

**SENECA HEALTHCARE DISTRICT  
BOARD OF DIRECTORS REGULAR BOARD MEETING MINUTES  
Thursday, June 25, 2020**

- 1) **Call to Order.** Via Zoom, President Ken Crandall called the Regular Board meeting to order at 3:02 p.m.
- 2) **Members Present/Absent. Pledge of Allegiance.** Ken Crandall noted Board Members present by roll call: Kristin Montgomery, Dr. David Walls, Jerri Nielsen, and Ken Crandall. Not present: Rich Rydell.
- 3) **Public Comment Period.** No comments or questions were submitted in advance and public attendees did not comment.
- 4) **Board Responses to Public Comment.** N/A

**Agenda items Requiring Action**

- 5) **Approval of Board Meeting Minutes.**  
Minutes of the May 28, 2020 Regular Meeting and the June 19, 2020 Special Meeting were reviewed for approval.

*Jerri Nielsen moved to approve the May 28, 2020 and June 19, 2020 minutes as presented. Second by Dr. David Walls. Motion approved by roll call vote. Montgomery: Aye; Nielsen: Aye; Walls: Aye; Crandall: Aye.*

- 6) **Medical Staff Report.**  
Chief of Staff, Dr. Dana Ware submitted the following items approved at the June 9, 2020 Medical Staff Meeting requiring Board approval:

**A) Credential Files Approved by Medical Staff**

**(1) Initial Appointment Medical Staff:**

- |                                  |                         |
|----------------------------------|-------------------------|
| (a) Wojciech Zolcik, MD – ED     |                         |
| Telehealth Psychiatry 60 day     | 05/20/2020 – 07/20/2020 |
| And 2 years                      | 07/20/2020 – 07/20/2022 |
| (b) Sandra Althaus, MD           |                         |
| Teleradiology (Northstar) 60 day | 06/01/2020 – 08/01/2020 |
| And 2 years                      | 08/01/2020 – 08/01/2022 |

**(2) Re-Appointment Medical Staff:**

- |                                  |                         |
|----------------------------------|-------------------------|
| (a) Daniel Cooper, DO            |                         |
| Provisional to Active            | 03/26/2020 – 03/26/2022 |
| (b) Monte Mellon, MD – ED and FM |                         |
| Temporary Privileges of 60 days  | 04/29/2020 – 06/29/2020 |
| And 2 years                      | 06/29/2020 – 06/29/2022 |

Rich Rydell joined the meeting at 3:08 p.m.

*Dr. David Walls moved to approve the listed credential files for the dates noted. Second by Jerri Nielsen. Motion approved by roll call vote. Montgomery: Aye; Nielsen: Aye; Walls: Aye; Rydell: Aye; Crandall: Aye.*

**7) Policies and Procedures.**

The Board reviewed the following Policy and Procedure approved at the June 9, 2020 Med Staff Meeting and tabled at the June 19, 2020 Special Board Meeting pending review.

(1) RT-020.002 Endotracheal/Tracheostomy

*Dr. David Walls moved to approve RT-020.002 with corrections. Second by Kristen Montgomery. Motion approved by roll call vote. Nielsen: Aye; Walls: Aye; Rydell: Aye; Montgomery: Aye; Crandall: Aye.*

**8) May 2020 Financial Report.**

Steve Boline discussed the May 2020 Financial Report.

- Continuing impact of COVID-19 – reduction of services and utilization for the month of May.
- Discussion on CARES Act funding.

*Jerri Nielsen moved to accept the May 2020 Financial Report as presented. Second by Rich Rydell. Motion approved by roll call vote. Walls: Aye; Nielsen: Aye; Montgomery: Aye; Rydell: Aye; Crandall: Aye.*

**Agenda items – information only:**

**9) Healthcare Resource Group.**

- HRG's May 2020 Summary Report – Steve Boline discussed the May report.
- Revenue Cycle Findings Report – HRG submitted the Findings Report (New report format that we will use going forward) to explain why they are not at target and not achieving goals.
- HRG Contract Renewal – SHD needs to see progress or we will not renew contract.

**10) Committee Updates.**

**A) Medical Executive Committee –** Dr. Ware discussed the newly elected Medical Executive officers:

- Daniel Cooper, DO – Chief of Staff
- Dana Ware, MD – Vice Chief of Staff
- David Walls, DO – Secretary/Treasurer

**B) Strategic Planning Committee –** Steve Boline gave an update on the Collins Land Purchase and a change to the target date for completion of the new hospital. The community involvement in the committee has been set back because of COVID-19. We are also waiting to have the new CEO involved in this process.

**C) CEO Search Committee –** Final candidates have been contacted; starting background checks. Will discuss in Closed Session.

**11)Acting Administrator Report.**

- A) COVID-19 Update – Steve Boline submitted a report and an updated timeline of COVID-19 related events at SHD. The timeline is a reflection of everyone's hard work.
- B) Financial Projections for 6/1/2020 – 12/31/2020 – Our financial position is secondary to managing the pandemic and keeping it out of our facility.
- C) Amendment to Physician Agreements – These need to be done to create a means to distribute CARES Act funds back to the providers. The amendments will be brought back to the July Board meeting in Closed Session.
- D) PG&E Shore Line Power Application – Cost is under \$25,000. Application has been signed and submitted.

**12)Departmental Issues/Reports.**

- A) Quality/Care Coordination – Kacie Broussard, RN – No report.
- B) Compliance – Sadie Albonico submitted Compliance and Privacy Officer Reports.
- C) Acute/ED – Karen Turner, CNO – Nursing information is detailed in the Timeline of COVID-19 related events at SHD in the COVID-19 Update.
- D) Clinic/Telemedicine – Ann Holt, Clinic Manager – No report.
- E) IT/Clinical Informatics – TK Trump, IT Director submitted a written report and answered questions from the Board regarding telehealth.
- F) Human Resources – Jim Kooyman submitted a written report.

**13)Items to be Added to Next Month's Agenda.**

- Amendment to Physician Agreements

**14)Closed Session.** Meeting adjourned for 5-minute break and Closed Session at 4:05 p.m. pursuant to:

1. Government Code §54957(b)(1) – Public Employee appointment/evaluation CEO
2. Government Code §54957.6 – Labor Negotiations – CEO

**15)Report on Closed Session.** Closed Session adjourned at 4:32 p.m.; Open Session reconvened.

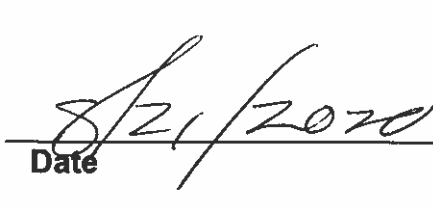
No reportable action on closed items.

**16)Next Regular Meeting:**

- **Date:** July 30, 2020
- **Time:** 3:00 p.m.
- **Location:** Lake Almanor Clinic Conference Room

Meeting Adjourned at 4:32 p.m.

  
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**Board President, Ken Crandall**

  
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**Date**