

# TULE RIVER INDIAN HEALTH ADVISORY BOARD

## TULE INDIAN RESERVATION

P.O. BOX 768

PHONE 784-2316

PORTERVILLE, CALIFORNIA 93258

MINUTES OF:

DECEMBER 15, 2004

The meeting was Called To Order at 10:10 a.m. in the Conference Room of the Health Center by Vice Chairman Richard McDarment. Board members present:

Richard McDarment, Vice Chairman

Patsy Vega, Secretary

Vincent Burrough, Treasurer

Lucille Apalatea, Member

Barbara Baga, Member

Veronica McDarment, Member

Joseph Garfield, Alternate

Absent: Laura Manuel, Chairperson (Medical Leave)

Gerald Santos, Alternate (work)

### III. Examination and Approval of the Agenda

MOTION #1 - Vincent Burrough/Barbara Baga motioned to approve the Agenda. The vote was 5-0-0, motion carried.

### IV. Call For Old Business

- Darrell Hosler Fund: the Board has not determined whether to forward monies to the Hosler Fund for this year from June 2004 to July 2005, Farrell asked if the Board would like to approve or decline this fund for the year? The Board has requested a Draft Policy by January 13, 2005. Farrell commented 1/3<sup>rd</sup> % was paid to salaries.

MOTION #2 - Patsy Vega/Lucille Apalatea motioned to approve the \$7,000.00 For the Darrell Hosler Fund for FY 2004/'05. The vote was 5-0-0, Motion carried.

### V. Call For New Business

#### A. Department Managers Reports

- After recruiting locally and nationally for over a month, there is one highly qualified candidate for Director of Community Health that is interested. If the Board is willing to interview or bring this person on we could determine after 90 days whether he could fill this position. We have seven high level positions open at this time and Farrell asked if the Board would allow to recruit individuals as they are available? It was concensus of the Board to recruit and interview for these positions. Farrell will remain within the Policy to see we comply.
- CHR charts were reviewed, all CHR's will be undergoing a "Clinical Skills Evaluation" next month with a Public Health Nurse and training in proper



charting techniques. Any CHR found to be deficient will be given one-on-one remedial education in these skills by a Public Health Nurse or our own Registered Nurse.

- Two temporary CHR's have been working full-time for over 90 days, one is a Tribal member and doing a good job. Farrell asked if the Board would allow for them to be brought on fulltime-regular status?

10:35 Joseph Garfield arrived

MOTION #3 - Vincent Burrough/Barbara Baga motioned to hire Tribal Member Elaine McCarthey and Heather Dunning into the CHR positions. The vote was 5-0-1 (Joseph Garfield), motion Carried.

- Survey for Meals on Wheels is to determine food needs for all members of the Tribe. CHR's and staff providing the meals will be used to help with the survey. This should have been done in June 2004.

#### DENTAL

- Forest Iron Associates has agreed to replace Dr. Procopio with another Dentist.
- Dr. Shaw's contract was from March 27, 2003 through April 25, 2003. He has continued to work for the Health Center however since the 8:00 to 5:00 work day is required he would like an increase in pay. His contract needs to be re-evaluated and or reviewed.

#### FISCAL

- We are pursuing all legal uses of allocated monies so we do not lose them in the next FY. It is important not to misuse these funds as they are allocated or the Board and Program Director can be held civilly and criminally responsible.

#### HIPPA

- CRIHB/I.H.S. are working on standards that require remaining in compliance.
- Currently 710 Class A vendors have never signed a HIPPA business agreement with Tule River. This has been required since May 2003 by Federal Law. Farrell is working with a contractor that specializes in health care compliance to get all 710 documents together by June 30, 2005. Currently 25 per week are being processed. Once the Class A group is complete then Class B and C – business associates can be pursued.
- Access to the Clinic and Administration areas will be monitored closer. Installation of some new doors will provide better confidentiality for patients and staff. This project should be completed by June 30, 2005.

#### HUMAN RESOURCES

- Diana Lincicum has received her evaluation. She has been doing a satisfactory job and Farrell recommends an annual salary of \$55,630.00 per year. This rate



was determined by the rate in Tulare County. Hospitals would pay considerably more. It was concensus by the Board to approve the increase for Ms. Lincicum.

- Karen Villard has been reclassified as an hourly employee. Her salary has been reduced from \$124,869.00 per year to a wage of \$31.71 per hour. Her new gross will be about \$86,567.00 per year. This brings the Diabetes program into compliance and the pharmacy status as a Dispensing Nurse. Once a Director of Community Health is hired, the Diabetes Program would become their responsibility and Karen's rate would return to approximately \$66,000. per year. It was concensus by the Board to approve Karen Villard's reclassification and salary.

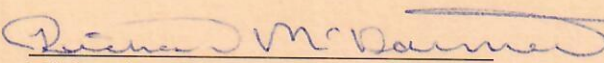
The remaining agenda reports were Tabled at 11:10 a.m.

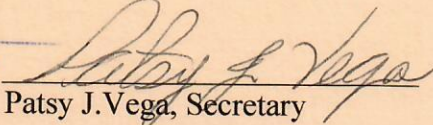
Interviews held with Cal-Works Program Coordinator Candidates.

- a. Colleen Norton
- b. Terance Williams
- c. Samuel Letsinger

The Boards first choice to hire was Terance Williams, second choice Colleen Norton and third choice Samuel Letsinger.

MOTION #4 - Lucille Apalatea/Patsy Vega motioned to adjourn at 12:17 p.m.  
The vote was 6-0-0, motion carried.

  
Richard McDarment, Vice Chairman

  
Patsy J. Vega, Secretary

Approved: January 5, 2005