Seneca Healthcare District
Minutes
Regular Meeting
October 31, 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 3:01 pm by President Jerri Nielsen.

   A. Roll Call

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

   Absent: Treasurer Rich Rydell

   Staff Present: **Treasurer, Rich Rydell joined the Regular Board Meeting via Zoom at 3:38pm.**

   B. Pledge of Allegiance
   Led by President Jerri Nielsen

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

   No additions or modifications to, or deletions from the Agenda were suggested.

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_ **Assistant Secretary/Treasurer Shelley Stelzner** _Absent_ **Treasurer Rich Rydell**

4. **Public Comments**

   There were no public comments presented to the Board via email, the SHD website, in writing, nor via telephone. No present community members had any comments or concerns to discuss.

5. **Approval of the September 26th, 2024 Regular Board Meeting Minutes** 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_ **Assistant Secretary/Treasurer Shelley Stelzner** _Absent_ **Treasurer Rich Rydell**

6. **Staff Reports** 1. Chief Executive Officer - Presented by Shawn McKenzie, CEO - **Verbal Report Delivered.**
   2. Chief Nursing Officer - Presented by Judith Cline, CNO - **Verbal Report Delivered.**
   3. Chief Operations Officer - Presented by Brady Haynes, COO - **Report Reviewed and Verbally Delivered.**
   4. Information Technology (IT) Director - Presented by Brian Churchill - **Verbal Report Delivered.**
   5. Human Resources Manager - Presented by Jennie Mathews - **Report presented for review.**
   6. Marketing/Public Relations Director - Presented by Chelssa Outland - **Report presented for review and Verbally Delivered.**
   7. Compliance/Privacy/HIM Director - Presented by Charlene Almocera - **No Report Presented. Next Quarterly Compliance Report will be at the December 5th, 2024 Regular Board Meeting (for November 2024).**

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

   1. Financial Report for the Month and Two Months Ended August 31, 2024 -
   Financial Report was Accepted by the Board via Roll Call Vote.
   2. Cash Flow Report as of 10/24/24
   3. September 2024 R1 and Revenue Cycle Reports

   During the discussion regarding #2 above, the conversation revolved around how many healthcare entities maintain a line of credit as a safety net. Seneca does not currently have a line of credit, though the topic has been discussed.

   Given that Seneca is able to bring in additional unanticipated Intergovernmental Transfer (IGT) revenue that in turn requires a larger than expected initial outlay of funds, and the fact that IGT money will be received 2 - 3 months after the outlay, it was recommended to the Board that Seneca request a line of credit from Western Alliance to draw upon as-needed for operational expenses. This line of credit will be repaid in full upon receipt of the IGT funds. This in no way reflects poorly on the financial position of Seneca, as is shown in the cash flow analysis. Board President, Jerri Nielsen, noted that while days cash on hand will dip temporarily, the analysis shows it improving to 84 days in February and further improving to 96 days in March.

   Board President, Jerri Nielsen, stated that a Special Board Meeting in mid-November 2024 will be needed in order to address approval of the Line of Credit Documents. Initial polling by Board members indicated there may only be 3 available for the Special Board Meeting. All Board members agreed the line of credit is a positive thing and decided to move forward with scheduling the meeting with those members available.

   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**

8. **Seneca Healthcare Foundation Report**

   Discussion presented by Shawn McKenzie, CEO, for Chelssa Outland, SH Foundation Executive Director.

9. **New CAH/SNF Report**

   Discussion presented by Donna Huntingdale, Building Rx.

10. **New Hospital Build - Citizens' Oversight**

    Presented by Jerri Nielsen, President. Jerri Nielsen informed the Board Members that it was determined via BBK Legal Counsel, there is no legal requirement for the SHD Board to have a formal New Hospital Build - Citizens' Oversight Committee. Jerri Nielsen opened up the discussion to the Board Members - to determine if this committee is deemed necessary.

    It was discussed that while Seneca's project is a big project, it is one main project in one location - unlike Plumas Unified School District's multiple competing projects in multiple communities, for which they had advisory committees to help prioritize those projects. The Board Members mutually agreed the Citizens' Committee is not currently needed as the Board Meetings are public and recorded, all financial information regarding the New Hospital Build is brought to the public Board Meetings, the CFO reports quarterly in the public Board Meeting regarding all draws against the interim financing, all documents reviewed at the public Board Meetings are readily available for review, members of the public are always welcome to attend the meetings and ask questions, and members of the public can also speak with the administration with any questions.

11. **Naming the New Hospital**

    Open Board Discussion and Action. The proposed new hospital name, "Lake Almanor Community Hospital" and possible Logo Designs were considered. New Logo design suggestions will be introduced for the Board to review at a future meeting. The Board also discussed having a Resolution drawn up that represents the formal acceptance of the new hospital name; Legal Counsel to advise. The Board was advised that an ad-hoc committee would not be necessary, based on discussions with the Seneca Healthcare Foundation.

    The Board approved the new hospital name as, "Lake Almanor Community Hospital."

    Vice President, Sherrie Thrall, motioned to approve the new hospital name.
    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**

12. **Medical Staff Report**

    The Request for Board approval, by Dr. Marc Nielsen, Chief of Staff, as submitted: Medical Staff Appointments as approved at the Medical Staff Meeting held on October 8th, 2024, was 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_ **Secretary Kenneth Crandall** _Aye_ **Treasurer Rich Rydell** _Aye_ **Assistant Secretary/Treasurer Shelley Stelzner**

13. **Policies & Procedures**

Discussions regarding some Policies & Procedures were shared between the Board and Executive Administrator's. Due the the fact this item was listed on the Agenda as Discussion (only), no action was taken during this meeting. This item was tabled to be discussed with possible action at the next Special Board Meeting.

The Regular Board Meeting recessed @ 5:33pm.

The Closed Session commenced @ 5:33pm.

14. **Closed Session**

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

No Action

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

Gullotto vs. Seneca Healthcare District - Case #202404-24213903

No Action

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

No Action

15. **Report on Closed Session**

Closed Session concluded @ 5:50pm.
The Regular Board Meeting reconvened @ 5:51pm.

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

16. **Future Board Meeting Agenda Topics**

1. Finance Investment Policy
2. Physician Contract Negotiation, Execution, Termination and Administration Authority of CEO
3. Board Planning Session
4. Board Committees

17. **Next Regular Board Meeting Announcement**

Due to the Thanksgiving Holiday, the November 2024 Regular Board Meeting will be held on:

Date: December 5th, 2024
Time: 3:00PM
Location: Lake ALmanor Clinic (LAC) - Conference Room
199 Reynolds Road, Chester, CA 96020

The Regular Board Meeting adjourned at 5:51pm.