Seneca Healthcare District
Minutes
Special Meeting
March 29, 2024 02:30 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 2:30 pm by Vice President Sherrie Thrall.

   Acting as Chairperson in lieu of Jerri Nielsen.

   It was noted that Treasurer Rich Rydell had planned to attend on-site but was unable to; since the agenda did not reflect his off-site attendance, it was also noted that he would be unable to vote during this meeting.

   A. Roll Call

      Present: President Jerri Nielsen - Joining via Zoom at 77-6516 Ali'i Dr #7, Kailua-Kona, HI, 96740 / Ph: 925.324.4186, Vice President Sherrie Thrall, Secretary Kenneth Crandall, Treasurer Rich Rydell, Assistant Secretary/Treasurer Shelley Stelzner

      Staff Present:

   B. Pledge of Allegiance
      Led by Vice President Sherrie Thrall

2. **Additions or Modifications to, or Deletions from the Agenda** No Action
3. **Approval of the Agenda** Secretary Kenneth Crandall motioned to approve. A second was made by Assistant Secretary/Treasurer Shelley Stelzner.

   The roll call vote:

   Aye **President Jerri Nielsen - Joining via Zoom at 77-6516 Ali'i Dr #7, Kailua-Kona, HI, 96740 / Ph: 925.324.4186** _Aye_ **Vice President Sherrie Thrall** _Aye_ **Secretary Kenneth Crandall** _Aye_ **Assistant Secretary/Treasurer Shelley Stelzner** _Abstained_ **Treasurer Rich Rydell**

4. **Public Comments**

   There were no submitted public comments in writing, via telephone, or email. Community members that were present raised no questions or concerns.

5. **The Board Responds to Public Comment(s)**

N/A

6. **Approval of the February 29th, 2024 Regular Board Meeting Minutes** Assistant Secretary/Treasurer Shelley Stelzner motioned to approve. A second was made by Secretary Kenneth Crandall.

   The roll call vote:

   Aye **President Jerri Nielsen - Joining via Zoom at 77-6516 Ali'i Dr #7, Kailua-Kona, HI, 96740 / Ph: 925.324.4186** _Aye_ **Vice President Sherrie Thrall** _Aye_ **Secretary Kenneth Crandall** _Aye_ **Assistant Secretary/Treasurer Shelley Stelzner** _Abstained_ **Treasurer Rich Rydell**

7. **Staff Reports**

   Limited to Q&A's.

   Jerri Nielsen asked Brady Haynes, COO, to explain the "Referral Process". The Board requested Brady Haynes to provide a status update at the next Regular Board Meeting with stats and community reaction.

   In reference to the newsletter, Ken Crandall asked about the "Staff Corner" section. He wanted to learn more about the employee, Keri Alward, and what her position is at Seneca Healthcare District. Brady Haynes informed Ken Crandall that Keri Alward is a Medical Assistant in the Lake Almanor Clinic. Ken Crandall then asked that the job titles be added to future employee write-ups in the newsletter.

8. **Closed Session**
   A. Conference with Legal Counsel - Anticipated Litigation Pursuant to Gov. Code Section 54956.9 (d)(2) or (3)

      The Special Board Meeting adjourned for Closed Session at 2:48pm.

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

      No Action
9. **Report on Closed Session**

   Closed Session concluded @ 3:39pm.

   The Special Board Meeting continued @ 3:40pm

   Chairperson, Sherrie Thrall, indicated there were no reportable actions taken during Closed Session.

10. **New Critical Access Hospital/Skilled Nursing Facility Bid Review/Award and Resolution No. 440**

    Motion to Approve Resolution No. 440 was made by Ken Crandall.

    Seconded by Jerri Nielsen.

    The roll call vote:

Aye: Jerri Nielsen; Aye: Sherrie Thrall; Aye: Ken Crandall; Aye: Shelley Stelzner.

Abstained: Rich Rydell.

Resolution No. 440 was approved by the Board at 3:41pm. Concurrently or immediately thereafter, Modern Building, Inc. (the awarded contractor), notified Shawn McKenzie, CEO via email that they were retracting their bid for the new hospital build under a claim of a clerical mistake in completing their bid. Notice of the same was given by CEO McKenzie to the Board at this time. A brief recess was taken by the Board Members at 3:42pm. The Special Board Meeting reconvened at 3:47pm.

Shawn McKenzie requested the Board (1) rescind Resolution No. 440; (2) reject all bids, and (3) approve staff rebidding the project.

Motion to Approve - (1) rescind Resolution No. 440; (2) reject all bids, and (3) approve staff rebidding the project, made by Shelley Stelzner.

Seconded by Ken Crandall.

The roll call vote:

Aye: President Jerri Nielsen - Joining via Zoom at 77-6516 Ali‘i Dr #7, Kailua-Kona, HI, 96740 / Ph: 925.324.4186; Aye: Vice President Sherrie Thrall; Aye: Secretary Kenneth Crandall; Aye: Assistant Secretary/Treasurer Shelley Stelzner; Abstained:Treasurer Rich Rydell.

