

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

P.O. BOX 768

PORTERVILLE, CALIFORNIA 93258

PHONE 784-2316

DECEMBER 07, 2016 BOARD MEETING MINUTES

I. **CALL TO ORDER:** Joseph Garfield called meeting to order at 9:05 a.m.

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

<u>Board Members:</u>	<u>Staff</u>	
Gayline Hunter, Chairperson	T	Zahid Sheikh P
Joseph Garfield, Vice-Chair	P	Resty Rios P
Alberta Chavez, Secretary	P	Elizabeth Acevedo- P
Donna Medrano, Treasurer (joined @ 9:34 a.m.)	L	Medrano
Barbara Baga, Member	P	
Richard Brown, Member	P	
William Carrillo, Sr., Member (joined @ 9:22 a.m.)	L	
Yolanda Gibson, Alternate	P	
Jade Garfield, Alternate	P	

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

*Jade Garfield & Yolanda Gibson seated at 9:07 a.m.*

**III. APPROVAL OF AGENDA**

**MOTION #1:** Barbara Baga/Richard Brown motioned to approve the agenda as written; motion carried 5-0-0.

**IV. PATIENT REQUEST**

1. Patient #855647 PRC Minor/Tribal Contribution  
 (Foster parent attending time for certain 9 a.m.)

**MOTION #2:** Jade Garfield/Richard Brown motioned to go into closed session at 9:10 a.m.; motion carried 5-0-0.

*William Carrillo, Sr. joined the meeting at 9:22 a.m.*

2. Patient #850296

**MOTION #3:** Barbara Baga/Yolanda Gibson motioned to come out of closed session at 9:30 a.m.; motion carried 6-0-0.

*Donna Medrano joined the meeting at 9:34 a.m.  
Yolanda Gibson unseated at 9:34 a.m.*

**V. APPROVAL OF PREVIOUS BOARD MEETING MINUTES**

1. October 05, 2016 Board Meeting Minutes

**MOTION #4:** Jade Garfield/Alberta Chavez motioned to approve the October 05, 2016 Board Meeting Minutes as written; motion carried 6-0-0.

2. November 02, 2016 Board Meeting Minutes

**MOTION #5:** Jade Garfield/Richard Brown motioned to approve the November 02, 2016 Board meeting minutes with additions; motion carried 6-0-0.

3. November 23, 2016 Executive Committee Meeting Minutes

**MOTION #6:** William Carrillo, Sr./Alberta Chavez motioned to approve the November 23, 2016 Executive Committee Meeting Minutes as written; motion carried 4-0-2.

4. December 01, 2016 Special Board Meeting Minutes

**MOTION #7:** Jade Garfield/Richard Brown motioned to approve the December 01, 2016 Special Board Meeting Minutes as written; motion carried 6-0-0.

5. December 05, 2016 Special Board Meeting Minutes

**MOTION #8:** Jade Garfield/Alberta Chavez motioned to approve the December 05, 2016 Special Board Meeting Minutes as written; motion carried 6-0-0.

**VI. OLD BUSINESS**

1. Traditional Health

*Receipts provided*

2. Approval of Election Ordinance

*Board consensus at this time no Ordinance is needed;  
Guidelines work fine.*

**VII. NEW BUSINESS**

1. Tribal Contributions
  - a. Patient #855488 - Orthodontics \$4,544.00
  - b. Patient #855668 - Orthodontics \$3,550.00
  - c. Patient #855360 - Orthodontics \$6,050.00
  - d. Patient #855260 - Orthodontics 1<sup>st</sup> step

*Alberta Chavez stepped out at 10 a.m.*

*Alberta Chavez returned at 10:06 a.m.*

**MOTION #9:** Jade Garfield/Barbara Baga motioned to approve Patient #855488 for Orthodontics \$4,544.00, Patient #855668 for Orthodontics \$3,550.00, Patient #855360 for Orthodontics \$6,050.00 and Patient #855260 to continue to step 2; motion carried 6-0-0.

2. Review Memorandum of Agreement for Ambulance Services

*Mr. Sheikh will review and share with Clinic Attorney.*

**MOTION #10:** Donna Medrano/Barbara Baga motioned to revisit the Memorandum of Agreement for Ambulance Services; motion carried 6-0-0.

3. 2017 TRIHCI Holiday Schedule

*Remove:*

- Good Friday*
- Easter Monday*
- Day After Christmas*
- Day After New Years*

**MOTION #11:** Donna Medrano/Jade Garfield motioned to approve the 2017 TRICHI Holiday Schedule with changes; motion carried 5-0-1.

4. Review TRIHCI Bylaws

*Consensus of the Board to keep the TRICHI Bylaws as written.*

5. Provider Sierra View Medical Center (SVMC) Hospital Privileges

*Mr. Sheikh reported Dr. Hana, Medical Director currently does not have Privileges because he does*

not live within a 30 min. radius; but Emergency Room doctors have a list of our patients and can admit them. Our Providers have access to SVMC records and can view what's going on with our patients.

