



## ***Sophie Trettevick Indian Health Center Health Board***

November 6, 2019  
Makah Marina

### **Board Members**

Leanna Ray-Colby, Chairperson  
Kim Kummer, Vice Chairperson  
Christine Jimmicum, Board Member  
Alternate  
Cory Johnson, Board Member  
Alternate  
Rachel Castaneda, Board Member (via  
phone)  
Dr. Richard Ambler, Board Member  
(via phone)

### **STIHC Staff Members**

Dr. Libby Cope, Health Director  
Samantha Metcalf, Administrative  
Coordinator  
Karen Tyler, Business Office Manager  
Heather Greene, Administrative  
Manager

Elizabeth Buckingham, Behavioral  
Health and Wellness Manager  
Glenda Butler, Community Health  
Nurse  
Karen Tyler, Business Office Manager  
Brian Bucher, Chief Dentist

### **Others Present**

None

### **Public Attendees**

Dotti Chamblin  
Rose Jimmicum  
Zach Lovik  
Brenda Lovik

### **Minutes**

Samantha Metcalf, Administrative  
Coordinator

## **I. Call to order**

Chairperson Leanna Ray-Colby called to order the regular meeting of the STIHC Health Board at 3:09 pm at Makah Marina.

## **II. Public Comment**

- A public comment made by Dotti Chamblin, complaint/concern about healthcare provided.
- A public comment made by Rose Jimmicum about FirstSteps program in Port Angeles.

### **III. Approval of Most Recent Health Board Meeting Minutes**

**MOTION:** Chairperson Leanna Ray-Colby entertained a motion by Kim Kummer to approve the most recent Health Board Meeting Minutes as written. The motion was seconded by Christine Jimmicum and was unanimously approved.

### **IV. Correspondence**

There was no correspondence to report.

### **V. Old Business**

#### a) Corrective Action Summary and Accreditation Standards Review

- There was a review of the updated process and discussion about the updated process.
- There was discussion about emergency medicine kits for the dental building.

**ACTION:** Dr. Bucher will create a policy about the emergency medicine kits for the dental building and will bring it back to the board.

#### b) Patient Complaint Resolution Process

- Dr. Cope led a review of the updated process and there was discussion about the updated process.

**ACTION:** Dr. Cope will add in the process that if a complaint/letter is received from a patient, the Chairperson of the Health Board will be contacted to see if a special meeting should take place to address complaint/letter right away.

#### c) STIHC Health Board Projects and Manuals Update

- Dr. Cope presented an update on the STIHC Health Board Projects and Manuals and led a discussion about getting a new software to help track these projects.

### **VI. New Business**

#### a) Quality Improvement Project Presentation by Dr. Brian Bucher, Chief Dentist

- A discussion/presentation was made by Dr. Brian Bucher about adolescent dental health. He is currently working on a Quality Improvement project

about improving/increasing youth ages 12-18 to have completed dental treatment plans.

- Dr. Cope lead a discussion about unmet needs and needed positions in the dental clinic.
- There was a discussion about the utilization of CHRs to help the dental clinic reach out to patients to better serve and help them.
- A public suggestion was made that the dental clinic should have their own outreach to help spread the word.
- The Quality and Safety Manager or the Dental Office Manager should be responsible for this outreach. Further discussion on this topic has been tabled for the next meeting.

**ACTION:** C. Jimmicum can have special dental information packets for high school seniors about dental care along with the other information that she provides to them.

- A suggestion was made to have an incentive for these students who complete their annual dental exam, whether it be back to school funds for clothes, supplies, etc.

b) Eligibility for Services

- Dr. Cope led a discussion on eligibility for services, insured and uninsured patients, cost of pharmaceuticals, and gave an update on the Eligibility Policy Project.

c) Mission and Vision Statement Correction

- Dr. Cope addressed a correction that was made to the Mission and Vision Statement sheet that was provide to the Health Board Members.

d) Public Session Continued

- Dr. Cope led a discussion about risk management and the incident with the on-call provider and abusive patient. We are reimplementing the act of the on-duty police officer being present at all after hours call visits.
- A suggestion was made about the unmet needs; there should be night security at the clinic.

**VII. Adjournment of Public Meeting (for Executive Session)**

Chairperson Leanna Ray-Colby adjourned the Public Meeting at 5:04 pm.

**VIII. Executive Session**

5:04 pm – 6:15 pm

**IX. Adjournment of Meeting**

Chairperson Leanna Ray-Colby adjourned the Health Board Meeting at 6:15 pm. The next Health Board meeting is on December 4<sup>th</sup> from 3:00 pm to 5:30 pm.