

**Karuk Tribe – Health Board Meeting
April 9, 2020 – Meeting Minutes**

Meeting called to order at 10:03am by Chairman Attebery.

Present:

Russell Attebery, Chairman
Robert Super, Vice-Chairman
Michael Thom, Secretary/Treasurer
Sonny Davis, Member at Large
Arch Super, Member at Large
Renee Stauffer, Member at Large
Kristen King, Member at Large
Verna Reece, Member at Large
Paula McCarthy, Member at Large

Buster announced that he will be in and out of the meeting based on attending different conference calls, while absent Robert shall assume chair of the meeting, or Michael based on the constitution and attendance.

Sonny provided a prayer and Buster read the Health Mission Statement.

Agenda:

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

Consent Calendar:

None

Minutes from March 12, 2020:

Arch Super moved and Paula McCarthy seconded to approve the minutes from March 12, 2020, 6 haa, 0 puuhara, 1 pupitihara (Arch Super).

Guests:

Eric Cutright, IT Director:

Eric is not present but his item was included in the packet. Agreement 19-A-057 (1) and the increased cost was additional devices and increased the length of time in the agreement.

Verna Reece moved and Kristen King seconded to approve modification (1) to agreement 19-A-057, 8 haa, 0 puuhara, 0 pupitihara.

Emma Lee Perez, Contract Compliance:

Emma Lee first presented resolution 20-R-036 which is additional funding for the LIHEAP department. The funding will be used for additional payments toward heating and cooling utilities.

Arch Super moved and Paula McCarthy seconded to approve resolution 20-R-036, 8 haa, 0 puuhara, 0 pupitihara.

Michael asked for clarification on voting by video-conferencing to clarify voting and stating names during voting needs to be done.

Old Business:

Arch asked about Angela Baxter coming and noting additional services for Happy Camp by the Happy Camp Community Resource Center and he asked if there was any follow up to that request. Pat reported that she has not had any contact from April or Angela. Robert reiterated that the County asked Angela to connect with the Tribe and collaborate together. Robert asked for Pat to follow up on this.

Arch then asked about the ramp for an elder in Happy Camp. Maintenance was waiting for good weather to continue this process. Josh will forward the latest communication he has had with the maintenance department.

Darryl had mentioned that they were going to sponsor an AAU team and Arch asked how that was going to happen. Arch asked if that was in grants to sponsor. Arch will email Darryl on this item and obtain more information.

Arch asked if David Timbrook was talked to regarding signage for Happy Camp. Buster reported that school is out and will be out. They will not have the resources now with school being out but he hasn't discussed this with him as of yet.

Arch asked if Buster called the County for the SUD licensing with the Board of Supervisors. Pat provided an update. Laura Mayton is working on providing information to the County which will help them get land re-zoned. The County completed the zoning error and it is held up. Now the Tribe will be taxed. Laura Mayton asked about the update on the matter. It has to do with the update on taxes and seek a tax exemption but it was only an inquiry. Laura Mayton updated on the fees being assessed for the Family Services Center. Buster has not made a call as of yet, but he will call Lisa Nixon and inquire about this. Buster asked how this question would be formulated. Pat asked that Scott Quinn have a discussion as well because he is working on this. The issue was clarified and determined to not be tax related but service related. Arch asked that Pat and Scott work on this and get ahold of Buster to coordinate some information for Buster to follow up on.

Arch then asked about Dr. Lew and getting 3D panels set up. Josh was going to check with Sara to determine if the Force Account Crew could assist. Josh noted that that was before the Coronavirus put the brakes on everything.

Dr. Lew noted that the dental office is only providing services for emergencies not regular visits at this time so the low volume is not impacting, however it would be good to get this installed while there is minimal interruptions. Robert advised that with no patients it is the time to complete the install. Dr. Lew noted that she agrees but the maintenance staff should be safe as well. Josh will talk to Ryan to determine if this is a project to do safely while maintaining compliance with safety and distancing protocols. Dr. Lew reported that Ryan has already met with Henry Shein so he is aware of the scope of work.

