

TULE RIVER INDIAN HEALTH CENTER, INC.
BOARD OF DIRECTORS
TULE INDIAN RESERVATION

P.O. BOX 768

PHONE 784-2316

PORTERVILLE, CALIFORNIA 93258

19 SEPTEMBER 2014 BOARD MEETING MINUTES

- I. **CALL TO ORDER:** Chairperson, Gayline Hunter called meeting to order at 9:10 a.m.
- II. **ROLL CALL:** Secretary, Alberta Chavez called roll.

<u>Board Members:</u>	<u>Staff</u>	
Gayline Hunter, Chairperson	P Zahid Sheikh	P
Barbara Baga, Vice-Chair	E Casey Carrillo	P
Donna Medrano, Treasurer	P Danièle Healy	P
Alberta Chavez, Secretary	P Elizabeth Acevedo-Medrano	P
Yolanda Gibson, Member (left at 12:53 p.m.)	L	
Christina Dabney-Keel, Member	P	
Richard Brown, Member (left at 12:09 p.m.)	P	
Joseph Garfield, Alternate	P	
William Carrillo, Sr., Alternate	L	

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

Joseph Garfield seated at 9:10 a.m.

III. APPROVAL OF AGENDA

MOTION # 1: Donna Medrano/Christina Dabney-Keel motioned to approve the agenda moving *CSC Negotiations* before *Approval of Previous Board Meeting Minutes*; motion carried 5-0-0.

IV. CSC Negotiations

Mr. Sheikh reported IHS has made a settlement offer; offer being only \$15,000 less than the authorized low of \$1,750,000 the Board of Directors approved to accept.

Christina Dabney-Keel asked if we have sufficient evidence to prove we are truly owed \$2.8 million; Casey Carrillo explained the calculations our attorneys based their numbers one included a lot of things IHS does not consider as part of the equation. Mr. Sheikh pointed out that if we really wanted to

negotiate with IHS there was a possibility that we could end up owing IHS money, as has happened with other Tribes.

William Carrillo, Sr. came in at 9:20 a.m.

Christina Dabney-Keel suggested further discussion on ear marking the money once the motion has been made to accept the offer. Christina Dabney-Keel would like to see a women's section at the gym or a clinic opened in Visalia to service our North County Natives.

Gayline Hunter informed Christina Dabney-Keel there has been lots of discussion over the last couple of months on how the money will be allocated. For example Mr. Sheikh recommended purchasing a building vs. leasing a building in Visalia for the clinic; and at a meeting with Tribal Council one of the members stated they wanted us to research the idea of getting a pharmacy back on the Reservation.

MOTION #2: Donna Medrano/Christina Dabney-Keel motioned to approve the offer made by IHS for \$1,735,629.00 owed for Contract Support Cost in 2006-2010; motion carried 5-0-0.

Donna Medrano asked about the CSC claim filed for 2010-2013; Casey Carrillo stated we still plan on going after those funds currently IHS is not ready to negotiate.

William Carrillo, Sr. seated at 9:24 a.m.

V. APPROVAL OF PREVIOUS BOARD MEETING MINUTES

- 20 August 2014 Board Meeting Minutes
- 04 September 2014 Executive Committee Meeting Minutes
- 15 September 2014 Executive Committee Meeting Minutes

MOTION #3: William Carrillo, Sr./Donna Medrano motioned to approve the August 20, 2014 Board Meeting Minutes with corrections and additions; motioned carried 5-0-1.

MOTION #4: Donna Medrano/Joseph Garfield motioned to approve the September 04, 2014 Executive Committee Meeting Minutes with corrections; motion carried 2-0-4.

MOTION #5: Joseph Garfield/William Carrillo, Sr. motioned to approve the September 15, 2014 Executive Committee meeting

minutes with corrections and additions; motion carried 3-0-3.

Yolanda Gibson came in at 10:15 a.m. seated; William Carrillo, Sr. unseated at 10:15 a.m.

VI. OLD BUSINESS

- CEO Evaluation
 - Manager's Evaluations
 - Board of Directors Evaluations (tabled)
The Board of Directors was asked to have their evaluations in by Friday, September 26, 2014 in time to review at the next Board meeting.
- Approval of Job Descriptions
 - Facilities Manager/Compliance Officer
 - Behavioral Health Administrative Assistant
 - Behavioral Health Coordinator

MOTION #6: Christina Dabney-Keel/Joseph Garfield motioned to approve Facilities Manager/Compliance Officer job description with updates and to add *Other Duties as Assigned* to all job descriptions; motion carried 6-0-0.

