

**Karuk Tribe – Health Board Meeting
November 3, 2022 – Meeting Minutes**

Meeting called to order at 9:58am by Vice-Chairman Super.

Present:

Robert Super, Vice-Chairman
Michael Thom, Secretary/Treasurer
Kristen King, Member at Large
Renee Stauffer, Member at Large
Arch Super, Member at Large
Elizabeth “Liz” Bentley, Member at Large (late)

Absent:

Russell “Buster” Attebery, Chairman
Arron “Troy” Hockaday, Member at Large

Arch Super completed a prayer and Robert Super read the Mission Statement.

Agenda:

Renee Stauffer moved and Kristen King seconded to approve the agenda with additions, 4 haa, 0 puuhara, 0 pupitihara.

Consent Calendar:

Michael Thom moved and Kristen King seconded to approve the consent calendar, 3 haa, 0 puuhara, 1 pupitihara (Arch Super).

Arch asked if everyone knows what Pupitihara means. He explained that “I don’t say” and by him doing that he trusts the other Council Members approve and reviewed the items, and he has not reviewed it as of yet, so he doesn’t want to hold up business.

Minutes of October 13, 2022:

Arch Super moved and Michael Thom seconded to approve the meeting minutes of October 13, 2022, 3 haa, 0 puuhara, 1 pupitihara (Arch Super).

Old Business:

Arch asked Rondi asked about the mandatory travel and those were re-scheduled so they will be in attendance. Rondi rescheduled HHS’s travel. Robert noted that Sara is going to set up another training later on if there are staff that miss it.

Director Reports:

1) Dr. Vasquez, Medical Director:

Dr. Vasquez is not present. He noted that the program reports are present some months and some months it is not. She noted that the provides information on how the providers are doing. Rondi noted, that he doesn’t provide reports on programs just the providers. Arch reported that sometimes he has information in his report but this time he didn’t. Rondi noted that sometimes he reports on COVID or other items but he did not this time. Rondi noted that they will work on improving his report to include more information from the Medical Director.

Arch Super moved and Renee Stauffer seconded to approve Dr. Vasquez’s report, 4 haa, 0 puuhara, 0 pupitihara.

2) Darryl McBride, Youth & Family Services:

Not present, on leave.

3) Ryan Hammer, Operations Manager:

Ryan has talked to Buster and Robert regarding sourcing local wild salmon as prioritized by the Council. It is difficult because it is out of season at this time but they may pass this on to the PHN once one is hired. Renee asked that when fish is sought to assist the elders process it because it is difficult for elders to cut it up and store it. Robert asked to have a meeting with the CHR's and they will work on that in the future. Arch has a question on the report from the CHR's and also the follow up meeting with Elders. There needs to be a better understanding of what information the Council requests. Arch noted that there are elders' meetings and there is additional information that should be provided to the Elders. There are complaints of no home visits and not having blood pressure checks, etc. This can be followed up directly at the CHR Meeting. Ryan noted that people have been having a difficult time wearing several hats because there is not a PHN at this time. If there are complaints the staff would love to hear about it. Robert feels that it would be good too in order to provide outreach for the elders. They do not know who to ask or who to contact for assistance. Jodi commented that Bobbiesue is working with Dion on volunteers to provide some assistance in wood cutting and wood stacking. Robert suggested to provide notices of resources that may be needed. Kristen noted that the categories that are listed are in the RPMS system. Kristen asked if a report can be generated from RPMS to see what was done. Rondi noted that it depends on how they entered it. Kristen noted that there is 23 transports and it will say who did it, who it was, etc. It can be broken down by area and staff. Jodi noted that she Supervises HC, Tonia Supervises OR, and Cindy Supervises the YR area. Jodi noted that she cannot provide information as of yet, because she is locked out of RPMS.

Renee asked about the Diabetic Wellness Conference coming up. Ryan noted that the CHR's have more information on that. Jodi commented that it is happening on November 14th or 15th. Edwina, Compliance Coordinator is working on it. There is a speaker being contracted. It will be held in YR at the Wellness Center. The CHR's will transport and help with setup and stay the night if needed. The clients will stay the night due to the early travel which is 8am. She understood that there is no one interested from OR in going.

