

TULE RIVER INDIAN HEALTH ADVISORY BOARD

TULE INDIAN RESERVATION

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PORTERVILLE, CALIFORNIA 93258

2 DECEMBER 2009 BOARD MEETING MINUTES REVIEWED DURING THE JANUARY 6, 2010 BOARD MEETING

I. **CALL TO ORDER:** Chairperson, Patsy Vega, called the meeting to order at 9:08 a.m.

II. **ROLL CALL:**

<u>Board Members:</u>		<u>Staff</u>	
Patsy Vega		Michael Cook	P
Yolanda Gibson		Francine Gibson	P
Gayline Hunter		Stephanie Gibson	P
Amanda Sierra		Larry Anderson	P
Barbara Baga		Dr. Jill Kimm	P
Veronica McDarment		Danièle Healy	P
Melanie Santos			
Shawn Williams (seated at 9:09 a.m.)			
Alberta Chavez			

P=Present; A=Absent; L=Late; I=Ill/sick; T=Travel; E=excused; V=Vacation; ML=Medical Leave

III. **APPROVAL OF AGENDA**

Larry Anderson asked to add Approval of Contractor for Stimulus Package.

Francine Gibson asked to add recommendations to revisit the 8:00 a.m. to 5:00 p.m. schedule for some employees. This will be presented to the Personnel Committee first.

Francine Gibson also asked to add Judy Nieto's recognition party for her 25 years of service. She is retiring at the end of December 2009 and will not attend the Christmas Party where it was originally proposed to recognize her.

MOTION #1: Amanda Sierra/Barbara Baga motioned to approve the agenda with 2 additions. The vote was 5-0-0, motion carried.

IV. WELCOME MICHAEL COOK, NEW CEO

Chairperson, Patsy Vega welcomed Mr. Cook as the new Health Center CEO.

Mr. Cook explained that he gained a lot of perspective during the first couple of days and felt like he had been here a month already. He had a chance to meet with Chairperson Patsy Vega and Board Member Shawn Williams on Monday and is currently conducting one hour meetings with members of the Executive Leadership Team. He plans on spending the first 2 weeks listening to concerns regarding organizational issues such as the 8:00 a.m. to 5:00 p.m. work schedule. Mr. Cook asked to spend a few minutes in an Executive session on this subject.

V. REVIEW PREVIOUS BOARD MEETING MINUTES

1. 4 November 2009 Board Meeting Minutes - Tabled
2. 20 November 2009 Board Meeting Minutes - Tabled

VI. OLD BUSINESS

1. Update on Dr. Bal

Stephanie Gibson explained that his contract has expired and he did not sign the EAN presented to him. This situation presents a liability to TRIHCI.

Dr. Bal was hired at \$180,000 contract as Consulting Medical Officer and Physician during Dr. Mating's tenure, not as a regular physician. Dr. Bal is the only male physician but his paperwork is way behind. A meeting between CEO Michael Cook, HR Manager Stephanie Gibson, and Medical Director Dr. Jill Kimm will follow this meeting.

2. Update Board By-Laws - Tabled
3. Approve 2010 Health Board Elections Bulletin

The Health Board Election Committee Members met with the Tribal Council and the Tribal Election Committee Members on Monday, November 30, 2009 and reviewed the list of eligible and non-eligible voters, as well as the Election Guidelines and ensured that the Tribal Council Committee guideline dates mirrored those of the Health Center which had been updated by Danièle Healy.

The 2010 Tribal and Health Board Elections will be held on Saturday, January 16th, 2010 from 8:00 a.m. until 8:00 p.m. The votes will be tallied that evening after the polls close.

Election Committee Members will need to be present on Friday, January 1st, 2010 to accept candidates sign up documents until 5:00 p.m. The guidelines will be amended to reflect the fact that the Health Center Election Committee Members will accept candidacies at the Brafford room of the Tribal office on Friday January 1st, 2010. This will also be mentioned in the December 2009 Newsletter.

The CEO, Michael Cook and Francine Gibson were both added to the Election Committee and they will be present on Election Day.

MOTION #2: Amanda Sierra/Melanie Santos motioned to approve the Election Committee Guidelines with corrections. The vote was 5-0-0, motion carried.

Gayline Hunter joined the meeting @ 9:45 a.m.