MOTION #7: Yolanda Gibson/Christina Dabney-Keel motioned to approve the Behavioral Health Administrative Assistant with changes to item #5 under Knowledge, Skills, and Abilities to read *Ability to demonstrate basic levels of computer literacy, with a functional understanding of Microsoft Windows Operating Systems in an office setting*; motion carried 6-0-0.

MOTION #8: Christina Dabney-Keel/Yolanda Gibson motioned to include Indian Preference Act along with using the same terminology for computer use on all job descriptions to read *Ability to demonstrate basic levels of computer literacy, with a functional understanding of Microsoft Windows Operating Systems in an office setting*; motion carried 6-0-0.

VII. NEW BUSINESS

- Elect California Department of Health Care Services designee

MOTION #9: Yolanda Gibson/Donna Medrano motioned to designate Benefits Coordinator, Alma Bravo and CHS Officer, Francine Gibson as DHCS designees; motion carried 6-0-0.

William Carrillo, Sr. left the room at 10:55 a.m. returned at 11:10 a.m.

- Review of CHR monthly log sheets

Christina Dabney-Keel has concerns with all CHR's reporting the same numbers and not having time to document information into RPMS; GPRA report is not reflecting what CHR reports are saying.

Gayline Hunter requested Edith Anguiano be present to answer questions; Mr. Sheikh informed the Board of Directors that Edith Anguiano is out on training.

Gayline Hunter stepped out at 11:05 a.m., returned at 11:10 a.m.

There are several community members complaining that they have not seen a CHR in 5 years. There was a time when you would see a CHR once a month. Christina Dabney-Keel asked why transporters can't be crossed trained with CHR's since they are already making patient contact while they have them in the car transporters can ask how they are, what they need, etc., freeing the CHR's to do other community outreach. Mr. Sheikh stated transporters are not CNA's or do not have other medical training.

Joseph Garfield stepped out at 11:10 a.m., returned at 11:12 a.m.

Gayline Hunter asked if we can strongly recommend that CHR's visit more patients on the Reservation. Yolanda Gibson recommends that Mr. Sheikh ensure CHR's are fulfilling their job descriptions and making home visit.

Donna Medrano stepped out at 11:18 a.m., returned at 11:24 a.m.

- Review of 2012 patient survey tallies & comments

The Board of Directors would like the same exact survey to be given out at the next election to see if there has been any improvement.

Paula Gomez came in at 11:22 a.m. presented to the Board of Directors Mr. Sheikh's idea about her going out into the community and letting them know about the immunizations we are offering and handing out incentives at that time; Paula Gomez asked if the Board of Directors had any suggestions. Christina Dabney-Keel suggested giving the incentive once the patient comes in for their immunization. Yolanda Gibson suggested gathering names of those patients who come in for their

immunizations and drawing names at the end of the month for a prize. Casey Carrillo stated there is a set budget for immunization incentives. Movie tickets were suggested as a possible incentive.

Yolanda Gibson stepped out at 11:34 a.m., returned at 11:47 a.m.

Paula Gomez left at 11:35 a.m.

- Fifth Annual Native American Health Care Conference

This conference is the same time as the AAACH conference. Christina Dabney-Keel noticed the same information was presented at the National Indian Health Board meeting in New Mexico.

- Shea Perez; Homecoming Queen Pageant Sponsorship

Donna Medrano noted the Homecoming queen pageant has been cancelled; she spoke with Shea's mother earlier in the week.

- Christmas Party

Danièle Healy presented to the Board of Directors; Christmas Party committee would like to know if the Clinic would be closed the day of the party Saturday, December 20, 2014.

MOTION #10: Joseph Garfield/Christina Dabney-Keel motioned to close the Health Clinic on Saturday, December 20, 2014; motion carried 5-0-1.

- Pharmacy review

Dr. Hana and Mr. Sheikh are in contact with Amir Pharmacist from CRIHB who has provided information to start up a pharmacy. Mr. Sheikh stated that Dr. Hana suggested asking Carlos from Warnack's if he would be interested in acting as a consultant for us; Carlos does not wish to be a consultant but he did mention his daughter may be interested in being a pharmacist for us.

Christina Dabney-Keel would really like to see a pharmacy opened up on the Reservation and get our feet wet before we open a pharmacy in Porterville.

