

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

P.O. BOX 768

PHONE 784-2316

PORTERVILLE, CALIFORNIA 93258

OCTOBER 11, 2017 BOARD MEETING MINUTES

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

II. ROLL CALL: 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	P		
Shawn Gonzales, Member	A		
Adam Christman, Alternate	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.

Donna Medrano joined the meeting at 9:09 a.m.

III. APPROVAL OF AGENDA

MOTION #1: William Carrillo, Sr./Nancy McDarment motioned to approve the agenda with additions; motion carried 6-0-0.

IV. APPROVAL OF PREVIOUS BOARD MINUTES

1. September 06, 2017 Board Meeting Minutes

MOTION #2: Jade Garfield/Donna Medrano motioned to approve the September 06, 2017 Board meeting minutes with additions and corrections; motion carried 5-0-1.

2. September 13, 2017 Board Meeting Minutes (Finance)

Donna Medrano stepped out at 9:47 a.m.

MOTION #3: Nancy McDarment/Barbara Baga motioned to approve the September 13, 2017 Board Meeting Minutes (Finance) as written;

motion carried 3-0-3.

V. OLD BUSINESS

1. Approval of September 2017 HR Board Report
Donna Medrano returned at 9:50 a.m.

MOTION #4: Jade Garfield/Barbara Baga motioned to accept the Sept. 2017 HR Board Report; motion carried 6-0-0.

2. Approval of September 2017 CFO Report

*Richard Brown stepped out at 10:28 a.m.
Richard Brown returned at 10:40 a.m.
Gayline Hunter stepped out at 10:40 a.m.
Adam Christman joined at 10:40 a.m.*

MOTION #5: Jade Garfield/Barbara Baga motioned to accept the September 2017 CFO Report with suggested changes to be made; motion carried 5-0-0.

Adam Christman seated at 11:05 a.m.

3. FYI updates to Strategic Plan have been sent to CRIHB

Manuel Santoyo joined at 11:10 a.m.

4. Ambulance Service

Manuel (Manny) Santoyo was introduced to the Board as our new Field Supervisor (ambulance service).

Gayline Hunter returned at 11:12 a.m.

Manny expressed excitement to start ALS services on the Reservation. Currently ALS services available to the community can be a 15-20 min. wait if the units are in Porterville. Manny clarified that Dr. Hanas Medical license will not need to be used for Paramedics, (Central California EMS Agency) CCEMSA already has a Medical Director in place for Tulare County Paramedics to use. Tulare County is in favor of having an Ambulance Company on the Reservation. The current workers comp. and liability insurances we currently have in place meet and exceed the requirements (considering adding an additional 9 employees cost may go up) vehicle insurance will also need to be purchased. Manny is currently in the process of obtaining a sample Agreement for a

Provider signing off on Narcotics & chain of custody for said Narcotics.

In speaking with Dale Dobson of CCEMSA it is suggested we not yet sign a contract with the County. That way we can stay dedicated to servicing the Tule River Community instead of being called off the Reservation to cover the valley floor. We will still be able to transport directly to Emergency Departments, services will be billable for the entire ride.

Time frame for implementation of Ambulance Service will depend on how fast the Board of Supervisors moves. Dale Dodson did express he will be pushing to help move the process along faster.

Treatment protocols are already in place, Manny is developing Operational policies to be presented to the Board for approval.

Manny Santoyo stepped out at 11:37 a.m.

Jade Garfield stepped out at 11:37 a.m.

MOVED TO INSURANCE RENEWAL

Katherine Portillo presented the Board with hard copies of Insurance Renewal options from Bulen Insurance.

Jade Garfield returned at 11:42 a.m.

Adam Christman unseated at 12:40 p.m.

MOTION #6: Jade Garfield/William Carrillo, Sr. motioned to approve Blue Shield Gold Option #2 at 100% with Platinum Option offered to employees can buy up to (Medical Plan); motion carried 6-0-0.

MOTION #7: Jade Garfield/Donna Medrano motioned to approve current Dental Insurance at the current POS renewal option with the addition of \$2,116.80; motion carried 5-0-1.

MOTION #8: Nancy McDarment/Jade Garfield motioned to keep Basic Life Insurance the same at one year salary; motion carried 6-0-0.

5. Communication (between CEO & BOD)

TABLED

VI. NEW BUSINESS

1. Approval of Organizational Chart

Richard Brown stepped out at 1:01 p.m.

