

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

P.O. BOX 768

PHONE 784-2316

PORTERVILLE, CALIFORNIA 93258

04 FEBRUARY 2015 BOARD MEETING MINUTES

I. CALL TO ORDER: Gayline Hunter called meeting to order at 9:03 a.m.

II. ROLL CALL: Alberta Chavez called roll.

<u>Board Members:</u>	<u>Staff</u>	
Gayline Hunter, Chairperson	P Zahid Sheikh	P
Donna Medrano, Vice-Chair	P Casey Carrillo	P
Joseph Garfield, Treasurer (joined meeting at 9:25 a.m)	L Danièle Healy	P
Alberta Chavez, Secretary	P Elizabeth Acevedo-	P
Barbara Baga, Member	P Medrano	
Richard Brown, Member	P	
William Carrillo, Sr., Member	P	
Veronica McDarment, Alternate	P	
Jade Garfield, Alternate	P	

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

9:04 a.m. Jade Garfield was seated

III. APPROVAL OF AGENDA

MOTION #1: Barbara Baga/Donna Medrano motioned to approve the agenda with additions; motion carried 6-0-0.

Richard Brown left meeting at 9:17 a.m.

Veronica McDarment seated at 9:17 a.m.

IV. APPROVAL OF PREVIOUS BOARD MEETING MINUTES

1. 07 January 2015 Board Meeting Minutes

MOTION #2: Alberta Chavez/Donna Medrano motioned to approve the 07 January 2015 with corrections; motion carried 4-0-2.

2. 20 January 2015 Special Board Meeting Minutes

Joseph Garfield joined the meeting at 9:25 a.m.

Veronica McDarment unseated at 9:26 a.m.

MOTION #3: Barbara Baga/Donna Medrano motioned to approve the January 20, 2015 Special Board Meeting with corrections; motion carried 5-0-1.

V. OLD BUSINESS

1. Employee Appreciation closing cost

Board reviewed

2. Closing Cost/report for TRIHCI Christmas Party

Board reviewed

3. Closing Cost/report for Diabetes Awareness Walk

Board reviewed

4. Tribal Contribution Policy (update needs approval)

Gayline Hunter recommends the policy be sent back to the committee because the Executive committee has been meeting after CHS (PRC) to approve Tribal Contribution request so they can get processed sooner and the policy should state such an action.

MOTION #4: Barbara Baga/Donna Medrano motioned to approve the update to the Tribal Contribution Policy; motion carried 5-0-1.

5. Tribal Contribution Letter

TABLED

6. Schedule Medical Policies & Procedures review

Next review scheduled for Tuesday, February 24, 2015 at 8:30 a.m.

7. Visalia Clinic Update

Mr. Sheikh will update in his CEO report.

8. Emergency/Disaster Preparedness (need new date scheduled)

Scheduled for Thursday, March 19, 2015 at 9:00 a.m.

VI. NEW BUSINESS

1. Darrell Hostler Contribution

Casey Carrillo was asked to double check if we've sent our contribution for this year.

MOTION # 5: Jade A. Garfield/Barbara Baga motioned to approve the Darrell Hostler Contribution in the amount of \$10,000 pending research of the CFO; motion carried 6-0-0.

2. Sponsorship of Tribal Benefit Golf Tournament

MOTION #6: William Carrillo, Sr./Joseph Garfield motioned to deny the sponsorship due to no policy being in place and to have a sponsorship policy drafted; motion carried 6-0-0.

3. Approval of 10 exam tables from *Physician's Sales & Service*

Tabled

4. Approval of Clinical Psychologist job description

Referred to the Personnel Committee for review. Personnel will meet after Finance on Wednesday, February 11, 2015; Executive committee will meet after both meetings to approve the job description.

5. Select a date for Board Governance/HIPAA Training (Thursdays & Fridays are best in February)

Scheduled for February 26, 2015 at 9:00 a.m.

Donna Medrano stepped out at 10:26 a.m., returned at 10:28 a.m.

6. Patient #850140 dental implants

Taken care of.

7. Willie J. Carrillo, Sr. various ideas

- *Community Members requesting to bring back Karate.*
- *Wellness Center/Gym expansion*

Gayline Hunter stepped at out 10:32 a.m., returned at 10:35 a.m.

Barbara Baga stepped out at 10:35 a.m., returned at 10:41 a.m.

Joseph Garfield suggested asking Tribal Council if they are willing to expand the gym to the west to make room for women's fitness.

- Owens Valley Career Development Center has a new grant writer; Thomas Zizzo.
- Attended TGCC two weeks ago, would like to formally request if he can represent the Tribe and Health Center in Washington D.C.
- Youth summit
- Traditional Health policy; meeting with Elders went well it was suggested there be a garden planted. William Carrillo, Sr. would like to make sure we support them in that.

Joseph Garfield stepped out at 10:51 a.m., returned at 10:55 a.m.