Mr. Sheikh reported if we have pharmacy on site, we will be very restricted on space. Casey Carrillo stated we have looked into office space down at the Tule River Economic Development Center for our off site IT servers and has seen that they can offer us lots of space to move into. Casey Carrillo suggested if it is decided to house a pharmacy at the Health Clinic maybe the Fiscal Department can be moved out there to make room for the pharmacy. Mr. Sheikh stated there has been discussion about moving Medical Records and housing the pharmacy in that room where it was originally supposed to be. Mr. Sheikh is hopeful Tribal Council will fund the opening of a pharmacy. Mr. Sheikh has set a goal of 180 days to get something put together for this project.

The Board of Directors favors having a pharmacy on-site or somewhere on the Reservation. Christina Dabney-Keel recommended using the Dental waiting room for a small pharmacy. Mr. Sheikh is going to call Kerry Gragg CRIHB engineer to ask what his recommendation would be.

- Mini Grant - Traditional Tobacco Use

William Carrillo, Sr. presented the Mini Grant that was received from CRIHB to produce a short documentary film on the use of Traditional Tobacco. A contract was drafted for Daniel Golding to film and produce the film; \$1,500 on site, \$1,000 at the completion of the film and \$500 for 10 gift cards \$50 each to be given to those who participate.

Gayline Hunter asked if we have received a proposal with a scope of work for the grant. William Carrillo, Sr. stated the proposal was emailed to Mr. Sheikh.

- Employee appreciation day

Mr. Sheikh presented to the Board of Directors the possibility of an employee day retreat. Alberta Chavez and Christina Dabney-Keel do not approve as this was not part of the approved budget; the rest of the Board of Directors asked that this topic be brought back with a budget.

Richard Brown left the meeting at 12:09 p.m.

William Carrillo, Sr. seated at 12:10 p.m.

VIII. EXECUTIVE REPORTS AND COMMITTEE REPORTS

William Carrillo, Sr. stepped out at 12:11 p.m., returned at 12:13 p.m.

- CEO Report

Mr. Sheikh presented his report and elaborated on the Diabetes Clinic outline. Mr. Sheikh gave the Diabetes team 60 days to improve their numbers before going back to be reevaluated.

Mr. Sheikh did get a copy of CRIHB's policies and procedures for traditional medicine and has passed it onto Dr. Hana and Fred Huerta to incorporate into their policies and procedures. William Carrillo, Sr. and Joseph Garfield continue to work on policies and procedures as well.

Gayline Hunter asked if Dr. Hana has ever attended a Traditional Wellness Conference; she would like for him to attend one.

Mr. Sheikh has reached out to Kerry Gragg of CRIHB for help with the cooling units. Kerry Gragg will be bringing some engineers out to look at the buildings to find a solution for the problem. This project will be funded by CRIHB.

BREAK FOR LUNCH AT 12:21 p.m. continued with meeting during lunch.

A Strategic planning meeting was held with Department managers on August 28, 2014. The meeting was very positive the management team brought many ideas to promote health and wellness to the community.

Mr. Sheikh reported we have received a check from the Tribe for \$250,000.00 for Tribal Contributions.

Christina Dabney-Keel asked if we can look into getting the vaccines for the strain of virus that's going around currently in the mid-west. Mr. Sheikh said he would have Dr. Hana and Paula Gomez look into it.

It has been our common goal to employ Tribal Members but our policies read that employees must possess a driver license and a High School Diploma or GED. Mr. Sheikh asked if the Board of Directors has any suggestions regarding this policy; the Board of Directors suggested giving Tribal members a time frame in which to obtain their High school diploma or

GED after hire and not making a drivers license a requirement if they will not be required to drive in their position. An amendment will be made to the existing policy and presented to the Board of Directors for approval.

Yolanda Gibson left the meeting at 12:53 p.m.

- CAC Report
- CFO Report
- CHS Report
- Human Resources Report

IX. DEPARTMENTAL & GRANT REPORTS - for information only

- Dental Report
- Medical Report
- Clinical Services Report
- Community Outreach Report
- Behavioral Health Report
- Information Technology Report
- Diabetes Grant Report
- Injury Prevention Grant Report

X. ADJOURNMENT

MOTION #11: Alberta Chavez/Christina Dabney-Keel motioned to adjourn at 12:55 p.m.; motion carried 5-0-0.



Alberta Chavez, TRICHI Board Secretary