

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

P.O. BOX 768

PHONE 784-2316

PORTERVILLE, CALIFORNIA 93258

MARCH 05, 2019 BOARD MEETING MINUTES

**I. CALL TO ORDER:** Chairman Adam Christman called meeting to order at 9:04 a.m.

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

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

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

*Also present: Rania Nieto & Rhoda Hunter*

**III. APPROVAL OF AGENDA**

*William Carrillo, Sr. Seated at 9:05 a.m.*

**MOTION #1:** Shawn Gonzales/Donna Medrano motioned to go into closed session at 9:05 a.m.; motion carried 5-0-0.

**MOTION #2:** Barbara Baga/Donna Medrano motioned to come out of closed session at 9:35 a.m.; motion carried 5-0-0.

*Darla Bush present*

**MOTION #3:** Barbara Baga/Nancy McDarment motioned to approve the agenda with additions; motion carried 5-0-0.

**IV. COMMUNITY CONCERNS (PUBLIC COMMENT)**

*Rhoda Hunter addressed concerns with Provider David Baro no longer being employed. He is very well liked by the community and took very good care of his patients and had a good reputation with community. Rhoda Hunter also addressed Grievance/Incident report forms.*

Currently in the process of revamping Grievance/Incident report policy, board along with HR are looking at all weaknesses with the current policy.

Rania stated that she's turned in Grievance's and has never received acknowledgments or updates that issues were taken care of. She has gone as far as going to CEO to address issues and was told DOC would handle the situation and no one ever followed up.

Ray Flores joined the meeting at 10:04 a.m.

Darla Bush had concerns with being told she could not schedule an appointment for more than two children without having a second adult present, Darla asked if there was a policy in place to back up that decision & was told it was a directive given by the DOC. Mr. Sheikh informed the Board and Darla that this practice has been removed. Darla's second concern, is she tried to make appointments for her children several different times and was told there was no provider available to see children. Third concern Darla had is with her grandmother who is an elder and slow moving, she had an appointment and was waiting for her ride outside, she heard her phone ringing and did not make it to the phone on time and when she called back was informed something came up and would not be transported to her appointment.

Community has concerns with rumors going around that more Providers may be leaving as well.

Ray Flores is suggesting that when staff make an appoint they insure Transportation is available before making appointments for patients. What is going to happen now that his provider is gone? All providers have access to patient records and can pick up on patient care.

Rania did inform the Board that Dr. Hana will refuse to see patients.

Patients do not want to have to redo any blood work or test when they are being seen by a new Provider, they want Providers to go by current labs and test in charts.

Rania has also had issues with having referral appointments being set up in a timely manner.

There was due diligence preformed when decision to part ways with a Provider was made. Boards concerns are the

same as the community concerns as they too are patients.

Rania Nieto, Rhoda Hunter, Darla Bush & Ray Flores left the meeting at 10:44 a.m.

Break at 10:45 - 11:00 a.m.

**Consensus** of the Board to put out a Community Notice informing of the departure of Provider. Chairman will draft a notice. William is suggesting having the notice reviewed by our attorneys & HR Manager before posting the notice. Also encouraged not to post or address issues on Social Media as it keeps fire going.

**V. EXECUTIVE & COMMITTEE REPORTS**

1. Human Resources

Katherine Portillo joined the meeting at 11:09 a.m.

a. Chief Compliance Officer (CCO) Job Description

**MOTION #4:** William Carrillo, Sr./Barbara Baga motioned to approve the Chief Compliance Officer (CCO) Job Description with changes; motion carried 5-0-0.

**MOTION #5:** Nancy McDarment/Donna Medrano motioned to approve using unused salaries in the current General Operating Budget salary ranging \$84,424.00 - \$95,000.00 for the CCO Position; motion carried 5-0-0.

b. Youth Connections Project Director Job Description

**MOTION #6:** William Carrillo, Sr./Shawn Gonzales motioned to approve the Youth Connections Project Director Job Description as presented with Salary grade being shown as \$43,680 - DOE; motion carried 5-0-0.

*Katherine Portillo went over monthly report (please see report for detail)*

**MOTION #7:** Barbara Baga/Shawn Gonzales motioned to accept the HR Report; motion carried 5-0-0.

Katherine Portillo left the meeting at 11:59 a.m.

Break for lunch at 12 p.m.

Back from Lunch at 12:20 p.m.

**Moved to New Business 1. Retirement Gift Karelin Sammann**

**MOTION #8:** Barbara Baga/William Carrillo, Sr. motioned to approve a retirement gift of \$1,000 with a Pendleton blanket and plaque funds to come from employee appreciation; motion carried 5-0-0.

