SENECA
HEALTHCARE DISTRICT

Seneca Healthcare District
Minutes
Regular Meeting
July 31, 2025 02:00 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 2:00 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 Regular Board Meeting via Zoom.

   B. Pledge of Allegiance
   Led by President Jerri Nielsen

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

   No additions, modifications to, or deletions from the agenda were presented.

3. **Approval of the Agenda** 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**

4. **Public Comments**

   There were no public comments/questions/concerns submitted to the Board.

5. **Request for Approval of the June 23rd, 2025 Special Board Finance Committee Meeting Minutes**

   Board Finance Committee Members: Rich Rydell, Shelley Stelzner

   Vice President Shelley Stelzner motioned to approve. Treasurer Rich Rydell seconded the motion.

   The roll call vote:

   Aye **Vice President Shelley Stelzner** _Aye_ **Treasurer Rich Rydell**

6. **Request for Approval of the June 26th, 2025 Regular Board Meeting Minutes**

Assistant Secretary/Treasurer Sherrie Thrall 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**

7. **SHD Staff and SHF Reports**

   1. Chief Executive Officer - Presented by Shawn McKenzie, CEO - Written Report.
   2. Chief Nursing Officer - Presented by Judith Cline, CNO - Written Report.
   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.
   6. SH Foundation Executive Director - Presented by Chelssa Outland - Written Report.
   7. Compliance/Privacy/HIM Director - Presented by Charlene Almocera - Verbal Report.

8. **Chief Financial Officer Reports - Steve Boline, CFO**

Steve Boline introduced to the Board, Kailie Sonneville, SHD's new Finance Controller.

Requesting Acceptance/Approval from the Board:

1. May 2025 Financial Report. ***Accepted by the Board. The Motion to Accept was submitted by Ken Crandall and Seconded by Shelley Stelzner.***
2. June 2025 Financial Report. ***Accepted by the Board. The Motion to Accept was submitted by Shellie Thrall and Seconded by Shelley Stelzner.***
3. Updated Cash Flow Report as of 7/23/25. ***Note: The Updated Cash Flow Report is informational only and not requiring Board approval at this time. It will be moved to the Informational Discussion Only category, starting on August 28th, 2025, at the next Regular Board Meeting.***

Informational Discussion Only:

4. June 2025 R1 Revenue Cycle Report.
5. June 2025 SHD Revenue Cycle Report.
6. Interim Financing and Project Payment Update.

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. **New CAH/SNF - Stryker equipment quote approval to issue PO, upon concurrence with USDA**

Approved by the Board as presented by Donna Huntingdale, Building Rx.

Assistant Secretary/Treasurer Sherrie Thrall 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 - Steris equipment quote approval to issue PO, upon concurrence with USDA**

    Informational Update. Presented by Donna Huntingdale, Building Rx and Brady Haynes, COO.

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

    Informational Update. Presented by Donna Huntingdale, Building Rx.

12. **New CAH/SNF - Request 007 for Contingency Usage, upon concurrence with USDA**

    Informational Update. Board approval not required per Resolution #452. Presented by Donna Huntingdale, Building Rx.

13. **Policies and Procedures**

    The Board Approved the Policies and Procedures as presented by Charlene Almocera, Compliance/Privacy/HIM Director.

    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**

14. **Medical Staff Report**

    The Board Approved the Medical Staff Appointments as presented by Dr. Dana Ware, Chief of Staff.

    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. **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 reportable action.

    The Regular Board Meeting recessed at 4:32pm.
    Closed Session commenced at 4:33pm.

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

    No Reportable Action

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

16. **Report on Closed Session**

Closed Session concluded at 5:12pm.
The Regular Board Meeting reconvened at 5:13pm.

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

17. **Future Board Meeting Agenda Topics**

1. Finance Investment Policy.***Note: This Agenda Topic was removed by the Board as it had been addressed at a previous meeting.***
2. Physician Contract Negotiation, Execution, Termination and Administration Authority of CEO.
3. Board Planning Session.

18. **Next <u>Regular</u> Board Meeting Announcement**

Date: Thursday, August 28th, 2025
Time: 2:00pm
Location: Lake Almanor Clinic (LAC) - Conference Room -199 Reynolds Rd., Chester

19. **Agenda Posting Notice**

The Regular Board Meeting adjourned at 5:14pm.