

**Karuk Tribe – Health Board Meeting
February 13, 2020 – Meeting Minutes**

Meeting called to order at 10am by Chairman Attebery.

Present:

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

Absent:

None.

Buster read the mission statement and Sonny completed a prayer for the audience.

Agenda:

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

Minutes of January 9, 2020:

Sonny Davis moved and Renee Stauffer seconded to approve the minutes of January 9, 2020, 7 haa, 0 puuhara, 0 pupitihara.

Consent Calendar:

Michael asked about ultra sound training for Dr. Mondragon to receive training on use.

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

Video-conference for Yreka began at 10:07am.

Guests:

1) Ken Hazelwood, SUD Administrator:

Ken is present to seek approval of the license extension of the AOD certification for services. The license is for two years.

Robert Super moved and Renee Stauffer seconded to approve the AOD application for Substance and Abuse Services, 7 haa, 0 puuhara, 0 pupitihara.

2) April Attebury, Judicial Systems:

April is not present but Leslie is to present revised position descriptions. She presented the Tribal Court Advocate, Program Support Specialist I, and Wellness Court Coordinator position descriptions.

Arch reported that he needs to have more time to review documents and not submit them at the meeting.

Michael Thom moved and Verna Reece seconded to approve the Tribal Court Advocate position description, 7 haa, 0 puuhara, 0 pupitihara.

Verna Reece moved and Renee Stauffer seconded to approve the Program Support Services Specialist I position description, 7 haa, 0 puuhara, 0 pupitihara.

Verna Reece moved and Robert Super seconded to approve the revised Wellness Court Coordinator position description, 7 haa, 0 puuhara, 0 pupitihara.

3) Trista Parry, Grant Writer:

Trista is present to review a few items. Trista first sought approval for an acknowledgment for Sue Burcell for her review and comment for ICDBG proposal. In the past the Council provided a thank you for this item.

Josh and Trista have discussed grant writer training and at this time Sue Burcell is interested in doing an onsite grant writers training. It would be similar to what she has taught at HSU. Every Friday for one month there would be onsite training. Trista asked the Council if they are interested in this and if they are, then it would be discussed with Mid Managers and prepare a cost estimate. Kristen asked for a cost estimate. Emma Lee and Trista would like to include the internal review process as well, during that training time.

Arch asked if Trista has discussed this option with CRIHB as well, because they provide this service. Trista can check on this but Sue has tribal specific experience. Trista will provide more information. There was additional information that is needed such as if other Tribal organizations would like to participate. Renee was concerned about that, because the Tribe would pay and teach its own staff.

Trista would like to have Directors and Mid Managers receive training on recurring grants and grant writers draft new facilities or programs grants. The staff should be trained again on this matter.

Trista then updated the Council on youth funding opportunity that is coming up very shortly. She did not hear back from staff but it was segregated by community. Aja and Heather were interested and Laura Olivas was interested. However, they are not interested in collaboratively working in the communities. The grant is due on February 21st so there needs to be discussion on this matter. Robert asked if there are any funding projects for gang related activities. Robert would like to address this matter with program support. There are several moving portions in this grant application and restrictions

The Council moved this to closed session.

Old Business:

Arch asked about Smile for Humboldt County. Dr. Lew noted that if the Tribal program is asked to participate then they can but they were requested by Siskiyou County. Dr. Lew noted that due to road conditions there were barriers. Kristen reported that that is her item and she is following up on it.

Thana Webb completed her ACLS and there is a resource to come onsite to teach the providers all at once.

Buster asked about the CalWORKs budget not being set up and Arch asked for an update. None was provided.

Arch also asked about an update on the licensing for AOD services but it was done earlier today.

When Travis went to training there was information on requirements for Government and Lessie was going to look into this. Arch asked for an update on this item. Susanna noted that she is seeking clarification from CRIHB and did evaluate the training manual and will verify if it is required of Government functions.

Renee asked about the diabetic grant and its drafting and to be kept in the loop. Renee noted that she would like more services such as one on one training with diabetic patients rather than just diabetic luncheons. Thana reported that she is hoping to get a contract with a nutritionist to complete one on one session. It would hopefully be provided four times a year in all three communities. Thana noted that one on one can be done by this contract and then there is TeleHealth nutritionist. Renee would prefer to have educational treatment on identifying lifestyle changes to diabetic health. Thana believes that that is done by the CHR's. Robert noted that it would be nice to have that available on the Tribal website so there is information provided.

The Operations Manager position is still vacant. Verna asked for an additional flu shot for Elders and infants, and Rondi noted that it is reported to not be not beneficial, nor indicated at this time.

