

TULE RIVER INDIAN HEALTH ADVISORY BOARD

TULE INDIAN RESERVATION

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PORTERVILLE, CALIFORNIA 93258

MAY 5, 2010 BOARD MEETING MINUTES REVIEWED AND REVISED DURING THE JUNE 8, 2010 BOARD MEETING

- I. **CALL TO ORDER:** Chairperson, Yolanda Gibson called the meeting to order at 9:19 a.m.
- II. **ROLL CALL:** Secretary, Veronica McDarment called roll.

<u>Board Members:</u>		<u>Staff</u>	
Yolanda Gibson, Chair		P Michael Cook	P
Loleta Garfield, Vice Chair		E Francine Gibson	P
Gayline Hunter, Treasurer		P Larry Anderson	P
Veronica McDarment, Secretary		P Stephanie Gibson	P
Barbara Baga, Member		E Danièle Healy	P
Willie Carrillo, Member		P	
Patsy Vega, Member		P	
Alberta Chavez, Alternate	Seated at 9:20 a.m.	P	
Rhoda Hunter, Alternate	Seated at 9:20 a.m.	P	

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

III. **APPROVAL OF AGENDA**

9:21 a.m.

- Patsy Vega asked to add NEW BUSINESS after APPROVAL OF PREVIOUS MINUTES regarding an Incident Report she received.
- Gayline Hunter asked to add Tule River Fire Prevention Program under NEW BUSINESS
- Add update on Health Fair under OLD BUSINESS
- Gayline Hunter asked to add one item under CLOSED SESSION
- Next agenda: Add Emergency Preparedness Committee / Safety Committee

MOTION #1: Gayline Hunter/ Rhoda Hunter motioned to approve the agenda with the additions listed above. The vote was 6-0-0, motion carried.

IV. REVIEW/APPROVAL OF PREVIOUS MEETING MINUTES 9:30 a.m.
- April 7, 2010

The minutes of April 7, Board meeting were reviewed and corrections made. The correction will be highlighted in yellow on the final version.

MOTION #2: Gayline Hunter/Patsy Vega motioned to approve the minutes of April 7, 2010 with corrections to be highlighted in yellow. The vote was 5-0-1, Willie Carrillo abstained as he was absent during that meeting.

V. NEW BUSINESS: 9:48 a.m.

1. Patsy Vega reported a complaint from a patient regarding mail-order meds not received in time. Patient was without medications for 3 weeks. Patsy Vega recommends that meds be called in locally when this type of situation occurs. Yolanda Gibson read the recommendation letter from Patsy Vega, addressed to the Health Board. CEO, Michael Cook will follow up with the patient.

Gayline Hunter informed the Board that she has received complaints from community members in the past and that she referred them to the CEO rather than the Board. Willie Carrillo said that he has done the same; it is the CEO's responsibility to handle such incidents. It was suggested to explain how Incident Reports and Grievances work, and the difference between the two, in our newsletter.

2. Gayline Hunter discussed the Fire Starters Prevention Program. Michael Cook stated that he is involved in the Emergency Preparedness Program; he has attended two meetings and just learned about the Fire Starters Prevention Program. He will check with the staff whether the proposed 40 hours of community work at the clinic would be a problem with HIPAA. We will help out however we can.

VI. OLD BUSINESS

1. Update on Health Fair

Was not yet discussed

Gayline Hunter asked if Dr. Newman had produced 3 quotes for the requested new suction system. Michael Cook explained that Dr. Newman is having a hard time getting a second quote; he was

embarrassed because one of the quotes was so high; he was asked to show it anyway.

VII. CHIEF EXECUTIVE OFFICER UPDATE

10:11 a.m.

- Community Meeting of May 1ST, 2010

Michael Cook reported that it was a good meeting and good exposure for him. Several community members came to him complaining that their bills are not being paid; he told them to bring them to CHS.

- Employees impact from United Healthcare

We are hoping to get our cards next week; our providers are still out-of-network; Linda Hoy is working diligently to bring them in-network

Michael Cook asked for the Board's approval to give special consideration to our facility at a set \$30 co-pay to our staff rather than the 60% out-of-network fee.

