

**SENECA HEALTHCARE DISTRICT
BOARD OF DIRECTORS REGULAR BOARD MEETING
March 26, 2015
Lake Almanor Clinic Conference Room
199 Reynolds Rd., Chester, CA
3:00 p.m.**

The public will be allowed to speak on agenda items before or during the discussion period for an agenda item. Reference: California Government Code 54954.3(a).

Agenda will be posted as required.

Assistant Secretary/Treasurer Richard Rydell will attend the meeting telephonically from 7310 Winding Oaks Drive, Colorado Springs, CO. Phone (719) 548-9360.

Closed Session: The Board will meet in closed session pursuant to Government Code Section 54957(b) to discuss: PERSONNEL – CEO INCENTIVE AND GOALS, POSSIBLE LITIGATION: PATIENT, PEER REVIEW after Agenda Item #

- 1) **Call to Order** (3:00 p.m.) President Dana Seandel will call the regular Board meeting to order.
- 2) **Members present/absent.** The President will note the Board members present/absent.
- 3) **Public Comment Period.** Governing rules for public comments at the Annual Organizational Meeting and at all Regular Meetings are as follows:
 - Total comment period not to exceed 15 minutes. Each speaker will be allowed a maximum of 3 minutes. Reference: California Government Code 54954.3(b).
 - If further time is needed on a particular issue, the Board may vote to allot additional time in the same meeting or allot time in the agenda for the following meeting. Reference: Seneca Healthcare District Bylaws, paragraph 5.4.1.
 - All comments must be directed to the Board and deal only with matters within the subject matter jurisdiction of the Board. Reference: California Government Code 54954.3(a).
 - Comments should be directed to (1) current agenda items, (2) policies, procedures, programs and services of the district, or (3) Board actions. California Government Code 54954.3(c).
 - Board responses, if deemed appropriate, will either be made at the end of the comment period or at a future Board meeting.
 - Speakers wishing to distribute printed materials are to indicate this during their speaking time. At the end of the comment period, the Board President will make arrangements to collect and distribute the printed materials.
- 4) **Board responses to Public Comment.**
- 5) **Approval of Minutes.** The Board will review the minutes of the regular meeting held on February 26, 2015.

Tab A

6) **Medical Staff Report.** Dana Ware, M.D., Chief of Staff, will report on the following action items taken by the Medical Staff: **Tab B**

1. Policies

Skilled Nursing Facility - Revised

- Abuse Prevention and Reporting
- Social Services
- Comfort Care
- Comprehensive Care Plan
- Dementia
- Resident Emergency Care Visit
- Resident Fall
- Gait Belt
- Medication Administration
- Nail and Foot Care
- Nurse Practitioner Coverage in the SNF
- Pain Assessment – The Fifth Vital Sign
- Medications Given on the SNF Unit by Acute Nursing Staff
- Daily Acetaminophen Limits
- Enteral Tube Medication Administration
- Physician Notification
- Rehabilitation Services – Physical Therapy
- Restraint Usage and Reduction of Restraints
- Chemical Restraints
- Restorative Ambulation Program
- Bowel and Bladder Continence Management
- Restorative Feeding Program
- Restorative Joint Mobility Program
- Tuberculosis Skin Testing for Residents
- Monitoring of Weight and Height for Nutritional Care Plans
- Wound Care Prevention and Management

Health Information Management – Revised

- Chart Completion

Infection Control - Revised

- Health Assessment for District Staff, Contract Workers and Volunteers at Risk of Infections and Communicable Diseases
- Communicable Disease Prevention and Control in the Workforce
- Transporting Infectious Patients

7) **Financial report for the month of February.** The Board will review for approval the financial report for the month of February 2015. **Tab C**

- DP/NF Clawback Update

8) **IGT Fund Transfer.** The Board will approve the “Agreement and certification for Intergovernmental Transfers” in the amount of \$119,460. **Tab D**

9) **Policies.** The Board will approve the following Policies.

Tab E

Skilled Nursing Facility - Revised

- Activities Program
- Resident Assessment Instrument
- Resident Pets
- Resident Council Meetings
- Bed Hold and Re-Admission
- Daily Posting of Census and LTC Staff
- Dental Services
- Resident Fall
- Fluid Policy
- Grievance-Complaint
- Sierra Hospice Support Services Volunteer Program
- Informed Consent
- Labeling of Residents Personal Items and Valuables
- Medication Error Reporting and Prevention
- No Added Salt Diet – Salt Substitution
- Charting by Nursing Personnel
- Licensed Nurses Procedure Manual
- Outpatient Nursing Services for SNF-Residents
- Care of Discontinued and/or Expired Medications
- RN Coverage for the Skilled Nursing Facility
- Resident Identification
- Implementation of Patients Bill of Rights
- CNA Procedure Manual
- Mail Delivery to Residents
- Special Services and Programs
- Guideline for Skilled Nursing Facility Staffing Patterns
- Staff Development
- After Death Care

Agenda items – information only:

10) **Healthcare Resources Group.** Linda Wagner and Carlene Slusher will submit HRG's summary report for the month of February 2015.

Tab F

11) **CEO Report.** The CEO will report on the following:

Tab G

- Provider Recruitment Update
- Town Hall Meeting with Senator Gaines & Assemblyman Dahle
- Advertising Update
- Auxiliary Donation
- CEO Updates

12) **Departmental Issues/Reports:**

- Nursing/Clinic – EHR-CPSI Update
- IT – IT/HIE Update
- Environmental Services – 2/6/15 Weather Disaster Update
- Human Resource Report
 - ❖ Staff Additions/Deletions

13) **Consent Agenda.** This is a portion of the printed agenda listing matters that are expected to be non-controversial and on which there are likely to be no questions. These items will be approved with a single vote without discussion unless a Board member or member of the public requests that the item be removed from the consent agenda. Items removed from the consent agenda will be opened for discussion immediately following the consent agenda.

- None.

14) **Agenda items to be added to next month’s agenda.**

15) **Closed Session.** The Board will adjourn to closed session.

16) **Report on Closed Session.** The Board President will report on the Closed Session.

17) **Next regular meeting Date/Time/Location:**

- ❖ **Date:** April 30, 2015
- ❖ **Time:** 3:00 p.m.
- ❖ **Location:** Lake Almanor Clinic Conference Room

This agenda has been mailed to the following newspaper:

Chester Progressive

This agenda has been posted at the following public places:

- Seneca Healthcare District Hospital’s Bulletin Board
- U.S. Post Office – Chester Branch
- Chester Fire District
- Hamilton Branch Fire District
- Peninsula Fire District
- Lake Almanor West Fire District

This agenda has been mailed to the following radio station:

KSUE/JDX

Certificate of Posting

I, Marie Stuersel, hereby certify that I posted the foregoing Agenda on the bulletin board located at the front door entrance of Seneca Healthcare District on Friday, March 20, 2015, at 11:00 a.m.

Marie Stuersel