they have to place the order prior to purchasing it.

Robert chairing the meeting

Michael Thom moved and Verna Reece seconded to approve procurement and allow the purchase of flu vaccines from McKesson, 7 haa, 0 puuhara, 0 pupitihara.

Buster assumed Chair of the meeting.

Her last item is to provide the Health Board Indian Health Service building inspection went. The Tribe was approved for some improvements and she will provide a copy to the Council for the issues identified and then forward it to the Health Board for review. As they put out bids and RFP's for the identified issues to be resolved.

Verna Reece moved and Renee Stauffer seconded to approve Jeanna's report, 7 haa, 0 puuhara, 0 pupitihara.

Closed Session:

Informational: the Risk Manager provided incident reports and updated the Health Board on outcomes.

Kristen King moved and Robert Super seconded to approve the PRC policies and procedures with changes for FY20, 8 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Michael Thom seconded to approve the letter of support to the Watershed Research and Training Center, 8 haa, 0 puuhara, 0 pupitihara.

Kristen King and Renee Stauffer seconded to approve the cancellation fee from employee #SB from discretionary, 7 haa, 0 puuhara, 1 pupitihara (Robert Super).

Consensus: to schedule the General Manager evaluation.

Consensus: to start process on the Vice-Chairman along with recent applicants for pre-selection to the Gaming Authority

Bud left the meeting at 2:09pm

Arch Super moved and Sonny Davis seconded to waive the 5 years requirement and offer employment to employee #HS, 3 haa, 1 puuhara (Verna), 3 pupitihara (Robert, Kristen, Renee).

Arch Super moved and Robert Super seconded to charge \$50 per night to KCDC for lodging at the Tribes Park Model, 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Michael Thom seconded to approve health financial report, 6 haa, 0 puuhara, 0 pupitihara (Renee Stauffer).

Michael Thom moved and Robert Super seconded to allow Tribal Member #PE to apply for positions and if the Supervisor agrees that it's a non-driving position with HR, then they can remove the licensing requirement (to ride with others), 4 haa, 3 puuhara (Arch, Kristen, Verna), 0 pupitihara.

Renee Stauffer moved and Michael Thom seconded to waive policy on hiring and offer employee #JK the position, 6 haa, 0 puuhara, 1 pupitihara (Arch Super).

Kristen King moved and Verna Reece seconded to approve Mon and Wed (8hrs a day), with employment agreement plan to be provided by Thursday's Planning Meeting for employee #KP, 6 haa, 0 puuhara, 1 pupitihara (Arch Super).

Verna Reece moved and Kristen King seconded to uphold RV Park Manager decision to deny entry to the RV Park, 5 haa, 0 puuhara, 2 pupitihara (Michael/Arch).

Consensus: request from SRRC to take items from Tishanik will be referred to KRAB according to process.

Informational: the Chairman shall work with the CFO to provide staff recognition for Department.

Informational: KTHA employee asked to cut wood for Elders. The Vice-Chairman will work on obtaining a contract for eligible persons to cut wood.

Informational: the Vice-Chairman is concerned about not having a bus driver for Happy Camp Head Start. Discussion followed.

Informational: pending request from Tribal Member #LE was updated by the Executive Director. Discussion followed.

Informational: request for a Tribal Elder to have lifeline services shall be referred to PRC.

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

Arch Super moved and Kristen King seconded to adjourn at 4:04pm.

Respectfully Submitted,

Russell "Buster" Attebery, Chairman

Recording Secretary, Barbara Snider