

Board of Directors

Meeting Minutes

Friday, April 2, 2021

Bishop, CA – TIHP Conf. Center



TOIYABE
INDIAN HEALTH PROJECT

BOARD MEMBERS PRESENT:

Big Pine Paiute Tribe of the Owens Valley:

- Virgil “Dave” Moose
- Michael Bacocho, III.
- Charlotte David, Alternate

Bishop Paiute Tribe:

- Tilford Denver
- Vacant
- Jeff Romero, Alternate

Bridgeport Indian Colony:

- Ervin Lent, Sr.
- Janice Mendez – VICE-CHAIRPERSON
- Vacant, Alternate

Fort Independence Indian Reservation:

- Marilyn Bracken
- Rick Maddux – TREASURER
- Lindsey Stine, Alternate

Lone Pine Paiute-Shoshone Reservation:

- Richard Button
- Robert Zucco – SECRETARY
- Melvin Joseph, Alternate

Timbisha Shoshone Tribe:

- George Gholson – CHAIRMAN
- Jimmy-John Thompson – EXEC. MEMBER AT-LARGE
- Carmen Armitage, Alternate

Utu Utu Gwaitu Paiute Tribe:

- Vacant
- Geraldine Cady
- Jerold Blain, Alternate

STAFF MEMBERS PRESENT:

- Joseph Herman, Chief Executive Officer
- Ethan Dexter, Chief Operations Officer
- Jernon Kelly, Chief Financial Officer
- Summer Frazier, Chief Medical Officer
- Susan Lovelace, Executive Assistant to the CEO

GUEST(S) PRESENT:

I. CALL TO ORDER

Board Chairman, George Gholson, called the meeting to order at 9:20A.M.

II. INVOCATION

An invocation was given by Janice Mendez.

III. ROLL CALL

Board Secretary, conducted roll call, establishing a quorum to conduct business with 14 Board members present.

IV. APPROVAL OF MEETING AGENDA

Joseph Herman would like to add Nextgen Icloud to action items. Robert Zucco would like to add the COVID Daily Update to New Business. George would like to add TERO to Executive Session and Board Training to New Business. Ervin would like to add under Executive Session Personnel.

MOTION: To approve the meeting agenda with additions.

M/S/C: Robert Zucco / Ervin Lent, Sr. / Carried unanimously.

VI. GUESTS

None

IX. TRIBAL CORRESPONDENCE

Letter from Lone Pine Paiute Shoshone Tribe

Joseph would like to set up a meeting with the Lone Pine Tribal Council on this item. Someone from Administration will be following up on this building that is set up for vaccines. This could also be used for vaccination and enrollment.

Tilford asked if there are only a limited amount of COVID rapid tests. Ethan explained how and when this test is administered. There are a limited supply of rapid tests. Tilford would like to know if the Bishop Paiute Tribe could purchase rapid tests, which they could and Toiyabe could administer. Ethan stated that we would be open to this. Tilford would like to avoid business closures at the Tribe in the future. The Tribal Administrator will be meeting with the CEO today and this could be discussed.

X. INTERNAL CORRESPONDENCE

None

VII. APPROVAL OF MEETING MINUTES

Friday, March 5, 2021

Ervin asked about the accuracy of the vaccine implementation statement, which is correct. The minutes are for March 5th not Feb. 5th and Michael Bacocho, III. nominated Tilford Denver.

MOTION: To approve the meeting minutes for Friday, March 5, 2021 with corrections.

M/S/C: Michael Bacoch, III. / Ervin Lent, Sr. / Motion carried unanimously.

VII. APPROVAL OF SPECIAL MEETING MINUTES

None

VIII. UNFINISHED BUSINESS

Dialysis

Joseph reported on the Dialysis clinic and that we are in the process of getting TERO workers to clear out the shell space. This will take time to coordinate and the grant money needs to be spent by September. We met last week with CRIHB and the architect creating the plan and layout. The blueprint will be produced next week and within two weeks we should have a finalized blueprint. This should be ready by the Dialysis Committee meeting and will be brought to the meeting. This will all be paid for by grant funding.

George mentioned that at some point we would like to present this to the Bishop Paiute Tribe. Tilford mentioned the pros and cons for moving the unit which will be presented to the Dialysis Committee.

Joseph mentioned that we are exploring transitional care billing to bring in additional revenue. Ethan will be working to get numbers on this item in regards to volume. This will be briefed at the Dialysis Committee meeting.

Janice asked about moving the dialysis center to the main clinic and if that was the plan when we moved the main building. George stated that this was the plan and there was a pro-forma to match this move.

Program Review and Business Plan Proposal

Joseph reported that at the Board request this item was put on the agenda and he met with CRIHB. Joseph followed up that CRIHB would cover the cost, but this was not put in writing. Joseph met with Clifford from CRIHB and he proposed a couple grants to cover the costs, which were not appropriate. Joseph has requested another meeting with Ernesto Padilla and Mark LeBeau to clarify the cost of this. Dave Moose mentioned that CRIHB controls our shares and this money will probably come from these funds. Ervin asked if there was a timeframe on this response. Joseph mentioned that he has received another bid just recently.