VII. EXECUTIVE REPORTS AND COMMITTEE REPORTS

1. CEO Report

Mr. Sheikh reported we attended CRIHB quarterly meeting Jan. 20-21, 2015; Dr. Newman presented his Fast Track program. Mr. Sheikh along with TRIHCI staff met with Kings View Behavioral Health, they would like to go into contract with us providing a Clinical Psychologist. Froilan Sarmiento has given us an updated budget for a Clinical Psychologist. We will be able to bill for services we get for the Clinical Psychologist.

Visalia Clinic will take a little longer than expected to open. We have been notified of inspections that we need to pass for proper licensing. Mr. Sheikh met with Kerry Gragg of CRIHB and John Moreno of City of Visalia and the owner of the building yesterday to look at the building. The building was built after 2003 we may be able to be grandfathered and bypass some OSHPD inspections. To get licensing it may take 4 - 6 months. We can open before then for 20 hours a week to promote our services, but Mr. Sheikh would like to make sure we are free and clear with licensing before we open our doors.

Colin Hampson has reported they have filled CSC with the Department of Treasury to expedite the payment process hopefully we will have our money within 3 to

4 months.

PRC has requested to replace the back entrance door.

William Carrillo, Sr. left the meeting at 11:13 a.m.

Veronica McDarment seated at 11:13 a.m.

In house Pharmacy is still in the works. Michael Martinez is working on getting a c-train to move stuff out of the storage room. Medical Records will be moving into the current storage room.

Diabetes Clinic is going well. GPRA numbers are improving, we will have a report for the Board to review next month. Numbers are increasing especially in Dental, a big thank you to Patricia Carothers for her help.

Random drug testing took place in January; pleased to report all test came back negative.

AAAHC: Dr. Kim of CRIHB and Dr. Hana have bi-weekly teleconferences reviewing AAAHC policies and procedures. Carrie Gonzalez has been selected as a project manager; she has made up a master list and hopes to have a mock survey at the end of the year.

MOTION #7: Barbara Baga/Joseph Garfield motioned to go into closed session at 11:28 a.m.; motion carried 6-0-0.

MOTION #8: Barbara Baga/Joseph Garfield motioned to come out of closed session at 11:40 a.m.; motion carried 6-0-0.

MOTION #9: Barbara Baga/Donna Medrano motioned to accept the CEO report; motion carried 6-0-0.

2. CAC Report

No Report

3. CFO Report

Casey Carrillo reported there was no meeting in January due to elections. January 12-14 we had our audit so far there have been zero findings.

CSC support cost is still in negotiations. Completed

paperwork has been submitted to IHS.

Will schedule policies and procedures review next week at the finance meeting.

Carrie Gonzalez and Fred Huerta joined the meeting at 11:50 a.m.

MOTION #10: Donna Medrano/Barbara Baga motioned to accept the CFO report as presented; motion carried 6-0-0.

Fred Huerta introduced Carrie Gonzalez to the Board of Directors. Carrie Gonzalez has been appointed as AAAHC Project Manager. A self-assessment for Patient Rights and Responsibilities has been reviewed we met 76% of the assessment. We will be taking self-assessments for each one of the core policies. We hope to start mock surveys by December. AAAHC team meetings will be every Tuesday afternoon, Board members are welcome.

Carrie Gonzalez and Fred Huerta left the meeting at 11:59 a.m. Gayline Hunter left the meeting at 11:59 a.m.

4. PRC Report
5. Human Resources Report

Danièle Healy continues to work on policies and procedures, waiting on Finance to ensure policies mirror each other. Jeanette Keel was selected for CAC position and will start Monday, February 09, 2015. Reah Pagtama was selected for the Patient Receptionist and will start Monday, February 09, 2015. Interviews for Lab Assistant will be Friday, February 06, 2015. Interviews for Patient Registration will be held sometime next week. All employees have gone thru sexual harassment training; supervisors will take two hour training at their desk online. Random drug testing took place last month; all testing came back negative. We have two on-call custodians Alex Martinez and Chris Garfield to cover when full time custodians are unable to come in. Jade Garfield asked if we are tracking poor attendance; Danièle Healy reported Michael Martinez is keeping track of staff attendance, also notified the Board that one of the employees is on intermittent FMLA.

Veronica McDarment stepped out 12:09 a.m.

MOTION # 11: Joseph Garfield/Jade A. Garfield motioned to accept the HR Report as presented; motion carried 4-0-1.

6. AAAHC update

VIII. 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. Injury Prevention Grant Report
9. Compliance Report
10. Grants
11. FYI Items

IX. ADJOURNMENT

MOTION #12: Jade A. Garfield/Joseph Garfield motioned to adjourn at 12:10 p.m.; motion carried 4-0-1.



Alberta Chavez, TRIHCI BOARD SECRETARY