



**THREE AFFILIATED TRIBES  
TRIBAL BUSINESS COUNCIL  
HEALTH COMMITTEE  
MEETING  
10-05 -VJB  
INFORMAL MEETING  
December 2, 2010**

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**I. CALL TO ORDER:**

Meeting called to order at 11:09 a.m.

**II. INVOCATION:** Fred Baker gave the invocation

**III. ROLL CALL:** Present: Chair member Brugh, Member Councilman Strahs, and Council member Eagle.

**IV. APPROVAL OF AGENDA:**

**V. MINNE-TOHE CLINIC:**

Mrs. Mayer , Acting Service Unit Director gave a brief update of the Minne-Tohe Clinic. She is working closely with the CMO, Dr. Biron Baker. Stella Berquest and Ardell Blues Shield.

Budget Officer: Delphine Baker was appointed as the Acting Finance Officer for 30 days. She is in the process of rebuilding cuff accounts and the FY11 Budget. Internal Controls in Finance Department. Instituted requisition and purchase order logs. The staff were recently placed in the department. No internal control in accounts payables. Only paying emergency billings. Working on the current staffing patterns to know what salaries will be. Cleaning house to determine what should be up to standard. Have to pay Locums to get temporary doctors, need labels in pharmacy - have a lot of purchase orders in property and supply.paying bills in FY 10 budget. Internal controls within the department. There is no deadline but is trying to get them paid by December 31, 2010. This was addressed before in Health meeting. Want to separate money from the tribal accounts. Would like to have access and control of the money to be totally responsible for them. Very important to get the bills paid, Sorting out where hospitals alluding to hospital bills were not as high as reported. Robin needs to break out and would like to

**IT TECHNOLOGY:**

Purchase Orders created with invoice and would have to be turned and gets sent over to main really concerned over bills heard loud and clear about bills paid on time and forward to CFO. Look at first step who do we need to visit with over here software etc.. Councilman Strahs will work them and get things rolling. Definitely room for

streamlining. Dealing with cash flow problems and when we go to print the checks and there's no cash flow, priority is standing order get things out for HIS. Two prong problems budgetary other programs need. Budget process and how we're going to

**THIRD PARTY BILLING:**

This budget has to be looked over and to be stringent and collect the funds. Who works on Third Party Billing.

Val would like to thank the CFO.

Councilwoman Brugh thanked them and said they would be waiting for a report the first week in January

**IT TECHNOLOGY:**

Going to own domain and still with Indian Health and they asked for MOU in Aug. They asked for a preclearance agreement and started having as an addendum. All agreed to have submitted and no response from our request. Same place cannot send CD and pharmacy cannot get to Accufund and set up everything electronically. Sitting at a standstill and waiting for Indian Health make sure compatibility. It still goes back to networking problem. Sandy Nelson approached and to let you know that IT problem was already taken care of. We need to go to another level to Dr. Robouix, and how we operate with our finances. Need timelines... (SE) affects us all around and make sure we get services to our tribal people. (WB) Needs help to rectify the situation. Can't get radiology reports or send without this. Charlene Red Thunder with a cc to Senator Dorgan and its embarrassing another letter needs to get out getting services. When a tribe is a 638 program they are put on the back level. Ask Chairman Hall to write a letter to Senator Dorgan and we need to advance from the dark ages. Health Committee will stand behind. Councilwoman Brugh will draft a letter up and have Chairman Hall's concurrence.

Surplus funds to use the IT equipment and asking for servers and keep them separate. Agreement set in place – cannot take the 10% without Corp signature in place. We had meeting this morning with reps. Six weeks back everything has to be in place. Corp pointed out looking at equipment doesn't meet our standards. The letter needs to be addressed and couldn't believe it as coming out of our funds. Haven't seen a response as yet only recourse was to use our own funding. Chairman needs to address and to forward on to full council – Chairman asked me to submit an unmet need package and submit a request and was an assessment for infrastructure and staff. Working on the second page and anyway I can help and forward to second phase needs to be cc to Health Committee first. Its protocol and should be channeled through our committees. Bonnie Red Fox will work with them – should have another Health Committee before the first of the year. Moving forward and when you do your letter reminds









TARA LOCKWOOD:

RESIGNATION LETTER:



