



Seneca Healthcare District

Minutes

Special Meeting

June 03, 2024 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.

Due to technical difficulties related to sound issues, the meeting was restarted at 1:05pm for those joining via Zoom.

A. Roll Call

Present: President Jerri Nielsen, Vice President Sherrie Thrall, Treasurer Joining Meeting via ZOOM @ 2 Via Olas, San Clemente, CA 92673 / Ph: 530.258.6767 Rich Rydell, Assistant Secretary/Treasurer Shelley Stelzner

Absent: Secretary Kenneth Crandall

B. Pledge of Allegiance

Led by President Jerri Nielsen

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

Jerri Nielsen informed the Board, Item #14.3 - Resolution No. 444, was to be tabled. Reason: SHD Executives received an email from the USDA (on this date), indicating that the USDA would not be able to complete their review of the bids in time for the Special Board Meeting. SHD Executives were informed by the USDA that Resolution No. 444 could not be approved by the SHD Board until further instructions and an updated Letter of Conditions are received by SHD from the USDA.

3. Approval of the Agenda

Approved with the modification noted above.

Assistant Secretary/Treasurer Shelley Stelzner 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 Treasurer Joining Meeting via ZOOM @ 2 Via Olas, San Clemente, CA 92673 / Ph: 530.258.6767 Rich Rydell Aye Assistant Secretary/Treasurer Shelley Stelzner Absent Secretary Kenneth Crandall

4. Public Comments

There were no public comments submitted prior to the meeting, nor any comments from community members that were present or via Zoom.

5. **Approval of the April 25th, 2024 Regular Board Meeting Minutes** 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 Treasurer
Joining Meeting via ZOOM @ 2 Via Olas, San Clemente, CA 92673 / Ph: 530.258.6767 Rich
Rydell Aye Assistant Secretary/Treasurer Shelley Stelzner Absent Secretary
Kenneth Crandall

6. **Approval of the May 23rd, 2024 Special Board Meeting Minutes** 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 Treasurer
Joining Meeting via ZOOM @ 2 Via Olas, San Clemente, CA 92673 / Ph: 530.258.6767 Rich
Rydell Aye Assistant Secretary/Treasurer Shelley Stelzner Absent Secretary
Kenneth Crandall

7. **Staff Reports** No Action

8. Chief Financial Officer Report

1. March 2024 Financial Report.
2. April 2024 Financial Report.
3. Updated Cash Flow Report.
4. Debt Management Policy.
5. Resolution No. 442 - Resolution to Adopt Debt Management Policy.
6. R1 - EOM KPI Presentation (Discussion Only).
7. R1 - April 2024 Report. Executive Summary (Discussion Only).
8. Resolution No. 445 - Resolution Providing for Changes to District Banking at Plumas Bank.
1. **March 2024 Financial Report. ACCEPTED.** Motion to Accept was made by Sherrie Thrall. Seconded by Shelley Stelzner. Ayes: Jerri Nielsen; Rich Rydell; Shelley Stelzner; Sherrie Thrall. Absent: Kenneth Crandall
2. **April 2024 Financial Report. ACCEPTED.** Motion to Accept was made by Shelley Stelzner. Seconded by Sherrie Thrall. Ayes: Jerri Nielsen; Rich Rydell; Shelley Stelzner; Sherrie Thrall. Absent: Kenneth Crandall
3. **Updated Cash Flow Report. Information only.**
4. **Debt Management Policy. APPROVED.** Motion to Approve was made by Shelley Stelzner. Seconded by Sherrie Thrall. Ayes: Jerri Nielsen; Rich Rydell; Shelley Stelzner; Sherrie Thrall. Absent: Kenneth Crandall
5. **Resolution No. 442 - Resolution to Adopt Debt Management Policy. APPROVED.** Motion to Approve was made by Jerri Nielsen. Seconded by Sherrie Thrall. Ayes: Jerri Nielsen; Rich Rydell; Shelley Stelzner; Sherrie Thrall. Absent:

Kenneth Crandall

6. **R1 - EOM KPI Presentation (Discussion Only).**

7. **R1 - April 2024 Report. Executive Summary (Discussion Only).**

8. **Resolution No. 445 - Resolution Providing for Changes to District Banking at**

Plumas Bank. APPROVED with the removal (strike out) of Kenneth Crandall's

name, as he was not present. Therefore, not included in the SHD Board Member

quorum at this meeting. Motion to Approve was made by Jerri Nielsen. Seconded by

Sherrie Thrall. Ayes: Jerri Nielsen; Rich Rydell; Shelley Stelzner; Sherrie Thrall.

Absent: Kenneth Crandall

motioned to approve. A second was made by .

