



Seneca Healthcare District

Minutes

Regular Meeting

October 30, 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, Treasurer Rich Rydell, Assistant Secretary/Treasurer Sherrie Thrall

Absent: Secretary Kenneth Crandall

Staff Present: Rich Rydell, Treasurer - joined via Zoom.

B. Pledge of Allegiance

Led by President Jerri Nielsen

2. Additions or Modifications to, or Deletions from the Agenda No Action

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 **Treasurer Rich Rydell**
Aye **Assistant Secretary/Treasurer Sherrie Thrall** Absent **Secretary Kenneth Crandall**

4. Public Comments

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

5. Lake Almanor Cancer Fund (LACF) - Introduction & Presentation



Presented by Kate McDonald & Chelsea Harrison, LACF Board of Directors.

Along with introductions and a presentation, an informational flyer was distributed and presented at the Board Meeting. Board requested staff to make the physical flyers provided by the Lake Almanor Cancer Fund available to patients in both the clinic and the hospital.

6. Approval of the September 25th, 2025 Regular Board Meeting Minutes

Shelley Stelzner, Vice President, abstained from voting due to being absent for the September 25th, 2025,

Regular Board Meeting.

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

The roll call vote:

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

7. Staff Reports

1. Chief Executive Officer - Presented by Shawn McKenzie, CEO - Written Report. Discussed the new Podiatrist will be starting in Jan, and the new Primary Care/ED doctor will also start in Jan.
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 Report - Presented by Chelssa Outland - Written Report. Discussed the 2026 Golf Tourney will be held 05/29/26.
7. Compliance/Privacy/HIM Director - Presented by Charlene Almocera - Written Report.

8. Chief Financial Officer Reports - Steve Boline, CFO

For Approval/Acceptance:

1. August 2025 Financial Report. - *Accepted by the Board via Roll Call Vote.*

For Discussion Only:

2. September 2025 Preliminary Financial Analysis.
3. Updated Cash Flow Report as of 10/23/25.
4. September 2025 R1 Revenue Cycle Report.
5. 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 **Vice President Shelley Stelzner** Aye **Treasurer Rich Rydell** Aye **Assistant Secretary/Treasurer Sherrie Thrall** Absent **Secretary Kenneth Crandall**

9. New Critical Access Hospital & Skilled Nursing Facility - Contingency Usage Request 009

The Board **approved** the Contingency Usage Req #33, Generators upsize, for an added cost of \$79,173.46; Req #34, Electrical scope changes on INCs 1 & 2, for an added cost of \$297,323.52; and Req #35, Envelope revisions, for an added cost of \$260,854.88.

#33 and #34 are necessary due to electrical design refinements made by the current electrical engineer of record (replacing the EEOR at the time of bid).

#35 incorporates input from the commissioning consultant upon review of the envelope, to improvewaterproofing and flashing installations.

Together with the items separately approved per SHD BOD Resolution #452 and documented in the Board packet, once #33, #34 and #35 are approved, Owner's Contingency remains at

\$757,780.92 and Construction Contingency remains at \$4,652,623.86.

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 **Treasurer Rich Rydell**
Aye **Assistant Secretary/Treasurer Sherrie Thrall** Absent **Secretary Kenneth Crandall**

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

No action taken. Update presented by Donna Huntingdale, Building, Rx.

11. **Policies and Procedures**

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

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** Absent **Secretary Kenneth Crandall**

12. **Medical Staff Report**

The Board ***approved*** the Medical Staff Appointments as presented by Dr. Dana Ware, Chief of Staff, as were approved at the October 14th, 2025, Medical Staff Executive Meeting.

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 **Treasurer Rich Rydell**
Aye **Assistant Secretary/Treasurer Sherrie Thrall** Absent **Secretary Kenneth Crandall**

13. **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 4:32pm.

Closed Session commenced at 4:32pm.

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

No Reportable Action

C. Conference with Legal Counsel - Existing Litigation Pursuant to Gov. Code Section 54956.9 (d)(1)

Simon Renteria v. Seneca Healthcare District, et al.

Claim No.: 24-001989 | Case No.: CV25-00084 (Plumas County Superior Court) No Reportable Action

D. Closed Session pursuant to Government Code Section 54957 – Public Employee Performance Evaluation

Title: Chief Executive Officer No Reportable Action

14. Report on Closed Session

Closed Session concluded at 5:35pm

The Regular Board meeting reconvened at 5:35pm

Board President, Jerri Nielsen, stated for the record - There were no reportable actions taken in Closed Session.

15. Future Board Meeting Agenda Topics

Board Planning Session

16. Next Regular Board Meeting Announcement

Date: Thursday, December 4th, 2025 (due to the Thanksgiving Holiday)

Time: 2:00pm

Location: Lake Almanor Clinic (LAC) - Conference Room -199 Reynolds Rd., Chester

The Regular Board Meeting adjourned at 5:38pm.

17. Agenda Posting Notice