

**SENECA HEALTHCARE DISTRICT  
BOARD OF DIRECTORS REGULAR BOARD MEETING MINUTES  
Thursday, July 30, 2020**

- 1) **Call to Order.** Via Zoom, President Ken Crandall called the Regular Board meeting to order at 3:02 p.m.
- 2) **Members Present/Absent. Pledge of Allegiance.** Ken Crandall noted Board Members present by roll call: Dr. David Walls, Rich Rydell, Jerri Nielsen, Kristen Montgomery, and Ken Crandall.
- 3) **Public Comment Period.** No comments or questions were submitted in advance and public attendees did not comment.
- 4) **Board Responses to Public Comment.** N/A

**Agenda Items Requiring Action**

- 5) **Approval of Board Meeting Minutes.**  
Minutes of the June 25, 2020 Regular Meeting were reviewed for approval.

*Dr. David Walls moved to approve the June 25, 2020 minutes as presented. Second by Jerri Nielsen. Motion approved by roll call vote. Montgomery: Aye; Rydell: Aye; Walls: Aye; Nielsen: Aye; Crandall: Aye.*

- 6) **Medical Staff Report.**  
Chief of Staff, Dr. Daniel Cooper submitted the following items approved at the July 14, 2020 Medical Staff Meeting requiring Board approval:

**A) Credential Files Approved by Medical Staff**

**(1) Initial Appointment Medical Staff:**

(a) Christopher Sangdahl, MD Tele-Psychiatrist	08/07/2020 – 08/07/2022
(b) Cecil Matip, MD Tele-Psychiatrist	07/30/2020 – 07/30/2022
(c) Marina Katz, MD Tele-Psychiatrist	08/08/2020 – 08/08/2022
(d) Daniel Brink, MD ED Physician	08/20/2020 – 08/20/2022

**(2) Re-Appointment Medical Staff:**

(a) Eddie Fiore, MD VRAD – 60 days And 2 years	07/26/2020 – 09/26/2020 07/30/2020 – 07/30/2022
(b) Neil Staib, MD VRAD – 60 days And 2 years	07/26/2020 – 09/26/2020 07/30/2020 – 07/30/2022
(c) Stephanie Runyan, DO VRAD – 60 days And 2 years	07/26/2020 – 09/26/2020 07/30/2020 – 07/30/2022
(d) Kevin McDonnell, MD VRAD – 60 days And 2 years	07/26/2020 – 09/26/2020 07/30/2020 – 07/30/2022
(e) Christian Binder, MD VRAD – 60 days And 2 years	07/26/2020 – 09/26/2020 07/30/2020 – 07/30/2022
(f) James Turner, MD VRAD – 60 days And 2 years	07/26/2020 – 09/26/2020 07/30/2020 – 07/30/2022

*Dr. David Walls moved to approve the listed Credential files; Initial Appointments for the dates noted. Second by Kristen Montgomery. Motion approved by roll call vote. Rydell: Aye; Montgomery: Aye; Nielsen: Aye; Walls: Aye; Crandall: Aye.*

*Dr. David Walls moved to approve the listed Credential files; Re-Appointments for the dates noted. Second by Jerri Nielsen. Motion approved by roll call vote. Montgomery: Aye; Rydell: Aye; Nielsen: Aye; Walls: Aye; Crandall: Aye.*

## **7) Policies and Procedures.**

The Board reviewed the following Policies and Procedures approved at the July 14, 2020 Med Staff Meeting.

- (1) NSG-018.003-Skin and Wound Assessment, Care, Documentation, and Treatment
- (2) NSG-019.003-Pneumococcal Influenza Vaccine Inpatient
- (3) NSG-022.003-Methicillin Resistant Staphylococcus Aureus MRSA Nasal Swab
- (4) NSG-043.001-Influenza A or B and RSV Specimen Collection Testing
- (5) NSG-057.001-Nursing Documentation
- (6) Rescind-NSG-PRO-014.001-Nursing Documentation
- (7) NSG-058.001-Patient Falls/Injury
- (8) NSG-060.001-Bladder Irrigation Continuous
- (9) ANTH-002.001-Anesthesia/PACU/Operative Care
- (10) ANTH-003.001-Surgical Services/Anesthesia/PACU General Patient Safety
- (11) ANTH-009.002-Disposal of Sharps
- (12) ANTH-010.002-Emergency Equipment in the PACU
- (13) SX-005.003-Drying the Cleansed Hands and Arms
- (14) SX-009.003-Operating Room Sanitation
- (15) SX-011.001-Pneumatic Tourniquet
- (16) SX-012.001-Postmortem Operative Care
- (17) SX-013.003-PreOperative Skin Prep
- (18) SX-015.002-Surgical Scrub
- (19) SX-019.002-Disposal of Anatomical Remains
- (20) SX-020.001-Gowning and Gloving
- (21) SX-021.001-Cleaning of Olympus Flexible Endoscopes
- (22) SX-022.001-Processing Endoscopes with Failed Leak Tests
- (23) CC-001.001-Coordination and Continuity of Care
- (24) CC-005.001-Medicare Denial Letter
- (25) CC-006.001-Utilization Review
- (26) CC-007.001-Discharge Planning
- (27) HIM-022.001-Completion, Timeliness, and Authentication of Medical Records

*Rich Rydell moved to approve all Policies and Procedures. Second by Kristen Montgomery. Motion approved by roll call vote. Walls: Aye; Montgomery: Aye; Rydell: Aye; Nielsen: Abstain; Crandall: Aye.*

**8) June 2020 Financial Report.**

Steve Boline discussed the June 2020 Financial Report.

