

**SENECA HEALTHCARE DISTRICT
BOARD OF DIRECTORS REGULAR BOARD MEETING MINUTES
Thursday, September 30, 2021**

- 1) **Call to Order.** Via Zoom, President Ken Crandall called the Regular Board meeting to order at 3:00 p.m.
- 2) **Members Present/Not Present. Pledge of Allegiance.** Ken Crandall noted Board Members present by roll call: Dr. David Walls, Jerri Nielsen, Rich Rydell, 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

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

Minutes of the September 30, 2021 Regular meeting were reviewed for approval.

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

6) **Medical Staff Report.**

Chief of Staff, Dr. Dana Ware submitted the following items approved at the October 12, 2021 Medical Staff Meeting requiring Board approval:

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

(a) Akunna Ogbu, MD Initial 60 days	09/21/2021 – 11/21/2021
Telehealth Wound care	

Dr. Ware advised the Board this appointment has been withdrawn. No action required.

7) **September 2021 Financial Report.**

CFO Steve Boline discussed the September 2021 Financial Report.

- The PPP loan has been forgiven

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

8) **Discussion on AB-361 Brown Act Amendment.**

The CEO and Board discussed the Brown Act Amendment and whether to hold the next meeting virtual, in person, or a combination of the two. CEO Shawn McKenzie would like to do a hybrid while following safety measures such as masking and temperature checks. Discussed the possibility of holding the meetings in a larger facility to allow for social distancing.

Agenda Items – Information Only:

9) **Board Retreat.**

The Board retreat will be postponed to the Spring when there will be a full board.

10)Board Vacancy Discussion.

Kristen Montgomery has submitted a letter of resignation from the Board of Directors. The Board Clerk will post a Special Vacancy Notice. SHD will collect letters of interest for the vacancy. The Board will make an appointment to fill the vacancy created, and the individual will hold office until the next uniform district election. The appointment will be made at the next regularly scheduled meeting on December 2, 2021.

11)Healthcare Resource Group

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

12)Strategic Planning Committee Update.

CEO Shawn McKenzie gave an update on the New Critical Access Hospital and the Existing Facility Upgrades.

A) New CAH Facility –

- Land Due Diligence-LAFCo application and Wildwood easement in process. Required Neighbors Meeting is being scheduled.
- Project Budget-RFP for Public Funding Consultant released.
- Public Awareness and Promotion-New Build Campaign announced at the Chamber Town Hall. Renderings shown and will be going up throughout the community. More promotional information will be going out soon.

B) Existing Facilities Upgrades –

- Shawn gave updates on all existing facility upgrades as shown in strategic planning report.

13)CEO Report.

Chief Executive Officer, Shawn McKenzie discussed the following:

A) Dixie Fire Long Term Recovery Group (LTRG)–

- Shawn will serve in a volunteer position as the executive for the Lake Almanor Basin for the LTRG.

B) Physician and Mid-Level Recruitment –

- Continuing with recruitment process.

C) Information Technology –

- IT Infrastructure Assessment – TK is moving forward in implementing Cerner.
- IT Business Continuity – Seneca has activated a cloud based back up called “Digital Umbrella”.
- Cerner Community Works Project – Anticipate official project start date in February 2022.
- Seneca Wide Area Network (WAN) – Shawn has met with Representative LaMalfa and discussed the need to have access to high-speed internet options for the entire basin. This would help not only the hospital, but the entire community including schools and businesses.

D) Operations –

- Lake Almanor Clinic-Director of Operations – This is a very important hire for Seneca and we have received many resumes from highly qualified candidates.
- Negative Pressure-Isolation – We have purchased 2 Aerobiotix High Air Exchangers needed for COVID patients for isolation precautions.

E) Marketing and Public Relations –

Chelssa Outland gave an update on all the marketing and public relations projects.

14) Departmental Issues/Reports.

A) Compliance – Charlene Almocera, HIM Director – Reports submitted.

B) Acute/ED – CNO, Judy Cline gave a verbal report.

- Evaluating staffing; developing short term and long-term staffing plans
- Will be posting for an ED Tech position
- OR/Surgery will be doing procedures on Thursdays
- Will be cross training nurses
- Quality – will be focusing on QIP
- Staffing Education – Norcal EMS class on secondary trauma/compassion fatigue
- Working on improving equipment/capital requests so we can better anticipate future needs

C) Clinic/Telemedicine – JJ Gorbet, Interim Clinic Manager – Report submitted.

D) IT/Clinical Informatics – TK Trumpf, IT Director – Report submitted.

E) Human Resources – Jennie Mathews, HR Director – Reports submitted.

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

- Discussion on AB-361 Brown Act Amendment – Standing agenda item
- IT RFP award
- Appointment of new Board member

16) Closed Session. Meeting adjourned for a 5-minute break at 4:22 p.m. before Closed Session at 4:27 p.m. pursuant to:

1. Government Code §54956.9(d)(1) – Conference with Legal Counsel-Existing Litigation
2. Government Code §54957.6 – Update-Conference with Labor Negotiators (Employee Organization: Teamsters Union; District negotiator: Jennie Mathews, HR Director).
3. Government Code §54957(b) – Public Employee Performance Evaluation (CEO)
4. Health and Safety Code §32106 – Report Involving Trade Secrets. Discussion will concern proposed new facility.

17) Report on Closed Session. Closed Session adjourned at 4:52 p.m.; Open Session reconvened.

No reportable action taken in closed session.

18) Next Regular Meeting:

- **Date:** December 2, 2021
- **Time:** 3:00 p.m.
- **Location:** Lake Almanor Clinic Conference Room and via Zoom.

Meeting Adjourned at 4:53 p.m.

Board President, Ken Crandall

Date