Dr. Hana currently is allowed to go into see our patients and communicates with admitting Doctors regarding our patients care.

6. William Carrillo, Sr.

a. Parking

Limited parking at the clinic. Employees should not be parking in patient parking. If more space is needed administration needs to go to tribal council and request designated parking.

b. Customer Service

Emphasize customer service for patients. Complaints come about not receiving quality customer service.

FYI Mr. Sheikh reminds all staff at staff meetings the importance of quality care and service we provide our patients.

c. Internal Hiring Policy

William Carrillo, Sr. is in favor of employee promotion; also feels there should be more Tribal Members employed in entry level positions.

d. Wellness Center update

William Carrillo, Sr. is working with procurement and Dave Nena on cost for the gym expansion and swimming pool.

TRTC is wanting to get an input form the Health Board on a swimming pool. Currently there is an option for an indoor pool at the gym or a larger outdoor pool for more recreation. (TRTC will be in charge of choosing a site for the outdoor pool) William Carrillo, Sr. is going to take Board members wishes to TRTC and get their ideas as wells and will update the board monthly with progress on RFP.

e. Ambulance Update

*Update given previously*

f. Community Garden Grant

*Inter-Tribal Council of California has grants available for Community Gardens. They have offered their grant writing expertise and help with looking for and applying for grants.*

g. Traditional Health Update

*William Carrillo, Sr. would like to start a Traditional Health committee and have them meet monthly as other committees do and grow activities in 2017.*

**VIII. EXECUTIVE REPORTS AND COMMITTEE REPORTS**

1. CEO Report

*Mr. Sheikh reported Danielle Cummings of CRIHB is assisting with licensing and permits of ambulance. Administration has put together a budget for Tribal Councils approval; they have also put together job descriptions for EMTs and Supervisors.*

*Mr. Sheikh attended TribalNet training. At this training Mr. Sheikh learned that a lot of Tribal Health Clinics are moving away from RPMS and moving to NextGen as NextGen is able to keep up with ICD-10.*

*IHS/CRIHB informal meeting with TRIHCI on November 22, 2016. Went very well; staff from IHS and CRIHB attended the meeting along with all Managers and TRIHCI Board members.*

*Mod. 39 was received in the amount of \$1,077.00 for Dental headquarter shares.*

*TRIHCI has received a tentative settlement from the Department of Health Care Services in the amount of \$181,399.00.*

*LCSW Patricia Arredondo started on November 14<sup>th</sup> and is making a lot of positive changes in the department. It was the original plan of*

Administration to move the Behavioral Health department to the Justice Center, but we have received a lot of complaints about confidentiality with needing to sign in at the front desk. Mr. Sheikh would like to move the Behavioral Health department temporarily at the site of the old Elders Building while current office is being renovated. Consensus of the Board for Mr. Sheikh to go to TRTC and ask for permission to place a temporary building at said site.

**MOTION #12:** Jade Garfield/Barbara Baga motioned to accept the CEO report; motion carried 5-0-1.

2. CAC Report

*Elizabeth read thru the CAC report.*

**MOTION #13:** Jade Garfield/Donna Medrano motioned to accept the CAC report; motion carried 5-0-1.

3. CFO Report

*Resty Rios reported Danielle Cummings-Reed of CRIHB will be assisting with re-submitting the Medi-Care application for revalidation.*

*Audit was conducted Nov. 14<sup>th</sup> - 16<sup>th</sup> with no findings in the fiscal year for 2015-2016. Resty Rios will continue working with Auditing firm to complete the audit. A few documents are still needed.*

*CFO transition complete.*

**MOTION #14:** Jade Garfield/William Carrillo, Sr. motioned to accept the CFO report; motion carried 5-0-1.

4. PRC Report

*Moved to Item 5 Human Resources Report*

5. Human Resources Report

*Katherine Portillo reported:*

**MOTION #15:** William Carrillo, Sr./Barbara Baga motioned to accept the HR Report; motion carried 6-0-0.

**MOTION #16:** Donna Medrano/Barbara Baga motioned to go into

closed session at 1:21 p.m.; motion carried 6-0-0.

*Barbara Baga out at 1:49 p.m.*

*Alberta Chavez out at 2:05 p.m.*

*Yolanda Gibson seated at 2:39 p.m.*

**MOTION #17:** Jade Garfield/Donna Medrano motioned to come out of closed session at 2:38 p.m.; motion carried 5-0-0.

*Richard Brown stepped out at 2:42 p.m.*

*Richard Brown returned at 2:50 p.m.*

**MOTION #18:** William Carrillo, Sr./Yolanda Gibson motioned to allocate the funds refunded from provider for patient #855647 to new provider for Orthodontic services and remaining balance will be the responsibility of the guardian (guardian to sign a contract agreeing to terms); motion carried 5-0-0.

6. AAAHC

**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. AOA
9. FYI Items

**X. ADJOURNMENT**

**MOTION #19:** Yolanda Gibson/Donna Medrano motioned to adjourn at 2:53 p.m.; motion carried 5-0-0.

  
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Alberta Chavez, TRICHI Board Secretary