

# TULE RIVER INDIAN HEALTH ADVISORY BOARD

TULE INDIAN RESERVATION

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PORTERVILLE, CALIFORNIA 93258

## 7 JULY 2010 BOARD MEETING MINUTES REVIEWED AND REVISED DURING THE AUGUST 13, 2010 BOARD MEETING

I. **CALL TO ORDER:** Chairperson, Yolanda Gibson called the meeting to order at 9:32 a.m.

II. **ROLL CALL:** Chairperson, Yolanda Gibson called roll.

<u>Board Members:</u>			<u>Staff</u>	
Yolanda Gibson, Chair			P Zahid Sheikh	P
Loleta Garfield, Vice Chair	Arrived at 10:12 a.m.		L Francine Gibson	P
Gayline Hunter, Treasurer	Arrived at 10:01 a.m.		L Casey Carrillo	P
Veronica McDarment, Secretary			E Dr. Jill Kimm	P
Barbara Baga, Member			P Danièle Healy	P
Willie Carrillo, Member			P	
Patsy Vega, Member			P	
Alberta Chavez, Alternate	Seated @ 9:33 a.m. and		P	
Rhoda Hunter, Alternate	unseated at 10:01 a.m.		P	

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

### III. APPROVAL OF AGENDA

Patsy Vega asked Francine Gibson if the Pharmaceutical Committee was formed.

Yolanda Gibson would like to add the letter from Stephanie Gibson

**MOTION #1:** Patsy Vega/Barbara Baga motioned to approve with 2 additions. The vote was 5-0-0, motion carried.

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

1. June 8, 2010 Board Meeting Minutes

**MOTION #2:** Patsy Vega/Barbara Baga motioned to approve the minutes of June 8, 2010 with a correction on page 4. The vote was 4-0-1, Willie Carrillo abstained, motion carried.

2. June 16, 2010 Special Board Meeting Minutes

On page 7, remove Willie Carrillo's name after comments/sidebars.

**MOTION #3:** Patsy Vega/Willie Carrillo motioned to approve the minutes of June 16, 2010 Special Board meeting minutes with the correction mentioned above. The vote was 5-0-0, motion carried.

Chairperson, Yolanda Gibson introduced the new CEO, Mr. Zahid Sheikh and mentioned that he is very committed to the Elders program.

Mr. Sheikh introduced himself.

*Gayline Hunter arrived at 10:01. a.m. and was seated at that time. Alberta Chavez was unseated at 10:01.*

*Loleta Garfield arrived at 10:12 a.m. and was seated at that time.*

*Alberta Chavez left the meeting at 10:12 a.m.*

*Yolanda Gibson left the room at 10:15 a.m. and returned at 10:22 a.m.*

**V. COMMITTEE REPORTS**

1. Personnel Committee Report

Patsy Vega reported 5 action items:

- Dr. Honka's Contract
- Dr. Vemuri's contract
- CFO position
- CAC position
- HR position

2. CHS Committee Report

Francine Gibson distributed the minutes of June 16, March 24, February 17, & January 20, 2010.

Patsy Vega read the June 16, 2010 meeting minutes; others will be reviewed at the next CHS Committee Meeting.

Discussed tribal contributions for ortho for children.

1639 total membership; 700+ are under 25 years old.

3. Finance Committee Report  
No written report was available.

Gayline Hunter reported that we received an extension for our budget.

4. Grievance Committee Report  
No written report was available

Willie Carrillo reported that the Committee went over 2 issues and that they consulted the attorney on both.

It was agreed to leave the custodian grievance alone and to terminate the HR position at will; this was discussed with our attorney.

**MOTION #4:** Gayline Hunter/Willie Carrillo motioned to go into closed session at 10:46 a.m. The vote was 6-0-0, motion carried.

**MOTION #5:** Willie Carrillo/Loleta Garfield motioned to come out of closed session @ 11:38 a.m. The vote was 6-0-0, motion carried.