The motion passed with the following vote:

4 **In Favor** 0 **Opposed**

0 **Abstained** 1 **Absent** 0 **Recused**

9. Policy & Procedure Documents

1. **Charity Care Policy - Modified - APPROVED.** Motion to Approve was made by Shelley Stelzner. Seconded by Sherrie Thrall. Ayes: Jerri Nielsen; Rich Rydell; Shelley Stelzner; Sherrie Thrall. Absent: Kenneth Crandall

2. **Discharge Notice - New Form - APPROVED.** Motion to Approve was made by Sherrie Thrall. Seconded by Shelley Stelzner. Ayes: Jerri Nielsen; Rich Rydell; Shelley Stelzner; Sherrie Thrall. Absent: Kenneth Crandall

3. **Financial Assistance Posting - New Posting - APPROVED.** Motion to Approve was made by Shelley Stelzner. Seconded by Sherrie Thrall. Ayes: Jerri Nielsen; Rich Rydell; Shelley Stelzner; Sherrie Thrall. Absent: Kenneth Crandall

4. **Notice B - New Form - APPROVED.** Motion to Approve with the addition of the word "Coverage" added to the first sentence of the document was made by Sherrie Thrall. Seconded by Shelley Stelzner. Ayes: Jerri Nielsen; Rich Rydell; Shelley Stelzner; Sherrie Thrall. Absent: Kenneth Crandall

motioned to approve. A second was made by .

The motion passed with the following vote:

4 **In Favor** 0 **Opposed**

0 **Abstained** 1 **Absent** 0 **Recused**

10. Medical Staff Report

Approved by the Board as presented on 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 **Treasurer**
Joining Meeting via ZOOM @ 2 Via Olas, San Clemente, CA 92673 / Ph: 530.258.6767 Rich
Rydell Aye **Assistant Secretary/Treasurer Shelley Stelzner** Absent **Secretary**

Kenneth Crandall

11. Closed Session

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

The Special Board Meeting was adjourned @ 2:42pm

Closed Session commenced at 2:43pm.

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

No Action

12. Report on Closed Session

Closed Session concluded at 3:11pm.

The Special Board Meeting commenced at 3:12pm.

Board President, Jerri Nielsen, announced there were no reportable actions taken during Closed Session.

13. SHD New Critical Access Hospital (CAH) Update

Verbal Report by Donna Huntingdale, Rx. Update: Approval for the site drawing permits was received with increments 1-4 being sent.

14. New Critical Access Hospital (CAH) /Skilled Nursing Facility Project: Bids and Resolution No. 444

Jerri Nielsen informed the Board that all documents/reports in Item #14 will be tabled to a future meeting, for the reason discussed at the beginning of the meeting, as noted in item #2.

15. Seneca Healthcare Foundation Update and Approval of the Support Agreement Exhibits

1. Seneca Healthcare Foundation Update No action requested. **Information only.**

2. Review/Approval of the District Support Agreement Exhibits A & B - APPROVED by the Board. Motion to Approve was made by Shelley Stelzner. Seconded by Sherrie Thrall. Ayes: Jerri Nielsen; Rich Rydell; Shelley Stelzner; Sherrie Thrall. Absent: Kenneth Crandall

Presented by Chelssa Outland, SH Foundation Executive Director

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

The motion passed with the following vote:

 4 **In Favor** 0 **Opposed**

 0 **Abstained** 1 **Absent** 0 **Recused**

16. Conflict of Interest Code for Seneca Healthcare District

Approved by the Board.

Treasurer Joining Meeting via ZOOM @ 2 Via Olas, San Clemente, CA 92673 / Ph: 530.258.6767 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 Treasurer
Joining Meeting via ZOOM @ 2 Via Olas, San Clemente, CA 92673 / Ph: 530.258.6767 Rich
Rydell Aye Assistant Secretary/Treasurer Shelley Stelzner Absent Secretary
Kenneth Crandall

17. **RESOLUTION NO. 443 - Resolution of the Board of Directors of the Seneca Healthcare District to Adopt a Conflict of Interest Code Pursuant to the Political Reform Act of 1974.**

Approved by the Board.

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 Treasurer
Joining Meeting via ZOOM @ 2 Via Olas, San Clemente, CA 92673 / Ph: 530.258.6767 Rich
Rydell Aye Assistant Secretary/Treasurer Shelley Stelzner Absent Secretary
Kenneth Crandall

18. **Board Committees**

Discussion was led by Jerri Nielsen. The Board Members were encouraged to use the summer months to plan for next public committee meetings, targeting for fall.

19. **Future Board Meeting Agenda Topics**

1. New Hospital Build - Interim Financing
2. New Hospital Build - Citizens' Oversight Committee
3. Finance Investment Policy
4. BKF Grant Prospecting Report
5. Physician Contract Negotiation, Execution, Termination and Administration Authority of the CEO
6. Board Self-Assessment - *Jerri Nielsen stated she will send the Board Members (via email), information regarding the Self-Assessment process*
7. Board Retreat
8. Seneca Healthcare Foundation - Feasibility Study Proposal - *This topic was removed from Future Board Meetings*

20. **Next Regular Board Meeting Announcement**

DATE: June 27th, 2024

LOCATION: LAC - Conference Room

TIME: 3:00PM

The Special Board Meeting adjourned @ 3:34pm.

Posted 11:53 am on June 21, 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 June 21, 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