Arch asked how the ISSA training is going. Emily noted that it is going and she is following up on the list of people who have not completed it. There are about 25 people in the HHS program who have not completed it. Buster asked how many Council Members completed it. Arch reiterated that now is the time to complete it since there is a lot of remote work. Buster advised that the Council needs to complete this, since they are the Health Board.

Paula asked if the stove that was dropped and needed repairs was repaired. Jodi Henderson reported that it has been reordered and the replacement is in shipping waiting to arrive. The Orleans one has not been sent downriver yet because of the Coronavirus. They will work on an update for that location's stove.

Director Reports:

1) Dr. Vasquez, Medical Director

Dr. Vasquez is not present, but his report was submitted. Buster asked Rondi about services from Dr. Vasquez to Orleans. A lot of services are being provided by Telemedicine or by phone.

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

2) Darryl McBride, Youth & Family Activities Director:

No report and updated information is that he has not been at work. Arch asked that there be some attention spent on this program after the coronavirus passes. With down time there can be future planning activities conducted now. Buster reiterated the remote work requirements and he will reach out to Darryl and update the Council. Laura Mayton noted that the first two weeks the Tribe was shutdown with remote work, or sick leave, so maybe he's on sick leave. The second two weeks was AL or sick leave, so maybe those options should be reviewed.

3) Thana Webb, PHN:

Thana provided her report. She noted that there cannot be a lot of activities that were planned but have been cancelled. She is attempting to provide outreach by phone and email, along with social media.

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

Buster commented that he is pleased with the CHR work and he asked that Thana extend the Health Board's appreciation of them going above and beyond during this time.

4) Cindy Hayes, YR Clinic Manager:

Cindy provided her report. She first asked how to do their timesheets. Laura noted that if they work they report it, if they aren't working then they need to write in AL or Sick leave, if that is what they are taking. Cindy asked about home study and Laura reported that that is just regular time because she has approved their remote work. Cindy noted that she was told to report as COVID-19 remote work. Rondi noted that she told Cindy to do the notation. Thana noted that all transporters are working on a lot of COVID-19 work.

Cindy noted that they have employees working from home. There has been some maintenance work that has been done. She noted that they continue to work and they are excited to start a telemedicine agreement for pediatric services. Landscaping is ongoing. Robert asked about signage and it was noted that the High School is out of school so they aren't doing projects at this time.

Verna Reece moved and Michael Thom seconded to approve Cindy Haye's report, 8 haa, 0 puuhara, 0 pupitihara.

5) Pat Hobbs, Child & Family Services:

Report provided. Pat reported that all staff except one is working from home. They are having meetings and working remotely to make sure they are communicating and responding to client needs. Staff is struggling working remotely but they are making it work. She continues to work with Laura Olivas because there will obviously will be carryover requests due to the shutdown.

Josh asked Pat about mental health and services about sheltering in place, additional stress, etc. He asked if there are additional requests for services or if it's not being seen then could they reach

out to the clients more to ensure them that their mental health is important. Pat noted that they put notice on the Tribes Facebook and they are working. Providers have reached out to every person who has a referral in the system. People weren't ready initially but they continue to follow up with clients. The one system that is not positive is that notations should be done which waives a lot of HIPAA requirements and those are for only established patients, and it's a struggle for new patients. The next plan is to find out how many organizational providers have openings for people. Pat reported that there are 30 people on the wait list and they do not have the capacity to meet this need. This is having an effect on mental health throughout a lot of areas; to be stuck at home and even some of the staff is struggling. The Supervisors are checking in with their staff. As everyone knows this is unprecedented but everyone is doing their best to screen, call, and openly discuss items that people may need to talk to someone. The County is able to provide services but the Tribe has been advised not to see additional patients with these restrictions. Pat is hoping for this to pass but it will have effects long term in her opinion on the community's mental health.

Robert asked about the people that are staying in hotels and if they can be moved to the transitional house to save funding or assist them with social distancing and comfort. Pat reiterated that there has to be social distancing but there is high risk to taking additional clients when they haven't been screened. Jails are releasing people early but there is a freeze to help maintain the 14 day quarantine and work toward using the facility once it's open.