*Lunch break 11:45 a.m. until 12:11 p.m.  
Willie Carrillo left the meeting @ 12:11 p.m.*

#### **VI. DEPARTMENTAL REPORTS**

1. Interim CEO's Report  
Francine Gibson read through her CEO report for June 2010.
2. Medical Director's Report  
Dr. Kimm read through her Medical report for June 2010.

Dr. Kimm reported that a wellness center is very important and that we allocated \$35,000 in the past for gym equipment and a trainer and it went unused. We also need to involve a dietician.

Dr. Kimm announced that the next Diabetes multi-disciplinary committee meeting is scheduled on July 22<sup>nd</sup> @ 8:00 a.m.; Mr Sheikh will attend. Rhoda Hunter suggested that Board Members be part of the

Diabetes Multi-Disciplinary Committee. Barbara Baga, Loleta Garfield, & Rhoda Hunter. *Note from Dr. Kimm: The Board members will not attend the July meeting, the first meeting they will attend is on August 19, 2010 in the Training Room.*

Loleta Garfield is part of the Vulnerable Persons Committee that Dr. Kimm is implementing.

Mr Sheikh asked who our Technical assistant is; the person who helps prepare the grant from IHS is Helen Maldonado or Monica Giaotta.

Gayline Hunter wants to get progress reports from Grant meetings; Dr. Kimm will make this part of her Medical Report.

Mr. Sheikh mentioned that he had just implemented a similar program at his previous employment.

*Yolanda Gibson left the room @ 1:38 p.m.*

Rhoda Hunter mentioned that no CHR ever came to see her, in Porterville or here at the Reservation. Francine Gibson suggested having the CHRs present a sort of questionnaire to the community members, asking them how often they want to be seen and scan that document in their electronic file.

*Yolanda Gibson returned @ 1:45 p.m.*

Dr. Kimm asked how the Board members could help us get back the Visalia patients who stopped coming to the clinic. It was suggested going through TRAP in Visalia; Loleta Garfield agreed.

The proposed CHR/Safety Coordinator position would be completely covered by the grant.

Team building is being addressed at Tuesday morning meetings. The book "5 dysfunctions of a team" is being shared in the Medical Department; it is based on trust building.

Loleta Garfield stated that the community is in a constant state of mourning; the clinical staff needs to help, not hinder.

Dr. Kimm agreed to update Mr. Sheikh and the Board on Disaster Planning/Emergency Preparedness meetings. The whole community needs to be involved; Dr. Kimm will contact Keri Vera, Environmental Planning. Dr. Kimm announced that she requested funds for emergency preparedness.

Dr. Kimm is the Medical Director for TRAP. Dr. Kimm suggested going to see the patients at TRAP; there would be no transport necessary and it would be good PR.

Frankie Williams is TRAP Director; Dr. Kimm will attend a TRAP board meeting with Rhoda Hunter.

Rhoda Hunter thanked Dr. Kimm for the positive comments she heard in the community.

Dr. Kimm's admitting status: Francine Gibson will follow-up with Linda Hoy. Dr. Paris at Sierra View is willing to admit our children patients without a contract or compensation.

3. Interim CFO's Report  
Casey read through his Finance report for June 2010.
4. CHS Officer's Report  
Francine Gibson distributed & read through the CHS report for June 2010

*Loleta Garfield left the room @ 2:59 p.m.*

Francine Gibson read a letter she received from Amir Khoyi, Pharmacy Program Coordinator at CRIHB; he will be out until 10/1/2010.

Mr. Zahid Sheikh stated that we could request a commissioned corps pharmacist from IHS. Zahid would like to look into us getting a pharmacy again soon. If a pharmacy is opened with Tribal funds, non-members and Indians outside of the community cannot participate unless they have insurance.

