

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

P.O. BOX 768

PHONE 784-2316

PORTERVILLE, CALIFORNIA 93258

June 03, 2015 BOARD MEETING MINUTES

I. **CALL TO ORDER:** Vice-Chairperson Donna Medrano called meeting to order at 9:14 a.m.

II. **ROLL CALL:** Secretary Alberta Chavez called roll.

<u>Board Members:</u>	<u>Staff</u>	
Gayline Hunter, Chairperson	T Zahid Sheikh	I
Donna Medrano, Vice-Chair	P Casey Carrillo	P
Joseph Garfield, Treasurer	E Elizabeth	P
Alberta Chavez, Secretary	P Acevedo-Medrano	
Barbara Baga, Member	T	
Richard Brown, Member	P	
William Carrillo, Sr., Member (joined meeting @ 12:15 p.m.)	L	
Veronica McDarment, Alternate	E	
Jade Garfield, Alternate	P	

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

Jade Garfield seated at 9:15 a.m.

III. APPROVAL OF AGENDA

MOTION #1: Jade Garfield/Alberta Chavez motioned to approve the agenda with additions; motion carried 3-0-0.

IV. APPROVAL OF PREVIOUS BOARD MEETING MINUTES

1. May 11, 2015 Board Meeting Minutes

MOTION #2: Jade Garfield/Richard Brown motioned to approve the May 11, 2015 Board Meeting Minutes with corrections; motion carried 3-0-0.

V. OLD BUSINESS

1. Tribal Contribution Letter

MOTION #3: Jade Garfield/Alberta Chavez motioned to revisit at a later date; motion carried 3-0-0.

2. Traditional Medicine Policy

Tabled

3. TRIHCI Bylaws

MOTION #4: Alberta Chavez/Jade Garfield motioned to revisit on June 19, 2015 at the Special Board Meeting; motion carried 3-0-0.

Alberta Chavez stepped out at 10:12 a.m., returned at 10:22 a.m.

4. Personnel Policies and Procedures

MOTION #5: Jade Garfield/Richard Brown motioned to revisit Personnel Policies and Procedures until there is a new HR Manager and a Full Board to review; motion carried 2-0-1.

VI. NEW BUSINESS

1. Tribal Contributions

- a. 850362 - Dental Implants \$13,692.00
- b. 855438 - Orthodontic Care \$4,719.00 (includes Rx)
- c. 855662 - Orthodontic Care \$3,800.00 (includes Rx)
- d. 855101 - Bariatric Surgery \$1,500.00 (includes Rx)
- e. 850157 - Elder requesting assistance with remaining cost of hearing aids \$3,985.40, PRC committee recommends funds come out of third party.

Jade Garfield questioned if we would cover exercise equipment for patients who are getting approved for Bariatric surgeries being that it is highly recommended for them and part of their aftercare plan; patients are being told that equipment would not be covered. Can PRC committee make a suggestion to the Board to get something like this approved; patients getting this surgery have reached a critical point in their life and need to stay active after surgery and need a machine that will cater to their weight. Richard Brown asked if we purchase the equipment will we monitor to ensure the patient is using the machine. Casey Carrillo expressed a concern with auditors wanting a way to track the wear and tear on these machines if we start purchasing.

MOTION #6: Jade Garfield/Alberta Chavez motioned to approve patient #850362 for Dental Implants \$13,692.00 for Dental Implants, patient #855438 for Orthodontic Care \$4,719.00, patient #855662 for Orthodontic Care \$3,800.00 and patient #855101 Bariatric Surgery \$1,500.00; motion carried 3-0-0.

Donna Medrano stepped out at 10:46 a.m., returned at 10:52 a.m. Francine Gibson joined the meeting at 11:09 a.m.

Jade Garfield explained to Francine Gibson if she remembers Gayline Hunter stating at the May PRC meeting that \$150,000 was set aside for Elders Optical, Dental, & Hearing. Donna Medrano remembers Mr. Sheikh proposing making a budget from third party funding for \$150,000 for Elders covering Optical, Dental, & Hearing but it has never officially been approved. Casey Carrillo stated Mr. Sheikh's proposal is a possibility, it is in policy that the budget can be modified after it being approved and there is enough money generated in third party money to set aside \$150,000 for Elders.

Richard Brown stepped out at 11:15 a.m., returned at 11:20 a.m.

