

**SENECA HEALTHCARE DISTRICT  
BOARD OF DIRECTORS REGULAR BOARD MEETING  
May 29, 2014  
Lake Almanor Clinic Conference Room  
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).

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: Hospital Wide First Quarter QA 2014 after Agenda Item #16.

Agenda will be posted as required.

- 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 April 24, 2014.

**Tab A**

6) **Medical Staff Report.** Marc Nielsen, D.O., Chief of Staff, will report on the following action items taken by the Medical Staff requiring Board approval:

- Policies:
  - Skilled Nursing – SNF D-070.001 - Dementia Care – New
  - Maintenance – MAIN 80.001 – Disinfection of the Hydrotherapy Tub Jet and Piping System – New
  - Information Technology – IT-021.001 – Security Zone – New
  - Information Technology – IT-002.004 – Access Administration – Revised
  - Information Technology – IT-020.002 – Security Monitoring – Revised
  - Information Technology – IT-022.003 – Segregation of Duties – Revised
  - Information Technology – IT-023.003 – Server Hardening – Revised

**Tab B**

7) **Financial report for the month of April.** The Board will review for approval the financial report for the month of April 2014.

**Tab C**

8) **2015 Budget.** Carlene Slusher will present to the Board for approval the 2015 Budget.

**Tab D**

9) **Contract.** Carlene Slusher will update the Board on the Commerce Bank contract.

**Tab E**

10) **Policy.** Linda Wagner will present to the Board for approval the following policy:

- Administration – ADMIN 5.002 – Chain of Command

**Tab F**

**Agenda items – information only:**

11) **Healthcare Resources Group.** Jason Coffin and HRG staff will be present to submit HRG's summary report for the month of April 2014.

**Tab G**

12) **EHR/IT Update.** Liz Steffen will provide an update to the Board on the IT Department/EHR.

- CMS Meaningful Use Audit
- SHD Website

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

**Tab H**

- Walk-in Clinic hours
- SNF Survey Update
- Health Fair
- Alpha Fund Report
- Wellness Screening
- Fourth of July Parade
- Lobby Informational Monitor

14) **Departmental Issues/Reports:**

**Tab I**

- Human Resource Report
  - ❖ Staff Additions/Deletions

15) **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.

1. The Board will approve the following changes to the Carrigan Memorial Fund signature cards: Removal of bank signature card approval for Janice Brinkman and Cheryl Darnell and addition of bank signature card approval for Carlene Slusher, Linda Wagner, Michaele Hadley and Marie Stuersel.
2. The Board will approve the following changes to the Flower Fund signature cards: Removal of bank signature card approval for Cheryl Darnel and addition of bank signature card approval for Carlene Slusher, Linda Wagner, Michaele Hadley and Marie Stuersel.

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

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

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

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

❖ **Date:** June 26, 2014

❖ **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, May 23, 2014 at 3:00 p.m.

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Michaele A. Hadley, Clerk