

**SENECA HEALTHCARE DISTRICT
BOARD OF DIRECTORS MEETING **MINUTES**
Mt. Lassen Theatre - 200 Main Street, Chester, CA
March 31st, 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 March 31st, 2022, will be held at the Lassen Theatre at 200 Main Street, Chester, CA. If there is a power outage on that day, the meeting will be moved to the Lake Almanor Clinic (LAC) Conference Room. The Public is invited to attend the theater location, but the clinic location will be limited for seating. We will also make available a public question platform that can be accessed prior to the meeting and submitted to 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, masks are required for unvaccinated individuals in indoor public settings. Fully vaccinated individuals are recommended to continue indoor masking when the risk may be high. 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:

Join Zoom Meeting

<https://us06web.zoom.us/j/86192988649?pwd=U0gwRmVreVVoUXRLWIREZmtMaHVQdz09>

Meeting ID: 861 9298 8649

Passcode: 148822

One tap mobile

+17207072699,,86192988649#,,,,*148822# US (Denver)

+12532158782,,86192988649#,,,,*148822# US (Tacoma)

Dial by your location

+1 720 707 2699 US (Denver)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 646 558 8656 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

If prompted for a Participant ID, press #.

If calling in, the *6 feature will mute and unmute your line.

Public comment 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:
Government Code §54956.9(d)(1) – Conference with Legal Counsel-Existing Litigation
Health and Safety Code §32106 – Report Involving Trade Secrets. Discussion will concern proposed new facility.
Government Code §54957.6 – Union Labor Negotiations. Documents provided by Steve Boline, CFO, and Jennie Mathews, HR. Distributed to CEO and Board Members—only.

- 1) **Call to Order.** *President Jerri Nielsen called to order the Regular Board Meeting at 3:00pm.*
- 2) **Members Present/Absent.** *Jerri Nielsen, President, noted the following Board Members Present: Dr. David Walls, Vice President; Kenneth Crandall, Secretary, Rich Rydell, Treasury (via Zoom). Absent: Ryan C. Lee, Asst. Secretary-Treasurer.*

Pledge of Allegiance. *Participation completed at 3:02pm*

Jerri Nielsen, President, noted for the record of attendance, Ryan C. Lee was present at 3:03pm.

- 3) **Public Comment(s) Period.** This is an opportunity for members of the public 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.
- 4) **Board Responses to Public Comment(s).** *There were no public comments to address.*

Agenda Items Requiring Action:

- 5) **Approval of Board Meeting Minutes.** **Tab A**
The Board reviewed, the minutes of the February 24th, 2022, Board Meeting. Submitted by: Deborah Housen, Executive Assistant, to the CEO, CNO, Board Clerk.
Dr. David Walls, Secretary, requested Item #4 be edited, to remove a misquote pertaining to Public Comments. The challenged wording was an error made by the Board Clerk. Jerri Nielsen, President, scratched-out the sentence from the Minutes and initialed where the change was made. May it be known; the permanent record reflects all changes requested. Motioned to approve by Rich Rydell. Seconded by Kenneth Crandall. Motion approved by roll call vote. Kenneth Crandall: Aye; Ryan Lee: Aye; Jerri Nielsen: Aye; Rich Rydell: Aye; Dr. David Walls: Aye.

6) Medical Staff Report.

Requesting Board approval, Chief of Staff, Dr. Dana Ware submitted the following items approved at the March 8th, 2022, Medical Staff Meeting:

a.) Initial Appointment of Medical Staff:

- Timothy Jolis, M.D., ER Locum - 60 days - 3/8/2022 to 5/8/2022

b.) Reappointment Medical Staff:

- Robert Leckie, M.D., Radiology - 2 years - 4/19/2022 to 4/19/2024
- Nicholas Carlevato, M.D., Radiology - 2 years - 4/19/2022 to 4/19/2024
- Daniel Cooper, D.O. - 2 years - 3/26/2022 to 3/26/2024

c.) Initial Allied Health Practitioner(s): None

d.) Reappointment Allied Health Practitioner(s):

- Stephen Hayden, APN - 2 years - 3/30/2022 to 3/30/2024
- Rhett Wigger, CRNA - 2 years - 3/28/2022 to 3/28/2024

Appointments and Reappointments were all APPROVED "as listed" on The Board Meeting Agenda. Motioned to approve by Dr. David Walls. Seconded by Kenneth Rydell. Motion approved by roll call vote. Kenneth Crandall: Aye; Ryan Lee: Aye; Jerri Nielsen: Aye; Rich Rydell: Aye; Dr. David Walls: Aye.

7) Policies and Procedures.

Tab B

Submitted for Board approval. Discussed and approved at the Policy and Procedure Committee Meeting on 03/01/2022, and at the Medical Staff Meeting on 03/08/2022.

1. SX-003.005 - Consent for Surgical Treatment-Verification of – REVISED

Motioned to approve by Dr. David Walls. Seconded by Kenneth Rydell. Motion approved by roll call vote. Kenneth Crandall: Aye; Ryan Lee: Aye; Jerri Nielsen: Aye; Rich Rydell: Aye; Dr. David Walls: Aye.

