

**SENECA HEALTHCARE DISTRICT
BOARD OF DIRECTORS MEETING MINUTES**
Lake Almanor Clinic (LAC) Conference Room, 199 Reynolds Road, Chester, CA
December 1st, 2022, at 3:00 p.m.

Closed Session Announcement.

The Board will meet in Closed Session pursuant to:

- a. **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**
- b. **Government Code §54956.9(d)(2)** Conference with Legal Counsel – Anticipated Litigation.
[Paragraph (1) of subdivision (d) of Section 54956.9]
 - **Robles vs SHD - Case: #CV22-00177**
- c. **Health and Safety Code §32106** – Report(s) involving Trade Secrets.
 - Public Employee Evaluation – CEO. **Government Code §54957**
 - Compliance Reports – Charlene Almocera, RHIA, Director of HIM & Admissions
 - Project Budget – Donna Huntingdale, President, Building Rx

1) **Call to Order.** President Jerri Nielsen called the Regular Board meeting to order at 3:00pm.

2) **Board Members Roll Call.**

The President stated the following Board Members as present (onsite): Dr. David Walls; Jerri Nielsen. Board Members present via Zoom (online): Rich Rydell; Ken Crandall; and Ryan Lee.

3) **Pledge of Allegiance.** Lead by Jerri Nielsen at 3:01pm.

4) **Public Comment(s) Period.** No public comments were submitted.

5) **Board Responds to Public Comment(s).** There were no public comments to respond to.

Agenda - Items Requiring Action:

6) **Approval of Regular Board Meeting Minutes.**

Tab A

The Board reviewed for approval the Minutes of the October 27, 2022, Regular Board Meeting. Submitted by Deborah Housen, Executive Assistant, to the CEO, CNO, and Board Clerk. Motion to approve (to include clarifications and modifications, as instructed by the Board President, Jerri Nielsen), was presented by Dr. David Walls. Seconded by Ken Crandall. Roll call vote: Dr. David Walls, Aye; Ken Crandall, Aye; Ryan Lee, Aye; Rich Rydell; and Jerri Nielsen, Aye. *NOTE: Clarifications and modifications were completed by the Board Clerk. The minutes now reflect all changes ordered.*

7) **Approval of Special Board Meeting Minutes.**

Tab B

The Board reviewed for approval the Minutes of the November 14, 2022, Special Board Meeting. Submitted by Deborah Housen, Executive Assistant, to the CEO, CNO, and Board Clerk. Motion to approve as submitted by Dr. David Walls. Seconded by Ken Crandall. Roll call vote: Dr. David Walls, Aye; Ken Crandall, Aye; Ryan Lee, Aye; Rich Rydell; and Jerri Nielsen, Aye.

8) Medical Staff Report.

Due to the lack of a quorum at the November 15th, 2022, Medical Staff Meeting, there are no medical staff provider appointments to report. Per JoAnn Mahloch, Medical Staff Coordinator. No discussion was in order.

9) Policies and Procedures.

Tab C

Submitted for review and approval. This P&P was approved to be rescinded at the November 1, 2022, Policy & Procedure Committee Meeting. Presented by Chelsea Major, Policy & Procedure Office. FIN-008.002 – Elective Outpatient Procedure Restrictions - RESCIND
The Board approved to rescind this policy and procedure. Motion to approve submitted by Dr. David Wall. Seconded by Rich Rydell. Roll call vote: Dr. David Walls, Aye; Ken Crandall, Aye; Ryan Lee, Aye; Rich Rydell, Aye; and Jerri Nielsen, Aye.

10) 2023 Regular Board Meeting Calendar

Tab D

Discussion and approval of the 2023 Regular Board Meeting Calendar. Motion to approve by Ken Crandall. Seconded by Rich Rydell. Approved by roll call vote: Dr. David Walls, Aye; Ken Crandall, Aye; Ryan Lee, Aye; Rich Rydell; and Jerri Nielsen, Aye.

11) CDHCS Behavioral Health Continuum Infrastructure Program Pre-Application

Tab E

For discussion and approval. Presented by Jerri Nielsen, President. Motion to approve by Rich Rydell. Seconded by Dr. David Walls. Approved by roll call vote: Dr. David Walls, Aye; Ken Crandall, Aye; Ryan Lee, Aye; Rich Rydell; and Jerri Nielsen, Aye.

