

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

P.O. BOX 768

PHONE 784-2316

PORTERVILLE, CALIFORNIA 93258

SEPTEMBER 02, 2015 BOARD MEETING MINUTES

I. **CALL TO ORDER:** Chairperson Gayline Hunter called meeting to order at 9:08 a.m.

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

<u>Board Members:</u>	<u>Staff</u>	
Gayline Hunter, Chairperson	P Zahid Sheikh	P
Donna Medrano, Vice-Chair	P Casey Carrillo	P
Joseph Garfield, Treasurer (joined @ 9:14 a.m.)	L Katherine Portillo	I
Alberta Chavez, Secretary	P Elizabeth Acevedo-	P
Barbara Baga, Member	P Medrano	
Richard Brown, Member	E	
William Carrillo, Sr., Member (joined @ 9:26 a.m.)	L	
Veronica McDarment, Alternate (joined @ 9:30 a.m.)	L	
Jade Garfield, Alternate	P	

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

Jade Garfield seated at 9:09 a.m.

III. APPROVAL OF AGENDA

MOTION #1: Barbara Baga/Donna Medrano motioned to approve the agenda with additions; motion carried 4-0-0.

Joseph Garfield joined at 9:14 a.m.

IV. APPROVAL OF PREVIOUS BOARD MEETING MINUTES

1. August 05, 2015 Board Meeting Minutes

MOTION #2: Donna Medrano/Barbara Baga motioned to approve the August 05, 2015 Board Meeting Minutes with corrections; motion carried 5-0-0.

2. August 26, 2015 Special Board Meeting Minutes

MOTION #3: Barbara Baga/Joseph Garfield motioned to approve the August 26, 2015 Special Board meeting minutes with corrections;

motion carried 4-0-1.

V. OLD BUSINESS

1. Tribal Contribution Letter
2. Traditional Medicine Policy

MOTION #4: Jade Garfield/Joseph Garfield motioned to revisit Tribal Contribution Letter & Traditional Medicine Policy; motion carried 5-0-0.

3. Dr. Thomas Kim (CRIHB) Cancer study update

William Carrillo, Sr. joined at 9:26 a.m.

Dr. Kim updated BOD on Cancer Cluster study. After taking a preliminary look at statistics it was noticed there was a bit difficulty finding numbers because of P.O Box addresses. The numbers found are very low and they cannot conduct proper calculations to answer Councils questions. Addresses on the Reservation were clarified for Dr. Kim.

Veronica McDarment joined at 9:30 a.m.

Dr. Kim would like to use the Tribal Member roll information to compare to the Cancer registry to get accurate cancer case numbers. This request will be forwarded to Tribal Council for approval.

MOTION #5: Joseph Garfield/Barbara Baga motioned to have Tule River Tribal Council approve the resolution to have CRIHB be granted permission to the Tule River member roll to conduct cancer research for the Tule River Tribe of California; motion carried 5-0-1.

Veronica McDarment seated at 10:08 a.m.

MOTION #6: William Carrillo, Sr./Jade Garfield motioned to go into closed session at 10:13 a.m.; motion carried 6-0-0.

MOTION #7: William Carrillo, Sr./Donna Medrano motioned to go into open session at 10:17 a.m.; motion carried 6-0-0.

Veronica McDarment unseated at 10:22 a.m.

VI. NEW BUSINESS

1. Tribal Contributions

Tabled moved to item VI. New Business 4. Dr. Newman

Dr. Newman joined at 10:22 a.m.

Board of Directors informed Dr. Newman of set aside funds for Elders to use toward vision, dental and hearing. BOD would like Dr. Newman's opinion on which services should be approved and at which rate; Dental implants at \$3,704 for two, Abutments at \$660 for two, Bone graft at \$900 for two, Alveo at \$596 for two, Sedation at \$938, Surgical Stent at \$150, and Post-Op X-rays at \$108.

Dr. Newman was also asked to check into Dr. Woods pricing we send a lot of patients his way and we hear advertising for implants at a much lower rate.

