**SENECA HEALTHCARE DISTRICT**

**BOARD OF DIRECTORS MEETING AGENDA**

**Lake Almanor Clinic (LAC) Conference Room, 199 Reynolds Road, Chester, CA**

**August 25th, 2022, at 3:00 p.m.**

Our Mission: Seneca Healthcare District’s mission is to provide our community members and visitors with outstanding health care services and quality care through dedicated and compassionate staff, providers, and innovative technology.

***Seneca Healthcare District Board of Directors meeting scheduled for August 25th, 2022, will be held at the LAC-Conference Room, 199 Reynolds Road, Chester, CA. We will also make available a public question platform that can be accessed prior to the meeting and submitted to*** [***board@senecahospital.org***](mailto:board@senecahospital.org)***. In order​ to ensure the health and safety of the public, and in accordance with the most recent CDC and CDPH guidelines, "California strongly recommends masking in indoor public places, for everyone, including public transportation, regardless of vaccination status."***

***The Seneca Board of Directors will continue adherence to California AB 361, and regularly assess the COVID situation to determine the need of updating guidelines for public meetings.***

If you would like to watch the meeting or speak on an agenda item, you can also access the meeting remotely.  Please use the web link below to join the Zoom webinar:

<https://us06web.zoom.us/j/86192988649?pwd=U0gwRmVreVVoUXRLWlREZmtMaHVQdz09>

Meeting ID: 861 9298 8649

Passcode: 148822

One tap mobile

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+1 719 359 4580 US

+1 312 626 6799 US (Chicago)

+1 386 347 5053 US

+1 564 217 2000 US

+1 646 558 8656 US (New York)

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

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Find your local number: <https://us06web.zoom.us/u/kcnw8gFz0r>

Public comments will also be accepted by email to info@senecahospital.org. Please list the item number you wish to comment on and submit your written comments 24-hours prior to the start of the meeting.

**Closed Session Announcement.**

The Board will meet in Closed Session pursuant to:

1. **Government Code §54956.9(d)(1)** – Conference with Legal Counsel-Existing Litigation.

[Paragraph (1) of subdivision (d) of Section 54956.9] - Velez vs SHD

Case: DFEH # 202110-15186025

1. **Health and Safety Code §32106** – Report Involving Trade Secrets.
2. **2nd Quarter Compliance Report** – Presented by Charlene Almocera.

**1) Call to Order.** President Jerri Nielsen will call the Regular Board meeting to order.

**2) Board Members Roll Call.** The President will note Board Members present/absent.

**3) Pledge of Allegiance.**

**4) Public Comment(s) Period.**

This is an opportunity for public attendees to address the Board regarding items which are not on the agenda. Please state your name for the record. Comments are limited to three (3) minutes. Written comments should be submitted to the Board Clerk 24-hours prior to the meeting to allow for distribution. Under Government Code Section 54954.2 – Brown Act, the Board cannot act on any item that is not listed on the agenda. The Board Chair may choose to acknowledge the comment. When appropriate, the Board Chair may briefly answer a question; refer the matter to staff; or move to set the item for discussion at a future meeting.

**5) Board Responds to Public Comment(s).**

***Agenda - Items Requiring Action:***

**6) Approval of Special Board Meeting Minutes. Tab A**

The Board will review for approval, the Minutes of the July 22nd, 2022, Special Board Meeting.

Submitted by: Deborah Housen, Executive Assistant, to the CEO, CNO, and Board Clerk.

**7) Approval of Board Meeting Minutes. Tab B**

The Board will review for approval, the Minutes of the July 30th, 2022, Board Meeting.

Submitted by: Deborah Housen, Executive Assistant, to the CEO, CNO, and Board Clerk.

**8) Medical Staff Report.**

Requesting Board approval, Dr. Dana Ware, Chief of Staff, submitted the following items approved at the August 9th, 2022, Medical Staff Meeting:

**Initial Appointment Medical Staff.**

* Wael Alshehri, MD - Radiologist/VRAD 1year 8/9/2022 to 8/9/2023

*Continued to following page.*

*Medical Staff Report – Continued.*

**Reappointment Medical Staff.**

* Francis Attwill, DO - Locum ER 30 day 7/30/2022 to 8/30/2022
* Francis Attwill, DO - Locum ER 2 years 7/30/2022 to 7/30/2024
* Sandra Althaus, MD - Radiologist 8/1/2022 to 8/ 1/2024
* James H Sloves, MD - Radiology VRAD 8/30/ 2022 to 8/ 30/2024
* William Zinn, MD - Radiology VRAD 8/30/2022 to 8/30/2024
* Scott Kerns, MD - Radiology VRAD 10/28/2022 to 10/28/2024

**Initial Allied Health Practitioner.** N/A

**9) Policies and Procedures. Tab C**

Submitted for Board approval. Discussed and approved at the Policy and Procedure Committee Meeting on August 2nd, 2022, and at the Medical Staff Meeting on August 9th, 2022.