Assistant Secretary/Treasurer Shelley Stelzner motioned to approve. A second was made by Secretary Kenneth Crandall.

The roll call vote:

Aye **President Jerri Nielsen - Joining via Zoom at 77-6516 Ali‘i Dr #7, Kailua-Kona, HI, 96740 / Ph: 925.324.4186** _Aye_ **Vice President Sherrie Thrall** _Aye_ **Secretary Kenneth Crandall** _Aye_ **Assistant Secretary/Treasurer Shelley Stelzner** _Abstained_ **Treasurer Rich Rydell**

11. **Chief Financial Officer Report**

The Board accepted the January 2024 Financial Report (Draft Form).

President Jerri Nielsen - Joining via Zoom at 77-6516 Ali‘i Dr #7, Kailua-Kona, HI, 96740 / Ph: 925.324.4186 motioned to approve. A second was made by Assistant Secretary/Treasurer Shelley Stelzner.

The roll call vote:

Aye **President Jerri Nielsen - Joining via Zoom at 77-6516 Ali‘i Dr #7, Kailua-Kona, HI, 96740 / Ph: 925.324.4186** _Aye_ **Vice President Sherrie Thrall** _Aye_ **Secretary Kenneth Crandall** _Aye_ **Assistant Secretary/Treasurer Shelley Stelzner** _Abstained_ **Treasurer Rich Rydell**

12. **Medical Staff Report**

The Board approved the Medical Staff Appointments made at the Medical Staff Meeting held on

March 12th, 2024.

Secretary Kenneth Crandall motioned to approve. A second was made by Assistant Secretary/Treasurer Shelley Stelzner.

The roll call vote:

Aye **President Jerri Nielsen - Joining via Zoom at 77-6516 Aliʻi Dr #7, Kailua-Kona, HI, 96740 / Ph: 925.324.4186** _Aye_ **Vice President Sherrie Thrall** _Aye_ **Secretary Kenneth Crandall** _Aye_ **Assistant Secretary/Treasurer Shelley Stelzner** _Abstained_ **Treasurer Rich Rydell**

13. **New Critical Access Hospital/Skilled Nursing Facility - Board Updates – General Update Report**

    The report was acknowledged by the Board Members. There were no questions presented to Donna Huntingdale, Building RX.

14. **New Critical Access Hospital/Skilled Nursing Facility - Medical Equipment Purchase Order for Phillips Equipment Due to Price Increase after 4/15/24.**

    Item #14 was tabled due to the fact that not all pertinent information has been received from Phillips Equipment.

15. **Request for Approval: Seneca Healthcare Foundation Board Members**

    The Board approved the Seneca Healthcare Foundation Board Members, as presented:

    Shawn McKenzie, SHD CEO

    Chelssa Outland, SHD Marketing/PR Manager

    Steve Boline, SHD CFO

    Tracey Smith, Plumas Bank

    Traci Holt, Diversified Resources, Inc.

    Secretary Kenneth Crandall motioned to approve. A second was made by President Jerri Nielsen - Joining via Zoom at 77-6516 Aliʻi Dr #7, Kailua-Kona, HI, 96740 / Ph: 925.324.4186.

    The roll call vote:

    Aye **President Jerri Nielsen - Joining via Zoom at 77-6516 Aliʻi Dr #7, Kailua-Kona, HI, 96740 / Ph: 925.324.4186** _Aye_ **Vice President Sherrie Thrall** _Aye_ **Secretary Kenneth Crandall** _Aye_ **Assistant Secretary/Treasurer Shelley Stelzner** _Abstained_ **Treasurer Rich Rydell**

16. **Board Committee Reports**

    Sherrie Thrall, Chairperson, tabled Item #16, to be reviewed at a future Board Meeting.

17. **Future Board Meeting Agenda Topics**

    1. New Hospital Build - Interim Financing

    2. New Hospital Build - Citizens' Bond Oversight Committee

3. Updated Cash Flow Analysis

4. Finance Investment Policy

5. Seneca Healthcare Foundation

6. Plumas LAFCo

7. BKF Grant Prospecting 8. Physician Contract Negotiation, Execution, Termination and Administration Authority of CEO

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

April 25, 2024

@ 3:00pm

LAC - Conference Room

The Special Board Meeting concluded at 4:18pm.

Posted 8:43 am on April 19, 2024

Certificate of Posting: I, Deborah Housen, hereby certify I posted the foregoing Agenda on the bulletin boards, located at the front door entrances of Seneca Healthcare District Hospital and the Lake Almanor Walk-In Clinic on April 19, 2024.

The agenda was electronically mailed to the following newspaper publishers:

Plumas Sun

Intermountain News

The agenda was posted at the following public places:

Seneca Healthcare District - Hospital and Walk-In Clinic Bulletin Boards

United States Post Office - Chester Branch

Chester Fire Department (CPUD)

Hamilton Branch Fire District

Peninsula Fire District

Lake Almanor West Fire District

The agenda was mailed to the following radio station:

KSUE/JDX