Seneca Healthcare District
Minutes
Regular Meeting
August 28, 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 2:01 pm by President Jerri Nielsen.

   A. Roll Call

      Present: President Jerri Nielsen, Secretary Kenneth Crandall, Assistant Secretary/Treasurer Sherrie Thrall

      Absent: Vice President Shelley Stelzner

      Staff Present: President, Jerri Nielsen, acknowledged and announced, Rich Rydell, Treasurer, as present at 2:04pm.

   B. Pledge of Allegiance

      Led by President Jerri Nielsen

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

   President, Jerri Nielsen, requested to move Item #9, Item #10, and Item #11 - to be discussed, after the Staff Reports, Item #6.

3. **Approval of the Agenda**

   The agenda modification presented by President, Jerri Nielsen, (as noted above) was approved by the Board.

   Secretary Kenneth Crandall motioned to approve. Assistant Secretary/Treasurer Sherrie Thrall seconded the motion.

   The roll call vote:

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

4. **Public Comments**

   There were no public comments presented to the Board for discussion.

5. **Request for Approval of the July 31st, 2025 Regular Board Meeting Minutes**

   The Board approved the July 31st, 2025, Regular Board Meeting Minutes as presented by Deborah Housen, SHD Board Clerk.

Assistant Secretary/Treasurer Sherrie Thrall motioned to approve. Secretary Kenneth Crandall seconded the motion.

The roll call vote:

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

6. **SHD Staff and SHF Reports**

1. Chief Executive Officer - Presented by Shawn McKenzie, CEO - **Verbal 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 - **Report was presented in Closed Session.**

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

Requesting Acceptance/Approval from the Board:

1. July 2025 Financial Report - **Accepted by the Board.**

Informational Discussion Only:

2. Updated Cash Flow Report as of 8/22/25
3. July 2025 R1 Revenue Cycle Report
4. Interim Financing and Project Payment Update Treasurer Rich Rydell motioned to approve. Assistant Secretary/Treasurer Sherrie Thrall seconded the motion.

The roll call vote:

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

8. **Resolution No. 454 - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SENECA HEALTHCARE DISTRICT REQUESTING THE SETTING OF 2025-26 PROPERTY TAX RATES FOR GENERAL OBLIGATION NOTES**

Resolution No. 454 - was approved by the Board, as presented by Steve Boline, CFO.

Secretary Kenneth Crandall motioned to approve. Assistant Secretary/Treasurer Sherrie Thrall seconded the motion.

The roll call vote:

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

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

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

Approval was granted for the equipment quote at the last Board Meeting held on July 31st, 2025, based on the understanding that the terms for payment between SHD and Stryker would be renegotiated.

10. **New CAH/SNF - Request 008 for Contingency Usage, upon concurrence with USDA**

Presented by Donna Huntingdale, Building Rx.
The Board asked for future requests of Contingency Usage be reflected on the Agenda - to include the amount and description of the application of funds requiring Board approval, along with a summary of the total contingency budgeted and remaining for possible use.

Secretary Kenneth Crandall motioned to approve. Assistant Secretary/Treasurer Sherrie Thrall seconded the motion.

The roll call vote:

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

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

Written report presented by Donna Huntingdale, Building Rx.
No action taken.

12. **Policies and Procedures**

The Board approved the Policies and Procedures as submitted 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_ **Secretary Kenneth Crandall** _Aye_ **Treasurer Rich Rydell**
_Aye_ **Assistant Secretary/Treasurer Sherrie Thrall** _Absent_ **Vice President Shelley Stelzner**

13. **Medical Staff Report**

The Board approved the Medical Staff Appointments presented by Dr. Dana Ware, Chief of Staff, as approved at the August 12th, 2025, Medical Executive Staff Meeting.

Treasurer Rich Rydell motioned to approve. Secretary Kenneth Crandall seconded the motion.

The roll call vote:

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

14. **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.

*The Regular Board Meeting recessed at 4:07pm.*
*Closed Session commenced at 4:07pm.*

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

D. **Compliance - Government Code §37624.3, Health & Safety Codes §1461 and§32155 Hearings.** Report on Quality Assurance Committee. Presented by Charlene Almocera, Compliance/Privacy/HIM Director.

No Action

15. **Report on Closed Session**

*Closed Session adjourned at 5:04pm.*
*The Regular Board Meeting reconvened at 5:04pm.*
Board President, Jerri Nielsen, stated for the record there were no reportable actions taken during Closed Session.

16. **ACHD Annual Meeting - Poll for Board Member & Staff to attend**

This Annual Meeting directly conflicts with scheduled new hospital build events and the Regular Board Meeting, thus a conference for updated Brown Act and governance training will be considered in the future.

17. **Future Board Meeting Agenda Topics**

1. Board Planning Session

18. **Next Regular Board Meeting Announcement**

Date: Thursday, September 25th, 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 5:06pm.*