

**SENECA HEALTHCARE DISTRICT
BOARD OF DIRECTORS REGULAR BOARD MEETING MINUTES
Thursday, August 27, 2020**

- 1) **Call to Order.** Via Zoom, President Ken Crandall called the Regular Board meeting to order at 3:03 p.m.
- 2) **Members Present/Not Present. Pledge of Allegiance.** Ken Crandall noted Board Members present by roll call: Dr. David Walls, Jerri Nielsen, Kristen Montgomery, 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 July 30, 2020 Regular meeting, the August 15, 2020 Special meeting, the August 22, 2020 Special 9 a.m. meeting, and August 22, 2020 Special 12 p.m. meeting were reviewed for approval.

Jerri Nielsen moved to approve all meeting minutes as presented. Second by Kristen Montgomery. Motion approved by roll call vote. Walls: Aye; Nielsen: Aye; Montgomery: Aye; Crandall: Aye.

President Ken Crandall announced a change in the order of the agenda: Closed Session to follow Approval of Board Meeting Minutes to allow for participation of legal counsel.

Rich Rydell joined the meeting during Closed Session.

Closed Session. Meeting adjourned for Closed Session at 3:07 p.m. pursuant to:

1. Government Code §54956.9(d)(1) – Conference with Legal Counsel-Anticipated Litigation (Number of Potential Cases: 1)
2. Government Code §54957(b)(1) – Public Employee appointment/evaluation CEO
3. Government Code §54957.6 – Labor Negotiations – CEO
4. Government Code §54957.6 – Update-Conference with Labor Negotiations (Employee Organization: Teamsters Union; District negotiator: James Kooyman).

Report on Closed Session. Closed Session adjourned at 4:15 p.m.; Open Session reconvened. No reportable action taken on closed items.

6) Medical Staff Report.

Chief of Staff, Dr. Daniel Cooper submitted the following items approved at the August 11, 2020 Medical Staff Meeting requiring Board approval:

A) Credential Files Approved by Medical Staff

(1) Initial Appointment Medical Staff:

- (a) Sameer Mohammed, MD Tele-Psychiatrist
Initial 60 days 08/11/2020 – 10/11/2020
- (b) Yehonatan Borenstein, MD Tele-Psychiatrist
Initial 60 days 08/11/2020 – 10/11/2020

(2) Re-Appointment Medical Staff:

- (a) William Zinn, MD Tele VRAD – 2 years 08/30/2020 – 08/30/2022
- (b) James Sloves, MD Tele VRAD – 2 years 08/30/2020 – 08/30/2022

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

7) Policies and Procedures.

The Board reviewed the following Policies and Procedures approved at the August 11, 2020 Med Staff Meeting.

- (1) SNF-003.003-Activities Program
- (2) SNF-004.004-Resident Assessment Instrument
- (3) SNF-006.003-Resident Council Meeting
- (4) SNF-017.002-Fluid Policy
- (5) SNF-021.002-Administration of Influenza and Pneumococcal Immunizations
- (6) SNF-026.002-Nail and Foot Care
- (7) SNF-033.001-Outpatient Nursing Services for SNF Residents
- (8) SNF-034.003-Pain Assessment the fifth vital sign for the SNF
- (9) SNF-035.001-Pressure Injury
- (10) SNF-037.001-Care of Discontinued and or Expired Medications
- (11) SNF-043.003-Notice of Exclusions form Medicare benefits (NEMB)
- (12) SNF-062.001-Mail Delivery to Residents
- (13) SNF-083.001-Correcting Paper Charting Errors
- (14) SNF-181.001-Trauma Informed Care
- (15) ED-001.004-Patient Leaving AMA
- (16) ED-002.001-Department Staffing and RN-Responsibilities
- (17) ED-004.002-Domestic Violence
- (18) ED-006.002-ER-Log and Statistical Reporting
- (19) ED-012.003-Standards of Practice for Nursing
- (20) ED-016.004-Trauma Triage
- (21) ED-017.003-Triage Upon Patient Presentation to the Emergency Room
- (22) ED-022.002-Comm Handling Secured Patients
- (23) ED-025.004-Intraosseous Infusion
- (24) ED-033.001-5150 Telehealth Usage
- (25) RT-001.002-Adverse Drug Reaction and Reporting Program
- (26) NSG-060.001-Bladder Irrigation Continuous

Policy #25 RT-001.002-Adverse Drug Reaction and Reporting Program, incorrectly listed as approved. This policy was approved to be rescinded at the August 11th Med Staff Meeting.

Jerri Nielsen moved to rescind #25 RT-001.002. Second by Dr. David Walls. Motion approved by roll call vote. Walls: Aye; Nielsen: Aye; Rydell: Aye; Crandall: Aye. Montgomery zoom connection lost.

Jerri Nielsen moved to approve all remaining Policies and Procedures, #1-24 and #26. Second by Dr. David Walls. Motion approved by roll call vote. Rydell: Aye; Nielsen: Aye; Walls: Aye; Crandall: Aye.

Kristen Montgomery rejoined the meeting at 4:26 p.m.

8) July 2020 Financial Report.

Steve Boline discussed the July 2020 Financial Report.

- Continuing to record CARES Act funding for lost patient revenue due to COVID-19.

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

Agenda Items – Information Only:

9) Precision Instrument Approach at Chester Airport.

Discussion regarding Chester Airport's need for equipment to allow for care flight and emergency landings. Question on whether Chester has an Airport Commission. Rich Rydell will follow up on information and Board will continue discussions.

10) Healthcare Resource Group.

- A) HRG's July 2020 Report** – Steve Boline discussed the July report. There has been some improvement. Good collections in August so far.
- B) HRG Contract Renewal** – We will not pursue finalizing a contract without including a cancellation clause for poor performance. We should have a clearer picture next month.

11) Committee Updates.

- A) Strategic Planning Committee** – Still in negotiations with Collins Pines. Discussions need to include permanent CEO.
- B) CEO Search Committee** – Discussed in Closed Session.

12) Acting Administrator Report.

- A) COVID-19 Update** – Steve Boline submitted a report and an updated timeline of COVID-19 related events at SHD.
- B) Financial Projections for 8/1/2020 – 12/31/2020** – Report submitted; we can withstand the financial impacts of COVID-19 if things remain relatively unchanged.
- C) FY 2020 – 2021 Budget Update** – Report submitted.

13) 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 submitted a report.
- D) Clinic/Telemedicine – Ann Holt, Clinic Manager – No report.
- E) IT/Clinical Informatics – TK Trump, IT Director – No report.
- F) Human Resources – Jim Kooyman submitted a written report.

14) Items to be Added to Next Month's Agenda.

- Precision Instrument Approach at Chester Airport.

15) Closed Session. Discussed previously.

16) Report on Closed Session. Discussed previously.

17) Next Regular Meeting:

- **Date:** September 24, 2020
- **Time:** 3:00 p.m.
- **Location:** Lake Almanor Clinic Conference Room via Zoom

Meeting Adjourned at 5:38 p.m.



Board President, Ken Crandall



Date