

**Karuk Tribe – Health Board Meeting
May 14, 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
Kristen King, Member at Large
Renee Stauffer, Member at Large
Charron “Sonny” Davis, Member at Large
Wilverna “Verna” Reece, Member at Large
Paula McCarthy, Member at Large

Absent:

Arch Super, Member at Large (excused)

Buster Attebery requested a moment of silence for honoring a recent Tribal Elder who recently passed away and for all persons present to pray in their own way for his journey.

Sonny provided a prayer for the group and audience. Buster read the Mission Statement.

Agenda:

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

Minutes of April 9, 2020:

Robert Super moved and Paula McCarthy seconded to approve the minutes of April 9, 2020, 7 haa, 0 puuhara, 0 pupitihara.

Guests:

1) April Attebury, Judicial Systems:

April is hopeful that the Council reviewed her documents prior to the meeting. It is minor changes to position descriptions. The full-time wellness court position description is requested to go to part-time.

Paula McCarthy moved and Sonny Davis seconded to approve the Case Manager position description, 7 haa, 0 puuhara, 0 pupitihara.

She then sought approval of Programs Support Services Specialist. The changes are to have this position report to the Deputy Administrator of the Judicial Program.

Paula McCarthy moved and Renee Stauffer seconded to approve the Programs Support Services Specialist with changes, 7 haa, 0 puuhara, 0 pupitihara.

2) Priscilla Stack, Head Start Director:

Priscilla is present to present her resolutions for Head Start. There is one for a COLA and one for Quality Improvement dollars. Michael reported that KCDC approved them.

Paula McCarthy moved and Robert Super seconded to approve resolution 20-R-057, 7 haa, 0 puuhara, 0 pupitihara.

She then sought approval of resolution 20-R-058 for quality improvement funding.

Renee Stauffer moved and Sonny Davis seconded to approve resolution 20-R-058, 7 haa, 0 puuhara, 0 pupitihara.

Priscilla thanked the Council for approving these. Buster will sign them and send them back. Emma Lee will have Breann have the final versions signed and scanned back.

3) Eric Cutright, IT Director:

Eric is present to seek approval of an environmental assessment document for the KRRBI project.

Robert assumed chair.

Paula McCarthy moved and Kristen King seconded to approve the final PEA document for KRRBI, 6 haa, 0 puuhara, 0 pupitihara.

Buster assumed chair.

Buster then commented that the Tribe received comments from a former CPUC member and was an early advocate for the Broadband project. The Tribe submitted comments back in 2017 on the rules being developed by the CPUC. The Tribes comments are good and they might be submitted again, but he hasn't had time as of yet to review them all. Buster noted his appreciation for Eric's work. Josh congratulated Eric on the Tribes additional funding for the KRRBI project and its recognition in California.

Old Business:

Josh reported that there were maintenance requests from the last meeting and he asked for an update on those tasks. Dr. Lew noted that her equipment was prepped for install and next Thursday the entire project will be completed. Verna reported that she hasn't heard anything about the lift project. Rondi reported that the HHS program has to send a \$1,000 deposit and maintenance has finished their prep work. They are waiting on a date for the contractor to install the lift.

Language:

Papo (to chew)

Chimi (to agree, to consent)

Director Reports:

1) Dr. Vasquez, Medical Director:

Dr. Vasquez is not present. Written report provided.

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

2) Darryl McBride, Youth & Family Activities Director:

No report provided. Buster noted that there wasn't a report provided last month and the Council asked for an update on information. Buster did not get back to him so he will work on that.

3) Thana Webb, PHN:

Not present, written report.

Paula McCarthy 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 but doesn't have a lot to report. There have been no transportations. Robert asked if transportation staff delivered food boxes to the elders. Cindy reported that there was some assistance in loading boxes.

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

Buster noted that there will be discussions on returning to work with Rondi and Josh. We are currently in phase II right now and possibly moving into phase III. Josh reported that the extension of Administrative Leave was provided to May 22nd. Buster then reported that he will be working with Rondi on a plan to re-open with safety measures in place.

5) Patricia Hobbs, Children & Family Services:

Pat is present to review her report. Pat noted that things are still moving along. The staff is really chomping at the bit to return to work. They meet once a week via starleaf but she does see that the staff is tired of being sheltered in place. They continue to stay in contact with their clients.

She first sought approval of a position description. There is a backlog of referrals and she has the possibility now to have a person who would like to work part time. This position description changes from full time to part time for the licensed mental health therapist position description. It has been reviewed by Rondi and Vickie.

Paula McCarthy moved and Verna Reece seconded to approve the Part Time Licensed Mental Health Therapist, 7 haa, 0 puuhara, 0 pupitihara.

Pat reported that there were policies drafted in 2018 and approved by ACQI but never made it to the Health Board. Pat had them reviewed again by ACQI and they are prepared for submittal now to the Board.

Robert Super moved and Renee Stauffer seconded to approve policy 17-001-105, Rights and Responsibility HHS policy, 7 haa, 0 puuhara, 0 pupitihara.

She then sought approval of the Confidentiality policy, 17-001-106.

