



White Cloud Health Center, LLC

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WCHC BOARD MEETING MINUTES

July 11, 2024

5:02pm - 6:37pm

meet.google.com/kzi-bqfe-rme OR 1-559-854-1458 (PIN: 254296369)

Attendees: Tony, Paul, Brigitte, Bobbie, David, Chasity, Missty

Excused Absence: Glenda

Visitors: Brad Campbell, Robert Hullman

The meeting was called to order at 5:02pm.

1) Construction update

- Covid House remodel – work began approx. April 2022. Total project invoice amount \$187,237. We have paid \$146,267.
- Clinic Lab Remodel (this includes lab, phlebotomy, and isolation negative pressure room) – work began approx. Feb 2023. Estimate of \$154k approved, total project invoice amount of \$174,000. We have paid \$135,500.
- Other, already paid and closed projects
 - Pavillion concrete
 - Storage Shed Climate control
 - 3 interior offices – this was paid by UMKC
- Grey Snow Construction was General Contractor. Utilized various local subs including:
 - Roberts Construction
 - IAO
 - Meyer
 - Campbell Construction
 - Chaney Furniture, etc
- Estimates were provided and approved by HB prior to project starts. Estimates stated they were ‘rough estimates’ and Brandon explained he liked to bid high in case of unanticipated problems, but was hoping to come in lower than what was proposed. Note, at the time in the middle of the pandemic, with prices and supply inventory so chaotic, this was reasonable.

- Today, Grey Snow Management Solutions had been under presumption that these were fixed price contract agreements, which is not correct.
- During work, there were some invoices WCHC paid directly – Froschel floors for epoxy flooring, and we paid directly for gutter installation at the Covid house.
- As project moved along, WCHC initially paid an invoice to Grey Snow for 25% and then 50% of project estimate costs. So WCHC has already paid 75% of total project estimate costs thus far. WCHC had thought these were like down payment requests as work moved along, with the expectation to receive itemized final invoices for all actual costs once project was completed.
- In July 2023, concerns began regarding project completion. Some HB and Tony did a walk through and compiled a list of issues that still needed addressed on work that had been done, such as rough cut ceiling tiles, not replacing tracking, not having insulation in walls, etc.
- In September, there arose questions surrounding what was or was not included in the scope of the estimates. For instance, handles for the doors installed and cabinets for the lab room. At this point, WCHC requested for additional information to be included with the next invoice submission in order to better understand what items/costs we had or had not been billed for. This was not received.
- In November Brandon dropped off final Grey Snow Construction invoices for payment. The invoices simply stated ‘100% completion per estimate that was given’ and noted the two prior lump 25% and 50% payment amounts. The invoices provided did not align with the percentages of the total project budget and the final costs ended up being over \$20k over the estimated amounts for each of the Covid house and lab projects.
- When he dropped those off, the need to have proper invoices that included a breakdown of labor and materials costs was discussed. So he next submitted new invoices that had 3 line items –
 - Materials – Description: Breakdown of materials on Covid House Project
 - Labor – Description: Breakdown of Labor on Covid House Project
 - Admin – Description: Admin fees, design fees, design build, change orders
- There are FAR Regs that cite invoices must include a description, quantity, unit of measure, unit price, and extended price of supplies delivered for services performed. Without properly documented invoices, WCHC cannot pay the final invoice.
- After that final invoice submission, on 12/29/23 WCHC utilized a construction consultant to do a walk through of the projects to understand any outstanding issues that would need to be addressed. There was a list compiled from the walk through that included numerous issues. For instance, in the infectious control room, there was no ventilation installed, only a mini-split added; it had wide open cold air returns above the dropped ceiling tiles that opened to all other rooms. This room needed to have its own separate duct work and ventilation system that

would exit via the external wall to the outside of the building, not circulating throughout the rest of the clinic open air space.

