

**MINUTES OF THE REGULAR MEETING OF SENECA HEALTHCARE DISTRICT HELD ON
Tuesday, March 5, 2019 (February Meeting)**

AGENDA	FINDINGS	RECOMMENDATIONS	ACTIONS
AGENDA 1 Call to Order	President David Walls called the regular meeting of the Board of Directors to order at 3:00 p.m. at the Lake Almanor Clinic Conference Room.		
AGENDA 2 Members present/absent	<p>President Walls noted members present: Ken Crandall, Dana Seandel, Jerri Nielsen and Rich Rydell telephonically from 7310 Winding Oaks Drive, Colorado Springs, CO, (719) 548-9360.</p> <p>Pledge of Allegiance.</p> <p>Joint Conference is scheduled for March 14th. Linda Wagner requested that it be changed since she has to be in Chico at 3:00 pm. They will pick an alternate date at MedStaff on March 12th and then have a different Board member attend each one with David Walls. Rich Rydell will go in September.</p>		
AGENDA 3 Public Comment Period	None.		
AGENDA 4 Board responses to public comment	None.		
AGENDA 5 Approval of Minutes	<p>Minutes of the regular meeting held on January 31, 2019 were reviewed.</p> <p>Dana Seandel asked for clarification on Agenda 12 and different wording on Agenda 15.</p> <p>The suggested edits will be made and tracked.</p> <p>David Walls asked the Board if they want him to vote on Action Items. The Board agreed that they would like him to vote to know his opinions.</p> <p>(Tab A to the Agenda)</p>	<p>Jerri Nielsen moved to approve the minutes of the regular Board meeting held on January 31, 2019 with suggested changes. Second by Ken Crandall.</p> <p>David Walls will be voting on all Action Items from this meeting forward.</p>	<p>Motion approved by roll call vote. Crandall: Aye Nielsen: Aye Seandel: Aye Rydell: Aye Walls: Aye</p>

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<p>AGENDA 6 Medical Staff Report</p>	<p>David Walls, D.O., Vice Chief of Staff reported on the following action items taken by the Medical Staff. Dr. Ware, COS, is working in the Emergency Department.</p> <p>1. Appointments and Reappointments:</p> <p>A. Telehealth Initial Appointments – February 28, 2019 – February 28, 2021:</p> <ul style="list-style-type: none"> ❖ Megan Fenyoe, LCSW ❖ Ilidiko Kovacs, MD, Psychiatry ❖ Jayson Morgan, MD, Cardiology <p>B. Medical Staff Initial Appointment – February 28, 2019 – February 28, 2021:</p> <ul style="list-style-type: none"> ❖ Joseph Schneider, MD, Courtesy/Emergency Medicine <p>C. Medical Staff Reappointment – February 28, 2019 – February 28, 2021:</p> <ul style="list-style-type: none"> ❖ David Dempsey, MD, Courtesy/Emergency Medicine, February 28, 2019 – February 28, 2021. <p>2. Policies/Revised</p> <ul style="list-style-type: none"> • SNF-002.003 – Abuse Prevention and Reporting • SNF-015.003 – Resident Fall Injury • SNF-042.003 – Physician Notification • SNF-046.002 – Rehabilitation Services-Physical Therapy • SNF-053.002 – Restorative Ambulation Program • SNF – 056.002 – Restorative Joint Mobility Program • SNF – 080.002 – Smart Anti-Wander Alarm <p>Policies/New</p> <ul style="list-style-type: none"> • SNF-092.001 – SBAR for suspected UTI. • SNF-093.001 – Rehabilitation Services Occupational Therapy. • SNF-095.001 Hosting Nurse Assistant Training. • SNF-096.001 – Nebulizer Cleaning <p>(Tab B to the Agenda)</p>	<p>1. Dana Seandel moved to approve the listed appointments and reappointments for February 28, 2019 – February 28, 2021. Second by Rich Rydell</p> <p>2. Jerri Nielsen moved to approve the listed policies. Second by Ken Crandall.</p>	<p>Motion approved by roll call vote. Crandall: Aye Nielsen: Aye Seandel: Aye Rydell: Aye Walls: Aye</p> <p>Motion approved by roll call vote. Crandall: Aye Nielsen: Aye Seandel: Aye Rydell: Aye Walls: Aye</p>