*Donna Medrano stepped out at 10:30 a.m.
William Carrillo, Sr. stepped out at 10:30 a.m.
William Carrillo, Sr. returned at 10:36 a.m.
Donna Medrano returned at 10:37 a.m.*

It was suggested all services available are presented to Elders, so they have a better understanding on how they want to use their Tribal Contributions and Elders funds.

*Jade stepped out at 10:47 a.m.
Jade returned at 10:50 a.m.
Veronica McDarment left the meeting at 10:52 a.m.*

Back to Tribal Contributions

MOTION #8: Donna Medrano/Joseph Garfield motioned to go into close session at 10:57 a.m.; motion carried 6-0-0.

MOTION #9: Barbara Baga/Joseph Garfield motioned to go into open session at 11:04 a.m.; motion carried 6-0-0.

- a. Patient #5546 Orthodontics 1st phase \$6,100.00;
Oral Surgery with Dental Implants 2nd phase
\$14,000.00 + \$200.00 for Rx's
- b. Patient #851221 Dental Implants \$19,227.00 Rx
included
- c. Patient #850162 Dental Implants \$3,572.00 Rx
included

MOTION #10: Joseph Garfield/Donna Medrano motioned to approve patient #5546 for Orthodontics 1st phase \$6,100.00; Oral Surgery

with Dental Implants 2nd phase \$14,000.00 + \$200.00 for Rx's, patient #851221 for Dental Implants in the amount of \$19,227.00, and patient #850162 for Dental Implants in the amount of \$3,572.00; motion carried 6-0-0.

2. Transfer of \$2.07 Million from third party to offset budget

MOTION #11: Joseph Garfield/Donna Medrano motioned to revisit the Transfer of \$2.7 million in November; motion carried 6-0-0.

3. Appoint Medicare Designee

MOTION #12: Donna Medrano/Barbara Baga motioned to appoint Alma Bravo & Francine Gibson as an alternate for the TRIHCI Medicare Designee; motion carried 6-0-0.

Samantha Jasso & Francine Gibson joined the meeting at 11:16 a.m.

Stanford does not accept P.O's or third party checks. They suggest giving patients an open credit card or reimbursing patient for their cost.

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

4. Dr. Newman - Dental Issues **time for certain @ 10 a.m. (previously heard)**
5. Approval for purchase of Dental X-Ray machine

MOTION #13: Joseph Garfield/Donna Medrano motioned to approve the purchase of Dental X-Ray machines in the amount of \$11,895.00; motion carried 5-0-1.

6. Review Surface Pro Quote

Joseph Garfield stepped out at 11:43 a.m.

IT manager informed CFO I-Pads have depreciated and would suggest allowing Board members to purchase for \$20. Board of Directors would like an inventory of all i-Pads purchased for board members and staff before approving purchase of Surface Pros and board members purchasing i-pads.

7. CEO Evaluation Review
Tabled

8. Approval of Job Descriptions

Gayline Hunter stepped out at 11:52 a.m.

a. Administrative Assistant
Joseph Garfield returned at 12:00 p.m.

Approval of Job Descriptions Tabled

William Carrillo, Sr. was nominated for a Local Impact Award by National Indian Health Board and is requesting assistance for travel a family member or two.

Jade Garfield stepped out at 12:03 p.m.
Jade Garfield returned at 12:07 p.m.

MOTION #14: Barbara Baga/Donna Medrano motioned to approve travel for William Carrillo, Sr. plus two family member to travel to Washington D.C. to receive the Local Impact award; motion carried 4-0-2.

Back to approval of job descriptions

Administrative Assistant will be under the supervision of HR Manager & job summary will be updated. Consensus for job description to go back to Personnel Committee for updates.

b. Outreach Diabetes Data Entry Clerk

Consensus for Outreach Diabetes Data Entry Clerk for completion

9. Approval of FMLA forms

10. Approval of Personnel Policies & Procedures

MOTION #15: Donna Medrano/Joseph Garfield motioned to revisit approval of FMLA forms and Personnel Policies & Procedures; motion carried 6-0-0.

Back to CEO evaluation

Barbara Baga stepped out at 12:42 p.m.