**Moved to item New Business 2. Well for Culture**

*Shawn Gonzales presented share of cost for flying and hosting presenters. Total cost is an estimated \$2,235.26*

**MOTION #9:** Barbara Baga/Nancy McDarment motion to approve share of cost for Well for Culture event up to \$3,000 funds to come from Traditional Health line item contingent on receipts being submitted; motion carried 4-0-1. (SG)

**Moved to item New Business 3. TGCC**

*Tribal Chairman is asking the Health Board to delegate a member to step in for him should he need to step out or not be able to make it.*

**Consensus** to delegate William Carrillo, Sr. As TGCC delegate up until January 2020.

**Back to PRC**

*Francine Gibson joined the meeting at 12:52 p.m.*

2. PRC

*Francine Gibson review monthly report with Board  
(please see report for detail)*

**MOTION #10:** William Carrillo, Sr./Shawn Gonzales motioned to accept the PRC Report; motion carried 5-0-0.

a. Tribal Contribution

i. Patient 855567 Orthodontics \$6,000.00 rx included

**MOTION #11:** Donna Medrano/Barbara Baga motioned to approve Tribal Contribution for patient #855567 for Orthodontics in the amount of \$6,000.00; motion carried 5-0-0.

ii. Patient 855767 Orthodontics \$2,230.00 rx included

**MOTION #12:** Shawn Gonzales/Donna Medrano motioned to approve

Tribal contribution for Patient #855767 for Orthodontics in the amount of \$2,230.00; motion carried 5-0-0.

b. Referral Update form

**MOTION #13:** Shawn Gonzales/Donna Medrano motioned to approve the Referral Update form as presented; motion carried 5-0-0.

c. Optical Provider form

*Add title to form Purchased Referred Care Optical Provider list; add "any balance in excess of the allowed PRC amount (\$500) is my responsibility."*

**MOTION #14:** Barbara Baga/Nancy McDarment motioned to approve the Optical Provider form with changes; motion carried 5-0-0.

**Moved to Approval of Previous Board Minutes**

*William Carrillo, Sr. stepped out at 1:34 p.m.*

*William Carrillo, Sr. returned at 1:39 p.m.*

**MOTION #15:** Shawn Gonzales/Nancy McDarment motioned to approve the February 06, 2019 Board Meeting Minutes with modifications; motion carried 5-0-0.

**MOTION #16:** Shawn Gonzales/Barbara Baga motioned to approve the February 13, 2019 Special Board Meeting Minutes as presented; motion carried 5-0-0.

**Motion #17:** William Carrillo, Sr./Shawn Gonzales motioned to go into closed session at 1:55 p.m.; motion carried 5-0-0.

**MOTION #18:** Shawn Gonzales/Donna Medrano motioned to come out of closed session at 2:17 p.m.; motion carried 5-0-0.

**Moved to CEO Report**

*Zahid Sheikh reported he met with Independent Medical Group regarding transition to Dignity Medical Group for Managed Medicare claims.*

*Mr. Sheikh met with Tribal Administrator regarding renting space at Justice Center for Behavioral Health Dept. Board will review and motion. Mr. Sheikh also discussed position of Board Certified Behavioral Health Analyst (BCBHA). Mr. Sheikh and Chairman Adam Christman will be meeting with current BCBHA this week to talk about renegotiating his hourly wage.*

**MOTION #19:** Shawn Gonzales/Donna Medrano motioned to accept the CEO Report; motion carried 5-0-0.

*Resty Rios joined the meeting at 2:57 p.m.*

3. CFO

*Resty Rios reviewed CFO Report and Expenditures with Board (please see reports for details)*

**MOTION #20:** Shawn Gonzales/Barbara Baga motioned to accept the CFO report; motion carried 5-0-0.

4. CEO

*Previously reported*

**VI. APPROVAL OF PREVIOUS BOARD MINUTES**

1. February 06, 2019 Board Meeting Minutes

*Previously approved*

2. February 13, 2019 Special Board Meeting Minutes

*Previously approved*

**VII. OLD BUSINESS**

1. NextGen Consultant Contract
2. Strategic Plan

**MOTION #21:** Shawn Gonzales/Nancy McDarment motioned to approve Justice Center Lease Agreement as modified; motion carried 5-0-0.

*March 13<sup>th</sup> working meeting proposed to review Strategic Plan*

**Back to NextGen Consultant Contract**

*Contract needs to be on TRIHCIs format, change contract dates for 6 months up to \$50,000, submit monthly progress reports; contingencies start with CAC specialist and train.*

**MOTION #22:** William Carrillo, Sr./Shawn Gonzales motioned to approve NextGen Consultant Contract with contingencies, for six (6) months starting March 6, 2019 and contract written on TRIHCI format, budget of \$50,000 not to be exceeded and to come from unused salaries in operating budget ; motion carried 5-0-0

*Shawn Gonzales left the meeting at 4:31 p.m.*

3. Provider Licensing (Dr. Tran & Honka)

**VIII. NEW BUSINESS**

1. Retirement gift of \$1,000 for Karelin Sammann

*Previously approved*

2. Well for Culture (TH) Share of Cost

*Previously approved*

3. TGCC Delegation

*Previously elected*

**IX. POLICIES**

1. Lodging Policy (Tribal Contributions)
2. Fall Prevention
  - a. Participation Qualifications
  - b. Transportation
3. Responsibility and Authority Policy

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

1. CAC Report
2. Dental Report
3. Medical Report
4. Clinical Services Report/Community Outreach Report
5. Behavioral Health
6. IT Report
7. EMS Report
8. Diabetes Grant Report
9. AOA
10. TMAA
11. FYI Items

**XI. ADJOURNMENT**

**MOTION #23:** Donna Medrano/William Carrillo, Sr. motioned to adjourn at 4:32 p.m.; motion carried 4-0-0.

  
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Nancy McDarment, TRIHCI Board Secretary