

# TULE RIVER INDIAN HEALTH ADVISORY BOARD

TULE INDIAN RESERVATION

P.O. BOX 768

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PORTERVILLE, CALIFORNIA 93258

BOARD MEETING

DATE: June 4, 2008

TIME: 9:00 a.m.

## Meeting Minutes Reviewed and Approved during the July 2<sup>nd</sup>, 2008 Board Meeting

### I. CALL TO ORDER

The meeting was called to order by Chairperson Neil Peyron at 9:25 a.m.

### II. ROLL CALL

5 Minutes -

Actual time: 2 minutes

Secretary Melanie Santos called roll.

<u>Board Members:</u>		<u>Staff</u>	
Barbara Baga	T	Alan Barlow	P
Yolanda Gibson	L	Dr. Devous	P
Gayline Hunter	P	Francine Gibson	A
Neil Peyron	P	Larry Anderson	P
Veronica McDarment	A	Danièle Healy	P
Melanie Santos	P		
Amanda Sierra	E		
Evelyn Hunter	E		
Nacho Diaz seated @ 9:26	P		

P=Present; A=Absent; I=Ill/Sick; L=Late; E=Excused; T=Travel; V=Vacation

### III. APPROVAL OF AGENDA

5 Minutes -

Actual time: 1 minute

Alan Barlow added the following items to the agenda:

7) Resolution #08-005, Submission of TRIHCI's grant application for "Using Traditional Food and Sustainable Ecological Approaches for Health Promotion and Diabetes Prevention" in FY 2008.

8) Appointment of a new Auditor for FY08.

**MOTION #1:** Gayline Hunter/Yolanda Gibson motioned to approve the agenda with additions #7 and #8. The vote was 4-0-0; motion carried.

**IV. REVIEW/APPROVAL OF PREVIOUS MEETING MINUTES**

1. 5-10 Minutes - Actual time: 4 minutes

**May 14, 2008 Board Meeting Minutes**

The Board members had read the meeting minutes prior to this meeting and had no comments or changes.

**MOTION #2:** Gayline Hunter/Melanie Santos made a motion to approve the May 14, 2008 meeting minutes as presented. The vote was 2-0-2 (Yolanda Gibson and Nacho Diaz were absent and abstained); motion carried.

**V. OLD BUSINESS**

There was no old business to be discussed at this meeting.

**VI. NEW BUSINESS**

1. 10-15 Minutes - Actual time: 3 minutes

Discussion of BOD and BOD Committee meeting attendance

Alan conveyed recent concerns expressed by BOD Committee members regarding attendance and the inability to form a quorum at several committee meetings (most recently in the Finance and CHS for May 2008). The primary concern is that business will not be completed in a timely manner. Alan emphasized that this has not been the case yet, but that a general call for the re-commitment of committee members is appropriate. The first half of the year has gone well, and we want to continue this trend in the second half of 2008 and beyond. Some Tribal Council members have voiced their concern in the past about members being on both Boards. To assist the system supporting attendance, the notification process was discussed. Alan and Danièle will ask Christina to call the board members and committee members 48 hours prior to the meeting and will send an updated list of committee meetings and their scheduled day and time.

2. 5-10 Minutes -

Actual time: 2 minutes

Review of TRIHCI's Employee Engagement Survey for 3<sup>rd</sup> quarter of 2007-2008

Alan reminded the Board members that the TRIHCI employees receive quarterly satisfaction surveys. The results of the survey, with comments and comparison tables are provided in the binder. There is not much change from the last quarter, and this is expected; after a year of making big jumps in improvement, there will be a plateau in our trends. We seem to be holding very well and there were no big changes in differentials.

3. 5-10 Minutes -

Actual time: 2 minutes

State IHP's Authorization to Bind Corporation and Payment Request Approval Form

The presentation of this form is a formality required by the State of California to receive funding under their Indian Health Program.

**MOTION #3:** James Diaz/Yolanda Gibson motioned to approve the State IHP Authorization to Bind Corporation and Payment Request Approval. The vote was 4-0-0; motion carried.

4. 10-15 Minutes -

Actual time: 7 minutes

Approval of Resolution #08-004: Decision to adopt Greenway software as TRIHCI's electronic health records (EHR) system.

Over the last few months, we have been going through a process to identify the best EHR system for the organization. Three systems were identified and evaluated in this process: NextGen EPM/EMR, RPMS EHR, & Greenway. The Steering committee for this project was comprised of Alan Barlow, Dr. Devous, Donna Gallegos, Francine Gibson, Larry Anderson, Linda Hoy, Paula Lamotte, Lyle Martin, Wenonia Plunk, Apple Yazzie, and Karelin Sammann. As part of our evaluation process, we visited three sites to see each of these systems in action: MACT in Tuolumne (NextGen), Feather River in Oroville (RPMS), and Greenway in Ontario.

