

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

P.O. BOX 768

PHONE 784-2316

PORTERVILLE, CALIFORNIA 93258

19 NOVEMBER 2014 BOARD MEETING MINUTES

I. **CALL TO ORDER:** Chairperson, Gayline Hunter called the meeting to order at 8:20 a.m.

II. **ROLL CALL:** Chairperson, Gayline Hunter called roll.

<u>Board Members:</u>		<u>Staff</u>	
Gayline Hunter, Chairperson	P	Zahid Sheikh	P
Barbara Baga, Vice-Chair	E	Casey Carrillo	E
Donna Medrano, Treasurer	P	Danièle Healy	L
Alberta Chavez, Secretary (joined at 9:10 a.m.)	L	Elizabeth Acevedo-	P
Yolanda Gibson, Member (joined at 8:50 a.m.)	L	Medrano	
Christina Dabney-Keel, Member	A		
Richard Brown, Member (left at 3:41 p.m.)	P		
Joseph Garfield, Alternate	E		
William Carrillo, Sr., Alternate (joined at 8:30 a.m.)	L		

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

NO QUORUM ESTABLISHED CONCENSUS TO REVIEW 2015 ELECTION VOTERS LISTS

III. **Approval of the 41st Annual Tule River Indian Health Center, Inc. Board of Directors Election guidelines, eligible and non-eligible voters list. (Christina Medrano present)**

Elizabeth Acevedo-Medrano read thru the list of names for both 2015 Eligible & Non-Eligible list.

William Carrillo, Sr. joined the meeting at 8:30 a.m.

Yolanda Gibson joined the meeting at 8:50 a.m. (quorum established)

Donna Medrano stepped out at 8:50 a.m., returned at 8:55 a.m.

Alberta Chavez joined the meeting at 9:10 a.m.

Yolanda Gibson stepped out at 9:50 a.m., returned at 9:55 a.m.

William Carrillo, Sr. stepped out at 9:50 a.m., returned at 10:00 a.m.

Gayline Hunter read thru the 41st Annual Tule River

Indian Health Center, Inc. Board of Directors
Election guidelines.

Richard Brown stepped out at 10:13 a.m., returned at 10:18 a.m.

William Carrillo, Sr. was seated at 10:38 a.m.

MOTION #1: Yolanda Gibson/Donna Medrano motioned to approve the TRIHCI Board of Directors Guidelines with changes and Eligible & Non-Eligible voters list; motion carried 5-0-0.

Christina Medrano left the meeting at 10:40 a.m. meeting went back to 3rd item on the agenda.

IV. APPROVAL OF AGENDA

...continued after review of 2015 Election Voters Lists

MOTION #2: William Carrillo, Sr./Yolanda Gibson motioned to approve the agenda with additions; motion carried 5-0-0.

V. APPROVAL OF PREVIOUS BOARD MEETING MINUTES

Yolanda Gibson stepped out at 10:45 a.m., returned at 11:09 a.m.

Gayline Hunter stepped out at 10:45 a.m., returned at 10:51 a.m.

Alberta Chavez stepped out at 10:45 a.m., returned at 10:55 a.m.

1. 01 October 2014 Board Meeting Minutes
2. 15 October 2014 Special Board Meeting Minutes

Consensus to table until December meeting.

VI. OLD BUSINESS

1. SAMSHA Grant Update

Mr. Sheikh reported that we met with the Tribe and Jennifer Ruiz of Fresno Urban Indian Health and a revised budget was submitted to SAMSHA; we still have not heard back from SAMSHA. Indirect cost should be 20% worst case scenario is 10%. Gayline Hunter asked where cost for advertising Clinical Psychologist position is coming from.

2. Employee Appreciation Update

Elizabeth Acevedo-Medrano reviewed Employee Appreciation. Gayline Hunter explained because we received clinic of the year she wanted to do something a little more formal with tote bags with small gifts for all staff along with a lunch, Gayline Hunter would also like to have a picture of the staff in front of the clinic and advertised. Alberta Chavez asked where funds for the event would be coming from, Gayline Hunter stated it would be coming from 3rd party. Yolanda Gibson suggested sweat shirts with all employees listed on the back & a coffee cup. Turquoise was the suggested color.

3. Traditional Health Policy

The Board of Directors will review & come back with comments. The policy will be reviewed with Dr. Hana

Yolanda Gibson stepped out at 11:39 a.m., returned at 11:50 a.m.

4. CRIHB mini grant update (video)
Video played for Board members.

VII. NEW BUSINESS

1. Approval of Diabetes Awareness Walk Budget

Alberta Chavez asked why we are approving this budget; it should have already been included in their budget. Elizabeth Acevedo-Medrano explained because the event will be over \$5,000 they wanted an approval for the \$6,000.

