

**SENECA HEALTHCARE DISTRICT
BOARD OF DIRECTORS REGULAR BOARD MEETING
December 16, 2016
Lake Almanor Clinic Conference Room
199 Reynolds Rd., Chester, CA
1:00 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 Rich 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 54957.6 to discuss UNION NEGOTIATIONS and Government Code Section 54957(b) to discuss: PERSONNEL – CEO EVALUATION after Agenda Item #19.

- 1) **Call to Order** (1:00 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 November 17, 2016.

- 6) **Medical Staff Report.** Fred de Picciotto, M.D., Chief of Staff, will report on the following action items taken by the Medical Staff:
1. **Appointments/Reappointments:**
 - Allied Health – New Appointment - 12/06/2016 – 12/06/2018
Maureen Breeze, FNP – Provisional
 - Medical Staff – New Appointment 12/06/2016 – 12/06-2018
Edwin McGroarty, MD – Provisional Active
 - Medical Staff Reappointment - 12/06/2016 – 12/06/2018
Jack Schillen, M.D., Orthopedics Courtesy Staff
 - Telemedicine Reappointment – 12/06/2016 – 12/06/2018
Shelly Jain, M.D. – 01/31/2017 – 01/31/2019
 2. **Policies**
 - Administration:
 - ❖ ADMIN-003-004 – Patient’s Rights and Non Discrimination – Revised
 - ❖ ADMIN-005-004 – Chain of Command – Revised
 - ❖ ADMIN-006-005 - Communication Assistance – Revised
 - Information Technology – IT-015-002 – Mobile Devices – Revised
 - Lake Almanor Clinic:
 - ❖ LAC-010-002 – Informed Consent – Surgical and Special Procedures – Revised
 - ❖ LAC-013.002 – Medication Storage and Log – Revised.
 - ❖ LAC-014.003 – Laboratory CLIA Regulations – Revised
 - Nursing:
 - ❖ NSG-015-001 - Telephone Orders – New
 - ❖ NSG-020.003 – Utilization Review – Revised
 - Pharmacy:
 - ❖ RX-024-001 – Ketamine Infusion – New
 - ❖ Annual Review 2016 **Tab B**
- 7) **Financial report for the month of October.** The Board will review for approval the financial report for the month of October 2016. **Tab C**
- 8) **Financial report for the month of November.** The Board will review for approval the financial report for the month of November 2016. **Tab D**
- 9) **Board Finance Education.** Carlene Slusher and Jon Marshall will present to the Board for approval:
- Debt Payoff
 - GPO Change **Tab E**
- 10) **Resolution #412.** The Board will recognize Bill Howe’s service to the Board. **Tab F**
- 11) **Resolution #413.** The Board will recognize Roberta Carlson’s service to the Board **Tab G**
- 12) **Board Meeting Dates.** The Board will review the dates for the regular Board meetings in 2017 and vote to make any changes deemed necessary. **Tab H**
- 13) **Policies.** The Board will review for approval the following policies:
- Admitting – ADM-T003.005 – Registration – Revised

- Lake Almanor Clinic – LAC-11.002 – Unit Record – Revised
 - Risk Management – RISK-002.003 – Patient Complaint/Grievances – Revised
 - Skilled Nursing Facility – SNF-043.003 – Notice of Exclusions from Medicare Benefits (NEMB) – Revised
- Tab I**

14) **Organizational Meeting.** Election of President, Vice President, Secretary and appointment of Treasurer and Assistant Secretary/Treasurer.

Agenda items – information only:

15) **Healthcare Resources Group.** Carlene Slusher will submit HRG's summary report for the month of November 2016. **Tab J**

16) **CEO Report.** The CEO will report on the following: **Tab K**

- Holiday Employee Appreciation Gift
- ACHD Leadership Training – Legislative Day
- Provider Update
- Strategic Planning Committee updates
- Department Manager/Board Orientation
- Telemedicine Update
- LAFCo/Little Hoover Commission Update

17) **Departmental Issues/Reports:**

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

Tab L

18) **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

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

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

21) **Report on Closed Session.** The Board President will report on the closed session.

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

- ❖ **Date:** January 26, 2017
- ❖ **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 Monday, December 12, 2016 at 3:00 p.m.

Michaele A. Hadley, Clerk