In-network co-pay charges are \$10 for primary care; \$20 for specialist; none for lab.

Yolanda Gibson asked if outstanding bills are being paid by our employees. Gayline Hunter stated that the Board wants to see employee A/R reports regularly. Larry Anderson confirmed that we have payment plans with employees through payroll deduction. Michael Cook assured the Board that he will follow-up on employees' accounts receivables.

MOTION #3: Gayline Hunter/Willie Carrillo motioned to allow \$30 co-pay to our employees for out-of-network until our providers are in-network. The vote is 6-0-0, motion carried.

- Board Training - May 12th.

The Agenda was given out. We will check on the availability of the Brafford room. Michael will talk with Larry Anderson & Marilyn Pollard to incorporate some internal financial information into the training.

- Diabetes Grant Renewal

Kudos to Margaret Hernandez, Dr. Kimm, Dr. Hall and Annette Hallock for submitting the grant in time, while overcoming some technical difficulties!

Michael Cook stated that we will focus on community events and provide prevention type events. "You will see a lot about the diabetes program this year."

- Parking Lot Project

Michael Cook reported that work is well underway and that we saved about \$7,000 compared to last month's proposal. Francine Gibson asked if dress code could be reconsidered during construction. The board approved casual dress code until completion of construction of the parking lot.

BREAK @ 10:55 a.m. Several board members left the room and returned from break @ 11:05 a.m.

- WAN - Worldwide Area Network - FYI

Michel Cook reported that we are moving our network from IHS to CRIHB. Lyle Martin has been involved in this project for the last 3 years. Our financial impact for the first year only will be an additional \$6,300. Right now the amount we are paying IHS is deducted from our contract. Michael Cook confirmed that we will still be in the loop to receive all IHS messages such as Yvette Roubideaux'.

- AAIR Client Support

Michael Cook reported that we are breaking the anti kick-back law by paying \$800 for clients' bills. Michael Cook now suspended it. We have a difference of opinion with CRIHB; CRIHB shoulders the blame.

Willie Carrillo returned from break @ 11:14 a.m.

Michael Cook said that he has to report to the Board that we are doing things wrong and that we have to stop. We will turn the program around and we need CRIHB to educate us on this. Monies going into the program are being audited; not the usage of money.

Gayline stated that she is very happy that Michael Cook joined us to bring us this type of information. Gayline Hunter also stated that this type of information should be reported by the CFO who should have read the grant information.

- NextGen Update

Michael Cook reported that we were ready to bury the project.

CRIHB did nothing for a month. The Grantor finally came back to CRIHB to allow TRIHC into the grant, with more stipulations. CRIHB contacted us to find out if we were still interested. We need to reevaluate the December 11, 2010 deadline. We will bring this back at the next meeting.

- AOA Budget Impact

This year the budget was \$36,000 with tribal contributions. We are planning on only using Grant monies this coming year. Michael Cook proposes that in order to stay within budget we need to reduce meals to four days a week and one person (Charles Houston); one person is on FMLA and it is doubtful that she will return. It was suggested to add a 5th day for Reservation only.

Alberta Chavez left the room at 11:33 a.m.

Yolanda asked if TANF would help. Michael Cook said that AOA is based on age and TANF is based on income.

Alberta Chavez returned at 11:37 a.m.

- CAC FTE - tabled until we find out if we stay with Greenway or NextGen.
- Michael Cook added that Kim Thomas from Lincoln retirement program is here and could come in to make a short presentation during lunch.

VIII. CHS OFFICER UPDATE REPORT

- Tribal Contributions

Francine Gibson handed out a list of Tribal Contribution Requests. The first 3 were approved for the second phase:

- #3 (#850609) \$1,339 is the approximate maximum bi-monthly charge.
- Rhoda Hunter stated that we need a policy for receipts; Yolanda Gibson suggested mirroring the sponsorship receipts procedure.

Rhoda Hunter left the room at 1:32 p.m.

- Requesters should bring in receipts and they will receive a check. If they cannot pay, we will make arrangements

- with the vendor to pay the vendor directly.
- Gayline Hunter suggested we need to receive EOB with portion showing what insurance paid before we pay the requester.
 - Requester will need to re-apply after current monies have been used.