12) MOU with Collins Pine – Heliport Flight Path.

Tab F

Request for approval to present to Collins Pine for review/exhibit Submitted by Donna Huntingdale, President, Building Rx. Motion to approve by Dr. David Walls. Seconded by Ken Crandall. Approved by roll call vote: Dr. David Walls, Aye; Ken Crandall, Aye; Ryan Lee, Aye; Rich Rydell; and Jerri Nielsen, Aye.

13) September 2022 Financial Report.

Tab G

Submitted for discussion and acceptance. SHD Financial Report for the month of September 2022. Presented by Steve Boline, CFO. The Board accepted the Financial Report as submitted. Motion to accept by Dr. David Walls. Seconded by Rich Rydell. Accepted by roll call vote: Dr. David Walls, Aye; Ken Crandall, Aye; Ryan Lee, Aye; Rich Rydell; and Jerri Nielsen, Aye.

14) AB-361 Brown Act Amendment.

For discussion and agreement - CEO, Shawn McKenzie, and the Infection Prevention Manager, Catie Neely, will discuss with the Board, the Brown Act Amendment, and the continuation of virtual public meetings. The Board agreed to continue the meetings “as is” allotting for recording and offering the option of virtual public meetings via Zoom.

Agenda items – Information only:

15) Preliminary Results of the November 8th, 2022 Election - Measure “B”.

Tab H

Discussions and comments on the (unofficial) results were shared between Board Members and the CEO.

- 16) Vacancy in Office - Special District - Governing Board. Tab I**
It was announced that Dr. David Walls chose not to run for another term as a board member. He did not resign – the term for the seat he held expired on December 2nd, 2022. The Board received material pertaining to the California legal standards and duties for filing a vacant board member position within a Special District.
- 17) Special Vacancy Notice (Post). Tab J**
Discussion and review of the Special Vacancy Notice was conducted. The Special Vacancy Notice was publicly posted on December 4th, 2022.
- 18) Healthcare Resource Group (HRG). Tab K**
Steve Boline, CFO, presented the HRG's October 2022 Summary Report.
- 19) SPT Critical Access Hospital (CAH) Report / Board Updates. Tab L**
Donna Huntingdale, President, Building Rx, presented informational updates.
- 20) CEO Report. Tab M**
Report and update was presented by Shawn McKenzie, CEO
- 21) CNO Report. Tab N**
Report and update was presented by Judith Cline, CNO
- 22) Cerner Update. Project Manager Report. Tab O**
Report and update was presented by Brian Churchill, SHD Project Manager
- 23) Departmental Documents/Reports. Tab P**
- a. Compliance – Charlene Almocera, HIM Director – Report submitted.
 - b. IT/Clinical Informatics – TK Trumpf, IT Director – **No Report submitted.**
 - c. Human Resources & Newsletter – Jennie Mathews, HR Director – Report submitted.
 - d. Marketing/PR – Chelssa Outland, PR Manager – Report submitted.

Board President, Jerri Nielsen, announced the Regular Board Meeting adjourned at 4:24pm.

24) Closed Session. Began at 4:29pm. Finalized at 5:43pm.

The Regular Board Meeting reconvened at 5:43pm.

25) Report on Closed Session. The Board President stated there were no actions to report during Closed Session.

26) Next Regular Board Meeting Announcement.

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

Announcement of Next Board Meeting Agenda Topics for December 29th, 2022:

- Action Item – The Board will interview applicable candidates for the Board seat vacancy.
- Action Item – Annual Board Organizational Meeting – Election of Officers.

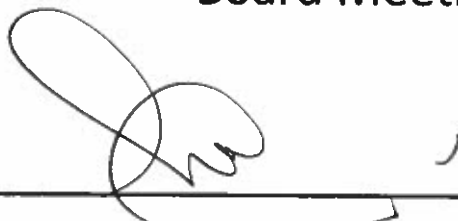
The Regular Board Meeting adjourned at 5:44pm.



I, Deborah Housen, Clerk to the Board of Directors,
of the
Seneca Healthcare District,
do solemnly declare,
the foregoing Board Meeting Minutes for
the NOVEMBER 2022 (HELD ON 12/01/22) Meeting,
were approved and accepted by the Board Members
at the

DECEMBER 29th, 2022

Board Meeting.

X 

Deborah Housen, Board Clerk