Paula McCarthy moved and Robert Super seconded to approve policy 17-001-106, Confidentiality policy, 7 haa, 0 puuhara, 0 pupitihara.

She then sought approval of policy 17-001-107, Attendance policy. It outlines the expectations of clients for their attendance.

Robert Super moved and Sonny Davis seconded to approve policy 17-001-107, Attendance, 7 haa, 0 puuhara, 0 pupitihara.

She then presented policy 17-001-109 Individual and Group Counseling. There were a lot of changes to this policy to allow individual and group counseling and included Title 9 regulations.

Robert Super moved and Kristen King seconded to approve policy 17-001-109, Individual and Group Counseling, 7 haa, 0 puuhara, 0 pupitihara.

The Drug Screening policy has been updated significantly to include saliva samples and ASAM compliance. It covers when to take the tests and how to provide services with testing. It is under policy number 17-001-111.

Robert Super moved and Paula McCarthy seconded to approve policy 17-001-111, Drug Screening, 7 haa, 0 puuhara, 0 pupitihara.

17-001-112 it is a part of review but is basically just noting that they will obey the Laws of California.

Robert Super moved and Sonny Davis seconded to approve policy 17-001-112 Child Abuse Reporting, 7 haa, 0 puuhara, 0 pupitihara.

17-001-114, Suspension. It has no changes from 2018. It covers how people are suspended and how they are brought back into the program and the reasons why either would happen. Robert asked if clients go to ACQI on review of suspension. If there is a client suspended then what is the process for re-entering the program. It was reported that that is covered in the policy.

Robert Super moved and Kristen King seconded to approve policy 17-001-114 Suspension with typo correction, 7 haa, 0 puuhara, 0 pupitihara.

17-001-115 Discharge, is a policy that deals with different types of discharge. From when someone is discharged because they have finished their care or discharged administratively due to behavior and misbehaviors. There were two separate discharge policies previously but they are all included into one.

Robert Super moved and Sonny Davis seconded to approve policy 17-001-115 Discharge, 7 haa, 0 puuhara, 0 pupitihara.

17-001-119 Program Evaluation. There are no changes from 2018 but discussed program evaluations. This is a requirement for the State. Kristen asked if that is how it was discovered that the Tribe was not in compliance such as program evaluation. Pat reported that the Tribe is applying for the Happy Camp site licensing. Pat believes that the policies should be updated as they change or at minimum every 2 years.

Paula McCarthy moved and Renee Stauffer seconded to approve policy 17-001-119 Program Evaluation, 7 haa, 0 puuhara, 0 pupitihara.

17-001-120 Volunteer and Alumni policy is to encourage alumni and volunteers to participate in mentoring.

Verna Reece moved and Renee Stauffer seconded to approve policy 17-001-120 Volunteer and Alumni, 7 haa, 0 puuhara, 0 pupitihara.

17-001-121 Community Relations.

Paula McCarthy moved and Kristen King seconded to approve policy 17-001-121 Community Relations, 7 haa, 0 puuhara, 0 pupitihara.

17-001-122 Physical Environment.

Verna Reece moved and Kirsten King seconded to approve policy 17-001-122 Physical Environment, 7 haa, 0 puuhara, 0 pupitihara.

17-001-124 Access to Records. It meets the AAAHC requirements as well as following law requirements on access to records.

Verna Reece moved and Paula McCarthy seconded to approve policy 17-001-124, 7 haa, 0 puuhara, 0 pupitihara.

17-001-125 Intake and Screening. This is a new policy that complies with Title 9 requirements and includes how people come into the system for treatment.

Paula McCarthy moved and Renee Stauffer seconded to approve policy 17-001-125 Intake and Screening, 7 haa, 0 puuhara, 0 pupitihara.

She then presented a policy on referrals but there isn't a number attached as of yet. It isn't correctly numbered. Jodi reported that it is a quick fix to update them. Michael would like to table the last policies for them to be updated and assigned numbers appropriately.

Michael Thom moved and Robert Super seconded to table policies Referrals, Treatment Planning, Substance Use Disorder Services, 7 haa, 0 puuhara, 0 pupitihara.

Buster asked about a call to Lisa Nixon with the Siskiyou County Board of Supervisors. Pat reported that the BOS did provide the information she needed.

Michael Thom moved and Kristen King seconded to approve Pat's report, 7 haa, 0 puuhara, 0 pupitihara.

6) Dr. Lew, Dental Director:

Dr. Lew is present to review her report. She noted that last week the CDC guidelines are emergency only for dental. A lot of patients are cancelled due to COVID-19. The patients are coming in more sick and with worse conditions. She hasn't seen this much detrimental care. These are medically necessary situations. The Karuk Clinic has been an emergency care facility for the community. Dr. Lew commented that the nurses will check temperatures from their car, come inside, check temps again and start work. The PPE is a little different for dental. They have altered the entrances at the exam rooms for safety protocols. She has added extra equipment such as an extra oral dental suction system. It is not required by agencies but the reviews are that they provide safety during work. She would like to order 5 units for the clinics.