Michael Thom moved and Renee Stauffer seconded to approve Ryan's report, 4 haa, 0 puuhara, 0 pupitihara.

4) Krista Reynolds, RPMS Site Manager:

Not present. Arch commented that the Orleans number seems off and there was a question regarding the data. It will be passed on to Krista for clarification.

Arch Super moved and Renee Stauffer seconded to approve Krista's report, 4 haa, 0 puuhara, 0 pupitihara.

5) Cindy Hayes, Yreka Clinic Manager:

Cindy is present to review her report. She provided data on transports and corrected that she spoke to Jordan not Jerome regarding the cameras. Arch asked about her budget information. Cindy noted that it isn't fully in the system as of yet. Rondi noted that they will be very low since it's the beginning of the fiscal year.

Renee Stauffer moved and Kristen King seconded to approve Cindy's report, 4 haa, 0 puuhara, 0 pupitihara.

6) Dr. Lew, Dental Director:

Dr. Lew is not present but Nikki is present for her. Nikki noted that the Dentrix training has happened and the staff all received training.

Robert asked if Rondi could be in touch with Darrel Frost for CPR training since he is a trainer. Nikki noted that it is a specific training that is needed. Providers require a certain certification.

Renee Stauffer moved and Arch Super seconded to approve Dr. Lew's report, 4 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Kristen King seconded to approve Nikki's report, 4 haa, 0 puuhara, 0 pupitihara.

7) Susanna Greeno, Happy Camp Clinic Manager:

Susanna is present to review her report. Lulu's email noted that her reporting on clinic numbers is already in someone else's report. Michael would like it included.

Meetings are ongoing but minimal due to not having StarLeaf. Booster shots are available twice a week. There are complaints with waiting times at the clinic but it is due to the size of the facility. There is no budget information in the system as of yet. She is working on cleaning up her office to organize it. Staffing is great and operations is going well.

There are two boosters, and then a combination of different variants (booster).

Arch Super moved and Michael Thom seconded to approve Susanna's report, 4 haa, 0 puuhara, 0 pupitihara.

8) Tonia Bergrin, Orleans Clinic Manager:

Tonia is present to review her report. They continue to do COVID booster clinics at the Orleans clinic. Nikki comes onsite and does cleanings twice a month. There is no receptionist or full-time janitor at this time. The electromedical systems have been checked. For Halloween night, they did some outreach. Travis is training Lucy. There is more AOD and Behavioral services being provided which is very nice. It is once a month at this time. Robert asked how the water is down in Orleans. She is only getting bottles of water at this time due to the weight.

Arch Super moved and Michael Thom seconded to approve Tonia's report, 4 haa, 0 puuhara, 0 pupitihara.

9) Rondi Johnson, Health CEO:

Rondi is present to review her report. She is still doing COVID meetings once a month. She attended the privacy conference in Nashville. She is still looking for a medical provider in Yreka. The programs are running well in HHS right now. Everyone seems to be doing pretty well. There are several vacancies in Human Services. Her budget is most likely at 0% right now because it's the beginning of the fiscal year. Eye glasses will be handed out once they arrive.

Arch asked about the Planning Session with HHS. She will get a documented plan and operational document provided to the Council.

Arch Super moved and Kristen King seconded to approve Rondi's report, 4 haa, 0 puuhara, 0 pupitihara.

10) Samala Maloney, Child Welfare Services Administrator:

Samala is present to review her report. She was very thankful for the changing leaves and colors for fall. She has ordered supplies for the Orleans area due to the high volume of power outages. She has done some outreach with others to identify for the Orleans Community what the largest concerns are to assist the families. There are 20 cases that are actively being worked on continuously being worked on in all communities. The Administrative Assistant has resigned and there is funding to hire two so she will work on those positions getting flown. There will be funds from the State Department to reconstruct a database.

Training that she attended was reported on and in December another training will be provided which will be cultural sensitivity and historic trauma. There seems to be issues in Humboldt County. Robert asked if she has considered contacting the Office of Tribal Affairs, and Samala noted that they are on the calls each week to assist in facilitating communication with the County. Arch asked about the ongoing issues with Humboldt County and ICWA is law and has to be applied. There are additional issues with ICWA and applying it and the response time.