After evaluating the systems against our strategy map



to ensure alignment with the needs of TRIHCI, the Steering Committee came to consensus that Greenway's software package was the best option to pursue. Greenway's original proposal was \$467K; however, as part of the negotiations process (led by Dr. Devous), it was determined that TRIHCI could be a pilot site for Greenway's entry into Indian health, and the price was adjusted to \$267K. Both organizations are very excited to explore the benefits of this partnership! Alan noted that the RPMS Site Manager and other end-users were very involved in the selection process. Larry noted that some of the perceived benefits of going with an alternative program were not realized at the sites we visited. For example, Feather River is getting very little RPMS support from CRIHB and CAO-IHS, and there is no CHS component for any system.

**MOTION #4:** Melanie Santos/James Diaz made a motion by resolution to approve the decision to adopt Greenway software as TRIHCI's health records (EHR) system. The vote was 4-0-0; motion carried.

5. 10-15 Minutes -

Actual time: 15 minutes

Review and approval of TRIHCI's proposed budget for 2008-2009

Larry and the leadership team prepared the 2008-2009 budget without any Tribal contribution. Details can be found in the binder.

Most clinics have 70-80% income from 3<sup>rd</sup> party revenue and 20-30% from grants; we are just the opposite and are working towards reversing it.

Yolanda wants to see list of donations; it is provided in Larry's report. There was significant discussion about the need to increase 3<sup>rd</sup> party revenues with the costs of medical supplies, gas, and other operational necessities increasing.

**MOTION #5:** James Diaz/Gayline Hunter motioned to approve the proposed budget for 2008-2009. The vote was 4-0-0; motion carried.

6. 10-15 Minutes -

Actual time: 36 minutes

Discussion of pursuing growth plans for TRIHCI.

Alan and Dr. Devous referenced past efforts to increase our presence off the reservation, including the purchase or lease of a facility or mobile van. Currently, some clients are canceling their appointments due to the price of fuel.

The question before the Health Advisory Board is whether the Tule clinic is stable enough to begin pursuing offsite plans for expansion. Alan stated he believes this is now the case, and this is why he is presenting it.

One of the options Dr. Devous has been working on for the past 6 months, with the least risk and considerable profitability, would be to utilize Dr. Vemuri's office in Porterville. She has too many MediCal patients and has a revenue source for us. Some of those MediCal patients could become our patients. It would be a minimal risk deal for us. As an Indian Health Care Facility, MediCal would reimburse us more, \$253 per patient per visit and we would pay Dr. Vermuri \$75 (she may get only \$35 per visit as a private physician). Dr. Devous confirmed that Dr. Vermuri sees all patients, not only MediCal patients.

This option would also work well with our EHR system, and Alan confirmed that we could be ready to start after compliance checking. We would simply add addendums to Dr. Vemuri's current contract (MOU) and perhaps initially pay her a flat fee as our contractor, then have some of our staff work with her.

As an additional revenue source, Dr. Devous also stated that Outreach would add more licensed nurses in order to increase house calls and bill for them. Are we stable enough to pursue this? Devous' goal is to start in a way that can not hurt us.

Medicare billing & Medicare co-pay collection have not been done in the past. We are in the middle of clean-up work. The co-pay number should increase within the next 2 months. Gayline agreed that we need to increase co-pay collections.

*There was consensus that the Board held no objections towards pursuing options for expansion off the reservation. Alan will ensure the Board stays informed of plans as they develop.*

7. Resolution #08-005. Actual time: 4 minutes

Alan Barlow presented Resolution #08-005 to authorize and support submission of TRIHCI's grant application for "Using Traditional Foods and Sustainable Ecological Approaches for Health Promotion and Diabetes Prevention" in 2008.

**MOTION #6:** James Diaz/Gayline Hunter made a motion by resolution to support submission of TRIHCI's grant application for "Using Traditional Foods and Sustainable Ecological Approaches for Health Promotion and Diabetes Prevention" in 2008. The vote was 4-0-0; motion carried.

8. Selection of new auditor.

Larry Anderson referred the board members to the auditor information under his Finance Report in the binder and suggested selecting Price, Paige & co.

**MOTION #7:** James Diaz/Yolanda Gibson motioned to agree with the selection of Price, Paige & Co as our 2008-09 auditor. The vote was 3-1-0 (Gayline Hunter opposed due to the limited selection of auditors).

## VII. DEPARTMENTAL REPORTS

1. 10 Minutes - Actual time: 4 minutes

Executive Director's Report

Alan confirmed with the board members that they all had had the time to read the reports prior to the meeting. Alan stated that we are experiencing an overall customer satisfaction. He reminded everyone of the Health fair on Saturday, June 7<sup>th</sup>. It will be a fun event! Alan also stated that we are doing well operationally.