George asked if CRIHB offers this service for free, which our last one was done by CRIHB. This wouldn't cost us anything.

Joseph will reach out to Dr. LeBeau and see about funding and/or CRIHB doing this service. Discussion was had on referring this back to the Fiscal Committee.

MOTION: *To refer this item back to the Finance and Audit Committee.*

M/S/C: *Tilford Denver / Ervin Lent, Sr. / Carried unanimously.*

Patient COVID Support

Ethan reviewed that we have and continue grief counseling through Family Services in addition to regularly scheduled appointments. George asked if we have a PSA, which we do not. We are

putting news on the website and Facebook page. Robert stated that we need to reach out to the communities more. Towards the end of April we are working to expand advertising.

XI. EXECUTIVE SESSION

MOTION: To enter Executive Session at 10:01 am.

M/S/C: Robert Zucco / Jimmy-John Thompson / Carried unanimously.

TERO

Bishop Paiute Tribe Meeting

Personnel

MOTION: To exit Executive Session at 10:22am.

M/S/C: Jeff Romero / Jimmy-John Thompson / Carried unanimously.

XII. CEO REPORT

Joseph Herman

Joseph reported on his review of net collections and what our finances look like. We are down about 18%, we would like to trend this back upward. Tilford asked about collection losses stated by IHS, which is running about 40% most places are around 50-60%. We are currently seeing patients in Bridgeport, medical. Robert asked about plans to meet with the Tribes, which we have reached out to each Tribe.

We are not back to pre-COVID levels at our facility at this time.
We are also working on cleaning up all the systems prior to the implementation of Nextgen.

Joseph did an assessment on the culture and morale here at the clinic. This was done via departmental meetings. He reported that there is a lack of engagement, historically. There were complaints about the change in insurance, 401K plan and a lack of training. The staff would like to get more training for MA's, dialysis techs., etc. and ongoing training in the future. Our MA's will rotate with different providers to increase skills. We will have monthly proficiency testing and regular rotations. It is important for leadership to experience all clinic services.

Joseph mentioned that we have met with the Tribal Council and reviewed design plans with CRIHB. We do need to meet with Lone Pine to see how far we can go in the parking lot areas. We are still waiting for electricity in Lone Pine to finish getting the new building set up. The CEO emailed Dr. LeBeau from CRIHB so that we can get a decision on the Strategic Business Plan today.

Joseph reviewed the departments with the Board. Robert asked about updating the website, which he does not think should be too hard. We have been talking about it for a long time.

These updates have not been done in a timely manner as the website is not working correctly. This will be fixed in the future.

Joseph mentioned that we are working on the cultural sensitivity training and this is taking longer than expected due to staff working remotely.

Joseph is working on getting redundancy at Toiyabe. This is starting with reception staff and training more staff with scheduling and making more efficiencies within each department. Robert asked about CHR staff becoming enrollment counselors. This is being done.

MOTION: To approve the CEO Report presented by Joseph Herman.

M/S/C: Robert Zucco / Jimmy-John Thompson / Carried unanimously.

XIII. COO REPORT

Ethan Dexter

Ethan reviewed his report. Mentioning the renovation project updates. The Lone Pine modular will allow the clinic to expand and give more space for exam rooms. We are waiting on LADWP to connect the power. We are working with CRIHB on the renovation.

In Bridgeport we are working on getting a sign for the building, the clinic is currently open. For the dialysis project there was a meeting last week to review the blueprint. Due to grant funding requirements we will be bringing requests for purchases to the Board. These purchases will be stored until we finish the unit.

Ethan discussed the MAT program and renovating an existing storage room for the MAT program. The program has received grant funding of 2.5million. The program should outgrow the space within 12 months.

The website needs to be rebuilt and we are looking into options.

Robert Zucco asked about the increasing no show rate and would like to know why this is. Ethan discussed that this is always high in dental, however we need to launch an ad campaign to increase visits. Robert asked if this is more clinic orientated or across all the clinics. This is being looked into at this time. Ervin mentioned that there is a lot of incentivizing in the healthcare field. He hopes that we do not have to resort to this. Ethan replied we are looking into other incentives and ways to decrease the no show rate.

We still looking for a Dentist for the outlying clinics and we have had our Public Health Director resign.

Trainings are set for ScriptPro, Nextgen, Gaia and the Certified Coders in each department. These systems will improve accuracy, billing and patient care.

Marketing and outreach are being developed and mailers/postcards will be sent out to patients.

Ervin asked about CHAPS and it was discussed if they were billable, which prior to COVID they were not. Ethan will look into this. Ervin also brought up the clinic in Bridgeport and that we need to get the clinic back to Coleville as Bridgeport is not sustainable. Ervin offered to tour with the CEO and COO at the potential Coleville site.

MOTION: To approve the COO Report presented by Ethan Dexter.

M/S/C: Tilford Denver / Michael Bacoach, III. / Carried unanimously.