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<p>AGENDA 7 Financial Report for the month of January 2019</p>	<p>Steve Boline, CFO, summarized the Financial Report for the month of December, which was included in the Board packets.</p> <ul style="list-style-type: none"> • We received a 20% reduction in our PRIME Grant payment due to not meeting one of our measures. • ProFees Medical should be reduced in February since Drs. Mellon and Scott are no longer being paid as locums. • We should be up to 87.5 days cash on hand in February and should continue to trend up for the rest of the year. • The PRIME Grant measure where we were lacking was getting patients to respond back to the HCAHPS surveys. The Care Coordination Team is working very hard to get the information out to the patients so they will respond. Karen Turner, CNO, said that we are improving in this area. <p>There was discussion about setting up a Special Board Meeting for Finance Education and possibly adding Bylaws and/or CEO Incentive. The Board decided to have the Finance Meeting on the 25th and also to start going over the Bylaws revisions on that date. The Regular Board meeting would then be moved back to the 28th of March.</p> <p>(Tab C to the Agenda)</p>	<p>Ken Crandall moved to accept the January Financial Report. Second by Jerri Nielsen.</p> <p>It was decided to have the Special Finance/Bylaws Meeting on March 25th at 9:00 am and to move the Regular March meeting back to March 28th at 3:00 pm.</p> <p>The Board was queried on the above changes and all agreed.</p>	<p>Motion approved by roll call vote. Crandall: Aye Nielsen: Aye Seandel: Aye Rydell: Aye Walls: Aye</p>
<p>AGENDA 8 Contracts</p>	<p>Jacobb Sullens asked for this item to be tabled pending further evaluation of our infrastructure.</p> <p>There was discussion about the contracts and Jacobb Sullens answered all questions brought by the Board.</p> <p>(Tab D to the Agenda)</p>	<p>This Agenda Item was deferred to the March 2019 meeting.</p>	

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<p>AGENDA 9 CEO Incentive</p>	<p>David Walls presented revised CEO criteria for the Board to review. The Board was asked if they had had time to review.</p> <p>There was discussion by the Board, including who should be asked to evaluate the CEO performance and how the percentages should be broken down.</p> <p>Linda Wagner asked the Board if her annual evaluation was going to be left in September and leave the incentive in June and December or was the evaluation going to stay in December and move the incentive. The consensus was that the incentive was going to be in March and September.</p> <p>David Walls and Ken Crandall will meet with Linda Wagner to finalize the Incentive criteria. The Board was asked to send any suggestions to them through the Board Clerk.</p> <p>(Tab E to the Agenda)</p>	<p>After discussion this item was deferred to the March 2019 Regular Meeting.</p>	
<p>AGENDA 10 Strategy Map</p>	<p>The Strategy Map was presented to the Board for review and approval.</p> <p>There was discussion by the Board and a request to approve the document by Linda Wagner, CEO. The Board requested more time to study the document and it will be brought back for possible vote in March.</p> <p>(Tab F to the Agenda)</p>	<p>This item was deferred to the March 2019 Regular Meeting.</p>	
<p>AGENDA 11 Capital Budget</p>	<p>Steve Boline, CFO, presented an updated Capital Improvement Plan for review by the Board.</p> <p>The document is to project our capital needs at this point. An actual 5-year Capital Budget will be brought to the Board in the next couple of months.</p> <p>(Tab G to the Agenda)</p>		

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<p>AGENDA 12 Governance Education</p> <p>Board Self-Evaluation</p>	<p>Michaele Hadley, Board Clerk, received an email from the Walker Company that the Board Self-Evaluation was completed by all of the Board members as of today. They will send the results next week and it will be decided when and how the information will be discussed with the Board.</p>		
<p>AGENDA 13 Healthcare Resource Group</p>	<p>Steve Boline summarized HRG's summary report for the month of January, 2019</p> <ul style="list-style-type: none"> • AR days are barely under the upper limit of our target of 55 days at 54.8 days. • We have two large accounts that, if settled, would bring us to around 50 days. • We are still not where we want to be. HRG will be here on the 18th and 19th with the intent that we will sit down with them and go over our issues and also with the contract extension and an addendum regarding performance. <p>(Tab H to the Agenda)</p>		
<p>AGENDA 14 Committees</p> <p>Bylaws Committee</p> <p>Strategic Planning Committee</p>	<ul style="list-style-type: none"> • The Revised Bylaws will be on the March Agenda once we are able to download a tracked copy so everyone can see and comment on the changes made. • We are hoping to have a meeting in March. <p>(Tab I to the Agenda)</p>		

