

**SENECA HEALTHCARE DISTRICT  
BOARD OF DIRECTORS REGULAR BOARD MEETING  
July 27, 2017  
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.

**Closed Session.** The Board will meet in closed session pursuant to Government Code Section 54957(b) to discuss: PERSONNEL – CEO MID-YEAR EVALUATION; after Agenda Item #15.

- 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 Requiring Action**

- 5) **Approval of Minutes.** The Board will review for approval the minutes of the regular meeting held on June 29, 2017. **Tab A**
- 6) **Medical Staff Report.** Nellie Salehi, D.O. Chief of Staff, will report on the following action items taken by the Medical Staff and the Board will vote to approve.

Policies:

- Administration – ADMIN-015.001 – Annual Contract Review – New
- Central Services – CENT-SRV-006.003-CIDEX OPA – Revised
- Emergency Medicine:
  - ❖ ED-005.006 – Crash Cart Checks – Revised
  - ❖ ED-012.004 – Standards of Practice for Nursing: Emergency Department – Revised
  - ❖ ED-029.001 – Nerve Block Box Policy – New
- Human Resources – HR-009.003 – Performance Evaluations – Revised
- Infection Control – IC-012.005 – Hand Hygiene and Glove Use – Revised
- Lake Almanor Clinic – LAC-016.001 – Prior Authorization/Referrals – New
- Medical Staff – MDSTF-002.002 – Credentialing Policy – Revised
- Nursing:
  - ❖ NSG-008.004 – Pain Assessment, Reassessment and Management - Revised
  - ❖ NSG-025.001 – Care Plans – New
  - ❖ NSG-026.001 – Monitoring and Recording Intake and Output – New
  - ❖ NSG-027.001 – Swallowing and Chewing Precautions – New
  - ❖ NSG-028.001 – Patient Visitors and Hours – New
  - ❖ NSG-029.001 – Timing of Medication Administration – New
- Pharmacy:
  - ❖ RX-025.001 – Anticoagulation Management of Heparin Intravenous Infusion – New
  - ❖ RX-026-001 – Administration of Medications – New
- Surgery Services:
  - ❖ 2017 Three Year Review
  - ❖ SX-021.001 – Cleaning of Olympus Flexible Endoscopes – New
  - ❖ SX-022.001 – Processing Endoscopes with Failed Leak Test – New

**Tab B**

7) **Financial report for the month of June.** The Board will review and vote to accept the financial report for the month of June 2017. **Tab C**

8) **Wage Increases.** Jim Kooyman will present proposed LVN/CNA wage increases to the Board for approval. **Tab D**

9) **Mission and Vision Statement:** The Board will review for approval a Mission and Vision Statement approved by the Strategic Planning Committee on July 20, 2017. **Tab E**

**Agenda items – information only:**

10) **Healthcare Resources Group.** Carlene Slusher will submit HRG's summary report for the month of June 2017. **Tab F**

11) **Committees.**

- Bylaws Committee Update
- Strategic Planning Committee Update **Tab G**

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

- Telemedicine Update
- CT Scan Update
- CMS Survey
- Behavioral Health Update
- Collins Pine Meeting

13) **Departmental Issues/Reports:**

- Nursing/Clinic – EHR-CPSI Update
- IT – IT/HIE Update
  - ❖ Contract with Trace Security for Security Risk Assessment (Within CEO signing limit)
  - ❖ CPSI/Evident training with Dr. Louks
- Human Resource Report
  - ❖ Staff Additions/Deletions

Tab H

14) **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

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

16) **Closed Session.** The Board will adjourn to Closed Session as noted above.

17) **Vote on CEO mid-year incentive bonus.** The Board will vote on the CEO mid-year incentive bonus.

18) **Next regular meeting Date/Time/Location/Quorum Query and vote if needed for changes.**

- ❖ **Date:** August 31, 2017
- ❖ **Time:** 3:00 p.m.
- ❖ **Location:** Lake Almanor Clinic Conference Room

This agenda has been mailed to the following newspaper: Chester Progressive

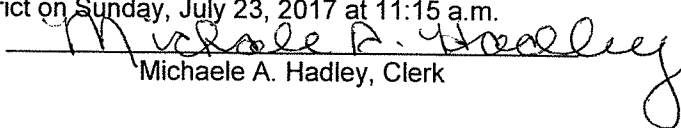
This agenda has been posted at the following public places:

Seneca Healthcare District Hospital's Bulletin Board  
U.S. Post Office – Chester Branch  
Chester Fire District  
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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 Sunday, July 23, 2017 at 11:15 a.m.

  
Michaele A. Hadley, Clerk