Buster asked about developing a grant program and having to decline the funding opportunity. The grant writer was directed to work on another grant which didn't allow for her to work the grant for Pat's program. Laura reported that Josh, Barbara and herself reached out to other staff who may be interested in writing grants for the Tribe to allow for staff to work while they are home on different tasks. Pat reported that some grant deadlines come and go and sometimes funding sources fit or they don't, but overall they are filtering the funding opportunities with plans and are monitoring their compliance with current grants.

Buster also asked about the BIA budget and the notation that is not available. She does now have access. The CRIHB grant has been spent slightly but it is for residential treatment, transportation to treatment, detox, and contractors. It is now being spent and she didn't have access to the codes earlier in the year so she has since transferred services into those line items. Pat is working with Laura Olivas on the budgets for two weeks to monitor carryover requests.

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

6) Dr. Lew, Dental Director:

Dr. Lew provided her report. She first updated that the CDA strongly recommended that the dental program reduce services to only emergency care. She has implemented this and noted that they are covering for emergency services only. Happy Camp is closed at this time. They are seeing some people due to Fairchild not seeing patients even for emergencies. Dr. Lew is excited to start tele dentistry. Due to this time they can now get reimbursed for this and she is happy about that. After hearing the past report she noted that financial stress causes breakdown, but she noted that the dental staff is very thankful for the employment for the Karuk Tribe, for sustaining the employees during this time, and she thanked the Tribe.

She clarified the contact with Ryan that she has had and how to continue her dental project. Josh reported that he reached out to Ryan and will refer his response to Dr. Lew.

Robert asked about seeing patients from Fairchild if there is billing being completed for providing that service. Dr. Lew reported that yes.

Renee Stauffer moved and Robert Super seconded to approve Dr. Lew's report, 8 haa, 0 puuhara, 0 pupitihara.

Buster commented that Nikki's report has a notation regarding Dr. Lew and the Health Board. Buster reported that the Council is very proud of Dr. Lew and the entire dental team.

Dr. Lew noted that there is a new hygienist hired and her report commented that they were going on unemployment at other organizations, which the Tribe doesn't have to do, and that has made an impact on the appreciation from providers at the Tribe. Upon Dr. Felkers absence Dr. Lew covered and saw way more patients in a short period of time than was seen on a regular basis, so that is appreciated.

7) Joe Snapp, Child Welfare Services:

Joe provided his report. Buster asked about a major concern he has heard for the Orleans office and Humboldt County CPS receives a referral then they go into Orleans, but with Social Workers from other areas coming into the community that might create a risk to the community. Pat noted that the staff has to provide caution but organizations cannot vacate the clients. Pat forwards information to Joe to ensure there is some communication on the protections put into place to continue services; such as distancing, gloves, etc.

Paula McCarthy moved and Verna Reece seconded to approve Joe's report, 8 haa, 0 puuhara, 0 pupitihara.

8) Tonia Bergin, Orleans Clinic Manager:

Tonia provided her report. She noted that her monthly activities has been on a skeleton crew and responding to emergencies only at the clinic.

Buster asked about the budget and obtaining access to their codes for viewing her budgets. Tonia noted that she has made a request a couple times. Laura Mayton noted that she can set her up for the micro-fund access that she needs. Laura noted that she will assist Tonia.

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

9) Rondi Johnson, Health CEO:

Rondi provided her report. She noted that March turned out to be quite interesting. She reported that she went to Indian Health Consultation and then COVID-19 broke out.

There has been a lot of information on CHR v CHAP. This doesn't work in California or to most Tribes but it is a change that may be coming, it continues to be monitored very closely.

She noted that moving forward it is to closely monitor COVID-19 and to make sure clients, patients, and staff is ok. The HHS staff has done outstanding and she is really proud of them. She is proud as well to be working with the Tribe because the Council and the Tribe provided assurances to carry on in their positions, even altered, it is less stress for the workforce.

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

10) Jodi Henderson, Trainee:

Jodi provided Lessie's report. She noted that she has another call in a few minutes. The final submission of the HRSA report was uploaded. She commented that there was additional funding received from HRSA and the GPRA staff person provided the updated report as needed. Lessie is working from home. The CQI projects for last month, Amy did her report. Didi did enrollment and eligibility. There were a few tabled reports as well. She hopes that things return to a new normal soon.