**VI. CHR PROGRAM:**

Last meeting a few months Scott presented a realistically transports down a little more. We're still paying for cell phones, salary, and fringe. We don't do salary authorizations the KDU does. Ely does the scheduling and we have two more added and had them come back as a slow process and Ely has been coordinating and 30 patients. The staff has a three process. Kevin Finley: KDU drivers and transition back to the KDU program. We have been paying their entire program. They did get compensated and tribal made a lump sum amount. I don't know if that was true. The Budget amount of \$300,000 was supplementing payment of KDU Drivers. The GSA vehicles brought up the last bill and charged to the tribal fund being charged to the General fund when it should be charged to a Federal contract. Linda got here a couple of months and Kevin said he was giving back the KDU Program drivers. We got these drivers and according to the agreement we used to provide transportation no longer providing and that was wrong there. All they did was give it to CHR Program. I don't care as long as patients are getting the care. We do get some from the tribe and Indian Health and Third Party Billing. Budget for the KDU Budget. We will continue to work as is until Whitney has time to look at the budget. CHR and KDU coordinate services and work real close together. We have talked to Mrs. Cavanaugh and she has a copy of positions & job descriptions. Request is for Ester to date entry clerk to office manager. Sounds more professional I think and



they do a good job. Chairwoman Brugh states we cannot do an action due to SE is gone for a bit. Office space update, Kevin says as of 6 months ago there would be living quarters when I took this position. I am still living with my mom. I was told by previous Chairman and CEO. I don't know what to do? Im not trying to complain but I love my job. Chairman Brugh recommended Whitney CFO and CEO look into Jackie Jackson's previous home "No matter who promised you it should be fulfilled". Whitney agreed.

Linda Irwin- gives updates on past assessments and complaints of the workers & placement. Explains the conditions of the facility, needs floors, rooms are not sanitary. No vacuum cleaners, basically KDU is trash. Not to brag but KDU is at the state of the arch program. Next step is interfacing with the lab. Another problem staff didn't want to work certain hours. We need qualified workers and staff. Garage is full of junk and toys had employee clean garage, smelled like smoke. Roger did not pass his test however Dave Fettig did. Staff was fighting lack of leadership staff were kind of abandoned. Staff feels bad because they're comp time is not being recognized. Time and half for federal holidays not tribal. We deal with life and death serious situations but we don't get paid for it! It is BS. I do want staff to get paid for time and half whether its 40 or 80. I do need a janitor position, nurse manager, LPN is moving need to fill that position. Some other problem is need a wheel chair van, used to have one but not more. I was told we don't have money in the budget. I found one for 30,000. Whitney states you need to address that and add that to the line item budget. Linda- I need it now, I have a patient who has trouble getting into the car. Whitney- you need to add that in the budget. We are re doing all the budgets. Linda- I have been talking to my third party billing Admin, who collected 85% billing, 1.3 million. We have collected \$250,580.55. When we get this money where does this money go? WB- I believe this money goes to general fund. Linda advises that the KDU Program paid off the building. KDU needs help with the utilities. Kevin Finley thinks that all the programs that are in the building should split the cost of the utilities, electric, Heat, Internet, etc.

Dietician and cooks from N. segment and Four Bears segment should get to get together to plan the right food choices for the patients.

Nurse Linda said that it is a nice service that N. Segment provides for the patients. The patients are complaining about the food. They are told not to eat certain kinds of foods but are being served them.

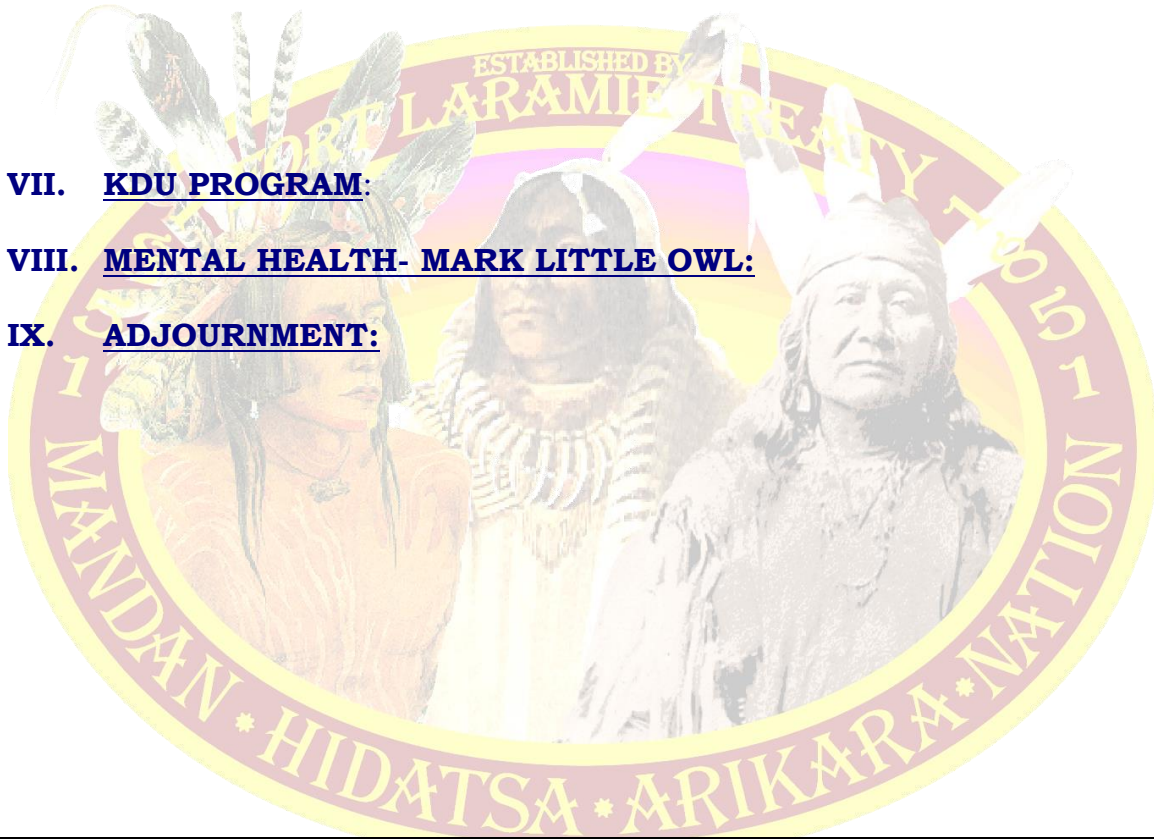
More staff is mentioned to keep the KDU open on weekends. E/S concerns on overtime. L.I-Only pay out what is approved. W.B Probably hard to take time off, we have unmet needs. L.I-I'm trying to move forward and we are trying to keep this managed properly and cost effective. W.B-we have a lot of request for annual leave and