- Discussed continuing impact of COVID-19 and funding received from the CARES Act and the Paycheck Protection Program.

*Jerri Nielsen moved to accept the June 2020 Financial Report as presented. Second by Kristen Montgomery. Motion approved by roll call vote. Walls: Aye; Rydell: Aye; Crandall: Aye; Nielsen: Aye; Montgomery: Aye.*

**9) CARES Act Provider Relief Fund.**

Steve Boline discussed CARES Act funding which SHD received to make up for lost patient revenue due to COVID-19. He explained the methodology used to determine the impact to individual providers. Personalized information was sent to each provider with detailed analysis. Two providers were found to have been negatively impacted: Dr. Steen Jensen and Almanor Physical Therapy. Outside legal counsel was consulted and supports the methodology.

*Jerri Nielsen moved to affirm the methodology for provider relief funds. Second by Kristen Montgomery. Motion approved by roll call vote. Rydell: Aye; Walls: Abstain; Montgomery: Aye; Nielsen: Aye; Crandall: Aye.*

*Jerri Nielsen moved to approve the funding amounts for Dr. Jensen in the amount of \$43,093.61 and for Almanor Physical Therapy in the amount of \$52,027.51. Second by Kristen Montgomery. Motion approved by roll call vote. Montgomery: Aye; Walls: Abstain; Rydell: Aye; Nielsen: Aye; Crandall: Aye.*

*Jerri Nielsen moved to approve and direct administration to incorporate the proposed amendments to the Primary Care Physician's Services Agreements into all existing and future provider contracts. Second by Kristen Montgomery. Motion approved by roll call vote. Rydell: Aye; Walls: Abstain; Montgomery: Aye; Nielsen: Aye; Crandall: Aye.*

**Agenda Items – Information Only:**

**10) Healthcare Resource Group.**

**A) HRG's June 2020 Report** – Steve Boline discussed the June report.

**B) HRG Contract Renewal** – HRG has submitted a 2-year contract proposal. We will wait to see improvement in July's numbers before making a decision. Discussion on having a cancellation clause included in the contract based on performance.

**11) Committee Updates.**

**A) Strategic Planning Committee** – Discussed possibility of an extension to the deadline for Seismic Bill SB758.

**B) CEO Search Committee** – Will discuss in Closed Session.

**12) Acting Administrator Report.**

**A) COVID-19 Update** – Steve Boline submitted a report and an updated timeline of COVID-19 related events at SHD. We have seen active COVID-19 cases in our

hospital; they have either been discharged to home or other facilities. We have not seen a spread from these cases, which is encouraging.

- B) Financial Projections for 7/1/2020 – 12/31/2020 – Report submitted; projections are conservative.
- C) FY 2020 – 2021 Budget Update – Report submitted.
- D) Royce Raker, ED Director, discussed challenges with getting ambulance transport. Ground transports take a loss financially and they need support and funding from SHD. We will move forward with further discussions.

**13) Departmental Issues/Reports.**

- A) Quality/Care Coordination – Kacie Broussard, RN – Report submitted.
- B) Compliance – Sadie Albonico submitted Compliance and Privacy Officer Reports.
- C) Acute/ED – Karen Turner, CNO – Nursing information is detailed in the Timeline of COVID-19 related events at SHD in the COVID-19 Update.
- D) Clinic/Telemedicine – Ann Holt, Clinic Manager – Report submitted.
- E) IT/Clinical Informatics – TK Trump, IT Director – Evident and several server updates were installed without incident; No Report
- F) Human Resources – Jim Kooyman submitted a written report.

**14) Items to be Added to Next Month's Agenda.**

- None

**15) Closed Session.** Meeting adjourned for a 5-minute break at 4:40 p.m. and Closed Session at 4:45 p.m. pursuant to:

1. Government Code §54956.9(d)(1) – Conference with Legal Counsel-Existing Litigation
2. Government Code §54957(b)(1) – Public Employee appointment/evaluation CEO
3. Government Code §54957.6 – Labor Negotiations – CEO
4. Government Code §54957.6 – Update-Conference with Labor Negotiations (Employee Organization: Teamsters Union; District negotiator: James Kooyman).

**16) Report on Closed Session.** Closed Session adjourned at 5:37 p.m.; Open Session reconvened.

No reportable action on closed items.

**17) Next Regular Meeting:**

- **Date:** August 27, 2020
- **Time:** 3:00 p.m.
- **Location:** Lake Almanor Clinic Conference Room via Zoom

Meeting Adjourned at 5:38 p.m.

  
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Board President, Ken Crandall

  
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Date