Seneca Healthcare District
Minutes
Regular Meeting
April 25, 2024 03:00 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 3:00 pm by President Jerri Nielsen.

   A. Roll Call

   Present: President Jerri Nielsen, Vice President Sherrie Thrall, Secretary Kenneth Crandall, Treasurer Rich Rydell, Assistant Secretary/Treasurer Shelley Stelzner

   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 Sherrie Thrall motioned to approve. A second was made by Assistant Secretary/Treasurer Shelley Stelzner.

   The roll call vote:

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

4. **Public Comments**

   A community member informed the Board that she was pleased to learn her doctor's office received her lab work in a timely fashion. She requested someone follow up on communication between the Lab and Admissions regarding test results, as she was concerned they were not on the same page.

   There were no other comments, questions, or concerns presented to the Board via email, telephone, or in written form. Other members of the public that were present at the meeting did not request to make any comments.

5. **Approval of the March 29th, 2024 Special Board Meeting Minutes**

   The Board approved the March 29, 2024 Minutes as presented.

   Secretary Kenneth Crandall motioned to approve. A second was made by Vice President Sherrie Thrall.

The roll call vote:

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

6. **Approval of the April 15th, 2024 Special Board Meeting Minutes**

   The Board approved the April 15, 2024 Minutes as presented.

   Vice President Sherrie Thrall motioned to approve. A second was made by Assistant Secretary/Treasurer Shelley Stelzner.

   The roll call vote:

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

7. **Staff Reports**

   CEO Report: Information - Shawn McKenzie explained AB 1577.This bill would require health care facilities, including hospitals, to annually submit to the Department of Health Care Access and Information (HCAI) the number of clinical placement slots available for community college nursing students. Community colleges with nursing programs would be required to annually notify HCAI and the Board of Registered Nursing (BRN) of the number of clinical placement slots required for the next academic year and the number of slots that they have been unable to fill. HCAI would be required to post the information reported by the hospitals and nursing schools/programs on its website. If no hospitals are able to meet community colleges' needs, the bill would authorize the BRN to meet with general acute care hospitals in an attempt to match available clinical placement slots with needed slots. The bill would also establish a process for departmental review and a plan of correction or a potential fine if the hospital is not able to offer any additional slots. CHA is continuing to work with the author and sponsor, the United Nurses Associations of California, to address remaining concerns.

   Policies and Procedures: The "Time Clock and Recording" P&P was approved by the Board as presented by Charlene Almocera.

   All other staff reports were informational only.

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

   The roll call vote:

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

8. **Chief Financial Officer Report**

   The Board accepted the February 2024 (in draft form).

   Treasurer Rich Rydell motioned to approve. A second was made by Vice President Sherrie Thrall.

The roll call vote:

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

9. **Medical Staff Report** The Board approved the Medical Staff Appointments as endorsed at the Medical Staff Meeting April 9th, 2024.

The Regular Board Meeting was adjourned at 4:17pm.

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

The roll call vote:

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

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

    Closed Session commenced at 4:18pm.

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

    Hearings
    Closed Session pursuant to Government Code Section 37624.3, and/or Health & Safety Codes 1461 and/or 32155. Subject matter: Report of Quality Assurance Committee.

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

Closed Session concluded at 5:27pm.

The Board President announced there were no reportable actions taken during Closed Session.

The Regular Board Meeting reconvened at 5:28pm.

12. **New Critical Access Hospital/Skilled Nursing Facility Board Updates – General Report**

Report is on-hold, with major activities pending receipt of bids expected by May 10th, 2024.

13. **Seneca Healthcare Foundation Report**

Reports delivered by Shawn McKenzie and Chelssa Outland, Chairperson and Executive Director of the Foundation, respectively. Chelssa Outland hand-submitted the Seneca Healthcare Foundation Monthly Report for Board review; the report is incorporated into these minutes.

A Feasibility Study proposal will be presented to the SHD Board at next month's Regular Meeting.

14. **Seneca Healthcare Foundation Update**

1. Adoption of the Seneca Healthcare Foundation Bylaws was approved by the Board. Motion to approve was made by: Sherrie Thrall. Seconded by: Kenneth Crandall.

2. Support Agreement - Approved with the stipulation that completed exhibits are presented to the Board for exhibit approval at the next Regular Board Meeting. Motion to approve was made by: Sherrie Thrall. Seconded by: Shelley Stelzner.

3. Budget: A start-up sponsorship by SHD to the SH Foundation was approved by the Board, as a loan from SHD to SH Foundation - NTE $200,000 with no interest charged. Expectation is for loan repayment to occur at the end of the 3rd fiscal year of the Seneca Healthcare Foundation (December 31, 2027). A review of the loan will be held within the 3rd FY of the SH Foundation to ensure repayment feasibility. Motion to approve was made by: Kenneth Crandall. Seconded by: Shelley Stelzner.

4. The Board approved the appointment of the Seneca Healthcare Foundation Officers elected at the Inaugural Board Meeting held on April 12, 2024. Motion to approve was made by: Rich Rydell. Seconded by: Sherrie Thrall.

Vice President Sherrie Thrall motioned to approve. A second was made by Secretary Kenneth Crandall.

The roll call vote:

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

15. **Plumas LAFCo Membership / Resolution No. 441**

Resolution No. 441 was signed by Jerri Nielsen, President, and Kenneth Crandall, Secretary, at the Board Meeting.

Vice President Sherrie Thrall motioned to approve. A second was made by Secretary Kenneth Crandall.

The roll call vote:

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

16. **Board Committee Reports**

Informational only. The Board President encouraged committee members to come to the next Regular Board Meeting with target dates/timeframes for future Committee meetings.

The Board reviewed assignments* and confirmed the following:

* Strategic Planning: Rich Rydell, Jerri Nielsen

* Finance: Rich Rydell, Shelley Stelzner
* Bylaws: Kenneth Crandall, Sherrie Thrall
* Facility Repurpose: Kenneth Crandall, Shelley Stelzner
* EMS: Sherrie Thrall, Jerri Nielsen

NOTE: The Seneca Healthcare Foundation ad hoc committee was dissolved due to the formal establishment of the Foundation.

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. Physician Contract Negotiation, Execution, Termination and Administration Authority of CEO
6. Board Self-Assessment
7. BKF Grant Prospecting Report
8. Board Retreat
9. Seneca Healthcare Foundation - District Support Agreement, Exhibits A & B
10. Seneca Healthcare Foundation - Feasibility Study Proposal

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

Date: May 30, 2024

Time: 3:00pm

Location: LAC-Conference Room

The Regular Board Meeting concluded at 6:26pm.

Posted 3:40 pm on May 22, 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 May 22, 2024.

The agenda was electronically mailed to the following newspaper publishers:

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