

**SENECA HEALTHCARE DISTRICT
BOARD OF DIRECTORS REGULAR BOARD MEETING
February 25, 2016
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 32106 to discuss: THIRD AND FOURTH QUARTER PEER REVIEW 2015 following Agenda Item #13.

- 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.**

Agenda items – Action Items:

- 5) **Approval of Minutes.** The Board will review the minutes of the regular meeting held on January 28, 2016.

Tab A

6) **Medical Staff Report.** David Walls, D.O., Chief of Staff, will report on the following action items taken by the Medical Staff:

1. Appointments – February 2016 – February 2018:

- John Raimo, RDN – Allied Health Professional/Registered Dietitian Privileges
- William Whetsell, MD – Telemedicine/Radiology Privileges
- Algis Babusis, MD – Telemedicine/Radiology Privileges

2. Policies:

- Administration – ADMIN-006.003 – Communication Assistance – Revised
- Emergency Department – ED-013.002 – Transferring and Transporting Patients - Revised
- Pharmacy
 - ❖ RX-001.003 – Plan to Eliminate or Substantially Reduce Medication Related Errors (MERP) – Revised
 - ❖ RX-002.001 – Adverse Drug Reporting – Revised
 - ❖ RX-003.002 – Anesthesia Controlled Drugs - Revised
 - ❖ RX-004.001 – Controlled Drugs – Revised
 - ❖ RX-005.001 – Departmental Controls – Revised
 - ❖ RX-006.001 – Equipment and Formulary - Revised
 - ❖ RX-007.002 – Investigational Drugs - Revised
 - ❖ RX-008.001 – Intravenous Medications, Insulin, and Standardized Infusion Concentrations – Revised – Revised
 - ❖ RX-009.001 – Medications: ALLERGIES, ORDERS, PATIENT - Revised
 - ❖ RX-010.001 – Medications: BEYOND USE, BLACK BOX WARNINGS, DESTRUCTION, DRUG RECALLS, OUTDATES – Revised
 - ❖ RX-011.001 – Medication Supplies: EMERGENCY, FLOOR STOCK, RURAL HEALTH CLINIC, STORAGE AND TEMPERATURE – Revised
 - ❖ RX-012.001 – Quality Assurance, Performance Improvement, Reporting – Revised
 - ❖ RX-013.002 – Renal Dose Adjustment by Pharmacist - Revised
 - ❖ RX-014.001 – Safety - Revised
 - ❖ RX-015.003 – Scheduled Time - Revised
 - ❖ RX-017.001 – Pharmaceutical Procurement
 - ❖ RX-018.001 – Dispensing Medications to Discharged Patients
- Skilled Nursing Facility – SNF-030.003 – Required Postings – Revised **Tab B**

7) **Financial report for the month of January.** The Board will review for approval the financial report for the month of January 2016. **Tab C**

8) **Policies.** The Board will review for approval the following policies:

- Admissions – ADMT-003.003 – Registration – Revised
- Skilled Nursing Facility – SNF-016.002 – Conservatorship/Guardianship – Revised
- Skilled Nursing Facility – SNF-023.002 – Theft, Loss, and Labeling of Resident's Personal Items & Valuables – Revised **Tab D**

Agenda items – information only:

9) **Healthcare Resources Group.** Linda Wagner and Carlene Slusher will submit HRG's summary report for the month of January 2016. **Tab E**

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

- LAFCo Update

- Provider Update
- Strategic Planning
- Ethics/Brown Act Training – March 23, 2016
- Form 700
- Admitting Office
- ALPHA Fund Annual Meeting

Tab F

11) Departmental Issues/Reports:

- Nursing/Clinic – EHR-CPSI Update
- IT – IT/HIE Update
- Human Resource Report
 - ❖ Staff Additions/Deletions

Tab G

12) **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.

13) **Agenda items to be added to next month's agenda.**

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

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

16) Next regular meeting Date/Time/Location:

- ❖ **Date:** March 31, 2016
- ❖ **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, Michaele A. Hadley, hereby certify that I posted the foregoing Agenda on the bulletin board located at the front door entrance of Seneca Healthcare District on Friday, February 19, 2015 at 10:00 a.m.

Michaele A. Hadley, Clerk