**SENECA HEALTHCARE DISTRICT**

**BOARD OF DIRECTORS REGULAR MEETING AGENDA**

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

**April 27th, 2023 - 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 April 27th, 2023, will be held at the LAC-Conference Room, 199 Reynolds Road, Chester, CA. Questions and comments may be submitted at the physical meeting location, via the virtual Zoom platform, or sent to*** [***board@senecahospital.org***](mailto:board@senecahospital.org)***.***

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/82664097695?pwd=VG9pRzB2OHFMVDJFTUFrK1pkNFFJdz09>

Meeting ID: **826 6409 7695**

Passcode: **342937**

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+1 312 626 6799 US (Chicago)

Meeting ID: 826 6409 7695

Passcode: 342937

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

**Board Members joining the Regular Board Meeting via virtual (ZOOM):**

* Ryan Lee, Vice President - 438 Fairmont St., Mountain View, CA 94131 / Ph: 530-816-2031
* Rich Rydell, Treasurer - 2 Via Olas, San Clemente, CA 92673 / Ph: 530-258-6767

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.

**Board Members:**

Jerri Nielsen, President

Ryan Lee, Vice-President

Rich Rydell, Treasurer

Ken Crandall, Secretary

Sherrie Thrall, Assistant Secretary/Treasurer

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

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

**3) Pledge of Allegiance.**

**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. **Government Code §54956.9(d)(1))** Conference with Legal Counsel – Existing Litigation. [Paragraph (1) of subdivision (d) of Section 54956.9]

* **Robles vs SHD - Case: #CV22-00177**

1. **Health and Safety Code §32106** – Report(s) involving Trade Secrets.

* Cerner Community Works Implementation Update.

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

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

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

The Board will review for approval, the Minutes of the March 30th, 2023, Regular Board

Meeting as submitted by Deborah Housen, Board Clerk.

**7) Candidate for Board Member Vacancy. Tab B**

Shelley Stelzner – Letter of Interest and qualifications as provided previously. Ms. Stelzner will

be present at the meeting.

**8) Board Member Selection and Appointment.**

Board members will discuss and vote on a new Board Member. New Board Member will have

their swearing-in after 04/27/23 since this is the last day in-office for Director Ryan Lee.

**9)** **Re-Election of Officers.**

Discussion and re-election of Board Director positions, due to departure of Ryan Lee, Vice-

President.

**10) Medical Staff Report.**

Requesting Board approval, Dr. Dana Ware, Chief of Staff, submitted the following as

approved at the **March 28th, 2023**, and the **April 18th, 2023**, Medical Staff Meetings:

***March 28,2023 Medical Staff Meeting***

Initial Appointment Medical Staff:

* **Jeffrey Fountain DO - Radiologist - North Star - 1 year – 04/21/23 to 04/21/24**
* **L. Lee Nelson MD – ER Locum with admitting - 1 year – 05/07/23 to 05/07/24**

Reappointment Medical Staff:

* **Jack Lane DO - ER Locum with admitting - 2 years – 04/04/23 to 04/04/25**

Initial Allied Health Practitioner: N/A

Reappointment Allied Health Practitioner: N/A

***April 18,2023 Medical Staff Meeting***

Initial Appointment Medical Staff:

* **Richard Schilling MD - Clinic Locum - 60-day – 04/24/23 to 06/24/23**

Reappointment Medical Staff: N/A

Initial Allied Health Practitioner: N/A

Reappointment Allied Health Practitioner: N/A

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

Submitted for Board approval by Chelsea Major, HIM.

***Approved at the April 27th, 2023, Medical Staff Meeting:***

* 1. HR-006.003-Employee Visitors Revised 4/7/2023
  2. HR-009.003-Performance Evaluations Revised 4/7/2023
  3. HR-010.002-Leaves and Kin Care Revised 4/7/2023
  4. HR-012.002-Hiring Process Revised 4/7/2023
  5. HR-018.001-Tobacco and Smoke Free Workplace Revised 4/7/2023
  6. HR-019.002-Student Observers Revised 4/7/2023
  7. HR-020.002-Employee Exit Interview Revised 4/7/2023
  8. HR-025.007-Time Clock and Time Reporting Revised 4/7/2023
  9. HR-027.002-Attendance Revised 4/7/2023
  10. HR-034.001-Lactation Accommodation New 4/7/2023
  11. HKG-043.001-Isolation Room New 4/7/2023
  12. HKG-PRO-034.001-Daily Cleaning Terminal Cleaning of Isolation Rooms RESCIND
  13. HKG-PRO-035.001-Isolation Room Set Up RESCIND 4/7/2023
  14. HKG-PRO-036.001-Linen and Waste Bagging Out from Isolation Room RESCIND

**12) February 2023 Financial Report (in Draft Form). Tab D** Submitted for discussion and acceptance (draft form), the February 2023 Financial Report.

Presented by Steve Boline, CFO.

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

**13) Healthcare Resource Group (HRG). Tab E**

Steve Boline, CFO, will present HRG’s March 2023 Summary Report.

**14) SPT (CAH) Report and MOU (RE: Collins Pine) Board Updates.**  **Tab F**

Critical Access Hospital (CAH) Information update and MOU discussion as presented by

Donna Huntingdale, President, Building Rx.

**15) Fieldman Rolapp Finance Plan Overview Presentation. Tab G**

Document submitted for discussion by Donna Huntingdale, President, Building Rx.

**16) SB – 525** **Tab H**

Opposing letter as-submitted, provided to the full Board as informational by Jerri Nielsen,

President.

**17) CEO Report. Tab I**

Presented by Shawn McKenzie, CEO.

**18) Creative Thinking: Change of Venue for future Board Meetings.**

Discussion.Presented by Shawn McKenzie, CEO.

**19)** **Board Member Team-Building for 2023. Tab J**

Discussion of plausible dates; and introduction of a (possible) mediator for the team-building

exercises. Presented by Shawn McKenzie, CEO.

**20) CNO Report. Tab K**

  Presented by Judith Cline, CNO.

**21)** **Project Manager Report.** **Tab L**

Cerner Report presented by Brian Churchill, PM.

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

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

**23) Closed Session.**

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

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

**25) Next Special Board Meeting Announcement.**

* **Date:** May 4th, 2023
* **Time:** 11:00 a.m.
* **Location:** LAC-Conference Room

**26) Next Regular Board Meeting Announcement.**

* **Date:** May 25th, 2023
* **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 Hospital, and the Lake Almanor Clinic Walk-In bulletin board at front entrance on: **April 24th, 2023**.

**By: Deborah Housen, 04/24/2023**

      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.