

**SENECA HEALTHCARE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES**
Mt. Lassen Theatre - 200 Main Street, Chester, CA
May 26th, 2022, at 3:00 p.m.

Closed Session Announcement.

The Board will meet in closed session pursuant to:

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 Number:
202110-15186025

Health and Safety Code §32106 – Report Involving Trade Secrets. Discussion will concern
the proposed new facility. (**Board Members - See Attached Confidential Report**)

- 1) **Call to Order.** Present, Jerri Nielsen, President, called the Regular Board meeting to order at 3:00pm.
- 2) **Board Members Roll Call.**
The President stated the following Board Members present: Dr. David Walls, Vice President, and Rich Rydell, Treasurer (via Zoom). * Noted as absent: Kenneth Crandall, Secretary and Ryan Lee, Assistant Secretary-Treasurer.
- 3) **Pledge of Allegiance.** Completed at 3:02pm.
- 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).** There were no public comments. No public guests in person, by Zoom, or public questions via email.

* Kenneth Crandall, Secretary and Ryan Lee, Assistant Secretary-Treasurer joined the meeting, in person at 3:03pm.

Agenda - Items Requiring Action:

- 6) **Approval of Board Meeting Minutes.** **Tab A**
The Board approved and accepted, the Minutes of the April 28th, 2022, Board Meeting as submitted by: Deborah Housen, Executive Assistant, to the CEO, CNO, and Board Clerk. Motion to approve by Dr. David Walls, seconded by Rich Rydell. Motion approved and accepted by roll call vote. Ryan Lee: Aye; Dr. David Walls: Aye; Rich Rydell: Aye; Ken Crandall: Aye; Jerri Nielsen: Aye.

7) Medical Staff Report.

Requesting Board approval, Dr. Dana Ware, Chief of Staff, submitted the following items approved at the May 10th, 2022, Medical Staff Meeting:

Initial Appointment of Medical Staff:

- Brian Evans, MD - 1 year provisional 5/10/2022 to 5/10/23 North Star Radiology.

Reappointment Medical Staff:

- Eric Bossi, MD - 60-day 5/26/2022 to 7/26/2022 ER Psychiatrist.
- Francis Attwill, DO - 60-day 5/30/2022 to 7/30/2024 ER Locum with Admitting Privileges.

Motion to approve as listed on agenda, by Dr. David Walls, seconded by Rich Rydell. Motion approved by roll call vote. Ryan Lee: Aye; Dr. David Walls: Aye; Rich Rydell: Aye; Ken Crandall: Aye; Jerri Nielsen: Aye.

8) Policies and Procedures.

Tab B

Submitted for Board Approval. Discussed and approved at the Policy and Procedure Committee Meeting on 05/10/2022.

1. **HR-003.002 – Educational Assistance – Tracked Changes Approved with minor edit change of wording by Jennie Mathews, HR, as instructed.**
2. **HR-016.001 – Pre-Placement and Annual Requirements – Tracked Changes**
3. **HR-022.001 – Drug and Alcohol Policy – Tracked Changes**
4. **HR-024.001 – Pay for Mandatory Meetings – Tracked Changes**
5. **HR-025.003 – Time Clock and Time Reporting – Tracked Changes**

Motion to approve all P & P's, by Dr. David Walls (with word edit), seconded by Rich Rydell. Motion approved by roll call vote. Ryan Lee: Aye; Dr. David Walls: Aye; Rich Rydell: Aye; Ken Crandall: Aye; Jerri Nielsen: Aye.

9) Building Rx. Bond Counsel – BBK Proposal.

Tab C

Presented by: Donna Huntingdale, President, Building Rx. Motion to approve by Ken Crandall, seconded by Ryan Lee. Motion approved by roll call vote. Ryan Lee: Aye; Dr. David Walls: Aye; Rich Rydell: Aye; Ken Crandall: Aye; Jerri Nielsen: Aye.

10) Critical Access Hospital (CAH).

Financials pertaining to Fiscal/Annual Year progression. Reserved for Q&A with: Donna Huntingdale, President, Building Rx. No changes reported from last meeting. This is a standing spot for CAH discussion.

11) Funding for Professional Consulting - Cerner Community Works EHR Project.

Presented by: Shawn McKenzie, CEO – Asked for a NTE amount of \$500,000. Following the discussion, the Board requested competitive proposal(s) from other entities, demonstrating what the market has to offer. This item was **tabled to June 15th, 2022, Special Board Meeting.**

12) Board Policy and Procedure - Selection of Board Members.