2. 10 Minutes: Actual time: 8 minutes

Clinical Services Director's Report

During his visit on Tuesday, June 3<sup>rd</sup>, Dr. Sprenger, went over discrepancy between our numbers and the



numbers IHS shows, with Alan Barlow and Dr. Devous. Our GPRA numbers are much higher than what they show. Dr. Sprenger is aware and agrees.

Dr. Devous mentioned that the proposed EHR Vendor, Greenway, is a very pleasant company to work with; they enjoy working with Indian clinics and will probably want to meet the Board members.

Dr. Devous reiterated that patients are canceling appointments due to the rising fuel prices. Neil stated that a casino bus leaves from Wal-Mart regularly and patients can be dropped off.

3. 10 Minutes: Actual time: 1 minute

Chief Financial Officer's Report

Larry confirmed that the updated list of donations is part of his report and the proposed budget has been discussed and approved earlier.

4. 10 Minutes: Actual time: 0 minutes

CHS Officer's Report - CHS Officer not present.

**VIII. COMMITTEE REPORTS**

1. 10-15 Minutes - Actual time: 26 minutes

Personnel Committee Report

Melanie Santos presented her notes from the Personnel Committee meeting in May 2008. She reported that reading the meeting minutes of March 28 & May 2 was tabled. The need for a billing policy and guidelines was brought up. It was reported that an employee filed with EEOC - Stephanie Gibson is working on this. Interviews for a Nurse Practitioner/P.A are being conducted. Mary Catton, former employee is being considered for the PHN position. The RDA position has been filled in Dental by Angela Anaya - Dental is now fully staffed.

Internal Transfers: Sylvia Lopez transferred to Medical records. Alicia Herrera received her certificate as Certified Alcohol & Substance Abuse Counselor and accepted the Substance Abuse Counselor

position in Mental health. She will transfer from her Fiscal position after a replacement has been found for her and trained by her.

Nacho voiced his concern that several members of his staff are attending Terry Williams' classes mid-morning and do not get back to work until after lunch. Some who have lost their driving privileges need to be transported. He asked if it would be feasible for Terry to change his meetings to 3:00 or 3:30 pm instead of mid-morning. Dr Devous stated that our goal is to have meetings at different times to accommodate different schedules. Alan noted that other people may have the same concerns as Nacho.

Yolanda and Nacho also brought up some tensions between the substance abuse programs offered by TRIHCI and those offered by Alternative Services. Alan is planning to meet with Ann, Terry, Dr. Devous, and Yolanda as soon as feasibly possible. His intention will be to refocus our efforts collaboratively to provide services for patients. Patients have enough to worry about and should not be pressured by program division.

Regarding a recent grievance, Stephanie sent a letter to the employee on May 28<sup>th</sup>. If the employee is not satisfied, Alan will review the grievance, then may bring the situation to the Grievance Committee (only the last grievance will be heard, not any previous ones).

The Personnel Committee reviewed a new job description for the Accounting Technician position.

Barbara Baga has found Transporter cars unlocked. Alan confirmed that Donna has had a meeting with her staff on that subject.

a) By request: Grant Writer Activity Report

Grant Writer's May Activities Report and a one year budget justification were handed out to be incorporated in the binder.

b) By request: CalWORKs Departmental Report



2. 5-10 Minutes: Actual time: 1 minute

CHS Committee Report

There was no Quorum at the last meeting.

3. 5-10 Minutes - Actual time: 4 minutes

Finance Committee Report

No schedule has been set for the Finance Committee meetings yet. It was suggested to hold the meetings on the second Thursday of the month. However, Larry may be in Sacramento on June 11<sup>th</sup> & 12<sup>th</sup>. He will call the committee members to schedule this month meeting. Neil mentioned that he will be gone on June 17, 18 & 19 (and so will Alan).

The Finance Committee members are:

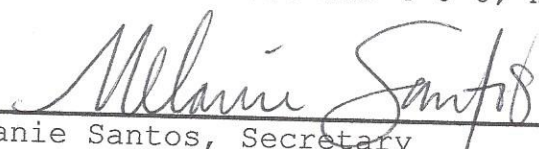
- James Diaz, Chairman
- Gayline Hunter, Vice Chair
- Yolanda Gibson, Secretary
- Barbara Baga, Member

**IX. FYI ITEMS**

1. Additional departmental reports and documents are included for reference to the Health Advisory Board.
2. The Executive Director will be in Denver, CO from June 16<sup>th</sup> through June 20<sup>th</sup>, attending the 2<sup>nd</sup> phase of IHS' Executive Leadership Development Program. The Director of Clinical Services will be traveling to Sacramento for an IHS Program Director's meeting the same week, on June 17<sup>th</sup> through June 19<sup>th</sup>.
3. TRIHCI's Annual Health Fair on Saturday, June 7<sup>th</sup>.

**X. ADJOURNMENT**

**MOTION #:** James Diaz/Gayline Hunter motioned to adjourn at 11:07 a.m. The vote was 4-0-0; motion carried.

  
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Melanie Santos, Secretary