



Seneca Healthcare District

Minutes

Special Meeting

December 16, 2025 01:00 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 1:00 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

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 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**

4. Public Comments

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

5. Approval of the October 30th, 2025 Regular Board Meeting Minutes 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**

6. Staff Reports Presented to the Board after Item #9.

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 Report - Presented by Chelssa Outland - Written Report.
7. Compliance/Privacy/HIM Director - Presented by Charlene Almocera - Written Report - Was presented in Closed Session.

7. **FYE 2025 Audit Presentation**

FYE 2025 Audit Presentation - Unmodified opinions; no material weaknesses or significant deficiencies; no audit adjustments; and no difficulties, disputes, or disagreements encountered with Management. Approved by the Board as presented by Jerrell Tucker of JWT Associates.

Treasurer Rich Rydell 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**

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

For Approval/Acceptance:

1. September 2025 Financial Report. Accepted by the Board.
2. October 2025 Financial Report. Accepted by the Board.

For Discussion Only:

3. Updated Cash Flow Report as of 12/12/25.
4. October 2025 R1 Revenue Cycle Report.
5. Interim Financing and Project Payment Update.

Treasurer Rich Rydell 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**

9. **Resolution No. 455: A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SENECA HEALTHCARE DISTRICT AUTHORIZING EXECUTION AND DELIVERY BY THE DISTRICT OF A REVOLVING LOAN AND PLEDGE AGREEMENT BY AND BETWEEN THE DISTRICT AND WESTERN ALLIANCE BANK WITH AN INITIAL MAXIMUM CREDIT AMOUNT OF \$2,000,000 AND CERTAIN OTHER DOCUMENTS AND ACTIONS.**

Approved w/concurrence by the USDA. Signed by Sherrie Thrall, Assistant Secretary-Treasurer, present, (in Kenneth Crandall's absence). Signed by Jerri Nielsen, President, present.

Item #6 was presented after Item #9.

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**

10. New Critical Access Hospital & Skilled Nursing Facility - Contingency Usage Request 010

Informational Discussion:

1. Informing of Contingency Usage Requests #38, Added storm drain, for an added cost of \$7,555.91, #39, Added structural support at roof, for an added cost of \$5,740.56, #40, Removal of additional trees, for an added cost of \$5,592.90, #41, BBK Legal Fees supplementation of budget for \$20,000.00, and #42, return of \$437,480 to Owner's contingency previously allocated to Lab equipment.

2. These items have been separately approved per SHD BOD Resolution #452 and documented in the Board packet. With #38, #39, #40, #41 and #42 approved, Owner's Contingency remains at \$1,175,260.92 and Construction Contingency remains at \$4,633,734.49.

Presented by Donna Huntingdale, Building Rx

11. New CAH/SNF - General update

General Update Report presented by Donna Huntingdale, Building Rx. Discussion regarding warehousing of the new medical equipment prior to new hospital site delivery.

12. Policies and Procedures

Approved by the Board as presented by Charlene Almocera, Compliance/Privacy/HIM Director.

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**

13. Medical Staff Report

The Board Approved the Medical Staff Appointments submitted by Dr. Dana Ware, Chief of Staff as approved at the November 11th, 2025 & the December 9th, 2025, Medical Executive Staff Meetings.

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**

14. Annual Update for Seismic Compliance

Information presented by Linda McCurdy, Director of Plant Operations and Safety – Emergency Management.

The Special Board Meeting recessed at 3:17pm.

Closed Session commenced at 3:17pm.

15. Closed Session

- A. 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 Reportable Action

- B. 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

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

No Reportable Action

- D. 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

- E. Closed Session pursuant to Government Code Section 54957 – Public Employee Performance Evaluation**

Title: Chief Executive Officer. No Reportable Action

16. Report on Closed Session

Treasurer Rich Rydell dropped at 4:58pm

Closed Session concluded at 5:06pm

The Special Board Meeting reconvened at 5:07pm

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

17. Future Board Meeting Agenda Topics

1. Board Planning Session
2. Board Training - incorporate into a board policy

18. Next Regular Board Meeting Announcement

Date: Thursday, January 8th, 2026 (for December 2025 - due to the Christmas Holiday)

Time: 2:00pm

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

The Special Board Meeting concluded at 5:08pm.

19. Agenda Posting Notice