Susanna noted that 8 students completed anatomy class at COS. She reported that the teacher herself never took the course. The discussion will be moved to closed session.

Buster asked about the flow of paperwork increasing as noted an issue by Joe Snapp. Rondi will follow up with Joe on how the process is working with Social Services and Tribal Court.

Emily Kinsella reported that there have been reduced services in Mental Health and decrease in Home Healthcare. Susanna reported that that may be due to having low staffing previously and now the number should have increased.

Arch asked about dialysis services in the Yreka area. Rondi noted that dialysis is really expensive. Rondi can look into this. The Council would like it reviewed for an option. Arch would like this avenue reviewed because there are a lot of referrals for this service.

The elevator lift is ongoing and being worked on. Drawings have to be re-drawn and the contractor is working on this.

Arch reported that CRIHB wants to venture into dental therapy. It is similar to dental care but dental therapy. The people that presented it but they would like to be supported by California Tribes. Arch noted that this will be provided to the HHS program. Dr. Lew reported that in AK they started this and there are some issues in working on this program. Dr. Lew reported that dental therapy is a good system if used properly. It would be good in the future. Dr. Lew asked to attend the meeting in March for information on this matter.

Language:

Buster did provide his Karuk prayer at NCAI.

Director Reports:

1) Dr. Vasquez, Medical Director:

Dr. Vasquez is not present. Rondi reported that Willow Creek Pharmacy assisted in patient prescriptions during the slide event on Hwy 96.

Arch asked how things are going in Orleans for medical services. Renee reported that there hasn't been anyone there to provide services due to the road and not having a full time doctor. Susanna noted that staff did complete services by traveling through the Etna Summit at one point. Medications were an issue but it was a Hwy emergency. Buster asked if there are any leads on a provider for Orleans. There aren't at this time.

Renee Stauffer moved and Sonny Davis seconded to approve Dr. Vasquez's report, 7 haa, 0 puuhara, 0 pupitihara.

2) Darryl McBride, Children & Family Services Director:

Darryl is not present, report provided. There was a meeting on February 6th for a facility option. It is a large building and may be a possibility for use of the Tribe. It is the old Discovery School in Yreka.

Michael Thom moved and Robert Super seconded to table Darryl's report, 7 haa, 0 puuhara, 0 pupitihara.

3) Thana Webb, PHN:

Thana is present by video-conferencing to review her report. The CHR's are seeing patients/clients in all three areas. They will send letters to Elders they cannot reach. The diabetic luncheons are going well and they passed out some pedicure certificates. She wasn't able to make it to the very first ones in HC and OR for luncheons because of the weather.

There are other trainings that have been occurring, like walking programs, sex-traffic awareness, and elder abuse.

Renee reported that the diet and preventative treatment is very important to her and studies show that this improves the overall health.

Car seat certifications are ongoing and she provided tooth fairy education for Kindergarteners. A diabetic shoe fitter is going to be onsite in Yreka to provide services. The Title VI meetings at the school are ongoing but Bari Talley and Lisa Hillman are going to provide education on this matter. Thana noted that they are going to provide education on the Karuk Curriculum and this is needed. Robert asked that Thana put an article in the Newsletter for Elders to get in touch if they need assistance or have questions.

Robert Super moved and Sonny Davis seconded to approve Thana's report, 7 haa, 0 puuhara, 0 pupitihara.

4) Cindy Hayes, Yreka Clinic Manager:

Cindy is present by video-conference in Yreka to provide her report. The transporters are providing services.

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

5) Pat Hobbs, Children & Family services:

Pat is not present, on travel, report provided.

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

6) Dr. Lew, Dental Director:

Dr. Lew is present to review her report. Dr. Lew provided "happy teeth" for the audience in Karuk.

She is very excited because next week there will be Dentrix training for all staff. Tomorrow afternoon they will be closed for upgrades. Moving to Dentrix which will eliminate two separate systems will ensure better efficiencies. This will have onsite training as well. Ramona passed her polish class and hopefully she will become an RDA at some point and another YR staff member has become licensed.

Bad news is that Dr. Felker and determined to re-retire and Tammy Parashis resigned her position. The new Dental Sterilization technicians will be hired. Jessica Courts will be leaving as well.

Dental Therapy is a concept to provide some education and provide dental services. With Jessica having additional functions, she could provide some services and Anav has offered her additional information. Similar to this it would be some dental therapy.