payouts of comp time, which is clearly against our policy and procedures. However we have different situations and circumstances. Both federal and tribal have to watch and stay away from overtime. Maybe look into other funding sources with government and trust responsibilities. L.I-If it's not working fix it I would like to see our staff collect overtime. W.B-Hr and personal files sometimes don't add up. L.I-A couple employees don't have their time entered and have them even in boxes. How do we keep track? W.B Yes that is one of the concerns and problems we have. I myself with be keeping a track of the annual and comp time. Chairwoman Brugh says that the numbers say a lot and over time should not be a problem. Its life and death, we have to take our staff into consideration. S/E agrees with J/B but I don't like the abuse. I am just leary of it. CJB- If we have a good director who has a good control of staff and data it should be no problem. L.I-I was driving patients in the storms, I do have some overtime. New law in effective in N.D is don't let us use our tech one on one with patients. CJB-We need to reward our staff and professionals like nurses, and make sure to have proper treatment cause dialysis patients have complained before by getting sticked with needles and bleeding. We need more people like you Linda. L.I- That would be nice to see homechemo? I would like to get seat heaters, with massages. How do I handle personal issues? One of my staff wants to leave since day I walked in. CJB- I think you should go thru HR. S/E- I think you should go thru Deb Thompson and follow chain of command. Committee all agrees to work with the budget team before approving time and a half. Val Mayer- Contract with MHA sytems to provide professional scanning and filing services to the Minne Tohe CEO Valerie M and the Minni Tohe Medical Records Department. RM-There is a 75,000 contract but has not been signed. I do have staff for past couple months waiting to work on that. WB- Where is the line item coming from? SE/Is there a data scanning system already? RM-Yes there is electronic scanning sytem, I just found that out. VM-A lot of our patient charts since past three years we have to get them in our system. RM-We are at least 30% & I need to have a meeting with the staff, and if contract gets approved we will have this done in two months. CJB-Is KDU files with those? VM-No but they should. SE/ we will support it as long as we can afford it. RM-All these records they want to get them scanned and in the archives. WB- We need to take a look at the budget first. SE/ I thought we approved this before? RM- No that was for the Executive Secreatrys office. 15cents per page. Bookmarking linking but it's the bulk of the page. ½ million pages in that room of medical pages. That's not even the current pages. CJB-Whats phase two? RM-if I go over or under I could be off pages and racks. I could be off roughly 30 or 40,000 pages off. I just want to keep my guys working. CJB- I

entertain to motion to approve this contact with Minni Tohe of 75,000 S/E I motion to approve, seconded by A/S. S/E Amend motion for WB and RM to work out a payment plan. Motion carried 3-0-0  
CHR Director comes in and explains the two positions of Elaine and