XIV. FISCAL REPORT

Jernon Kelly

Jernon reviewed the Fiscal Report, mentioning the reports provided to the Board. Payments are up this year, this is due to catching up on pharmacy billing. Jernon reviewed bank balances and the CRIHB funding that is coming in the next few weeks. Detailed breakdowns are included in Jernon's report. The report has been reduced from the 100 page report to the current report that is presented this month.

Microix processes were reviewed and that these are approved at various levels and are stored electronically.

Tilford asked how involved the Board Treasurer is, this person signs checks weekly, which includes reviewing the backup documents.

Jernon mentioned that the USDA had a FOIA request, requesting information on the USDA loan. Ervin also asked about the DT-Trak costs and if they have pursued more costs, which they have not. There was also a hearing in regards to the previous COO and his case against the CFO and previous CEO. The CFO's part in the case was dismissed and our insurance is covering all the costs of this lawsuit.

MOTION: To approve the Fiscal Report presented by Jernon Kelly.

M/S/C: Rick Maddux / Jimmy-John Thompson / Carried unanimously.

XV. NEW BUSINESS

Dialysis

Robert asked about the COVID report that is sent to all the Tribes and Board Members. These numbers are from Inyo and Mono County and the Medical Department.

Board Training

George asked if the Board wanted to participate in this training. Most of the Board is interested in this training and it will be available in person and via Webex. This will be Thursday April 8th at 6pm.

XVI. EXTERNAL BOARDS REPORTS

California Area Tribal Advisory Committee (CATAC)

Ervin reported on the CATAC meeting. Ervin would like Janice the alternate to also get all the meeting invites, so that she can be more informed.

Vaccination information was given at the beginning of the meeting. Questions were asked regarding after you are vaccinated why do we still have to wear masks. They did not have an answer for this question. It will also be around September or October when most people will be vaccinated. Ervin mentioned the adverse effects reporting which we should be a part of.

Ervin gave the Board information on the Desert Sage facility. They have had 6 new admissions, average length of stay is 85 days and 10 youth have completed the treatment. Desert Sage is looking at a white paper to be able to treat not only 18 and younger, but 18-24 year olds. They would also like to use more traditional methods of treatment. Sacred Oaks will not be open for a while due to COVID. They are currently hiring and the jobs are on gov.com. It was mentioned that they would like to hire natives, however there was discussion on hiring ex-incarcerated individuals, which would be hard due to background checks.

MOTION: To approve the CATAC Report presented by Ervin Lent.

M/S/C: Robert Zucco / Jimmy-John Thompson / Carried unanimously.

California Rural Indian Health Board (CRIHB)

No report no meeting.

California Indian Manpower Consortium (CIMC)

No report no meeting.

XVII. ACTION ITEMS

Nextgen Cloud

Joseph presented the cloud solution. He reported that without this item we would have to spend more money contracting with someone. We would have to pay someone to do updates and if this is done wrong it would affect our billing. Discussions have been had internally on the proposal and what the benefits are. This is also something that our IT Director could not even do.

Joseph would rather do this right and recommend to a cloud hosted environment. This would allow real time updates and benefits. Right now we have a slow connection. Shawn will get a comparison of costs. George asked about sovereign immunity if the information is not held on trust land. Ethan reported that according to legal this information would still be protected. George does not like that this has not gone through committee and does think that this is emergent. He reminded the CEO to follow the protocol.

Ervin asked about savings and Joseph explained the costs for a couple staffers to do this same job compared to paying to staff these positions.

MOTION: *To approve the Nextgen Cloud addition in the amount of \$65,700.00 annually.*

M/S/C: *Jimmy-John Thompson / Ervin Lent, Sr. / Carried unanimously.*

Disposal of Property and Equipment

Ethan informed the Board that we have old dental chairs that we would like to dispose of. This requires Board approval. This meets the disposal policy.

MOTION: *To approve the disposal of the old dental chairs.*

M/S/C: *Jimmy-John Thompson / Robert Zucco / Carried unanimously.*

Consent Memorandum – Board Committees Report.

Joseph received information on the request from CRIHB to fund the Strategic Business Plan. He stated where this funding would come from. George stated we can send CRIHB a letter stating how we will use this money to make sure that this item will be covered, like they have said it would.

MOTION: *To approve the consent memorandum on the condition that CRIHB covers the cost of the Strategic Business Plan.*

M/S/C: *Robert Zucco / Tilford Denver / Carried unanimously.*

XVIII. NEXT SCHEDULED MEETING

It was noted that the next scheduled meeting will be, Friday, May 7, 2021 @ 9:00 A.M. in Bishop, CA, in person and via teleconference.

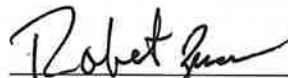
MOTION: *To adjourn the meeting.*

M/S/C: *Robert Zucco / Jeff Romero / Carried unanimously; the meeting thusly adjourned at 1:19P.M.*

Respectfully submitted,

Susan Lovelace
Recording Secretary

Reviewed & authorized by:



Robert Zucco
Secretary, TIHP Board of Directors