- That walkthrough information was shared and GSMS began working with alternate contractors to get WCHC projects properly completed.
- Due to the vagueness of initial estimates and lack of detailed information in the invoices, it has been impossible to adequately tease out what work that remained undone was in scope vs out of scope to the original project cost bid and invoices already paid.
- On March 26, Kim Patterson from GSMS sent invoices and backup documents she had for these two GS Construction Projects. This was intended to provide adequate documentation that GS Construction had in fact paid expenditures that aligned with the costs invoiced to WCHC.
- After reviewing this documentation, it led to even more concerns regarding what was included in that backup documentation.
- Some subs' invoices also lack detailed information necessary to determine real project costs.
 - Reviews of the subs' invoices show costs for separately paid projects
 - Grey Snow \$8200 for Pavilion project clinic already directly paid
 - Grey Snow \$10,255 for storage shed finish that we already directly paid
 - Duplicate mini split billing
- Roberts Construction and IAO electric invoices do not include sufficient breakdown/justification of labor or materials costs and to ensure there is no other duplication of project costs. For instance, Roberts and Meyers both invoiced for cabinets and framing of exterior door. Also, Roberts Construction utilized the same description for multiple invoices that stated 'sheetrock, doors, trim, paint, etc.
- At this point Grey Snow has already paid out project subs, based on Brandon's signature approving all of the subs' invoices.
- 4/9/24 Charissa email advised she planned to meet with Brandon to get clarity on the vendor bills
- To date, WCHC administration does not have knowledge of that meeting taking place.
- Concerns for audit findings for payments already made without proper invoices. WCHC has paid substantially more than staff have found accurate invoices for.
- Robert would like copies of the documents. Brad will work with Chasity to view documents. Robert will assist with walkthrough of COVID house leak.
- Brad and Robert left the meeting

2) Weekly invoice review [standing agenda item]

Misty moved to approve invoices for payment. Brigitte seconded. Motion passed 3-0.

3) Meeting minutes review [standing agenda item]

David moved to approve the minutes. Brigitte seconded. Motion passed 3-0

4) Long term care facility management

Chasity and Paul met with legal counsel and most tribes would create this under the clinic, not as a separate LLC. This could function for as a division of the clinic rather than a subsidiary. The only way for Tribe to take over would be to dissolve everything: dissolve the entire organization, dissolve the LLC, dissolve the compact and send the money back, stop every grant and send the money back, and start all over from scratch with no money because of firm legal restrictions in compact clauses. This would ruin healthcare access for the Tribal members for at least a decade if not longer.

We will have Brooke move forward with feasibility study. Brook will edit the proposal she sent to the tribe. We can approve via email to get the ball rolling on the feasibility study.

5) [Eyeglass program policy](#)

David moves to approve the eyeglass program policy. Brigitte seconded. Motion passed 3-0

6) [Procurement policy](#)

Brigitte moved to approve the procurement policy. Missty seconded. Motion passed 3-0

7) [Food as Medicine policy](#)

David moved to approve to food as medicine policy. Missty seconded. Motion passed 3-0

8) [Occupant Emergency plan](#)

Brigitte moved to approve the occupant emergency plan. Missty seconded. Motion passed 3-0

9) [June data](#)

We have had more visits this year over last year which is a trend for us. The second month of behavioral health already saw an increase. The patient visit numbers for behavioral health services are exceeding expectations in addition to the high quality of care being reported. The Board is pleased with the data and trends and commends the staff.

10) [Dr. Keepes Contract](#)

Brigitte moved to approve the contract with the attachment of the job description. David seconded. Motion passed 3-0

11) IHS Visit

A number of IHS staff will be visiting the tribe. They will be visiting the clinic, bee farm, and green houses. Missty will attend. Missty will work with Jimmy to get honey and gifts for our visitors.

12) Food as medicine [standing agenda item]

On the cusp of going live, stickers ordered, AJ is at a billing conference so we don't have the coupon books until next week and looking at going live at the end of the month. We will be promoting on social media.

13) Compliance Updates [standing agenda item]

none

14) Construction update [standing agenda item]

There is a leak in the basement of the COVID house. Chasity will work with Robert to figure out what we do. We will also look into who owns the home, and putting agreements in writing.

15) Eye Glass Updates [standing agenda item]

none

16) Wellness Center Updates [standing agenda item]

none

17) COVID House use planning [standing agenda item]

none

18) Long term care facility [standing agenda item]

See agenda item number 4.

19) Other business

- During the Region 7 consultation with HHS, SAMHSA strongly encourages us to apply for tribal opioid response grant. Chasity worked all weekend to put that together. This will help us pay for the work we are already doing.
- During consultation they advocated for pathways to combat paying the enrollment penalties and self-governance authority and expansion.

David moved to adjourn. Brigitte seconded. Motion passed 3-0. Meeting adjourned at 6:37pm.