4. Porterville Clinic Update

Dr. Lord has agreed for Sierra View to take over our lease on January 1, 2010. TRIHCI will pay \$250 towards legal fees to get out of our lease. Larry Anderson, CFO is waiting to hear what their physician wants to buy as far as equipment; Sierra View District Hospital will only take over the lease, not the equipment.

The I.T. Department will bring computers back when our personnel will no longer be using the office. We will cancel or transfer over utilities & maintenance as of 1/1/2010. Stephanie Gibson has asked Lyle Martin for an inventory list of equipment we originally purchased from Dr. Lord, including what was taken to the Tule River Clinic. Mr. Cook will follow up with Stephanie Gibson.

A list of the equipment we purchased, including the Xerox machine, can be given to the new physician.

5. Tribal Contributions Update

Shawn Williams called the Tribal Chairman Ryan Garfield on the phone and asked him what he needs from us to go forward? Mr. Garfield stated that the Vice-Chair had some questions and these were answered. He does not understand why the check had not yet been issued and will ensure that it is issued immediately.

CFO, Larry Anderson was asked to go back to what we paid the contract physicians since June 1 and pay this amount back. We have also made payments on the new phone system. We discussed the way funds were approved to be used; CHS eligible patients first. Shawn Williams requested that a policy be written to explain exactly how funds will be used; we need a policy to back-up the CHS department

Amanda Sierra asked: *"if we do not use all the money - will they ask for it back or refuse further contributions?"*

A Special Board meeting is scheduled for Monday, December 14, 2009 @ 8:00 a.m. to write a policy on contribution funds allocation.

6. Department Reports & FYI Items tabled at last Board Meeting - Tabled

VII. NEW BUSINESS

1. Interview, Dr. Sarah Hall

The Board Members reviewed Dr. Hall's application & interview questions prior to the interview. Stephanie Gibson read the interview questions to Dr. Hall.

Dr. Hall thanked the Health Board & the Tule River Indian Health Center for help during the Tsunami in Samoa and brought a book showing the article on TRIHCI donations.

Gayline Hunter expressed her appreciation for Dr. Hall as a patient. Dr. Hall visited her at home and called when she returned from Samoa; she is very connected with her patients. Patsy Vega agreed that she seemed to be a very concerned physician.

Francine Gibson stated that Dr. Hall mentioned that she

is not board certified yet and suggested that we may kick up her salary when she is.

Mr. Michael Cook asked to look at the big picture: we have 6.5 providers, do we need that many? He has not yet seen all the numbers and has no recommendation yet. He suggested that if we want to make a decision on Dr. Hall, to make it short term, for 3 months; this will give us time to look at our needs. Amanda Sierra agreed with Mr. Cook's suggestion.

Shawn Williams stated that Dr. Hall is very sensitive to the Native community and would like to hire her and give Mr. Cook time to assess what providers should be held on to.

Gayline Hunter stated that Dr. Hall has seen more patients than others and her paperwork is not behind. Ms. Hunter stated that the community is down on our providers because of the turnovers and that she does not want to lose Dr. Hall. There are other avenues where we can use her if it is decided that there are too many physicians; she has a masters in Public Health and Mr. Cook suggested we could manipulate Dr. Hall into the Diabetes Grant position

Veronica McDarment stated that we should hire her now; it would be good for the community. Shawn Williams, Barbara Baga and Gayline Hunter agreed.

Dr. Hall is currently on contract at \$165,000 with no benefits.

The number of providers was discussed now that we will not open a downtown Porterville clinic. Patsy Vega agreed that this issue should be addressed; if we have too many providers, why are our patients not being seen on time? The opening of the Porterville clinic was supposed to absorb some of the physicians. Mr Cook stated that the Porterville clinic is now off the table as far as future plans.

Stephanie Gibson wondered why is billing so far out; when providers are not with patient they have down time to finish their notes.

Patsy Vega suggested hiring Dr. Hall and let Mr. Cook work around that and the other provider issues.

Salary will be discussed internally and approved by the Chairperson.

MOTION #3: Gayline Hunter/Veronica McDarment motioned to hire Dr. Sarah Hall as a regular employee. The vote was 6-0-0, motion carried.

Mr. Michael Cook suggested putting in the language of the letter *"with the understanding that you will follow the procedure and become board certified as soon as possible."*

Barbara Baga/Veronica McDarment left the meeting at 10:59 a.m.

