

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

P.O. BOX 768

PHONE 784-2316

PORTERVILLE, CALIFORNIA 93258

JANUARY 04, 2017 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
Joseph Garfield, Vice-Chair	P	Resty Rios	P
Alberta Chavez, Secretary	P	Katherine Portillo	P
Donna Medrano, Treasurer	P	Elizabeth Acevedo-	P
Barbara Baga, Member	P	Medrano	
Richard Brown, Member	P		
William Carrillo, Sr., Member	P		
Yolanda Gibson, Alternate	A		
Jade Garfield, Alternate	P		

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

Joseph Garfield stepped out before roll was called.

III. APPROVAL OF AGENDA

MOTION #1: Alberta Chavez/Barbara Baga motioned to approve the agenda as is; motion carried 5-0-1.

IV. APPROVAL OF PREVIOUS BOARD MEETING MINUTES

1. December 07, 2016 Board Meeting Minutes

Joseph Garfield returned at 9:13 a.m.

MOTION #2: Barbara Baga/Richard Brown motioned to approve the December 07, 2016 Board meeting minutes as written; motion carried 6-0-0.

V. NEW BUSINESS

Moved to item 2. Grievance Committee Concerns

Jade Garfield reported the Grievance committee has reviewed all Grievances. A majority of the Grievances were for the nursing staff, issues were addressed with the Nursing Director and Chain of Command was followed with all incidences.

MOTION #3: William Carrillo, Sr./Barbara Baga motioned to go into closed session at 9:23 a.m.; motion carried 6-0-0.

Gayline Hunter excused at 10:43 a.m.

MOTION #4: Barbara Baga/William Carrillo, Sr. motioned to come out of closed session at 11:08 a.m.; motion carried 5-0-0.

Jade Garfield seated at 11:10 a.m.

MOTION #5: William Carrillo, Sr./Donna Medrano motioned for mediation to take place on January 11, 2017; motion carried 6-0-0.

Break at 11:12 a.m.

Back from Break at 11:19 a.m. (William Carrillo, Sr. & Donna Medrano still out)

Francine Gibson joined at 11:19 a.m.

Back to item 1. Tribal Contributions

1. Tribal Contributions
 - a. Patient #855758 Orthodontics \$3,790.00
 - b. Patient #855260 Orthodontics payment correction from \$5,483.00 to \$5,603.00

MOTION #6: Barbara Baga/Jade Garfield motioned to approve Patient #855758 for Orthodontics in the amount of \$3,790.00; motion carried 4-0-2.

William Carrillo, Sr. & Donna Medrano back at 11:23 a.m.

MOTION #7: Barbara Baga/William Carrillo, Sr. motioned to approve Patient #855260 amount correction for Orthodontic treatment from \$5,483.00 to \$5,603.00; motion carried 6-0-0.

2. Grievance Committee Concerns

Previously discussed

3. Patient #850877 Extended Stay Assistance While in Treatment at Stanford

Elizabeth Acevedo-Medrano and Mr. Sheikh presented a letter from the Tribal Member and emails between Standard Clinical Social Worker and Elizabeth.

Stanford is willing to help find an apartment like room for the patient at \$100/night for six weeks.

MOTION #8: Jade Garfield/William Carrillo, Sr. motioned to approve assistance with board while in treatment at Stanford University for Patient #850877 total amount not to exceed \$5,000, patient will also sign an agreement taking responsibility for any incidentals during their stay; motion carried 6-0-0.

4. TRIHCI Newsletter

While reviewing Strategic plan it was discussed to put out a newsletter quarterly and providing Frances Hammond at TRTC with a few articles monthly to put in the monthly Tribal Newsletter.

Board would like for basic information to be published monthly ex. PRC 101, Grievance process, etc.

5. Approval of Job Descriptions
a. Field Supervisor

MOTION #9: Jade Garfield/Barbara Baga motioned to approve the Field Supervisor Job Description; motion carried 6-0-0.

b. HR Manager/Compliance Officer

MOTION #10: Donna Medrano/Jade Garfield motioned to remove the Facilities Manager/Compliance Officer from the Organization; motion carried 6-0-0.

