



Seneca Healthcare District

Minutes

Regular Meeting

June 26, 2025 03:00 PM

Lake Almanor Clinic (LAC) Conference Room, 199 Reynolds Road, Chester, CA 96020

<https://senecahospital.org/>

**1. Call to Order**

The meeting was called to order at 3:00 pm by President Jerri Nielsen.

**A. Roll Call**

Present: President Jerri Nielsen, Vice President Shelley Stelzner, Secretary Kenneth Crandall, Treasurer Rich Rydell, Assistant Secretary/Treasurer Sherrie Thrall

Staff Present: Rich Rydell, Treasurer, joined the meeting via Zoom @ 2 Via Olas, San Clemente, CA 92673 / Ph:530-258-6767

**B. Pledge of Allegiance**

Led by President Jerri Nielsen

**2. Additions or Modifications to, or Deletions from the Agenda**

Jerri Nielsen, President, asked for Items #10, #11, and #12 be moved to after Staff Reports (Item #6), but before the Chief Financial Officer Reports (Item #7).

**3. Approval of the Agenda** Vice President Shelley Stelzner motioned to approve. Secretary Kenneth Crandall seconded the motion.

The roll call vote:

Aye President Jerri Nielsen Aye Vice President Shelley Stelzner Aye Secretary Kenneth Crandall Aye Treasurer Rich Rydell Aye Assistant Secretary/Treasurer Sherrie Thrall

**4. Public Comments**

There were no public comments, questions, or concerns presented to the Board for review.

**5. Approval of the May 29th, 2025 Regular Board Meeting Minutes**

Kenneth Crandall, Secretary, was not present at the May 29th, 2025 Regular Board Meeting. Therefore, he Abstained from voting Approval for the Regular Board Meeting Minutes.

Vice President Shelley Stelzner motioned to approve. Assistant Secretary/Treasurer Sherrie Thrall seconded the motion.

The roll call vote:

Aye President Jerri Nielsen Aye Vice President Shelley Stelzner Aye Treasurer Rich Rydell  
Aye Assistant Secretary/Treasurer Sherrie Thrall Abstained Secretary Kenneth Crandall

## 6. Staff Reports

1. Chief Executive Officer - Presented by Shawn McKenzie, CEO - Verbal Report. Of note, RMG will begin providing radiology services to SHD effective September 1, 2025.
2. Chief Nursing Officer - Presented by Judith Cline, CNO - Verbal Report. Of note, Chief Gray submitted a grant application to help support EMS operations out of Chester since property tax funds via the county will not be available until 2027.
3. Chief Operations Officer - Presented by Brady Haynes, COO - Written Report.
4. Human Resources Manager - Presented by Shanna Roelofson - Written Report.
5. Marketing/Public Relations Director - Presented by Chelssa Outland - Written Report. Of note, due to the addition of other public events in those months, the previously planned August and September Information Stations are cancelled.
6. IT Department - Presented by Ethan Bevan, IT Director - Verbal Report. ***The Board agreed to allot the official IT Report to be included in the COO's report, commencing at the July 2025 Regular Board Meeting, and thereafter.***
7. Compliance/Privacy/Him Director - Presented by Charlene Almocera - Written Report.

## 7. Chief Financial Officer Reports - Steve Boline, CFO

Requesting Acceptance/Approval from the Board:

1. April 2025 Financial Report. ***Accepted by the Board.***
2. May 2025 Preliminary Financial Analysis. ***Accepted by the Board.***
3. Updated Cash Flow Report as of 6/19/25. ***Accepted by the Board.***
4. Operating Budget for Fiscal Year Ending June 20th, 2026. ***Board Finance Committee met on June 23, 2025 to review and discuss the Operating Budget. Treasurer Rich Rydell reported that the Committee recommended approval of the budget. Approved by the Board.***

Informational Discussion Only:

5. May 2025 R1 Revenue Cycle Report.
6. May 2025 SHD Revenue Cycle Report.
7. Interim Financing and Project Payment Update.

Board President Jerri Nielsen asked for a reminder of how much the debt service on the new hospital/skilled nursing facility will be after completion. Steve Boline, CFO, confirmed that payments will be ~\$1.5MN annually in addition to the tax revenue received from the community.

Treasurer Rich Rydell motioned to approve. Assistant Secretary/Treasurer Sherrie Thrall seconded the motion.

The roll call vote:

Aye President Jerri Nielsen Aye Vice President Shelley Stelzner Aye Secretary Kenneth Crandall Aye Treasurer Rich Rydell Aye Assistant Secretary/Treasurer Sherrie Thrall

## 8. Mobile MRI Operations and Management Agreement

The Board Approved the Mobile MRI Operations and Management Agreement as presented by Shawn McKenzie, CEO

Secretary Kenneth Crandall motioned to approve. Vice President Shelley Stelzner seconded the motion.