Tab D

Presented by: Dr. David Walls, Board V.P.- Dr. Walls requested a policy, requiring prospective Board Member Candidates meet with the current Board Members, allotting an interview time-period with prepared questions. Policy to be prepared and presented in a future meeting, TBD.

- 13) March 2022 Financial Report.** **Tab E**
The Board discussed and accepted the Financial Report for the month of March 2022 as submitted by: Steve Boline, CFO. He stated the April 2022 Financial Report will be submitted to the Board at the Special Board Meeting on June 15th, 2022. Motion to approve March 2022 Financial Report by Ken Crandall, seconded by Dr. David Walls. Motion approved and accepted by roll call vote. Ryan Lee: Aye; Dr. David Walls: Aye; Rich Rydell: Aye; Ken Crandall: Aye; Jerri Nielsen; Aye.
- 14) Meeting Venue – Mt. Lassen Theatre vs LAC-Conference Room.**
Discussed - the pros and cons of both venues. The Board voted on the venue for future meetings. Motion to approve moving Board Meetings back to the LAC-Conference Room by Ken Crandall, seconded by Ryan Lee. Motion approved and accepted by roll call vote. Ryan Lee: Aye; Dr. David Walls: Aye; Rich Rydell: Aye; Ken Crandall: Aye; Jerri Nielsen; Aye.
- 15) AB-361 Brown Act Amendment.**
CEO, Shawn McKenzie, and the Infection Prevention Manager, Stefanie White, discussed with the Board, the Brown Act Amendment, and the continuation of virtual public meetings. It was discussed and agreed by the board to continue making virtual meetings available to the public.
- 16) General Obligation (GO) Bond Measure.**
Discussion was related to drafting the GO Bond Measure Resolution. A Special Board Meeting was set for June 15th, 2022, to cover the GO Bond Measure specifications of election order resolution, and the approval of related legal services agreement. As presented by Shawn McKenzie, CEO, and Donna Huntingdale, President of Building Rx. Motion to approve by Dr. David Walls, seconded by Ken Crandall. Motion approved and accepted by roll call vote. Ryan Lee: Aye; Dr. David Walls: Aye; Rich Rydell: Aye; Ken Crandall: Aye; Jerri Nielsen; Aye.
- Agenda items – Information only:**
- 17) Healthcare Resource Group (HRG).** **Tab F**
Steve Boline, CFO, presented the HRG's April 2022 Summary Report.
- 18) Building Rx. New CAH Board Updates.** **Tab G**
Information Update/Discussion – Donna Huntingdale, President, Building Rx.
- 19) CEO Report.** **Tab H**
Presented by: Shawn McKenzie, CEO
- 20) CNO Report.** **Tab I**
Presented by: Judith Cline, CNO
- 21) Clinic Report.** **Tab J**
Presented by: Johnathan Owens, Clinic Operations Director

22) Departmental Documents/Reports.

- a. Compliance – Charlene Almocera, HIM Director – Report submitted.
- b. IT/Clinical Informatics – TK Trumpf, IT Director – Report submitted.
- c. Human Resources – Jennie Mathews, HR Director – Report submitted.
- d. Marketing/PR – Chelssa Outland, PR Manager – Report submitted.

23) Board Members Retreat – Highlands Ranch Resort.

The Board agreed to the date of 0716/2022 at 9:00am for the Board Retreat.

Addendum Note: Since this Board Meeting, the meeting was cancelled until after the November 2022 Election, due to scheduling conflicts, and lack of facilitator availability.

24) Closed Session.

The Board adjourned to Closed Session at 4:44pm.

The Board Meeting resumed Open Session at 5:34pm.

25) Report on Closed Session.

The Board President reported NO actions were taken during the Closed Session.

26) “Special” Board Meeting Announced.

- **Date:** June 15th, 2022
- **Time:** 2:00 p.m.
- **Location:** LAC-Conference Room / 199 Reynolds Rd., Chester, CA

27) Next Regular Meeting Announced.

- **Date:** June 30th, 2022
- **Time:** 3:00 p.m.
- **Location:** LAC-Conference Room / 199 Reynolds Rd., Chester, CA

The Board Meeting adjourned at 5:35pm.



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

of the

Seneca Healthcare District,

do solemnly declare,

the foregoing Board Meeting Minutes for

the May 26th, 2022 Meeting,

were approved and accepted by the Board Members

at the

June 30th, 2022

Board Meeting.

X

Deborah Housen, Board Clerk