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AGENDA 15 CEO Report	<ul style="list-style-type: none"> • Linda McCurdy gave a briefing to the Board regarding the weather and road related issues we have been dealing with lately. • Some meetings got either changed or cancelled due to the weather, including Alliance for Workforce Development and Behavioral Health. Linda Wagner was able to meet with Behavioral Health after the LAFCo Meeting. • We received a letter from the KBK Foundation that we are eligible to apply for their Grant this year. We will look into what we want to request. The submission date is May 1st. We will also submit for the Collins Grant again. • Michael Hadley sent out the SNF Facility Assessment Tool to the Board members to look over and it will be on the Agenda next month for approval, which is required for our next survey. • Pat Monath updated the Board on Provider Recruitment. • Doctors' Day is March 30th and we will have a potluck for them on the 29th. • We are working with Steven Hayden to be permanent with us under contract, as well as a second mid-level. We are also working on contracting with a Dietician. • We are moving forward with meeting the requirements for SB-1152, the Homeless Patient Discharge Planning P&P. • Linda Wagner and Sadie Albonico attending a Compliance Seminar by CHA in Sacramento on 2/7/19. • We have had to reschedule the visit to Orchard Hospital twice due to weather to look at their CPSI system. We are also 		

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AGENDA 16 CONTINUED CEO Report	<p>looking at a reverse webinar. We are moving forward with the IT assessment.</p> <ul style="list-style-type: none"> Linda Wagner also updated the Board on upcoming legislature, including the single payor source proposed by the Governor; Vaccines for Juveniles and parental consent; and the Northern Region CEO Meeting to be held in Chester on April 19th. 		
AGENDA 17 Departmental Issues/Reports	<ul style="list-style-type: none"> Quality/Care Coordination: Care Coordination will be giving patients quiet packs/welcome packets and HCAHPS surveys. Acute/ED. Karen Turner said she was proud of her staff who got to work however they could, some even walking, during the storms. We have hired a couple of RNs', one a new grad and one who was working here as a traveler as well as an experienced Per Diem RN. We just need two more to be fully staffed with our own employees. Clinic/Telemedicine: Ann Holt advised there is nothing to report in the Clinic or Telemedicine. Clinical Informatics: Jacobb Sullens advised that both of the Informatics staff have completed their continuing education for physician administrators. They are bringing back the new hire 4-hour training blocks. IT Update: Jacobb Sullens advised that they have finished most of the upgrades they had left to do, short of the servers. The VOIP phone system should be rolled over the middle weekend of March. Jacobb Sullens will look into seeing if there is a way to program appointment reminders into the new phone system. 		

AGENDA 17 CONTINUED Departmental Issues/Reports	<ul style="list-style-type: none"> • PR/Marketing: Lyndsey Theobald will have a Chamber of Commerce update at the next meeting. We have partnered with KTVN/Channel 4 in Reno to place clickable recruitment ads in 2 locations in lieu of expensive print ads. We will be able to reach further than Chico, Chester and Redding. • Human Resources Report: James Kooyman presented staff additions/deletions for the past month. • James Kooyman went to a meeting at Plumas County Health Department on vaping and how companies are targeting kids with flavored nicotine products. (Tab J to the Agenda) 		
AGENDA 18 Consent Agenda	Nothing on the Consent Agenda.		
AGENDA 19 Agenda items to be added to next month's agenda	<ul style="list-style-type: none"> • Contracts for Server Upgrades • CEO Incentive • Strategy Map 		
AGENDA 20 Closed Session	The Board adjourned to Closed Session at 5:16 after a 5-minute break.		
AGENDA 21 Report on Closed Session	The Board reconvened to Open Session at 5:32 pm and the President reported on the Closed Session which was informational only with no action taken.		Direction was given to staff.
AGENDA 23 Next regular meeting Date/Time/Location	With nothing further to come before the Board, the President adjourned the meeting at 5:35 p.m. The next meeting will be held Thursday, March 28, 2019 at the Lake Almanor Clinic Conference Room at 199 Reynolds Road, Chester, CA.		

Dana Seandel, Secretary Date

David Walls, President Date