

**SENECA HEALTHCARE DISTRICT  
BOARD OF DIRECTORS REGULAR BOARD MEETING MINUTES  
Thursday, February 25, 2021**

- 1) **Call to Order.** Via Zoom, President Ken Crandall called the Regular Board meeting to order at 3:03 p.m.
- 2) **Members Present/Not Present. Pledge of Allegiance.** Ken Crandall noted Board Members present by roll call: Jerri Nielsen, Dr. David Walls, Kristen Montgomery, Rich Rydell, and Ken Crandall.
- 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.

**Agenda Items Requiring Action**

**Approval to Adopt Amended Agenda.**

Agenda amended to add #10 to the end of Action Items: **SHD Rebranding/Logo Change** as an item that was (a) brought to the District's attention after the agenda was posted and (b) needs action that cannot wait until the next Board meeting.

*Dr. David Walls moved to approve the amended agenda. Second by Jerri Nielsen. Motion approved by roll call vote. Montgomery: Aye; Rydell: Aye; Nielsen: Aye; Walls: Aye; Crandall: Aye.*

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

Minutes of the January 28, 2021 Regular meeting were reviewed for approval.

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

**6) Medical Staff Report.**

Chief of Staff, Dr. Daniel Cooper submitted the following items approved at the February 9, 2021 Medical Staff Meeting requiring Board approval:

**A) Credential Files Approved by Medical Staff**

**(1) Initial Appointment Medical Staff:**

- |   |                         |
|---|-------------------------|
| (a) Michael Zoglio, MD Tele-Psychiatrist<br>2-year appointment    | 03/28/2021 – 03/28/2023 |
| (b) Walter Luchsinger, MD Tele-Psychiatrist<br>2-year appointment | 04/02/2021 – 04/02/2023 |
| (c) Darcy Trenkle, MD Tele-Psychiatrist<br>2-year appointment     | 03/25/2021 – 03/25/2023 |

**(2) Re-Appointment Allied Health Practitioner:**

- |                                      |                         |
|--------------------------------------|-------------------------|
| (a) Megan Fenyoe, LCSW-Clinic 2-year | 02/28/2021 – 02/28/2023 |
|--------------------------------------|-------------------------|

**(3) Miscellaneous:**

Delineation of Privileges form signed by Chief of Staff, Credential Chair and ready for President of Seneca Board to sign for:

(a) Cecil Matip, MD Psychiatrist

07/30/2020 – 07/30/2022

*Jerri Nielsen moved to approve the listed Credential files – Initial Appointments and Re-Appointments for the dates noted. Second by Dr. David Walls. Motion approved by roll call vote. Montgomery: Aye; Rydell: Aye; Walls: Aye; Nielsen: Aye; Crandall: Aye.*

**7) Policies and Procedures.**

The Board reviewed the following Policies and Procedures approved at the February 9, 2021 Med Staff Meeting.

(1) LAC-039.001-Prescription Refills

(2) NSG-062.001-Workstation on Wheels

*Dr. David Walls moved to approve both Policies and Procedures. Second by Jerri Nielsen. Motion approved by roll call vote. Montgomery: Aye; Rydell: Aye; Nielsen: Aye; Walls: Aye; Crandall: Aye.*

The Board reviewed the following Procedure, approved to be rescinded at the February 9, 2021 Med Staff Meeting.

(1) LAC-PRO-012.002-Prescription Refills

*Jerri Nielsen moved to rescind Procedure LAC-PRO-012.002. Second by Kristen Montgomery. Motion approved by roll call vote. Walls: Aye; Rydell: Aye; Montgomery: Aye; Nielsen: Aye; Crandall: Aye.*

**8) January 2021 Financial Report.**

Steve Boline discussed the January 2021 Financial Report.

- Financial position remains strong.

*Jerri Nielsen moved to accept the January 2021 Financial Report as presented. Second by Kristen Montgomery. Motion approved by roll call vote. Walls: Aye; Rydell: Aye; Montgomery: Aye; Nielsen: Aye; Crandall: Aye.*

**9) Board Meeting Status.**

The CEO and Board discussed resuming in-person meetings, taking into consideration tier structure changes and following COVID-19 guidelines.

Consensus to let Board President decide whether or not to continue with zoom meetings; meet in-person in the Clinic Conference room or alternate location to allow for social distancing; or have a combination of both for future Board meetings. Ken Crandall will continue discussions with CEO.