2. SX-004.002 - Department Staffing and Organization Structure - REVISED

Motioned to approve by Dr. David Walls. Seconded by Kenneth Rydell. Motion approved by roll call vote. Kenneth Crandall: Aye; Ryan Lee: Aye; Jerri Nielsen: Aye; Rich Rydell: Aye; Dr. David Walls: Aye.

3. SX-026.001 - Admitting Patients for Outpatient Surgical Procedures – REVISED

Motioned to approve by Dr. David Walls. Seconded by Kenneth Rydell. Motion approved by roll call vote. Kenneth Crandall: Aye; Ryan Lee: Aye; Jerri Nielsen: Aye; Rich Rydell: Aye; Dr. David Walls: Aye.

4. NSG-063.001 - RN Pronouncement of Adult Death by RN – NEW

Dr. Walls stated page 2 of 3, procedure A, Item 3 – Mentions ER when EHR is the proper acronym. Judith Cline, CNO, agreed. Motioned to approve by Dr. David Walls, with correction. Seconded by Kenneth Rydell. Motion approved by roll call vote. Kenneth Crandall: Aye; Ryan Lee: Aye; Jerri Nielsen: Aye; Rich Rydell: Aye; Dr. David Walls: Aye.

NOTE: Modification to the policy reflects Dr. David Walls request. Policy has been amended by the P & P Department.

- 8) New CAH – Fieldman Contract – Municipal Advisors. Tab C**
For Discussion and Approval, as presented by Shawn McKenzie, CEO and Donna Huntingdale, President, Building Rx. *Motioned to approve by Rich Rydell. Seconded by Dr. David Walls. Motion approved by roll call vote. Kenneth Crandall: Aye; Ryan Lee: Aye; Jerri Nielsen: Aye; Rich Rydell: Aye; Dr. David Walls: Aye.*

Agenda items – information only:

- 9) Joint Conference Committee Meetings in 2022. (Continued Discussion)**
The Board Members agreed to continue the conversation before December 8th, 2022.
- 10) Healthcare Resource Group (HRG). Tab D**
Steve Boline, CFO, presented the HRG's February 2022 Summary Report.
- 11) Strategic Planning Committee and New Hospital Planning Update. Tab E**
Update and Report - Presented by - Donna Huntingdale, PE - President of Building Rx.
- 12) CEO Report. Tab F**
Presented by: Shawn McKenzie, CEO
- 13) CNO Report. Tab G**
Presented by: Judith Cline, CNO
- 14) Departmental Documents/Reports. Tab H**
a.) **Compliance** – Charlene Almocera, HIM Director – Reports submitted.
b.) **IT/Clinical Informatics** – TK Trumpf, IT Director – Report submitted.
c.) **Human Resources** – Jennie Mathews, HR Director – Report submitted.
d.) **Marketing/PR Manager** – Chelssa Outland – Report submitted.
e.) **Accounting/Finance** – Steve Boline, CFO – Report submitted.
- 15) Discussion - AB-361 Brown Act Amendment.**
The Board, CEO, Shawn McKenzie and CNO, Judith Cline, discussed the Brown Act Amendment, and the continuation of virtual public meetings.
- 16) Board Members - Requested Topics for Further Discussion.**
1.) Board Retreat Planning – *Further discussion regarding date to follow next meeting.*
2.) The process and procedure(s) for selecting New Board Members. *Jerri Nielsen produced a structural document (State Gov't Code) regarding this matter to The Board Members. Dr. David Walls suggested that prospective candidates be introduced to The Board, prior to candidates being selected. Suggesting 60 days of personal appearance by candidates be implemented.*
- 17) Next Meeting Topic: Committee Discussion – Review.**

18) Closed Session. *The Board adjourned to Closed Session at 4:00pm*

19) Report on Closed Session. *The Board resumed to regular session at 4:40pm. Jerri Nielsen, President, motioned to vote to ratify the Union MOU as presented. Motioned to approve by Dr. David Walls. Seconded by Ken Randall. Motion approved by roll call vote. Kenneth Crandall: Aye; Ryan Lee: Aye; Jerri Nielsen: Aye; Rich Rydell: Aye; Dr. David Walls: Aye.*

20) Next Regular Meeting.

- **Date:** April 28th, 2022
- **Time:** 3:00 p.m.
- **Location:** Lassen Theatre or via Zoom

Meeting adjourned at 4:52pm.



I, Deborah Housen, Clerk to the Board of Directors,

of the

Seneca Healthcare District,

do solemnly declare,

the foregoing Board Meeting Minutes for

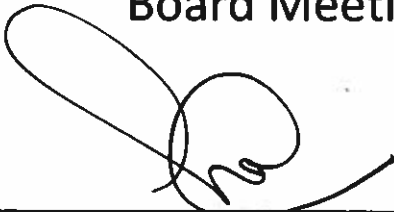
the March 31st, 2022 Meeting,

were approved and accepted by the Board Members

at the

April 28th, 2022

Board Meeting.

X 

Deborah Housen, Board Clerk

Seneca Healthcare District
199 Reynolds Road, P.O. Box 737
Chester, California 96020
(530)-258-3750