*After further discussion on job descriptions
Organizational Chart approval will be put on hold.*

MOVED BACK TO COMMUNICATIONS (BETWEEN CEO & BOD)

*Mr. Sheikh would like to remind BOD that he be kept
in the loop when information is being requested from
employees.*

2. Review of Conflict of Interest Policy

Richard Brown returned at 1:10 a.m.

*Board wanted to implement Tribal Councils Conflict of
Interest Policy. Katherine will contact TRTC HR
Director.*

3. Approval of Social Media Policy

Donna Medrano stepped out at 1:21 p.m.

MOTION #9: William Carrillo, Sr./Barbara Baga motioned to approve the Social Media Policy with corrections; motion carried 5-0-1.

Donna Medrano returned at 1:27 p.m.

4. Emergency Preparedness Plan

*IHS is requiring a plan be put into action for
Natural Disasters. Plan needs to be put into place by
11/15/2017. Admin will have plan ready for next week.*

5. CEO Evaluation (schedule with HR)

Katherine will send evaluation form to BOD.

6. Insurance Renewal

Previously discussed

7. Clarification on BOD Officer Roles & Responsibilities

TABLED

8. Jerry Short Contract

Mr. Sheikh is still waiting to get a contract from Mr. Short, will email him.

9. Retirement Gift

Lyle Martin, IT Director has officially put in his resignation. He's provided 12 years of service to TRIHCI.

William Carrillo, Sr. returned at 1:31 p.m.

MOTION #10: Jade Garfield/Donna Medrano motioned to approve expenses for Lyle Martin Retirement Appreciation not to exceed \$2,000 (\$1,000 check, food, plaque & possible blanket); motion carried 6-0-0.

MOTION #11: Donna Medrano/William Carrillo, Sr. motioned to go into closed session at 1:44 p.m.; motion carried 6-0-0.

MOTION #12: William Carrillo, Sr./Jade Garfield motioned to come out of closed session at 2:00 p.m.; motion carried 6-0-0.

MOTION #13: William Carrillo, Sr./Nancy McDarment motioned to approve a 5 night stay at La Quinta Inn, Fresno with Fuel for Jacqueline Brown to be paid form Tribal Contributions; motion carried 5-0-1.

VII. EXECUTIVE REPORTS AND COMMITTEE REPORTS

1. CEO Report

Mr. Sheikh reported he attended IHS Area Office meeting where it was reported YRTC currently has 39 staff members and is servicing 6 clients. YRTC does not participate in self-insured plans and is administered by federally qualified tribes. Also discussed was restoration of full dental services effective January 2018 and IHS is now accepting GPRA reports from commercial EHRs such as NextGen. RPMS will soon be phased

out.

Mr. Sheikh met with Gordon Bussell, SOC Manager Kellie Carrillo, Deputy TA & Paul Delgado, Behavioral Analyst on 08/20 to discuss issues such as SOC funding availability. Mr. Sheikh has again requested salary information be supplied to him for the Behavioral Analyst position before bringing the position under the Health Center.

The Health Center is on the agenda for 10/10 to request transfer of the Ambulance Van.

TRIHCI staff attended Pier Fire update meetings daily. Staff was also staffed at the "cooling centers" after hours to assist Community Members if needed.

Behavioral Health Department renovation is still in progress. All airborne issues have been cleared and main frame has been replaced.

Gayline Hunter left at 2:45 p.m.

Adam Christman seated at 3:35 p.m.

MOTION #14: Adam Christman/Jade Garfield motioned to accept the CEO Report; motion carried 6-0-0.

BACK TO CLARIFICATION ON BOD OFFICER ROLES & RESPONSIBILITY

William Carrillo, Sr. would like clarification on who other than the Chairperson can approve travel for Board Members. William feels there are more important informative meetings he would like to attend other than NIHB or CRIHB meetings.

MOTION #15: Adam Christman/Jade Garfield motioned to approve William Carrillo, Sr. to travel to Milwaukie, WI for NCAI conference and will provide report at following meeting; motion carried 2-0-4.

2. CFO Report (hard copies provided at meeting)

Will be provided at next meeting

3. Human Resources Report

MOTION #16: Adam Christman/Jade Garfield motioned to accept the Human Resources Report; motion carried 6-0-0.

Jade Garfield left the meeting at 4:26 p.m.

4. PRC Report

MOTION #17: William Carrillo, Sr./Barbara Baga motioned to accept the PRC report; motion carried 5-0-0.

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 #18: Adam Christman/Nancy McDarment motioned to adjourn at 4:35 p.m.; motion carried 5-0-0.



Nancy McDarment, TRIHCI Board Secretary