2. 10-15 Minutes
Audit Report RFP - Tabled
3. Stimulus update

A request for qualification was sent out and 3 companies were selected. Larry Anderson stated that FlintCo, Native American owned and one of the largest construction companies is far superior to the others.

The phase 1 selection criteria included:

- A. Healthcare construction experience
- B. Proposed management fees and services
- C. Federal project construction experience
- D. Length and extent of design-build team's relationship
- E. Indian-owned business preference for prime and subs
- F. Experience with Native American tribes & organizations

Larry Anderson explained that this is what they call a "design/build". It does not give us the go ahead; it gives us the OK to work with them.

The scope of work will be in phase 2; price and contract will be discussed then.

Larry Anderson explained that we have \$80,000 of stimulus money and asks what the contractor can do for us then we negotiate a contract - any cost overrun, they will eat it.

The Board members want to see the bids up front. Larry Anderson explained that this is the way CRIHB handles their construction projects; it eliminates change orders, etc.

Board members questioned why we needed new sidewalks. Stephanie Gibson explained that the sidewalk in front of the Dental offices is problematic: Employees can look in the rooms when patients are being treated.

MOTION #4: Gayline Hunter/Amanda Sierra motioned to select FlintCo as phase one of the Stimulus. The motion was withdrawn - additional information requested.

The Board members request 3 bids for the parking lot and 3 bids for the sidewalk and stairs in two phase bids.

The board members discussed the Natural Resources lot promised to the Health Center previously. The barn is a historical building but parking could be built around it. Amanda Sierra will address this with the Tribal Council. Patsy Vega suggested inviting Mr. Cook. Cook to participate in that discussion, before we do an RFP.

4. Judy Nieto's Resignation

Francine Gibson reported that some staff members recommended giving Judy Nieto her own party on Tuesday, December 22nd, 2009 in the tent at the Casino after work and a \$1,000 cash gift and a nice sewing machine not to exceed \$500. The Health Center will also buy 2 different kinds of meats, a cake, a plaque & a Pendleton blanket, and the rest will be potluck. Gayline Hunter suggested asking the Tribal Council to pay for the band, the Red Bloods. And it was suggested to advertize heavily.

MOTION #5: Gayline Hunter/Melanie Santos motioned to approve a \$1,000 cash gift and a nice sewing machine not to exceed \$500. The vote was 4-0-0, motion carried.

5. 8:00 a.m. to 5:00 p.m. WORK SCHEDULE.

MOTION #6: Gayline Hunter/Amanda Sierra motioned to rescind Motion #2 made during the November 20th, 2009 Board Meeting to give Mr. Cook time to evaluate the situation and report back to the board by the next general board meeting. The vote was 3-1-0 (Melanie Santos voted against), motion carried.

Lunch Break @ 12:03 p.m. until 12:27 p.m.

VIII. COMMITTEE REPORTS

1. Finance Committee Meeting - Tabled
2. CHS Committee Meeting - Tabled
3. Personnel Committee Meeting - Tabled

IX. DEPARTMENT REPORTS

1. CEO Report - Tabled
2. CFO Department Report - Tabled
3. CHS Department Report - Tabled
4. HR/Compliance Department Report- Tabled

X. EXECUTIVE SESSION

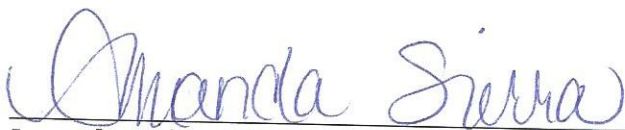
MOTION #7: Shawn Williams/Amanda Sierra motioned to go into Executive Session @ 12:57 p.m. The vote was 4-0-0, motion carried.

MOTION #8: Shawn Williams/Amanda Sierra motioned to come out of Executive Session @ 1:12 p.m. The vote was 4-0-0, motion carried.

XI. ADJOURNMENT

MOTION #9: Gayline Hunter/Amanda Sierra motioned to adjourn at 1:12 p.m. The vote was 4-0-0, motion carried.

A Special Board Meeting is scheduled for December 14th @ 8:00 a.m. This will be a working meeting to approve the policy for contributions and approve previous tabled minutes & department reports.



Amanda Sierra, Board Secretary