

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

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PORTERVILLE, CALIFORNIA 93258

**AUGUST 02, 2017 BOARD MEETING MINUTES**

**I. CALL TO ORDER:** Chairperson Gayline Hunter called roll 9:05 a.m.

**II. ROLL CALL:** Secretary Nancy McDarment called roll.

<u>Board Members:</u>		<u>Staff</u>	
Gayline Hunter, Chairperson	P	Zahid Sheikh	P
Donna Medrano, Vice-Chair	L	Resty Rios	P
Nancy McDarment, Secretary	P	Katherine Portillo	P
William Carrillo, Sr., Treasurer	P	Elizabeth Acevedo-	P
Barbara Baga, Member	P	Medrano	
Richard Brown, Member	E		
Shawn Gonzales, Member	L		
Adam Christman, Alternate	P		
Jade Garfield, Alternate	L		

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

*Adam Christman seated at 9:06 a.m.*

*Also present Vernon Vera & Tashina Ureno, Deputy TA*

**Deputy TA Kellie Carrillo Introduction**

*Kellie Carrillo & Tashina Ureno introduced themselves as Deputy TA's. They are currently housed at the Justice Center. Both are overseeing Tribal Programs one being Systems of Care.*

**III. APPROVAL OF AGENDA**

**MOTION #1:** William Carrillo, Sr./Adam Christman motioned to approve the agenda with an addition; motion carried 4-0-0.

**IV. APPROVAL OF PREVIOUS BOARD MINUTES**

*Will be reviewed at the end of the agenda*

*Moved to review of Grant Writer Contract with Vernon Vera (Under CEO Report)*

*Mr. Sheikh presented a contract that has been submitted*

by Vernon Vera and revised by both Mr. Sheikh and Vernon Vera. Vernon Vera elaborated on the details of his proposal with Mr. Sheikh. Vernon presented the Board with his experience with Grant Writing while with the Tribe. Vernon is currently retired and willing to help the Health Center with applying for Grants available as well as setting the grant work up.

Donna Medrano joined the meeting at 9:43 a.m.

Mr. Sheikh is recommending we draft a contract for 180 days to see the benefit of a contracted Grant Writer. Gayline Hunter would like for administration to draft a contract using the Health Center standard contract; contract should be ready for review by the Executive Committee later in the month.

Jade Garfield joined the meeting at 9:53 a.m.

Shawn Gonzales joined the meeting at 9:55 a.m.

Vernon Vera left the meeting at 10:01 a.m.

1. July 05, 2017 Board Meeting Minutes
2. July 11, 2017 Emergency Board Meeting Minutes
3. July 13, 2017 Executive Committee Meeting Minutes
4. July 14, 2017 Executive Committee Meeting Minutes

Minutes tabled for Special Board Meeting 08/23

**V. OLD BUSINESS**

1. William Carrillo, Sr. Items for Discussion
  - a. Strategic Plan Follow-up Porterville Clinic

Board needs to set a working meeting to follow up on the Strategic Plan. Elizabeth informed the Board we have yet to receive copies of the Strategic Plan from CRIHB.

Special Board meeting scheduled for Wednesday, August 23<sup>rd</sup> @ 8:30 a.m.

- b. Tribal Contribution Request

Willie wanted to confirm that updated information has been sent to Tribal CFO. Resty Rios confirmed that the Tribe will send down \$50,000 quarterly until the remaining \$250,000 is paid in full. Board is asking that we receive something in

*writing or a confirmation from Tribal CFO.*

*Willie informed he has been in communication with Gaming Commissioners to come give a presentation on IGRA. Willie will set a time certain at the September regular Board meeting.*

c. AAAHC Update

*Mr. Sheikh has reached out to Jerry Short to assist with completion of reaching accreditation. Mr. Sheikh will also reach out to Dr. Kim and Rosario Arreola-Pro of CRIHB. Staff has been extremely busy with primary responsibilities.*

d. Ambulance Funding

*Jade Garfield reported she felt Council was not making an Ambulance Company priority. At an Executive Committee meeting it was motioned to use CSC monies to start up the Ambulance Company ourselves. Mr. Sheikh recommended to contact Smokey Beavers to assist with startup. There are a few Indian Health Centers with Ambulance services running it was suggested those centers be visited.*

e. Report on all Annual RFPs; TRICHCI Brokers for Insurance and Retirement Plans

*Willie would like to be informed of who the brokers are and when RFPs go out and what the percentages are when paying out retirements.*