Senior Nutrition received some additional funding that was provided to the Tribe for COVID-19. Last time Jodi spoke to Melanie they did 82 meals in Happy Camp and the number is rising. They ordered new hot boxes to keep the meals warm due to the increase in time to do deliveries. The CHR's are helping transport for quick and timely delivery. Orleans is doing all meal delivery but there wasn't a large increase in services. Paula asked how many meals are delivered in Orleans at this time. Jodi believes it's close to 40 at this time, which is a high guess. Renee reported that it is 24 meals delivered in Orleans a day. Jodi noted that there were people coming to pick up meals and asked if Renee knew about that. Renee reported that some come pick them up.

Buster thanked Jodi and Rondi who have been participating on the ICT. They have taken on additional work.

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

11) Emily Kinsella, RPMS Site Manager:

Emily provided her report. She noted that it is great to see how technology and health is working together. The UDS report is officially completed. The providers are set up for electronic prescribing, and also drag and speak is installed and ready for use.

The behavioral health visits was clarified to be included in mental health as well. In the visit numbers there will be a decline due to the virus and moving toward telehealth.

Renee Stauffer moved and Paula McCarthy seconded to approve Emily's report, 8 haa, 0 puuhara, 0 pupitihara.

Buster then reminded the Council to complete their ISSA training.

12) Susanna Greeno, Happy Camp Clinic Manager:

Susanna provided her report. She noted that there were a couple weeks where services weren't understood, but they have a good process at this time including only having emergency services. The Locum Tenan has left the clinic in Happy Camp as Dr. Murphy has started and is doing good, but she has not had a chance to check on his charting, because she is covering the front office. The staff continues to work hard and this pandemic has all staff on the edge including the clients, patients, and community. She doesn't have Barry's transport number but Cheena provided hers as well as a training report.

She cannot update her budget because the move to Microsoft 10 has caused issues.

Buster would like to extend the Health Board's welcome to Dr. Murphy.

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

Closed Session:

Renee Stauffer moved and Robert Super seconded to approve procurement and allow the purchase of clinic supplies and the amount of \$48,236.99, 8 haa, 0 puuhara, 0 pupitihara.

Informational: the local store is requiring gloves and masks so Buster will make an inquiry on the needs to ensure the community has access to these supplies.

Paula McCarthy moved and Verna Reece seconded to approve resolution 20-R-037, 8 haa, 0 puuhara, 0 pupitihara.

Sonny Davis moved and Kristen King seconded to approve the extended leave and cover employees until the end of April (April 30) for RRC, 8 haa 0 puuhara, 0 pupitihara.

Informational: A memo will be drafted to employees explaining that this time is uncertain, so to be mindful and fiscally responsible during this time.

Consensus: to remain closed and altered, only providing urgent care until the end of the month and continue the use of skeleton crew for HHS.

Informational: roll call vote was taken and the Tribal Council will keep the Amkuuf Smoke Shop closed until all safety requirements can be met as well as sufficient PPE onsite.

Paula McCarthy moved and Kristen King seconded to approve the application from KCDC to seek Wells Fargo loan forgiveness funding, 8 haa, 0 puuhara, 0 pupitihara.

Informational: Council Member Renee Stauffer is making masks and will seek to provide them to elders and then other community members.

Informational: Council Member Kristen King inquired about the request of use the Tribes Orleans property for a community garden. This has to be reviewed and an agreement drafted so it will be referred to get that necessary work done and present it back to the Council.

Verna Reece moved and Paula McCarthy seconded to approve the Tribes comments to Secretary of Treasurer and Secretary of Indian Affairs, 8 haa, 0 puuhara, 0 pupitihara.

Verna Reece moved and Renee Stauffer seconded to deny a request of selling or purchasing rock off the Tribes property (RRC) from a private person, 8 haa, 0 puuhara, 0 pupitihara.

Next Meeting Date: May 14, 2020 at 10am. Starleaf meeting.

Renee Stauffer moved and Sonny Davis seconded to adjourned at 12:34pm.

Respectfully Submitted,

Russell Attebery, Chairman

Recording Secretary, Barbara Snider