

**SENECA HEALTHCARE DISTRICT
BOARD OF DIRECTORS SPECIAL BOARD MEETING MINUTES
Friday, June 19, 2020**

- 1) **Call to Order.** Via Zoom, President Ken Crandall called the Special Board meeting to order at 10:03 a.m.
- 2) **Members Present/Absent. Pledge of Allegiance.** Ken Crandall noted Board Members present by roll call: Jerri Nielsen, Rich Rydell, Kristin Montgomery, Dr. David Walls, and Ken Crandall.
- 3) **Public Comment Period.** None.
- 4) **Board Responses to Public Comment.** N/A

Agenda items Requiring Action

5) **Policies and Procedures.**

Tab A

The board reviewed for approval Policies and Procedures approved by Medical Staff and the Policies and Procedures Committee.

Respiratory Therapy-Revised All Respiratory Policies were approved by Medical Staff on 5/12/2020

1. RT-009.002-Chest Physical Therapy PD&P-Adults
2. RT-010.002-Chest Physical Therapy PD&P-Pediatric
3. RT-011.002-Continuous Aerosol Therapy
4. RT-012.002-Continuous Aerosol Therapy via Face Mask
5. RT-013.002-Continuous Monitoring of Weaning Unstable Patient with an Artificial Airway
6. RT-014.002-Cough and Deep Breathing Exercises
7. RT-015.002-Monitoring Cuff Pressure
8. RT-016.002-Daily Oximetry Evaluation of Patient
9. RT-017.002-Documentation of Respiratory Treatments, Procedures
10. RT-018.002-Recording of A12 Lead ECG
11. RT-019.002-ECG Reporting
12. RT-020.002-Endotracheal-Tracheostomy Suctioning
13. RT-021.002-Initial Assessment
14. RT-022.002-Intermittent Positive Pressure Breathing Adult
15. RT-023.002-Intermittent Positive Pressure Breathing Pediatric
16. RT-024.002-Intubation
17. RT-025.002-Mechanical Ventilation Support
18. RT-027.002-Metered Dose Inhalers for the Adult Patient
19. RT-028.002-Metered Dose Inhalers-Pediatric
20. RT-029.002-Nebulized Medication Via Small Volume Nebulizer for the Adult Patient
21. RT-030.002-Nebulized medication for the Pediatric Patient
22. RT-031.002-Nasotracheal Suctioning-Adult
23. RT-034.002-Oxygen Humidification
24. RT-035.002-Oxygen Precautions
25. RT-036.002-Measurements of Oxygen Saturation by Oximetry
26. RT-038.002-Peak Flow Meters
27. RT-039.002-Pulmonary Function Testing
28. RT-040.002-Sputum Indication

29. RT-042.001-Noninvasive Ventilation BiLevel BIPAP CPAP
 30. RT-043.001-High Flow Low Flow Heated Oxygen Delivery
 31. RT-045.002-Yearly Competency Testing and Evaluation
- Nursing-Revised** All Nursing Policies were approved by Medical Staff on 05/12/2020

32. NSG-001.003-Abandoned Newborn
33. NSG-002.004-Advanced Healthcare Directives (DNR)
34. NSG-004.003-Code Blue Response
35. NSG-005.001-Assignment Despite Objections
36. NSG-008.004-Pain Assessment and Reassessment and Management
37. NSG-009.003-Patient Controlled Analgesia
38. NSG-012.004-Restraints- Use of
39. NSG-014.003-Telephone Advice Not Followed
40. NSG-015.001-Telephone Orders
41. NSG-017.001-Care of Dying Patient
42. NSG-023.003-Coroners Reportable Cases
43. NSG-024.008-Transfusion of blood
44. NSG-027.001-Swallowing and Chewing Precautions
45. NSG-028.001-Patient Visitors and Hours

Nursing-New

46. NSG-040.001-Admitting Patients to the Floor
47. NSG-042.001-Discharging Patients From the Floor
48. NSG-044.001-Neurological Assessment
49. NSG-047.001-Gaymar T-Pump Aqua Pad Systems
50. NSG-048.001-Sequential Compression Device SCD Sleeves and the Use
51. NSG-049.001-Fluid Blood Warming System
52. NSG-050.001-Blood Pressures Performed as a Community Service
53. NSG-055.001-Glucose Testing Machine Care and Use of
54. NSG-056.001-Electronic Medical Record Downtime Nursing Documentation
55. NSG-059.001-Suicide Precautions/5150 hold

