K’ima:w Medical Center
Regular Governing Board Meeting
September 20, 2022
Boardroom/Zoom
Minutes

Members Present in person: Angela Jarnaghan, Elizabeth Turner, Karen Kyle, Marjorie Colegrove, Kimberlee Dodge

Members present via zoom: Robert Salas, Verla Jackson-Robbins

Absent: none

Others Present: Stephen Stake, Warren Tamerius

Members Present via Zoom/Phone: Marie Harrington, Jessica Mosier, Warren Tamerius,

HVTC Liaisons present:

Angela Jarnaghan called the meeting to order at 5:40 pm.

1. **MOTION TO APPROVE THE CONSENT CALENDAR TABLING THE MINUTES FOR AUGUST 23, 2022, SEPTEMBER 6, 2022. APPROVAL OF THE CEO, CFO AND COO REPORTS AND POLLS:**

   1. **MOTION TO APPROVE THE HUMBOLDT TERMITE PEST CONTROL CONTRACT WITH START DATE: SEPTEMBER 07, 2022 FOR PERIOD OF 1 YEAR AND RENEW ANNUALLY WITH INITIAL SETUP CHARGE OF $3950.00 AND REGULAR MONTHLY SERVICE CHARGE OF $1109.00. MOTION CARRIED.**

   2. **MOTION TO APPROVE SHORT TERM RENTAL FROM ROGER AND ANGIE BROWN FOR 1630 HWY 96, WILLOW CREEK CA FROM SEPTEMBER 11, 2022 TO OCTOBER 22, 2022 MOTION CARRIED.**

   M/S/C Verla Jackson-Robbins/Marjorie Colegrove.

Additions and changes to the agenda:
Add 7d. Scott Lewis CFO contract
7f) Chart completion follow up to the plan
7g.) To include Patient comment and Basecamp
5e) Sovereign Day Elder Dinner

2. **Motion to Approve the Agenda and Correspondence with Additions/Changes.**
   M/S/C Elizabeth Turner/ Verla Jackson-Robbins. Motion Carried.

Public Comment

Karen provided some flyers to Stephen to post and to give out. They are looking for wood vendors, healthy outreach next Wednesday, Strengthen relationship classes starting on October 10th and it is offered via zoom, they have an event this Saturday, some utility assistance available, limited cell phone cards available, canning classes, COVID testing kits etc. available at the Resource Center.

Verla added that the school also provides COVID testing. They also have home tests available, they just need to be requested.

Stephen added that they had an Niwhon Community Warriors for Change event last Saturday. This Saturday is a families in recovery event through the Friendship House. This does overlap with the general meeting.

This Friday is a half of day, with awards for the long-term employees.

Retirement dinner is October 5th at 7:00. This time may get moved up to 6:00 pm.

Contribution for food, the store is getting over loaded with food orders for the event. We ordered 2 fruit and 2 veggie trays as well as some meats in the amount of about $400.00. The KMC departments also should provide a side dish.

Diabetes Walk will be held on October 8th, Farrah is on the line and can speak more to this.

The mural on the wall, Karen would like to see if this can be extended. It is beautiful. This was suppose to be a certain size.

5:53 pm Kimberlee Dodge entered the meeting.

Greeters will be no longer and it will be a self check in at the front. A public notice will be going out, a meeting was held this morning to go over the process.

Unfinished Business-

5a. September 6, 2022 Policy Sub Committee update, Karen Kyle
Karen would like the board to review the policy sub committee folder that includes the remote work policy. This will come back with the revisions that were suggested from the sub committee, and will return to the board for approval.

A meeting was scheduled for the 8th with the managers as well as smart goals and objectives for the managers. October 8th will be meeting with the managers that were chosen by the board. They will walk through their semi annual reports with them. Some had no measurable goals in the reports. Marie added that she goes over these with the managers during the monthly meeting she has with them. The following are the departments starting at 9:00 am with 1 hours sessions:

Outreach
Behavioral Health
IT
Ambulance
Dental
Patient Benefits
PRC
Fiscal/Billing

5b. September 14, 2022 HR Sub Committee update, Elizabeth Turner
This coincided with the 5a. sub committee discussion.

5c. Purchase T-shirts from APP for Diabetes in the amount of $5,553.75, Farrah Pratt presented this to the board for approval.

Annual Diabetes Walk, they would like to purchase from APP imprints. She eventually would like to figure out what year the walk started. She has been out and has not seen the flyer, this will need to be revised and then it will be send back out. Karen added that the bids were not comparable, one had zip up hoodies and the others did not. Farrah added that these will need to come out. Karen would like the breakdown included so the bids are comparable.