April is the NICWA Conference in Reno, NV and invited Council to attend. Samala noted that she is attending. Frankie just suggested that the day be spent watching the case so everyone is on the same page. Arch noted that the Council representatives that are on ICWA should consider attending the conference.

Renee Stauffer moved and Kristen King seconded to approve Samala's report, 4 haa, 0 puuhara, 0 pupitihara.

11) Jodi Henderson, HRSA, Compliance, Accreditation Manager:

Jodi is present to review her report. She reported that the training that she attended in Nashville was really good. There was a large hot topic is access to medical records, so they will implement a compliance study to see how long it takes to get records once a request comes in.

Everyone is doing their normal stuff; HRSA, compliance, etc. Rondi, Laura and Jodi have been working on HRSA reports and they continue to work on them. Tammy is working on credentialing providers. They are working on getting her trained to do all credentialing for services and will include billing certifications. This will have Tammy doing it instead of Eileen in billing.

Edwina is working on the diabetic conference and assists Patti with policies. Didi is still working with anyone who needs help with paperwork. She went to check on an elder and ended up jumping through hoops to get things going to get some care for the elder. This isn't a part of her job but she took initiative and Jodi appreciates that.

Forms are being updated to ensure all employees can go online and into secured folders to access materials as needed.

The wood cutting is ongoing and there are needs and they can provide resources but Jodi reminded the Council that that is not in their scope of work. Arch asked about volunteers and more people are willing to volunteer is there is a stipend available.

If there is a situation that an Elder is in needs and there isn't family, then a referral to the Yav Pa Anav Coordinator can submit a referral and track that.

Jodi then went on to seek approval of 2019-005. It is a policy regarding snooping. Usually at other locations it is immediate termination. This policy clearly defines matters for Karuk. Karuk HHS employees may not access medical records for personal or non-work-related reasons, even with permission. This policy will allow reports to be run to spot check access to information and as the Tribe gets larger then it's best to double check and ensure there is respect to privacy.

Arch Super moved and Kristen King seconded to approve policy 2019-2005 Employee Access to Patient File, 4 haa, 0 puuhara, 0 pupitihara.

04-003-199 which is a standing order for the staff to administer medication as needed.

Arch Super moved and Renee Stauffer seconded to approve policy 04-003-199, 4 haa, 0 puuhara, 0 pupitihara.

The last one is a revision for policy Drug Disposal which clearly states that other medications can't be accepted and disposed of that were not dispensed by KTHHP.

Arch Super moved and 11-007-615 and Kristen King seconded to approve the policy, 4 haa, 0 puuhara, 0 pupitihara.

Robert asked if payment for meals at the Senior Center in Happy Camp have gotten better. Robert asked about the COVID policy where a parent brings in a child that's sick then they both have to leave. Moved to closed session.

Arch Super moved and Michael Thom seconded to approve Jodi's report, 4 haa, 0 puuhara, 0 pupitihara.

Closed Session:

Informational: Follow up complaint received from patients has been updated by dental. Emergency hours will be implemented and youth should not be turned away. However, clinic booking is long and a lot of patients don't show up for their appointments. There are several factors such as people from out of the area coming to the clinics, fully scheduled, and space at clinics.

Michael Thom moved and Kristen King seconded to uphold the PRC denial and deny PRC #356 for not being an active user of the clinics, 3 haa, 0 puuhara, 1 pupitihara (Arch).

Informational: Patient complaint was evaluated by Jodi Henderson and passed to the HHS CEO for further review.

Informational: When the HHS CEO and Operations are not available this leaves staff in stressful conditions. Tribal Council asked that staff be supported and last-minute items be minimized as much as possible.

Arch Super moved and Michael Thom seconded to approve Cyprus, Symetra and VSOP for health insurance for another year, 4 haa, 0 puuhara, 0 pupitihara.

Consensus: to offer the same Executive Assistant applicants a second skills test, adding 15 minutes.

Arch Super moved and Renee Stauffer seconded to approve \$250 donation to Yreka Sober Graduation, 4 haa, 0 puuhara, 0 pupitihara.

Arch Super moved and Renee Stauffer seconded to adjourn at 1:15pm.

Next Meeting Date: December 1, 2022 at 10am in Happy Camp.

Respectfully Submitted,

Robert Super, Vice-Chairman

Recording Secretary, Barbara Snider