Jim Foote Health Facility Director Update-Just a reminder there is a misconfusion of this is a hospital. I have documents of inventory of services; we have 43,000 sq ft. I just want to give you a update on scope of work. You have all supported the additional services and prevention, wellness that's our focus. Also, in need of a optometrist, and Chairwoman wanted and suggested a physical therapist. S/E I think our healthcare needs to provide physical therapy. Who do I suggest this to? CJB-Probably Deb Thompson. S/E This guy wants to start his own business by using our facility. JF- Third page of contruction. We are close to 50% right now. They are also starting on the floor and start the exterior. CJB-What type of floor are they putting in? JF-Tile. CJB-I wonder if they can do laminated flooring. Mayb even in the exam rooms. S/E Its very dangerous if it gets cold they will fall, J.F- Can we get a sample? JF- yes we will get you a copy sample of the walls. JF-We will give another tour little bit of mud. S/E did you get your poles? JF-Yes and we have Tero working on hiring enrolled members. We do have a landing area on the East side. Response time has been 25 minutes one way. CJB- says she talked to guy from Minot and it takes one hour one way. JF-We also have three enrolled members that are GMS, probably be EMTS in the next couple months. SE/Can you give us a update on our ambulances? JF- Yes good point and there will hopefully be beds and cots for EMTS. We are still working with housing project and SCH plan and got half of the site developed plan. Chairman Hall said it will be a few months until we know with housing situations and funds. I'm merely a messenger and when we do open the doors I hope we have a plan and I also know we don't have the funds. Maybe pay third avenue revenue. You all have copy of the SCH and feasibility study. SE- SCH said they wouldn't be charging now they want us to pay. They were suppose to purchase the land. We have 40 and we need 80 to be truthful. SE/We need 80 cant just open half a facility. We need sustainability. These guys will pay off loans and run. JF-There is a purposal breakdown. SE-I never seen it. JF- Full proposal on land escape etc SE/How much? JF-\$110,000,00 JF-Chairwoman Brugh the VO tech was approved. SE/ I would like to see reimburse us. Seen em do it in White Shield. JF- HIS? SE-Yeah. SE/Can Judy go to D.C and ask for funding for this? JF-Yes Council can do anything. We should be a priority from the flood and Dorgan supported it and Council with full force are capable of anything. I guess I'm just asking for direction. We need some other revenue. The Bakers already have

paid for their land, \$20,000 from the tribe. SE/ that was suppose to be paid thru SCH. JF- SCH is site development. There is two separate. The letter of engagement was passed. SE/ If tribe paid for it that is not right. They were to move ahead and SCH was to pay it. WB-There was a draft on the feasibility, and they were having trouble with that. As far as Davidson, there is my concern. Because there are so many jobs being taken out of that line item. Take all the money in that third party line item second third party billing is over 3 million. There is just some things that need to be ironed out and need to know this years budget. SE/ I guess I see where you guys are coming from This is just a 125,000 layout. WB-Third party billing is .....SE/This is just a study how to build it. They were suppose to take this and not cost the tribe nothing. JF-letter of engagement, housing, and infrastructure. CJB- I think you need to sit down with scott chairman and get up to speed and get everything all street lights, grass, homes etc and get everyone on board and take it to Washington D.C JF- Should we wait? CJB- No wait and see what Chairman Hall comes back with. SE/Someone making desions I don't know who we are goin the other way. JF-This is not my scope of work. I am to oversee the hospital but I got grandkids and kids. I will do whatever all documentation to see all programs under one roof. CJB-Have we seen any feasibility? SC-is that Lance Morgan? JF-Yes. SE- we werent suppose to purchase the land and now we are purchasing the land. JF-EMS is real essential. WBear-they are going to hold off on the contract, because Brandon Gosh and Ed CEO ND ambulance. haven't been paid in 2009 and only just part of 2010. SE/they said they were goin to get paid and quite doin ambulance services in Mandaree and Four Bears. But Rich said they were getting paid. WBear- When Ed was her in July, I took him to see Stella to set up payment plan. I then left. Chairwoman Brugh suggest Jim talk to Deb for those payment plans. CJB-Didn't Stella tell us we almost had the money 200,000 we had 60,000 to go. JF-I want thank Orville Fox and he's doing a good job. Chairwoman Brugh, I know we talked about treating non natives. JB-This was passed 3 or 4 years ago. CJB-I think this has to go in front of council. This was on our agenda last time but we didn't get to it. Lastly.....



**VII. KDU PROGRAM:**

**VIII. MENTAL HEALTH- MARK LITTLE OWL:**

**IX. ADJOURNMENT:**

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**CERTIFICATION**

I, the undersigned, as Secretary of the Tribal Business Council of the Three Affiliated Tribes of the Fort Berthold Indian Reservation, hereby certify that the Tribal Business Council's Health Committee is composed of three (3) members of whom three (3) constitute a quorum \_\_\_\_\_ were present at the Meeting there of duly called, notice, convened and held on the \_\_\_\_ day of \_\_\_\_\_, 2009; that the foregoing Minutes were amended and duly adopted at such meeting by the affirmative vote of \_\_\_\_ members; \_\_\_\_\_ members opposed; \_\_\_\_\_ members abstained; \_\_\_\_ members not voting.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

**ATTEST:**

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Amanda Bracklin/ Committee Secretary

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V. Judy Brugh/ Chairwoman of  
Health Committee