f. Annual CRIHB Report-Demonstrating all benefits to Tribe

*Meeting set for Sept. 14<sup>th</sup> at the Justice Center for Finance Training. Elizabeth will email Dr. Mark LeBeau & Cc Ron Moody.*

g. Annual TRICHI Non-Profit Report

*Willie would like to start putting together a non-profit report to go out to the community. Referred to the Finance Committee*

h. Traditional Health Report - Field Trips, Community Events & Grants

Willie reported a few members of the Traditional Health Committee along with Mr. Sheikh visited the Toyiabe Health Center. Health Center includes, 10 exam rooms, Dental office, Optometry, & Onsite Pharmacy. Population they serve is an estimated 6,000. Also visited the Community Garden.

Willie would like to attend 2017 Annual Indigenous People Sunrise Gatherings event at Alcatraz.

**MOTION #2:** Shawn Gonzales/Barbara Baga motioned to use \$2,100 from Traditional Health Funds to fund up to six tables at \$350/ea. For Traditional Foods & Medicines with receipts to be provided and unused funds to be returned; motion carried 6-0-0.

2. Patient #851056 Capsulectomy (clarification on decision needed)

*William Carrillo, Sr. stepped out at 11:55 a.m.*

*William Carrillo, Sr. returned at 12:02 p.m.*

*Barbara Baga stepped out at 12:04 p.m.*

*Barbara Baga returned at 12:09 p.m.*

**MOTION #3:** Shawn Gonzales/Donna Medrano motioned to approve Patient #850156 for a Capsulectomy in the amount of \$9,050 Rx included patient is to sign a waiver that TRICHI is not financially responsible should complications occur after procedure; motion carried 6-0-0.

3. Patient #850410 - appealed denial of second TCF request, letter sent upholding decision of Committee (FYI)

## **VI. NEW BUSINESS**

1. Tribal Contribution Request

- a. Patient #850191 Dental Implants \$8,340.00 includes RX

*Adam Christman stepped out at 12:14 p.m.*

**MOTION #4:** Donna Medrano/Barbara Baga motioned to approve Patient #850191 for Dental Implants in the amount of \$8,340 Rx included; motion carried 5-0-1.

2. PRC Services

- a. Orthodontics

- b. Increase Hearing Aids to \$4,000.00/ear

- c. Increase Optical coverage for Elders (outside visits included)

*Jade Garfield explained during the PRC meeting Francine Gibson, PRCO expressed wanting to add covered services and increase amounts for Hearing Aids and Optical services.*

*Adam Christman returned at 12:17 p.m.*

*Joseph Garfield joined the meeting at 12:25 p.m.*

*Joseph Garfield presented a memo to the Board requesting funding for the Elders Gathering to cover Dancers, food and presenters. Total amount requested is \$5,000.*

**MOTION #5:** Adam Christman/William Carrillo, Sr. motioned to approve \$4,000 from Traditional Health Funds for the Elders Gathering for dance groups, traditional foods and hand games with receipts to be handed returned within 30 days; motion carried 6-0-0.

*Gayline Hunter stepped out at 12:39 p.m.*

*Joseph Garfield left at 12:40 p.m.*

3. Conflict of Interest (Tribal Ordinance vs. TRIHCI Bylaws)

*Francine Gibson brought up the issue being that she is in a position to approve referrals and payments for patients. A majority of the patients are Tribal Members and according to the Tribal Ordinance Francine would technically be in conflict. Jade Garfield is suggesting we practice staying away from Family members two up, two down and straight across, (grandparents, parents, spouse, children and grandchildren) policy will be drafted and presented at the Special Board meeting.*

4. CRIHB Award Nominations
  - a. Luna Wessel Award State

*Cynthia Gomez*

- b. Luna Wessel Award National

*Dr. Mark LeBeau*

c. Luna Wessel Award Regional

*Donna Medrano*

d. Honored Elders Award Female

*Judy Nieto Martin*

e. Honored Elders Award Male

*Joseph Garfield*

f. Special Recognition Award

*Gayline Hunter returned at 1:21 p.m.*

*Gayline Hunter & Nancy McDarment*

g. Lifetime Achievement Award

*Joe Carrillo, Jr. & Ludrie Gonzales*

h. Youth Leadership Award

*Tule River SOC Youth*

*Donna Medrano stepped out at 1:26 p.m.*

*Nancy McDarment stepped out at 1:28 p.m.*

*Donna Medrano returned at 1:31 p.m.*

*Nancy McDarment returned at 1:34 p.m.*

i. Hall of Fame

*Alice Miranda (contact Nicola Larsen, Kim Nenna or Lucy Rodilez for picture)*

*Consensus of the Board to approve above mentioned nominations.*

5. Darrel Hostler Contribution

*CRIHB is stating they still haven't received last years contribution. Resty Rios is going to look into the issue before the Board approves this years contribution.*