Dr. Lew reported that she is trying to provide some recruitment and at local colleges and maybe this will create some networking. Robert asked if there were discussions on sign on bonuses. Dr. Lew reported that that is a good tool and could work.

There is two staff that went to infection control training and then they will move to unlicensed DA.

Dr. Lew thanked Thana for her outreach work in the local schools for "give the kids a smile" project. This is a very good collaborative event with five different agencies serving up to 200 children in one day.

Dr. Lew asked about supplies. Dr. Lew noted that that is ow it works with different dentists.

Robert Super moved and Verna Reece seconded to approve Dr. Lew's report, 7 haa 0 puuhara, 0 pupitihara.

7) Joe Snapp, Child Welfare Administrator:

Joe is not present, on travel, report submitted.

Verna Reece moved and Kristen King seconded to approve Joe's report, 7 haa, 0 puuhara, 0 pupitihara.

8) Tonia Bergin, Orleans Clinic Manager:

Tonia was attempting to video-conference in and hopefully next month she will be present in person. Buster asked about the medications that went to HC had to be returned and not delivered to OR patients due to the road closure.

Robert Super moved and Renee Stauffer seconded to approve the Orleans Clinic Manager report, 7 haa, 0 puuhara, 0 pupitihara.

9) Rondi Johnson, Health CEO:

Rondi is present to review her report. She reported that Dr. Vasquez has been a trooper for providing services. Locum services are being provided in Happy Camp. That service is going well.

Lessie, Rondi, Jody and Eileen have been working on the HRSA reports which are a large project. The UDS report is ongoing and Emily Kinsella is assisting as well, which in addition to the previously noted ladies, this is the core group who handle reports and compliance.

Renee asked when the new stoves will arrive. Kristen noted that they are onsite.

Michael asked Rondi to follow up on the eye clinic service and some patients were supposed to be referred out for eye care, and those referrals weren't made to a specialist. Rondi asked if the patients received any documents at the time. Michael reported that no, there was no documentation or haven't heard back.

Verna Reece moved and Robert Super seconded to approve Rondi's report, 7 haa, 0 puuhara, 0 pupitihara.

10) Jodi Henderson, Quality Management & HRSA Trainee:

Jodi is present to provide her report. She first announced that Tammy is the Tribe's new Risk Manager for HHS.

Jodi then went on to report that there is a new project manager for HRSA. She is working through each finding in the HRSA report, to ensure the final report is complete and correct. They are waiting on the finances which are still under review, sliding fee, etc. There are three different views on how it should be written from HRSA and after clarification from their financial consultant, which would fine.

Tammy and Jodi will be traveling to receive some additional training.

A GPRA report was received by Amy Coapman. They have now met 21-26 measures, only missing in 4 areas. She will be working with providers on training and documentation to increase that compliance. The 5 measures, childhood immunizations, childhood Flu, Controlling B/P, SVRT for alcohol & drugs, breastfeeding rate were the five measures that were lacking. Jodi noted that all pregnant women are referred out so obtaining that data is difficult.

Two people have applied for the GPRA position and they are hoping to have interviews soon.

Having a Risk Manager will take a load off Lessie and Jodi because HRSA has become a large project.

Jodi then reported on the Senior Center Supervision. She is temporarily supervising the program and she believes in the benefits of the Senior Center. She has working with Duke and Melanie which is nice. She reviewed the Senior Center report.

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

11) Emily Kinsella, RPMS Site Manager:

Emily is not present, on travel, report provided.

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

12) Susanna Greeno, Happy Camp Clinic Manager:

Susanna is present to provide her report.

She reviewed her report including the patient visit count and coverage for the health facility during absences. She reported on the transporter services, patient advocacy, etc. Cheena is a great help and assistance.

Pharmacy inspection was at 100%. A CHDP inspection was scheduled, but it was determined that Partnership and requirements requires 5 qualifying youth, which the Tribe has met the standards and only has 2 eligible youth. So that is a re-certification not a required onsite review.

She has procurement for a ultrasound machine which is \$25,947 with Platinum Healthcare.

Robert Super moved and Verna Reece seconded to approve procurement and allow the purchase, 7 haa, 0 puuhara, 0 pupitihara.

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

Closed Session:

Informational: Monthly denial report was provided to the Health Board. She reported that she needs additional staffing if the Health Board wants to provide more education on services provided or additional outreach.

Informational: monthly incident reports, near misses, and complaints were provided to the Health Board.

Informational: Josh, Mike, Robert and Buster will attend the preliminary hotel planning trip.