MOTION #3: William Carrillo, Sr./Donna Medrano motioned to approve the Diabetes Awareness Walk Budget narrative in the amount of \$6,000 and to approve the relocation of \$3,000 from the Wellness Instructor Budget to account 5380; motion carried 4-0-1.

William Carrillo, Sr. stepped out at 11:52 a.m., returned at 11:58 a.m.

2. Tribal Contributions

- a. 855609 Orthodontic Treatment \$3,850.00
- b. 855645 Orthodontic Treatment \$5,740.00

MOTION #4: Yolanda Gibson/Alberta Chavez motioned to approve patient #855609 in the amount of \$3,850.00 and patient #855645 in the amount of \$5,740.00; motion carried 5-0-0.

Danièle Healy joined the meeting at 12:29 p.m.

3. Approval of 2015 Holiday Schedule

MOTION #5: Yolanda Gibson/Donna Medrano motioned to amend the 2014 Holiday schedule to remove the half day on December 31, 2014; carried 5-0-0.

MOTION #6: Donna Medrano/William Carrillo, Sr. motioned to approve the 2015 Holiday schedule; motion carried 4-1-0.

4. OFFICE 365 TRAINING (APPROX. 2 HRS)

Marvin Sanchez & Reggie Visico joined the meeting at 1:05 p.m. for Office 365 training. Training ended at 2:30 p.m.

5. Scheduling Emergency Disaster Training by Inter-Tribal Council of California

William Carrillo, Sr. read email from Inter-Tribal Council, William Carrillo, Sr. will forward email to Elizabeth Acevedo-Medrano. It was suggested to schedule the meeting late in December; training is to be two day training. Dates tentative for 12/29-30/2014. (Alberta Chavez is to schedule a training room for 20 people at the Justice Center)

6. Approval to increase budget for Board travel expenditures by \$25,000.

TABLED

7. Schedule Quarterly meeting with TRTC

A CPF form will be filled out requesting a meeting for December 18, 2014

- Pharmacy*
- Clinic*
- TR contributions*
- SAMSHA grant*
- Use of Sacred Tobacco Video*
(Elizabeth instructed to have a tentative

agenda ready for Dec. Board Meeting)

8. Schedule meeting for CHS

Richard Brown to meet with Joey Garfield for a date and will let Elizabeth Acevedo-Medrano know which date they decide on.

9. William Carrillo, Sr.

College/Career Fair December 13, 2014 William Carrillo, Sr. would like for the Health Center to have a booth present promoting Health Careers. William Carrillo, Sr. also suggested sponsoring food or door prizes. Mr. Sheikh stated we could raffle Wellness prizes to promote health wellness.

10. Emergency Preparedness Presentation - Joeboy Perez

Joeboy Perez joined the meeting at 3:06 p.m.

Joeboy Perez presented on the tribes Emergency Preparedness plan. Joeboy Perez has given Christina Dabney-Keel an emergency disaster plan from Morongo. Daniele found the hard copy and gave it to Fred. Joeboy Perez stated we can now submit for reimbursement straight to FEMA without going thru county or state.

Alberta Chavez stepped out at 3:10 p.m., returned at 3:22 p.m.

Fred Huerta joined the meeting at 3:15 p.m.

Yolanda Gibson stepped out at 3:15 p.m., returned at 3:30 p.m.

Fred Huerta was directed to share the Emergency Disaster plan we have been looking at with Joeboy Perez.

Joeboy left the meeting at 3:40 p.m.

Fred Huerta left at 3:40 p.m.

Richard Brown left the meeting at 3:41 p.m.

VIII. EXECUTIVE REPORTS AND COMMITTEE REPORTS

1. CEO Report
2. CAC Report
3. CFO Report
4. CHS Report
5. Human Resources Report
 - a. Approval for the following positions to be interviewed:
 - i. Medical Director

- ii. Grants Writer/Contracts Manager
- iii. Facilities Manager/Compliance Officer
- b. Approval of the following Job Descriptions:
 - i. Purchase/Referred Care Officer (PRCO)
 - ii. Purchase/Referred Care (PRC) Records Coordinator
 - iii. Purchase/Referred Care (PRC) Resource Coordinator
 - iv. Patient Registration
 - v. Patient Benefits Coordinator
- c. Approval of Organizational Chart
- d. Approval of Workplace Bullying Policy

IX. DEPARTMENTAL & GRANT REPORTS - for information only

- 1. Dental Report
- 2. Medical Report
- 3. Clinical Services Report
- 4. Community Outreach Report
- 5. Behavioral Health Report
- 6. Information Technology Report
- 7. Diabetes Grant Report
- 8. Injury Prevention Grant Report

X. ADJOURNMENT

MOTION #7: Yolanda Gibson/Alberta Chavez motioned to adjourn at 3:41 p.m.; motion carried 4-0-0.



Alberta Chavez, TRIHCI Board Secretary