a. CAH-002.002 Organ, Tissue, and Eye

b. CAH-003.002 Organizational Structure

c. CAH-005.002 Staffing and Staff Responsibilities

d. CAH-021.002 Compliance with Federal, State, and Local Laws and Regulations

e. CAH-022.002 Physical Plant and Environment/Life Safety from Fire

f. CAH-023.002 Number of Beds and Length of Stay

g. CAH-024.002 Status and Location

h. CAH-025.002 Agreements

i. CAH-026.002 Emergency Services

j. MEMO-CC-002.002 InterQual Criteria Rescind

k. CC-002.002 InterQual Criteria Policy Rescinded

l. DSS-005.003 Meal Service

m. DSS-013.001 Drinks Available to Meet Resident Needs/Preferences/Sufficient Hydration

n. EDUC-001.001 BLS, ACLS, and PALS Requirement

o. HR-032.001 COVID 19 Vaccine Mandate

p. HR-032.001 COVID 19 Health Care Provider Medical Certification

q. HR-032 Declination of COVID 19 Vaccination and Request - Exemption

r. HR-032 Request for Religious Exemption

s. OT-001.001 Evaluation/Plan of Care

t. OT-002.001 Clinical Documentation

u. RX-026.002 Administration of Medications

v. SNF-183.001 PYXIS Med Station Policy

**10) Joint Conference Committee Meeting for 3rd and 4th Quarter Meetings in 2022.**

Submitted for discussion and assignment of a Board Member(s), to attend the remainder two quarterly meetings. Only one Member needs to be assigned to a meeting. Joint Conference Committee meetings are required per Medical Staff Bylaws to be held Quarterly per Medical Staff Rules. The next Joint Conference Committee Meetings are scheduled for:

September 8th, 2022, and December 8th, 2022.

**11) Critical Access Hospital (CAH).**

Presented by Donna Huntingdale, Building Rx, President

1. For discussion and approval – Sequoia Environmental Contract. **Tab D**

Request for additional service expansion to be added to contract for technical

studies to include heliport flightpath over Collins Pine and at Wildwood.

1. For discussion and approval – Draft Easement Information. **Tab E**

Beginning the discussion with Wildwood.

**12) July 2022 Financial Reports.**

Financial Reports for the month of July 2022 will be presented at the next regular Board Meeting on September 29th, 2022, per Steve Boline, CFO. No report for this Board Meeting.

**13) Capital Equipment Request. Tab F**

For discussion and approval – The purchase of a new Anesthesia Machine.

Presented by Kacie Broussard, OR Supervisor

**14) Precision West Voice Over IP (VoIP) Recommendations. Tab G**

For discussion and approval. Presented by Shawn McKenzie, CEO

**15) AB-361 Brown Act Amendment.**

For discussion and agreement - CEO, Shawn McKenzie, and the Infection Prevention Manager, Stefanie White, will discuss with The Board, the Brown Act Amendment, and the continuation of virtual public meetings.

***Agenda items – Information only:***

**16) Healthcare Resource Group (HRG). Tab H**

Steve Boline, CFO, will present HRG’s July 2022 Summary Report.

**17) Building Rx. New CAH Board Updates.   Tab I**

Information Update and Discussion – Donna Huntingdale, President, Building Rx.

**18) CEO Report. Tab J**

Presented by: Shawn McKenzie, CEO

**19) CNO Report. Tab K**

  Presented by: Judith Cline, CNO

**20)** **Clinic Report.** **Tab L**

Presented by: Johnathan Owens, Clinic Operations Director

**21) Departmental Documents/Reports. Tab M**

1. Compliance – Charlene Almocera, HIM Director – Report submitted.
2. IT/Clinical Informatics – TK Trumpf, IT Director – No Report submitted.
3. Human Resources & Newsletter – Jennie Mathews, HR Director – Report submitted.
4. Marketing/PR – Chelssa Outland, PR Manager – Report submitted.

**22)** **Board Member Candidacy Filing Deadline.**

For discussion. The official filing period for the General Election was July 18th, 2022, thru August 12th, 2022. If an incumbent for office did not file their Declaration of Candidacy by August 12th, 2022, the filing period **for only that position** was extended until August 17, 2022, at 5pm. The Plumas County Registrar of Voters Office confirmed they received the appropriate Candidacy Filings (by the deadline), for two of the three incumbents whose terms are impending. Being the only filings for the seats they currently occupy, there will be no election for those Board Members. This is classified as an “Election in lieu of election.” Those Candidates are: Rich Rydell, Treasurer, and Ryan Lee, Assistant Secretary-Treasurer. This leaves the Vice-President position Vacant, beginning December 2, 2022. On December 2, 2022, an official “Notice of Vacancy” will be publicly posted; and the quest for a new Board Member will commence.

**23) Closed Session.**

The Board will adjourn to Closed Session, as noted at the start of the meeting.

**24) Report on Closed Session.** The Board President will report on any actions taken.

**25) Next Regular Board Meeting.**

* **Date:** September 29th, 2022
* **Time:** 3:00 p.m.
* **Location:** LAC-Conference Room

This agenda has been mailed to the following newspaper publisher:  Plumas News

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, *Deborah Housen*, hereby certify, I posted the foregoing Agenda on the bulletin board, located at the front door entrance of Seneca Healthcare District on **August 22nd, 2022**.

**By: Deborah Housen, 08/22/2022**

      Deborah Housen, Board Clerk

In compliance with the Americans with Disabilities Act, if you require special accommodations to participate in a board meeting, please contact Seneca Healthcare District at (530) 258-2067 within 72 hours **prior** to the meeting.