3. MOTION TO APPROVE THE PURCHASE OF THE DIABETES WALK T-SHIRTS FROM APP IMPRINTS IN THE AMOUNT OF $5,553.75. M/S/C KIMBERLEE DODGE/ ELIZABETH TURNER. MOTION CARRIED.

5d. Medical Unit wrap discussion, this has to do with the mobile medical unit. Harley added that this does not need to be done immediately. A wrap is budgeted for in the purchase of the unit and will wrap the entire vehicle. A contest could be completed to do a wrap with some local things. The USDA loan is shooting him down a little. They may reject the application if they go with it. He is working on an ICDBG grant and will be meeting with the HVTC on Thursday. He has received 2 resumes from the KMC Board for the application. There are some issues with denial letters, looking at other commercial loans, and economic development etc.
5e) Elders Dinner, Warren Tamierius presented this to the board for approval. The committee changed things this year, in years past we covered $2500.00. Also, we had to secure other things for the elders dinner that were supposed to come from Fisheries and other entities. The dinner was not as good as previous years however the invoice came over to us to pay. Some of the other items may come over for approval also. Marc Riggins covered the wood and salmon and invoices came over to KMC to pay, unknown if more will be coming in.

4. **Motion to approve invoice number 100 in the amount $3168.75 to the Hoopa 8th Grade Parent Committee to be paid out of the Administration budget 58-8333-705. Elizabeth Turner/ Karen Kyle. Motion carried. Opposed: Verla Jackson-Robbins.**

More will be discuss in board comments

New Business-

6a. Independent contractor agreement with Cousin Gary Homes for DV, Harley Smith presented this to the board for approval. A couple meetings ago Danielle brought forward the home purchase. This was approved. This particular proposal does not have monitory attached, it was already approved. This is for the independent contractor agreement. Angela added that this is not the normal process to add the TERO tax to the total amount, this cannot be included or the amount continues to change. Elizabeth added that we can also ask the HVTC to reduce the amount. Also, the TERO needs to go into the bid specs otherwise it needs to be added on top. The total check amount is $266,155.00.

5. **Motion to approve the independent contractor agreement with Cousin Gary Homes for the delivery and set-up of the DV manufactured home in the amount of $266,155.00. M/S/C Robert Salas/ Elizabeth Turner. Motion Carried.**

6b. Budget modification for fiscal, Manuel Mattz. Was unable to attend. Stephen Stake presented this to the board for approval. This will be modification to cover the cost of the MIP software.

6. **Motion to approve the budget modification to move $11,000.00 from account 82-1600-500-00 and $4,500.00 from account 82-1600-509-00 to account 82-1600-801-00 to cover the MIP cloud conversion costs. M/S/C Elizabeth Turner/ Verla Jackson-Robbins. Motion Carried.**

6c. Accept the FVPA funds for DV, Danielle Vigil-Masten presented this to the board for approval. This is funding from the Health and Human Services Administration of Children, youth, families/youth services bureau for family prevention (FVPA Tribal Set-a-side) for Domestic Violence. The amount increased today by $6,397.00. This will be added to the motion
to have a total of $56,397.00. The resolution that is included in the packet has some corrections that need to be made prior to submission.

7. **Motion to approve and accept the funds from the FVPA in the amount of $56,397.00 and approve associated resolution for the Domestic Violence program. M/S/C Kimberlee Dodge/Elizabeth Turner. Motion Carried.**

6d. COVID-19 update, Angie Brown is out of the office. The numbers have been going down and have been really good however Dr. Smith did mention in the managers meeting this morning that we have some elders that have been getting COVID and we need to be mindful of our elders. November and December we will be working on relocating the downtown testing site due to weather.

Project room key, Stephen added that this ends this month. If a need comes up then we need to have a discussion on how to cover this through other funding.

8. **Motion to move into executive following a 5 minute break at 6:34 PM. M/S/C Verla Jackson-Robbins/Robert Salas. Motion Carried.**

The following motions were recorded by Karen Kyle.

9. **Motion to move out of executive session at 8:15 PM. M/S/C Verla Jackson-Robbins/Marjorie Colegrove. Motion Carried.**

10. **Motion to approve employment agreement with Scott Lewis for Chief Financial Officer, October 07, 2022 to October 06, 2025 contingent upon contract changes and OTA approval, and successful background including fingerprinting. M/S/C Verla Jackson-Robbins/Elizabeth Turner. Motion Carried.**

11. **Motion to adjourn at 8:16 PM. M/S/C Karen Kyle/Kimberlee Dodge. Motion Carried.**

Draft

______________________________________________
Jessica Mosier, AO Date