**10) SHD Rebranding/Logo Change.**

The Board reviewed the SHD Rebranding / Logo Change presented by CEO, Shawn McKenzie.

*Jerri Nielsen moved to approve the Seneca Healthcare District Logo Change. Second by Kristen Montgomery. Motion approved by roll call vote. Walls: Aye; Rydell: Aye; Nielsen: Aye; Montgomery: Aye; Crandall: Aye.*

**Agenda Items – Information Only:**

**11) Healthcare Resource Group – January Report.**

Steve Boline discussed the January 2021 Summary Report submitted by HRG.

**12) Committee Updates.**

**A) Strategic Planning Committee – CEO Shawn McKenzie discussed:**

- Existing Facility Upgrades:
  - Hospital Re-roofing project. OSHPD approved.
  - Painting/Siding for Hospital, Clinic, and Out Buildings
  - Replacing Hospital Flooring
  - Updating Hospital IP rooms
  - Security Cameras
  - PG&E Shore Power for MRI Unit
  - Clinic Waiting Room Remodel
  - Refurbishing Reynold's House
- New Facility:
  - Contracted with Building RX – New Program Manager, Donna Huntingdale
  - Close out presentation from Wipfli Market Study this month
  - Philanthropic Community Foundation for a hospital building fund
- Board President Ken Crandall appointed Jerri Nielsen and Rich Rydell to serve on the Strategic Planning Committee.

**13) CEO Report.**

Chief Executive Officer, Shawn McKenzie discussed the following:

**A) COVID-19 Status Update –** Focusing on vaccinations. We have had 4 successful vaccination clinics with help from Chester Fire.

**B) Physician and Mid-Level Recruitment –**

- National firm Medicus has visited the facility to develop our recruitment profile.
- Sonia Troxell, PA-C will be starting in April.
- Talking to providers specializing in podiatry, orthopedics, dermatology.

**C) Existing Facility Upgrades & New Hospital Strategic Planning –** Discussed previously.

**D) Operations –**

- Update on Chester Airport Precision Approach. After FAA approval, the approach procedures will be published for use.
- Facility Clean up underway.

**E) Community and Internal Satisfaction Surveys –**

- Completed our internal staff survey. We will be comparing the results with the results from the community survey. Results will be used to create an action plan for improvement.
- We will be holding All Staff Meetings on Wednesday, March 10<sup>th</sup> at 7:30 am and 6 pm, and Friday, March 12<sup>th</sup> at 7:30 am to share our vision and expectations with all staff.

**F) Community Outreach and Communications** – Working on Community Forums with the Chamber of Commerce to answer questions and share our vision and plans for the future.

**14) Departmental Issues/Reports.**

- A) Compliance** – Chelsea Major, Compliance Coordinator – Reports submitted.
- B) Clinic/Telemedicine** – Ann Holt, Clinic Manager – Report submitted. Discussion about telehealth services
- C) IT/Clinical Informatics** – TK Trumpf, IT Director – No questions from the Board.
- D) Human Resources** – Jim Kooyman, HR Director – Reports submitted.

**15) Items to be Added to Next Month's Agenda.**

- Approval of Policies and Procedures: MDSTF-001.003 – Abbreviations; MDSTF-012.001 – Quality Assurance and Peer Review, if review has been completed.

**16) Closed Session.** Meeting adjourned for a 5-minute break before beginning Closed Session at 4:40 p.m. pursuant to:

1. Government Code §54956.9(d)(2) – Conference with Legal Counsel-Anticipated Litigation (Number of Potential Cases: 1)
2. Government Code §54957.6 – Update-Conference with Labor Negotiators (Employee Organization: Teamsters Union; District negotiator: Shawn McKenzie on behalf of James Kooyman).

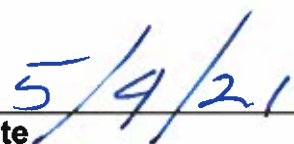
**17) Report on Closed Session.** Closed Session adjourned at 5:03 p.m.; Open Session reconvened. No reportable action taken on closed items.

**18) Next Regular Meeting:**

- **Date:** March 25, 2021
- **Time:** 3:00 p.m.
- **Location:** Lake Almanor Clinic Conference Room/Alternate Location/via Zoom – TBD

Meeting Adjourned at 5:04 p.m.

  
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**Board President, Ken Crandall**

  
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**Date**