5. Interim HR Manager's Report  
Danièle Healy read through her HR report for June 2010.
6. December 23<sup>rd</sup>, 2010 was agreed for the Christmas Party date. The River Island Country Club will be reserved

for that date. Danièle Healy asked the Board if they would allow the employees to take that day off. This will be brought back to the Board in September 2010.

*Loleta Garfield returned @ 3:13 p.m.*

**MOTION #8:** Gayline Hunter/Rhoda Hunter motioned to approve the departmental reports. The vote was 4-0-0, motion carried

**VII. OLD BUSINESS**

1. Report on Pharmaceutical Committee -

*Rhoda Hunter left the room at 3:32 p.m.*

*Patsy Vega left the room at 3:39 p.m.*

The Pharmaceutical Committee is not yet formed, according to Francine Gibson. Francine will discuss the NEC contract with Mr. Sheikh.

2. Budget update: a meeting is scheduled for Monday, July 12, 2010 @ 1:00 p.m. for budget and CFO applications, Rosario Areollo Pro's findings on he staffing analysis, and continuation of the agenda below.
3. Update on scheduled meeting between the Health Board, CEO, and Tribal Council - tabled
4. Status on Dr. Kimm's admitting status.  
Refer to Medical Report by Dr. Kimm.

*Loleta Garfield returned at 3:52 p.m.*

5. 30 minutes lunch proposal for Clinical Staff  
The Board asked Mr. Zahid Sheikh to bring his recommendation back at the next Board meeting.
6. Separate HR Manager & Compliance Officer positions  
This was assigned to Mr. Sheikh who will bring it back next month.
7. CAC position  
To be discussed on Monday, July 12, 2010.
8. CFO applications  
To be discussed on Monday, July 12, 2010.

Rhoda Hunter returned at 4:09 p.m.

9. Update on Elders meals being served - tabled
10. Dr. Honka's contract renewal  
Mr. Sheikh Zahid will look at the contract with Dr. Kimm.
11. Dr. Vemuri's contract  
Mr. Sheikh Zahid will look at the contract with Dr. Kimm

**VIII. NEW BUSINESS**

1. Rosario Arreolo Pro - findings  
To be discussed on Monday, July 12, 2010.
2. CRIHB Darrel Hostler Fund Contribution invoice for FY2011  
To be discussed on Monday, July 12, 2010
3. Linda Hoy's revised job description  
Referred to the Personnel Committee Meeting.
4. Stephanie Gibson's letter  
To be discussed on Monday, July 12, 2010
5. Tribal Contributions.  
May 10 list - for info - some were approved at the last Board meeting

**MOTION #6:** Gayline Hunter/Barbara Baga motioned to approve #855603 & #855362 to go to the second phase. The vote was 5-0-0, motion carried.

June 2010 list - initial requests to be approved to go to the next step and get financial information.

Loleta Garfield asked if we could do inter-clinic dental procedures. Clovis Dental does implants. Francine should research this.

The Board members would like to have more information on each procedure. It was noted that gastric bypass is not covered by CHS. Gayline Hunter & Rhoda Hunter would like an in-

service on gastric bypass.

Dr. Kimm informed us that all Tribal employees will be covered by federal employees' health benefits by January 2011.

Loleta Garfield informed us that students may be able to get student insurance. They need to get information at their school

*Barbara Baga left the meeting at 12:41 p.m.*

**MOTION#7:** Loleta Garfield/Gayline Hunter motioned to approve the requests to go to the next level except for numbers 850607 & 855660 which are being sent back to the clinic due to other resources available (07). The vote was 4-0-0, motion carried.

**IX. FYI ITEMS**

1. Additional departmental reports and documents are included for reference to the Health Advisory Board.
2. Native American Resources, LLC - "Sometimes to Advance, You Must Retreat" flier.

**X. ADJOURNMENT**

**MOTION #9:** Gayline Hunter/Loleta Garfield motioned to adjourn at 4:14 p.m. The vote was 4-0-0, motion carried.

  
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Veronica McDarment, Secretary