Casey Carrillo and Francine Gibson explained that if we are going to use third party funding item VI. 1. e is an allowable cost to come out of third party funding because it is going back out to the community and it is a health related cost.

Francine Gibson left the meeting at 11:32 a.m.

Jade Garfield asked Casey Carrillo if there is \$150,000 available in third party funding to set aside for Elders optical, dental and hearing; Casey Carrillo stated yes we do have the funds available.

MOTION #7: Jade Garfield/Alberta Chavez motioned to approve patient #850157 for assistance with hearing aids in the amount of \$3,985.40 funds to come out of third party, with a stipulation that no other cases like this will be approved until a policy and funds are allocated; motion carried 3-0-0.

2. Fiscal Year 2015-2016 Budget Review

MOTION #8: Jade Garfield/Richard Brown motioned to go into closed session at 12:10 p.m.; motioned carried 2-0-1.

William Carrillo Sr. joined the meeting at 12:15 p.m.

MOTION #9: Alberta Chavez/Jade Garfield motioned to come out of closed session at 12:32 p.m.; motioned carried 4-0-0.

MOTION #10: William Carrillo, Sr./Richard Brown motioned to approve the 2015/2016 FY budget for \$8,514,995 with the exception of not removing the administrative assistant; motion carried 3-2-0.

Alberta Chavez was unclear on the motion and would like to it noted that she is in favor of keeping the Administrative Assistant.

3. Approval of LCSW job description

Jade Garfield stepped out at 12:58 p.m., returned at 1:02 p.m.

MOTION #11: William Carrillo, Sr./Jade Garfield motioned to approve the LCSW job description with a change to being able to obtain an NPI number within 90 days of hire; motion carried 4-0-0.

4. Approval of HR Manager job description

Alberta Chavez stepped out at 1:30 p.m., returned at 1:34 p.m.

MOTION #12: William Carrillo, Sr./Richard Brown motioned to approve the HR manager job description with changes to Education requirements; motion carried 3-0-1.

5. Review of Pros & Cons of Owning and In-House Pharmacy (suggestions from Amir Khoyi)

MOTION #13: Jade Garfield/William Carrillo, Sr. motioned to revisit at the June 19, 2015 Special Board meeting; motion carried 4-0-0.

6. Follow-up from CFO and PRCO on working together on purchase orders

Finance staff and PRC staff have been in and out of the office over the last month; both CFO and PRCO want all PRC and Finance staff present at the meeting, they do have a tentative date set for a meeting.

7. Travel Complaint

Jade Garfield stated it was brought to her attention that a TRIHCI employee was at a two day training this week signed in both days and left right after signing in both days. William Carrillo, Sr. state he too received the same complaint. Both Jade Garfield and William Carrillo, Sr. were asked to place the complaints in writing so that they can be properly investigated.

Jade Garfield would also like to know how employees are held accountable when going out on travel for TRIHCI.

VII. EXECUTIVE REPORTS AND COMMITTEE REPORTS

William Carrillo, Sr. left at 1:52 p.m.

1. CEO Report

Elizabeth Acevedo-Medrano read thru Mr. Sheikh's CEO report.

MOTION #14: Jade Garfield/Richard Brown motioned to revisit the CEO report; motion carried 3-0-0.

2. CAC Report

Elizabeth Acevedo-Medrano read thru the CAC report.

MOTION #15: Alberta Chavez/Richard Brown motioned to approve the CAC report with a request that the GRPA report be provided next month; motion carried 3-0-0.

3. CFO Report

Casey Carrillo read thru the CFO report.

MOTION #16: Jade Garfield/Alberta Chavez motioned to approve the CFO report; motion carried 3-0-0.

4. PRC Report

MOTION #17: Jade Garfield/Alberta Chavez motioned to approve PRC report with corrections to the minutes; motion carried 3-0-0.

5. Human Resources Report

MOTION #18: Jade Garfield/Richard Brown motioned to approve the Human Resources report; motion carried 3-0-0.

6. AAAHC

MOTION #19: Jade Garfield/Alberta Chavez motioned to approve the AAAHC report; motion carried 3-0-0.

VIII. 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
9. Compliance/Facilities Manager Report
10. AOA
11. FYI Items

IX. ADJOURNMENT

MOTION #20: Jade Garfield/Richard Brown motioned to adjourn at 2:56 p.m. motioned carried 3-0-0.



Alberta Chavez, TRIHCI Board Secretary