MOTION #16: William Carrillo, Sr./Jade Garfield to go into closed session 12:44 p.m.; motion carried 5-0-1.

Barbara Baga returned

MOTION #17: Jade Garfield/Joseph Garfield motioned to come out

of closed session at 12:53 p.m.; motion carried 6-0-0.

MOTION #18: Joseph Garfield/Barbara Baga motioned to revisit the CEO evaluation; motion carried 6-0-0.

Guardian of Patient #856268 joined the meeting at 1:03 p.m.

MOTION #19: Joseph Garfield/Barbara Baga motioned to go into closed session at 1:03 p.m.; motion carried 5-0-0.

Joseph Garfield left the meeting at 1:45 p.m.

MOTION #20: Jade Garfield/Donna Medrano motioned to come out of closed session at 1:49 p.m.; motion carried 4-0-1.

Guardian of patient #856268 left at 1:50 p.m.

Back to Surface Pro Quote

MOTION #21: Donna Medrano/Alberta Chavez motioned to approve the purchase of 9 Surface Pros in the amount of \$1,298.12 each to be paid out of the Board expense line item; motion carried 4-0-0.

11. Review of Enhanced Assistance In-Home Supportive Services Program

MOTION #22: Jade Garfield/Barbara Baga motioned to refer the policy to DON for updates; motion carried 4-0-0.

VII. EXECUTIVE REPORTS AND COMMITTEE REPORTS

1. CEO Report

Mr. Sheikh reported IHS will be sending \$20,000 to be used for youth drug and alcohol prevention. Mr. Sheikh attended the 2015 California's Journey to Public Health Accreditation conference.

A survey form was sent out to the community for feedback on walking trails.

Dr. Khoy has sent two bids from pharmacist.

Issue regarding Cancer Cluster was discussed this morning with Dr. Kim.

Business Agreement with CRIHB was signed.

Adrianna Gibson Injury Prevention Coordinator is no longer working with us as her Grant is over. There will be no more funding for car seats; Mr. Sheikh is asking for the Board to approve \$2,000 for car seats from third party money.

MOTION #23: Donna Medrano/Barbara Baga motioned to approve \$2,000 from third party for car seats and to follow Injury Prevention Grant guidelines, until TRIHCI policy is approved; motion carried 4-0-0.

Dr. Machado has been hired on contract as Clinical Psychologist thru SAMSHA grant.

Meeting with SVMC took place on August 31st; it was suggested to them to increase the waiting period for payment before being sent to collections, SVMC will increase that time frame. SVMC will develop a system that will identify when Tule River Tribal members enter the facility & be given priority.

Mr. Sheikh and staff answered all question satisfactorily.

MOTION #24: Barbara Baga/Donna Medrano motioned to approve the CEO report; motion carried 4-0-0.

2. CAC Report

Board reviewed CAC report & GPRA numbers

MOTION #25: Jade Garfield/Donna Medrano motioned to approve the CAC report; motion carried 4-0-0.

3. CFO Report

Casey Carrillo reported completed Finance Policies and Procedures will be presented to Finance committee for approval.

Medicare Like Rates reimbursed by the efforts of PRC will be put back into the budget, for patient care.

Casey Carrillo will be attending AAAHC training in September and CRIHB Annual meeting.

MOTION #26: Barbara Baga/Jade Garfield motioned to approve the CFO report; motion carried 4-0-0.

4. PRC Report

MOTION #27: Jade Garfield/Alberta Chavez motioned to refer the PRC report back to the PRCO for corrections; motion carried 4-0-0.

5. Human Resources Report

Mr. Sheikh read thru HR report.

MOTION #28: Jade Garfield/Donna Medrano motioned to approve the HR report; motion carried 4-0-0.

6. AAAHC

MOTION #29: Jade Garfield/Donna Medrano motioned to approve the AAAHC report; motion carried 4-0-0.

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 #30: Donna Medrano/Jade Garfield motioned to adjourn at 3:43 p.m.; motion carried 4-0-0.



Alberta Chavez, TRIHCI Board Secretary