The roll call vote:

Aye President Jerri Nielsen Aye Vice President Shelley Stelzner Aye Secretary Kenneth Crandall Aye Treasurer Rich Rydell Aye Assistant Secretary/Treasurer Sherrie Thrall

**9. GE Mobile MRI Contract and Cancellation Addendum**

The Board Approved the GE Mobile Service Contract as presented by Shawn McKenzie, CEO. ***Motion to Approve was made by Shellie Stelzner. Motion seconded by Kenneth Crandall.***

The Board Approved the GE Purchase Contract with Cancellation Addendum as presented by Shawn McKenzie, CEO. ***Motion to Approve was made by Kenneth Crandall. Motion seconded by Sherrie Thrall.***

Vice President Shelley Stelzner motioned to approve. Secretary Kenneth Crandall seconded the motion.

The roll call vote:

Aye President Jerri Nielsen Aye Vice President Shelley Stelzner Aye Secretary Kenneth Crandall Aye Treasurer Rich Rydell Aye Assistant Secretary/Treasurer Sherrie Thrall

**10. New CAH/SNF - Request 006 for Contingency Usage, upon concurrence with USDA**

The Board Approved the Request 006, for Contingency Usage as presented by Donna Huntingdale, Building Rx.

Assistant Secretary/Treasurer Sherrie Thrall motioned to approve. Vice President Shelley Stelzner seconded the motion.

The roll call vote:

Aye President Jerri Nielsen Aye Vice President Shelley Stelzner Aye Secretary Kenneth Crandall Aye Treasurer Rich Rydell Aye Assistant Secretary/Treasurer Sherrie Thrall

**11. New CAH/SNF - General update**

No Action Taken. General Update presented by Donna Huntingdale, Building Rx.

Board President Jerri Nielsen asked if Introba's equipment list will include useful life for capital budget planning, which was confirmed by Donna Huntingdale, BuildingRx.

**12. New CAH/SNF - Update on CEQA/NEPA Mitigation Monitoring and Reporting Program (MMRP)**

No Action Taken. Presented by Donna Huntingdale, Building Rx.

**13. Seneca Healthcare Foundation Report**

The Board granted Chelssa Outland, ED, of the Seneca Healthcare Foundation, permission to present the Foundation Report directly after the Marketing/PR Staff Report, starting at the next Regular Board Meeting in July 2025, and thereafter.

**14. Policies and Procedures**

All Policies and Procedures presented by Charlene Almocera, HIM/Patient Access Director, were Approved by the Board.

Secretary Kenneth Crandall motioned to approve. Vice President Shelley Stelzner seconded the motion.

The roll call vote:

Aye President Jerri Nielsen Aye Vice President Shelley Stelzner Aye Secretary Kenneth Crandall Aye Treasurer Rich Rydell Aye Assistant Secretary/Treasurer Sherrie Thrall

#### 15. Medical Staff Report

Approval was granted to Dr. Marc Nielsen, Chief of Staff, for the Medical Staff Appointments as approved at the June 10th, 1015, Medical Executive Staff Meeting.

***The Regular Board Meeting recessed at 5:15pm.***

***Closed Session commenced at 5:16pm.***

Vice President Shelley Stelzner motioned to approve. Assistant Secretary/Treasurer Sherrie Thrall seconded the motion.

The roll call vote:

Aye President Jerri Nielsen Aye Vice President Shelley Stelzner Aye Secretary Kenneth Crandall Aye Treasurer Rich Rydell Aye Assistant Secretary/Treasurer Sherrie Thrall

#### 16. Closed Session

##### A. Government Code §54956.9 – Conference with Legal Counsel.

The District has received a claim in connection with the Replacement Critical Access Hospital + Skilled Nursing Facility Project which is available for public inspection.

No Action

##### B. Health and Safety Code §32106 - Report(s) involving Trade Secrets.

No Action

##### C. Conference with Legal Counsel - Anticipated Litigation Pursuant to Gov. Code §54956.9 (d)(2) or (3) No Action

#### 17. Report on Closed Session

***Closed Session concluded at 5:49pm.***

***The Regular Board Meeting reconvened @ 5:50pm.***

Board President, Jerri Nielsen, stated there were no reportable actions taken by the Board during Closed Session.

#### 18. Future Board Meeting Agenda Topics

1. Finance Investment Policy
2. Physician Contract Negotiation, Execution, Termination and Administration Authority of CEO
3. Board Planning Session

*The Regular Board Meeting adjourned at 5:51pm.*

19. Next Regular Board Meeting Announcement