Human Resources-All HR Policies were approved by the Policy and Procedure Committee on 5/19/2020

56. HR-004.002-Employee Assistance-*Revised*
57. HR-006.002-Employee Visitors-*Revised*
58. HR-011.003-Employee License or Certification-*Revised*
59. *Rescind*-HR-012.002-Background Checks (This is being Rescinded-Hiring Process taking its place)
60. HR-012.001-Hiring Process-*New* (Hiring Process contains all needed content from Background Checks)
61. HR-014.001-Nepotism-*Revised*
62. HR-017.005-Reporting Obtaining Work Comp First Aid Treatment-*Revised*
63. HR-019.001-Student Observers-*Revised*
64. HR-020.001-Employee Exit Interview-*Revised*
65. HR-023.001-Holidays-*Revised*

Anesthesia-All Anesthesia Policies were approved by Medical Staff on 6/9/2020

66. ANTH-001.001-Anesthesia Documentation
67. ANTH-004.001-Assessment of Pain: Adult and Pediatric Patients
68. ANTH-005.002-CODE Blue in the Operating Room
69. ANTH-006.002-CODE Blue in the PACU
70. ANTH-007.001-Department Administration, Structure, Scope of Services
71. ANTH-008.001-Discharge/Transfer from PACU
72. ANTH-011.002-Epidural Analgesia for Pain Management
73. ANTH-013.003-Management of the Patient with Malignant Hyperthermia

- 74. ANTH-014.001-Patient Assessments
- 75. ANTH-017.004- Sedation: Conscious/Procedural
- 76. ANTH-018.001-Informed Consent
- Surgical Services**-All Surgical Policies were approved by Medical Staff on 6/9/2020
- 77. SX-002.003-Assessment of the Surgical Patient
- 78. SX-003.004-Consent for Surgical Treatment
- 79. SX-004.001-Department Staffing and Organizational Structure
- 80. SX-006.003-Fire Hazards Awareness and Prevention in Surge
- 81. SX-007.003-Medication Storage and Administration
- 82. SX-008.004-Operating Room Safety and Environmental Controls
- 83. SX-010.003-Patient Positioning in the Operating Room
- 84. SX-014.003-PreOperative Testing and Assessment
- 85. SX-017.002-Universal Protocol for Preventing Wrong Site
- 86. SX-018.003-Xrays in the Operating Room
- 87. SX-026.001-Admitting Patients for Outpatient Surgical Procedure-New

Jerri Nielsen moved to accept all policies with the exception of Policy #12 RT-020.002. Second by Kristin Montgomery. Motion approved by roll call vote. Walls: Aye; Rydell: Aye; Nielsen: Aye; Montgomery: Aye; Crandall: Aye.

Policy RT-020.002 Endotracheal-Tracheostomy Suctioning – Tabled to the next Regular Board Meeting scheduled for June 25, 2020.

6) Bylaws Committee Update

Jerri Nielsen submitted and discussed the Revised SHD Bylaws for Board approval. The Bylaws Committee will meet at least once a year to review current Bylaws.

Dr. David Walls moved to approve the Revised SHD Bylaws as presented. Second by Rich Rydell. Motion approved by roll call vote. Montgomery: Aye; Nielsen: Aye; Walls: Aye; Rydell: Aye; Crandall: Aye.

7) Closed Session. Meeting adjourned for Closed Session at 10:20 a.m. pursuant to:

- 1. Government Code §54957(b)(1) – Public Employee appointment/evaluation CEO
- 2. Government Code §54957.6 – Labor Negotiations – CEO

8) Report on Closed Session. Closed Session adjourned at 11:12 a.m.; Open Session reconvened.

No reportable action on closed items. Consensus to move forward with second round of interviews for the final CEO candidates. President Ken Crandall thanked staff, providers, and community members for their time in participating in the interview process.

9) Next Regular Meeting:

- **Date/Time:** June 25, 2020 at 3:00 p.m.
- **Location:** Lake Almanor Clinic Conference Room

Meeting Adjourned at 11:13 a.m.


 Board President, Ken Crandall


 Date