Robert Super moved and Renee Stauffer seconded to approve \$35k for Dickinson Wright for casino monthly charge for re-financing, 7 haa, 0 puuhara, 0 pupitihara.

Informational: confidential discussion regarding disgruntle working relationships was provided to the Tribal Council.

Robert Super moved and Verna Reece seconded to approve procurement and allow the purchase of a Cable CT Machine \$66,380, 6 haa, 0 puuhara, 0 pupitihara. (Arch absent for vote).

Robert Super moved and Michael Thom seconded to approve waiving the fiscal error and calculations (remainder) from employee's #CW, DM, AC, 7 haa, 0 puuhara, 0 pupitihara.

Informational: Laura Mayton is present to provide a Health Financial Report. She provided a comparison of last fiscal year from this fiscal year. A summary on Contract Health Services was provided to update the Health Board on the annual budget and services. A notation of the decline in revenue for the Mental Health Services should be evaluated.

Michael Thom moved and Sonny Davis seconded to approve procurement for Yreka Motors for 6 CRV's, \$186,174.96, 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Michael Thom seconded to approve procurement for Yreka Motors for truck, 6 haa, 1 puuhara (Robert Super), 0 pupitihara.

Kristen King moved and Renee Stauffer seconded to approve a 10 passenger van with Yreka Motors, 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Michael Thom seconded to approve agreement 20-A-047, 7 haa, 0 puuhara, 0 pupitihara.

Kristen King moved and Robert Super seconded to approve contract 13-C-041 (4), 7 haa, 0 puuhara, 0 pupitihara.

Informational: signs shall be posted that narcotics are not kept on premises and better lighting installed near or around clinic.

Robert Super moved and Arch Super seconded to approve employee #MT to keep his phone and work phone number, 7 haa, 0 puuhara, 0 pupitihara.

Kristen King moved and Robert Super seconded to approve the first plan for the grant opportunity to offset the Education Coordinator and the Youth Council Coordinator, 5 haa, 0 puuhara, 2 pupitihara (Michael/Renee).

Arch Super moved and Verna Reece seconded to rescind resolution 19-R-139 and approve resolution 20-R-017, 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Kristen King seconded to approve \$250 to Hoopa High School Sober Grad, 7 haa, 0 puuhara, 0 pupitihara.

Informational: Fisheries Building project needs a point of contact and monitor budgets and priorities.

Renee Stauffer moved and Kristen King seconded to approve \$1,000 appreciation for Sue Burcell for assistance with ICDBG grant, 5 haa, 1 puuhara (Michael), 0 pupitihara. Robert chairing the meeting.

Robert Super moved and Renee Stauffer seconded to pay the invoice submitted by Suits & Signs, 7 haa, 0 puuhara, 0 pupitihara.

Informational: July 11th, 2020 is the Reunion date.

Informational: transportation and services in OR needs to be provided to the youth as well. Transportation and end of the year celebration should be provided in OR as well.

Informational: Julian Lang will present at the next Council Meeting the request from the Language Committee.

Arch Super moved and Robert Super seconded to approve offering insurance for employee #EG during her full time work at the People's Center pay from discretionary, 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Kristen King seconded to approve the revised Supervising Advocate – Victim Assistance position description, 7 haa, 0 puuhara, 0 pupitihara.

Verna Reece moved and Renee Stauffer seconded to approve waiving the positing, application and interview policy putting employee #CP in the position of Supervising Advocate-Victim Assistance position, 7 haa, 0 puuhara, 0 pupitihara.

Consensus: to have the Director of Transportation to continue to report monthly.

Arch Super moved and Renee Stauffer seconded to approve \$100 item from the People’s Center to Madrone Hospice auction event from discretionary, 7 haa, 0 puuhara, 0 pupitihara.

Renee Stauffer moved and Kristen King seconded to approve the Management Team agenda, 6 haa, 0 puuhara, 1 pupitihara (Michael Thom).

Informational: the People’s Center donation item for the month of March will be noted to go to the OR Volunteer Fire Department.

Grant Writer: discussion on another Grant Writer will be an item for discussion and to fully discuss together.

Consensus: approval of the FY2021 ranking tool for BIA.

Michael Thom moved and Renee Stauffer seconded to approve Sonny Davis to be replaced for Arch on the Language Committee, 7 haa, 0 puuhara, 0 pupitihara.

Informational: notation of why proposals are late should be provided on grant proposals moving forward.

Next Meeting: March 12, 2020 at 10am in Happy Camp.

Adjourned at 5:48pm.

Respectfully Submitted,

Russell “Buster” Attebery, Chairman

Recording Secretary, Barbara Snider