6. Life Line Screening

*Gayline Hunter read aloud memo regarding Life Line*

*Screening submitted by Tribal Member.*

*Mr. Sheikh has reviewed the proposal and will review benefits of the program with the Medical Director. A lot of services listed are already provided in-house.*

*Shawn Gonzales left the meeting at 2:25 p.m.*

*Jade Garfield seated at 2:25 p.m.*

7. CEO Assistant

*After speaking with a few Board Members Gayline Hunter stated CEO needs an Assistant. Administration was directed to develop a job description and salary.*

8. Update on Parking Lot

*Mr. Sheikh received an email from Kerry Gragg this morning. CRIHB is in contact with paving contractors to visit the clinic shortly to look at the parking lot. John Skaggs of CRIHB will be assigned as the project leader.*

9. Update on Mental Health Building Repair

*VRC will start renovation construction on August 14<sup>th</sup>.*

10. Emergency Preparedness Plan/Program

*Mr. Sheikh requested information from DON Fred Huerta. All information is needed by November 15<sup>th</sup> in order to be in compliance with MediCare.*

11. Finance Workshop (set date)

*Previously discussed set for 09/14.*

12. IGRA (set date for presentation)

*Previously discussed scheduled for 09/06.*

13. Fair Funding of the CA Indian Health Service Area

*FYI*

14. Action on Doubtful Collections

Mr. Sheikh likes Ron Moodys suggestion of setting aside funds every month to offset the balance. Nancy doesn't agree with that plan, reason being she does not feel the Clinic should have to use its own monies to offset doubtful collections. Further information will be presented at the Special Board Meeting.

Barbara Baga left meeting at 3 p.m.

Adam Christman stepped out at 3:08 p.m.

Adam Christman returned at 3:12 p.m.

**VII. EXECUTIVE REPORTS AND COMMITTEE REPORTS**

1. CEO Report

Mr. Sheikh reported he met with Gordon Bussell, SOC Manager on July 13<sup>th</sup>. Mr. Sheikh presented an MOA between TRICHI & TRTC. Mr. Sheikh also requested the salaried budget for the Behavioral Analyst. Sylvia Mendoza was also present at the meeting to discuss billing for Paul Delgado. Mr. Sheikh wanted to clarify he would like to keep Paul on staff with the health center after the SOC grant is gone being there is a need for his position with the community.

Mr. Sheikh and Resty Rios meet regularly with Billers to discuss productivity.

Mr. Sheikh visited Toyabie Health Center.

Dr. Kendall Shumway, Chief Podiatrist with Riverside San Bernardino County Health Clinic will be conducting peer review for our Podiatry services. Dr. Albrecht has been practicing at 99% quality service.

Mr. Sheikh will meet with Vernon Vera to review a contract for Grant Writing.

Dr. Albrecht joined the meeting at 3:35 p.m.

**MOTION#6:** Donna Medrano/Adam Christman motioned to go into closed session at 3:35 p.m.; motion carried 5-0-0.

Jade Garfield left the meeting at 4 p.m.



*Dr. Albrecht left the meeting at 4:11 p.m.*

**MOTION #7:** Donna Medrano/Nancy McDarment motioned to come out of closed session at 4:25 p.m.

**MOTION #8:** Adam Christman/Donna Medrano motioned to approve up to \$7,000 relocation fee for Dr. Albrecht housing during probationary period; motion carried 4-0-0.

**MOTION #9:** William Carrillo, Sr./Donna Medrano motioned to accept the CEO report; motion carried 4-0-0.

2. CFO Report
3. PRC Report
4. Human Resources Report

**VIII. DEPARTMENTAL & GRANT REPORTS - for information only**

1. CAC Report
2. Dental Report
3. Medical Report
4. Clinical Services Report
5. Community Outreach Report
6. Behavioral Health Report
7. Information Technology Report
8. Diabetes Grant Report
9. AOA
10. FYI Items

**IX. ADJOURNMENT**

**MOTION #10:** Adam Christman/Donna Medrano motioned to adjourn at 4:33 p.m.; motion carried 4-0-0.

  
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Nancy McDarment, TRIHCI Board Secretary