MOTION #4: Patsy Vega/Willie Carrillo motioned to approve #1(#850609)& #2 (#855750). The vote was 5-0-1 (Rhoda Hunter was out).

MOTION #5: Gayline Hunter/Willie Carrillo motioned to approve #3 (#855750), after insurance pays their portion and up to \$1,339. The vote was 5-0-1 - Rhoda Hunter was still out.

- Gayline Hunter suggested asking the Tribal office to carry over any monies left over after June 30th, 2010 (end of TRIHCI fiscal year)

Willie Carrillo left the meeting at 1:45p.m.

- New Tribal Contribution Request - 1st phase

- If approved to move forward to phase 2, requester will come back with a proposed amount for reimbursement.

Consensus to move forward with #1 (#855282) & #2 (855377);
Consensus to move forward with #3 (#850632)
Consensus to move forward with #4 (#850157)

Rhoda Hunter returned at 2:02 p.m.

Rhoda Hunter left the meeting to take her granddaughter to the Emergency Room @2:03 p.m.

Patsy Vega agreed that we need written guidelines before we can proactively go forward with this.

Consensus to approve #5 (#851188)& #6 (8507560)
Consensus to approve #7 (#851358)#8 (#851358), #9 (#850293), #10 (#855366)

IX. VETERANS VOLUNTEERS GROUP REQUEST FOR SPACE 11:30 a.m.
- Richard Villarreal

Michael Cook explained that the National American Indian Veterans Organization (NAIV) would like to have a space to

work in the clinic to offer services to the Veterans who come to the clinic. The Board wanted Michael Cook to go to VFW first - there is no VFW.

Richard Villareal introduced himself and asked for four hours one or two days a week. Francine Gibson said that Ray Fuentes will be able to help schedule Veterans and make it known that the service is available and stated that the VA is an alternative resource for Contract Care.

Richard Villareal showed a video by the National American Indian Veterans Organization or NAIIV.

HIPAA issues are a concern for Gayline Hunter and Yolanda Gibson; this will be discussed at the HIPAA training next week. Gayline asked where the expenses would be coming from for telephone usage - it will be a 800# at no charge to us and the Optometry room already has a computer and telephone available; the room is not available on Thursdays. Our patients would solicit Richard's help, not vice-versa. Michael Cook suggested that Richard come back on a Tuesday in the coming weeks to present to our providers and Ray Fuentes.

LUNCH BREAK @ 12:18 p.m.-1:06 p.m. Kim Thomas of Lincoln retirement plan gave a brief presentation during the lunch break.

X. CFO UPDATE

- 2010-11 Budget
- Former CEO Contract Obligations

XI. DEPARTMENTAL REPORTS

- Medical Director's Report for April 2010
- HR/Compliance Manager's Report for April 2010
 - Equipment Disposal Update
- CalWORKs Coordinator Report for April 2010

XII. COMMITTEE REPORTS

- Personnel Committee Report for April 2010
- CHS Committee Report for April 2010
- Finance Committee Report for April 2010

XIII. CEO EVALUATION

- Board Members

MOTION #6: Gayline Hunter/Veronica McDarment motioned to go into closed session, to include staff members present at 2:22 p.m. The vote was 4-0-0, motion carried.

XIV. CLOSED SESSION

- Budget 2011 - Department Heads' Justification
 - CHS justification by Francine Gibson
 - HR/Admin justification by Stephanie Gibson
 - Dental justification by Dr. Newman
 - CalWORKS justification by Lisa Graham
 - Medical justification presented by Dr. Kimm

MOTION #7: Veronica McDarment/Alberta Chavez motioned to come out of closed session@ 2:44 p.m. The vote was 4-0-0, motion carried.

- Issue brought up by Gayline Hunter

Meeting to be continued on Friday, May 7, 2010 @ 1:00 p.m.

XV. ADJOURNMENT

MOTION #8: Veronica McDarment/Alberta Chavez motioned to adjourn at 2:45 p.m. The vote was 4-0-0, motion carried.



Veronica McDarment, Secretary