

**SENECA HEALTHCARE DISTRICT
BOARD OF DIRECTORS REGULAR BOARD MEETING MINUTES
Thursday, December 3, 2020**

- 1) **Call to Order.** Via Zoom, President Ken Crandall called the Regular Board meeting to order at 3:01 p.m.
- 2) **Members Present/Not Present. Pledge of Allegiance.** Ken Crandall noted Board Members present by roll call: Dr. David Walls, Kristen Montgomery, Rich Rydell, and Ken Crandall. Not present: Jerri Nielsen.
- 3) **Public Comment Period.** No comments or questions were submitted in advance and public attendees did not comment.
- 4) **Board Responses to Public Comment.** N/A.

Jerri Nielsen joined the meeting at 3:04 p.m.

Agenda Items Requiring Action

- 5) **Approval of Board Meeting Minutes.**

Minutes of the October 29, 2020 Regular meeting were reviewed for approval.

Kristen Montgomery moved to approve the minutes as presented. Second by Dr. David Walls. Motion approved by roll call vote. Rydell: Aye; Crandall: Aye; Walls: Aye; Montgomery: Aye; Nielsen: Aye.

- 6) **Medical Staff Report.**

The Board reviewed the Medical Staff Report from the November 10, 2020 Med Staff meeting, submitted by Medical Staff Administrator, JoAnn Mahloch.

Dr. David Walls moved to accept the Medical Staff report as submitted. Second by Rich Rydell. Motion approved by roll call vote. Nielsen: Aye; Montgomery: Aye; Rydell: Aye; Walls: Aye; Crandall: Aye.

- 7) **October 2020 Financial Report.**

Steve Boline discussed the October 2020 Financial Report.

- SHD has performed to budgeted expectations.

Rich Rydell moved to accept the October 2020 Financial Report as presented. Second by Jerri Nielsen. Motion approved by roll call vote. Walls: Aye; Montgomery: Aye; Nielsen: Aye; Rydell: Aye; Crandall: Aye.

- 8) **Healthcare Resource Group Contract Renewal.**

Steve Boline presented the HRG Contract renewal agreement which was tabled at the October 2020 Board meeting.

Jerri Nielsen moved to approve the HRG Contract Renewal as presented. Second by Rich Rydell. Motion approved by roll call vote. Walls: Aye; Montgomery: Aye; Rydell: Aye; Nielsen: Aye; Crandall: Aye.

9) Resolution #427.

The Board reviewed for approval Resolution #427 providing for the changing of District Signature Cards at Plumas Bank, U.S. Bank, and the Local Agency Investment Fund (LAIF) Account. Will be adding CEO, CFO, and Board Secretary signatures. Discussion to add Board President signature as well.

Jerri Nielsen moved to approve Resolution #427 providing for the District Signature Cards. Second by Kristen Montgomery. Motion approved by roll call vote. Rydell: Aye; Walls: Aye; Montgomery: Aye; Nielsen: Aye; Crandall: Aye.

10) Contract Approval.

The Board reviewed the contract for the purchase of a Hamilton C-3 ventilator from Hamilton Medical for \$30,319.24.

Consensus of the Board to Table agenda item to receive input from Medical Staff. The contract will be brought to the Medical Staff meeting on December 8, 2020.

11) Annual Independent Audit for Fiscal Year 2020.

Jerrel Tucker of JWT Associates presented the annual audit and accompanying report(s) of Fiscal Year 2020 for Board approval. There were no reportable findings and no issues that needed to be brought to the Board. This year auditors did not come on site, everything was prepared and submitted electronically and remotely. All went smoothly thanks to Steve Boline and his staff. Solid financial year even with COVID-19.

Jerri Nielsen moved to approve the Annual Independent Audit for FY 2020 as presented by JWT Associates. Second by Dr. David Walls. Motion approved by roll call vote. Montgomery: Aye; Rydell: Aye; Walls: Aye; Nielsen: Aye; Crandall: Aye.

Agenda Items – Information Only:

12) Healthcare Resource Group – October Report.

Steve Boline discussed the October 2020 Summary Report submitted by HRG.

13) Committee Updates.

A) Strategic Planning Committee – Steve Boline gave an update.

14) CEO Report.

Chief Executive Officer, Shawn McKenzie discussed the following:

A) **Recognition to Staff and the Community** – Thanked staff and community for welcoming him and his wife to SHD.

B) **COVID-19 Status Update** – Had a free Mass COVID-19 testing event on Friday, November 20th; 79 people were tested. Another free event will be on Wednesday, December 9th. We are in a surge and have issued a press release, but we have mitigated COVID for 9 months. Thanks to medical staff for working diligently to

protect staff and the community. Discussed new modular building outside of ER for COVID-19 screening and county distribution of vaccine.

- C) **Auxiliary Meetings** – Shawn has met with Auxiliary members. They are a great partner for the hospital and are very engaged in the community and facility. Auxiliary will continue with meetings as soon as allowed.
- D) **Information Technology Assessment** – IT will be bringing a proposal to the Board soon to improve speed and quality of informatics.
- E) **Airport Instrument Precision Approach Update** – We have submitted a letter of support to the Federal Aviation Administration. The new instrument approach will improve our ability to life flight patients and will be a huge advantage in inclement weather.
- F) **Lake Almanor Basin Wide Area Network (WAN) Infrastructure** – Working with District Supervisor Sherrie Thrall to provide high speed connectivity to improve continuity of care in the Lake Almanor Basin.
- G) **Modular Building Lease for COVID-19 Screening** – Discussed in COVID-19 update.
- H) **Pharmacy Contract Renewal** – Contract renewal is coming up. Will be meeting with Steve Boline to discuss options.

15) Departmental Issues/Reports.

- A) Human Resources – Jim Kooyman, HR Manager, submitted a written report.
- B) Laboratory – Dave Monday, Lab Manager, submitted a written report.

16) Items to be Added to Next Month's Agenda.

- Resolution #427 – Add Board President to signature cards.
- Ventilator Contract Approval

17) Closed Session. Meeting adjourned for Closed Session at 4:35 p.m. pursuant to:

1. Health & Safety Code §32155 – Quality Measures QA/PI
2. Government Code §54956.9(d)(2) – Conference with Legal Counsel-Anticipated Litigation (Number of Potential Cases: 2)
3. Government Code §54957(b)(1); §54957.6 – Public Employee appointment/ evaluation Acting Administrator
4. Government Code §54957.6 – Update-Conference with Labor Negotiators (Employee Organization: Teamsters Union; District negotiator: James Kooyman).

18) Report on Closed Session. Closed Session adjourned at 5:20 p.m.; Open Session reconvened. No reportable action taken on closed items.

19) Next Regular Meeting:

- **Date/Time:** December 31, 2020 at 3:00 p.m.
- **Location:** Lake Almanor Clinic Conference Room via Zoom

Meeting Adjourned at 5:21 p.m.



Board President, Ken Crandall



Date