

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

P.O. BOX 768

PHONE 784-2316

PORTERVILLE, CALIFORNIA 93258

DECEMBER 05, 2018 BOARD MEETING MINUTES

I. **CALL TO ORDER:** Chairperson Gayline Hunter called the meeting to order at 8:45 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	P	Griselda Lagunas	P
Nancy McDarment, Secretary	P		
William Carrillo, Sr., Treasurer	P		
Barbara Baga, Member	P		
Richard Brown, Member	P		
Shawn Gonzales, Member	P		
Jeanne Baga, Alternate	P		
Adam Christman, Alternate	A		

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

III. **APPROVAL OF AGENDA**

**MOTION #1:** Barbara Baga/William Carrillo to approve the Agenda with additions; motion carried 6-0-0.

*January 3<sup>rd</sup> TANF prevention meeting at the Justice Center*

*January 15<sup>th</sup> Cultural Competencies Training (Visalia)*

**MOVED TO VII. NEW BUSINESS 1.2019 ELECTIONS**

*William Carrillo stepped out at 9:39 a.m.*

*William Carrillo returned at 9:43 a.m.*

**MOTION #2:** Barbara Baga/William Carrillo motioned to approved the 2019 Elections Requirements which include the Elections Voting and Candidate Requirements, Eligibility to Serve as Board Member, Membership Meetings, Eligibility to Serve as Board Member, Dispute for Verification to Vote, and Verification Receipt of Absentee Voter Ballot with corrections; motion carried 6-0-0.

**CONSENSUS** to have the full board to be present on January 4<sup>th</sup> at 5:15 p.m. following the Election appeals.

**CONSENSUS** to meet on December 6, 2018, at 7:30 a.m. to review the 2019 TRICHI Eligible and Non-Eligible voters list with the full Board.

**MOVED TO IV. EXECUTIVE & COMMITTEE REPORTS 2. THOMAS MOORE**

**MOTION #3:** Donna Medrano/William Carrillo, Sr. motioned to go into closed Executive session at 9:52 a.m.; motion carried 6-0-0.

**MOTION #4:** Shawn Gonzales/William Carrillo, Sr. motion to come out of the closed Executive session at 1:48 p.m.; motion carried 6-0-0.

**MOVED TO VII. NEW BUSINESS 2. 2019 HOLIDAY SCHEDULE**

**MOTION #5:** Shawn Gonzales/Nancy McDarment to approve the 2019 Holiday schedule with changes, Christmas Eve to be off at noon (12:00 p.m.); motion carried 5-0-1.

*Barbara Baga left at 1:55 p.m.*

*Jeanne Baga left at 1:5 p.m.*

*Optometry purchase was reviewed, three bids were provided to the Board because they exceed the allowable amount for Mr. Sheikh to purchase without approval.*

**MOTION #6:** Nancy McDarment/Shawn Gonzales to approve the purchase of optical equipment in the amount of \$24,023 from Ophthalmic Instrument Inc. and the funds to come from CHRIB modification for medical equipment; motion carried 5-0-0.

*Dr. Steidley and Dr. Honka asked to come in an extra day due to the increase in patients. A revision needs to be made for both Dr.'s before they begin the new schedule.*

**MOTION #7:** William Carrillo/Shawn Gonzales motioned to approve the donation request for Imperial Ambulance to be present during Larry W. Garfield Sr.'s Memorial Rodeo from 5-10 p.m. only, anything after 10 pm will be at the cost to them, donation not to exceed \$2000; motion carried 4-1-0.

*Donna Medrano stepped out at 2:14 p.m.*

*Willie reviewed an email that was sent to him*

regarding the homeless in Porterville. Willie suggested that the Behavioral Health have a booth at the event.

Donna Medrano returned 2:26 p.m.

Mr. Sheikh will have a Behavioral Health and Medical booth at the event since our behavioral health department is not able to diagnose patients with a mental health condition.

Shawn suggested that we give out hygiene kits or first aid kits along with emergency numbers in the bags. Use anything we have left over from the outreach department as well as the dental department.

**MOVED TO IV EXECUTIVE & COMMITTEE REPORTS 3. PRC**

**MOTION #8:** Shawn Gonzales/Donna Medrano motion to approve patient #855876 request for orthodontics in the amount of \$6,000; motion carried 5-0-0.

**IV. EXECUTIVE & COMMITTEE REPORTS**

1. Human Resources
  - a. Job Descriptions
  - b. Policies
2. Thomas Moore (9:30 a.m.)  
**EXECUTIVE SESSION MOTION #3 AND MOTION #4**
3. PRC
  - a. Tribal Contribution Request
    - i. Patient #855876 - Orthodontics \$5,950 + \$50 for rx.  
**APPROVED WITH MOTION #8**
  - b. Referral Update Letter  
**TABLED** until December 6, 2018, Special Board Meeting.
4. CFO
  - a. Employee appreciation  
Resty reviewed the employee appreciation budget with the Board  
**TABLED** until December 6, 2018, Special Board Meeting.

**CONSENSUS** to table the remaining agenda items for the Special Board Meeting on 12/6/2018 and to adjourn at 2:52 p.m.

5. CEO - Copy will be provided

**V. APPROVAL OF PREVIOUS BOARD MINUTES**

1. October 03, 2018 Special Board Meeting Minutes
2. October 08, 2018 Special Board Meeting Minutes
3. October 29, 2018 Board Meeting Minutes
4. November 01, 2018 Special Board Meeting Minutes
5. November 07, 2018 Board Meeting Minutes

**VI. OLD BUSINESS**

1. CEO evaluation
2. Traditional Health
3. Cross Training (Karelin - Medical Secretary)
4. Issues (Executive Meeting)

**VII. NEW BUSINESS**

1. 2019 Elections
  - a. Election Requirements (Section #F)
  - b. The hiring of Relatives, Former Employees, and Board Members (Section #E)
  - c. Membership meetings (Section #2)

**APPROVED WITH MOTION #2**

2. 2019 Holiday Schedule  
**APPROVED WITH MOTION #5**

3. Optometry Purchase  
**APPROVED WITH MOTION #6**

4. Donation Request  
**APPROVED WITH MOTION #7**

5. Homeless

**VIII. POLICIES**

1. Medical Policies
  - a. Annual Influenza Policy
  - b. Emergency Medical Management Protocol for Vaccine Reactions in Adult Patients
  - c. Fire Safety and Non-Medical Emergency
  - d. HealthNet Members Grievance Policy
  - e. Informed Consent and Procedure
  - f. Mandatory Reporting Policy Child Domestic Elder
  - g. Minors Rights
  - h. Prior Authorization Requests and Referral Process
2. Tribal Contributions
3. Behavioral Health

- a. Participation Qualifications
- b. Transportation
- 4. Responsibility and Authority Policy

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

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

**X. ADJOURNMENT**

  
Nancy McDarment, TRIHCF Board Secretary