MOTION #11: Donna Medrano/William Carrillo, Sr. motioned to approve the HR Manager/Compliance Officer Job Description and a starting salary of \$85,000 annually; motion carried 5-1-0.

VI. EXECUTIVE REPORTS AND COMMITTEE REPORTS

1. CEO Report

Mr. Sheikh reported the Tribal Council has approved an Ambulance budget for \$828,000 for the 1st year of operation. Now that the Field Supervisor JD is

approved HR will fly the position.

In partnership with CRIHB TRICHI has been awarded "Native Connections" grant for \$5,000 for suicidal awareness.

MOTION #12: Donna Medrano/Barbara Baga motioned to accept the CEO report; motion carried 6-0-0.

2. CAC Report

Elizabeth Acevedo-Medrano read aloud the CAC report; Board would like for a Saturday Schedule for the next 6 months to be updated and come back to the Board.

MOTION #13: Jade Garfield/Donna Medrano motioned to accept the CAC Report; motion carried 6-0-0.

Richard Brown stepped out at 12:24 p.m.

3. CFO Report

Resty Rios reported Medi-Care billing did receive a check for \$554.00

Resty is still working with Melissa and Eric to get FY 2015-16 audit completed. There are a couple more items/documents needed to complete the audit in a timely manner.

William Carrillo, Sr. is requesting for 2017 that a Grants and Contracts book is made for the Clinic.

Richard Brown returned at 12:27 p.m.

MOTION #14: Jade Garfield/Alberta Chavez motioned to accept the CFO report; motion carried 6-0-0.

William Carrillo, Sr. is suggesting Mr. Sheikh draft a proposal to oversee SOC program if he feels he could better serve the program.

4. PRC Report

Elizabeth Acevedo-Medrano read aloud the PRC report. Mr. Sheikh informed the Board he will be going over Policies with PRCO to ensure they are ready for the

Jan. 13th meeting.

Jade Garfield is asking if the amounts reported for PO's processed is correct. Resty Rios stated those amounts are inaccurate and will look into it.

MOTION #15: Barbara Baga/Donna Medrano motioned to accept the PRC report; motion carried 6-0-0.

5. Human Resources Report

Katherine Portillo reported:

- Working on AAAHC QI project
- 12/15 2017 I9 Changes webinar
- 12/22 Employment Law changes webinar
- 12/21 Grievance Committee meeting
- Assisting with Credentialing of Physicians and contracted Physicians
- Working on EMT, Paramedic, & Field Supervisor Job Descriptions
- 12/08 Health Careers Advisory Committee meeting
- Dr. Saljoughys last day was 12/21

Open Positions:

- Family Practice Physician
- Part-Time Resgistered Dietician
- Physician Assistant
- CFO
- Behavioral Health Coordinator (internal posting closed on 12/27)
- Patient Receptionist (internal positing closed on 12/29)

Other:

- 3 employees on intermittent FMLA, 3 employees on full time FMLA, 1 employee on Administrative Leave
- 1 vehicle accident, 2 employees, first aid treatment for one employee & damage to vehicle
- 1 workers comp. claim, out for 2 weeks, back to work effective 12/28

MOTION #16: Jade Garfield/Donna Medrano motioned to accept the HR report; motion carried 6-0-0.

6. AAAHC

Elizabeth Acevedo-Medrano reported the AAAHC team is currently working on QI projects. William Carrillo, Sr. is requesting a more detailed report next month.

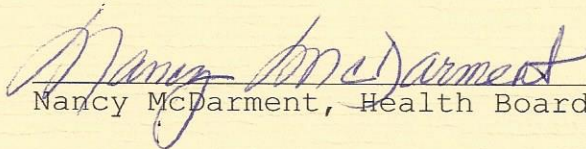
MOTION #17: Jade Garfield/Barbara Baga motioned to accept the AAAHC report; motion carried 6-0-0.

VII. 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

VIII. ADJOURNMENT

MOTION #18: Jade Garfield/Donna Medrano motioned to adjourn at 1:34 p.m.; motion carried 6-0-0.



Nancy McParment, Health Board Secretary