Robert Super moved and Michael Thom seconded to approve procurement and allow the purchase of dental equipment from Henry Schein, 7 haa, 0 puuhara, 0 pupitihara.

They will need some maintenance with these including filter changes but they will monitor that.

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

7) Joe Snapp, Child Welfare Services Administrator:

Joe is present to review his report. Joe reported that they now have masks so that will be helpful. The clients miss their one on one visits but this COVID-19 situation doesn't allow for that.

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

8) Tonia Bergin, Orleans Clinic Manager:

Not present, report provided

Renee Stauffer moved and Kristen King seconded to approve Tonia's report, 7 haa, 0 puuhara, 0 pupitihara.

9) Rondi Johnson, HHS CEO:

Rondi is present to review her report. The month of April and May has been very busy. The people onsite are working hard at home and at work. They have testing available and she will discuss this further in closed session.

The food distribution included many people helping; transporters, community members, CHR's, staff who distributed those. She believes that was a really really good effort to come together and distribute. They are hoping to get back to work full force, but that has to be done in phases and hopefully there will be some normalcy this year.

Dr. Kim is going to work in Happy Camp. His offer letter is being put together and will provide services 3 days a week. He is a great dentist and a really good addition. Dr. Kim needs to be present in the Yreka Office for using the CT scan. Basically, he is going to work Happy Camp and Yreka. He will work 3 days in Happy Camp but cover a day in Yreka as well.

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

10) Lessie Aubrey, Quality management, Grants, Agreements & HRSA:

Jodi is present to provide the department report. They have been busy and sometimes it is extremely stressful. Jodi reported that Didi has does an outstanding job working from home with assisting the community with resources. She has done a fabulous job helping with EDD, banking information for Stimulus Checks, etc. For programs they have received their GPRA and PAP numbers but they haven't been able to have ACQI Meetings due to COVID. They did a phone vote on the SUD policies to keep that moving. The Fred Pryor training was perfect timing to encourage training while staff are working remotely.

She has the Senior Nutrition Program report as well. She noted that the program has really boomed and is serving anywhere from 93-97 people in the Happy Camp area.

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

11) Emily Kinsella, RPMS Site Manager:

Emily reported that the visit numbers are as to be expected due to the pandemic.

The ISSA training is ongoing and there are some outstanding people who need to complete it.

Robert asked if Emily will send that information again to him again so he can get it set up and completed.

Robert Super moved and Kristen King seconded to approve Emily's report, 7 haa, 0 puuhara, 0 pupitihara.

12) Susanna Greeno, Happy Camp Clinic Manager:

Susanna is present to review her report. She noted that it will be nice to get back to normal with face to face visits. Down in Happy Camp they are seeing more patients than the other facilities. If patients feel that they absolutely need to see a provider then they take precautions and do that.

Barry has returned and has had three transports. He and Cheena have been assisting with meal and medication deliveries. They all continue to provide as much service as possible.

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

Kristen King moved and Robert Super seconded to approve policy 17-001-126 Referrals, 7 haa, 0 puuhara, 0 pupitihara.

Michael Thom moved and Kristen King seconded to approve policy 17-001-127 Substance Use Disorder Services, 7 haa, 0 puuhara, 0 pupitihara.

Michael Thom moved and Kristen King seconded to approve policy 17-001-128 Treatment Planning, 7 haa, 0 puuhara, 0 pupitihara.

Closed Session:

Informational: Health CEO would like recommendation on testing for others at the clinics.

Informational: Provider coverage was updated to the Health Board.

Informational: HHS is continuing to work on their safety protocols for returning to work.

Buster, Robert, Paula, Verna, Sonny, Kristen, Renee:

Robert Super moved and Paula McCarthy seconded to rescind Attachment H policy from the Karuk Tribe's personnel policies, 6 haa, 0 puuhara, 0 pupitihara.

Robert Super moved and Verna Reece seconded to deny use of the Tribes equipment (trailer), 7 haa, 0 puuhara, 0 pupitihara.

Informational: for persons who request additional information on CARES Act they should be referred to the CFO who can explain the limitations on federal funding.

Robert Super moved and Renee Stauffer seconded to waive the collection fees for the month of May 2020, 7 haa, 0 puuhara, 0 pupitihara. Credit accounts that were already charged.

Renee Stauffer – internet equipment needs to be updated. Renee is busy working on caps for the dental staff. The group thanked Renee for the masks.

Informational: remote work whenever possible should still be provided. For those unable to work remotely, they shall return under safety protocols.

Robert Super moved and Sonny Davis seconded to deny the use of the boom truck, 6 haa, 1 puuhara (Paula McCarthy), 0 pupitihara.

Informational: coverage for RRC is important and should be reviewed with NIGC for coverage.

Kristen King moved and Renee Stauffer seconded to approve resolution 20-R-053, 7 haa, 0 puuhara, 0 pupitihara.

Council Caucus at 2:52pm – no minutes recorded.

Next Meeting: June 11, 2020 at 10am.

Respectfully Submitted,

Russell “Buster” Attebery, Chairman

Recording Secretary, Barbara Snider