

**SENECA HEALTHCARE DISTRICT
BOARD OF DIRECTORS REGULAR BOARD MEETING MINUTES
Thursday, September 24, 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/Not Present. Pledge of Allegiance.** Ken Crandall noted Board Members present by roll call: Jerri Nielsen, Kristen Montgomery, Rich Rydell, Dr. David Walls, 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 August 27, 2020 Regular meeting and the September 15, 2020 Special meeting were reviewed for approval.

Dr. David Walls moved to approve the September 15, 2020 Special meeting minutes as presented. Second by Jerri Nielsen. Motion approved by roll call vote. Rydell: Aye; Montgomery: Aye; Nielsen: Aye; Walls: Aye; Crandall: Aye.

Jerri Nielsen moved to approve the August 27, 2020 Regular meeting minutes as presented. Second by Kristen Montgomery. Motion approved by roll call vote. Rydell: Aye; Walls: Aye; Montgomery: Aye; Nielsen: Aye; Crandall: Aye.

6) Medical Staff Report.

Chief of Staff, Dr. Daniel Cooper submitted the following items approved at the September 8, 2020 Medical Staff Meeting requiring Board approval:

A) Credential Files Approved by Medical Staff

(1) Initial Appointment Medical Staff:

- | | |
|---|-------------------------|
| (a) Sameer Mohammed, MD Tele-Psychiatrist | |
| Initial 60 days | 08/11/2020 – 10/11/2020 |
| 2-year appointment | 09/24/2020 – 09/24/2022 |
| (b) Yehonatan Borenstein, MD Tele-Psychiatrist | |
| Initial 60 days | 08/11/2020 – 10/11/2020 |
| 2-year appointment | 10/11/2020 – 10/11/2022 |
| (c) Vasileoios Panagopoulos, MD Tele-Psychiatrist | |
| 2-year appointment | 09/24/2020 – 09/24/2022 |

(2) Miscellaneous:

- (a) Daniel Brink, MD proctored for admitting privileges.
 Provisional status as of 09/08/2020

- | | |
|---|-------------------------|
| (b) Correction to Cecil Matip, MD appointment dates. This corrects gap of appointment dates from 60-day appointment ending on 07/26/2020. | |
| 3-day appointment | 07/27/2020 – 07/29/2020 |
| 2-year appointment | 07/30/2020 – 07/30/2022 |

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

7) Policies and Procedures.

The Board reviewed the following Policies and Procedures approved at the September 8, 2020 Med Staff Meeting.

- (1) LAC-002.004-Scope of Services
- (2) LAC-007.002-Medication Samples
- (3) LAC-008.003-Treatment of Minors
- (4) LAC-010.003-Informed Consent-Surgical and Special Procedures
- (5) LAC-011.003-Unit Record
- (6) LAC-013.002-Medication Storage and Log
- (7) LAC-014.003-Laboratory CLIA Regulations
- (8) LAC-015.001-Physical Plant and Environment
- (9) LAC-016.001-Prior Authorization Referrals
- (10) LAC-021.001-Occult Blood in Stool
- (11) LAC-032.001-Appointments
- (12) LAC-033.001-Treatment of Anaphylaxis in the Clinic
- (13) DSS-004.002-Meal Preparation
- (14) DSS-008.003-Skilled Nursing Food Preferences
- (15) DSS-009.001-Use of Disposable Gloves
- (16) MDSTF-002.002-Credentailing Policy
- (17) MDSTF-003.001-Confidentiality of Medical Staff Records
- (18) MDSTF-005.001-CRNA Oversight
- (19) MDSTF-006.001-Limitation of Work Hours
- (20) MDSTF-008.001-Medical Staff Roster
- (21) MDSTF-009.001-Resident and Medical Students
- (22) MDSTF-011.001-Proctoring Program
- (23) MDSTF-013.001-Admitting Patients to Hospital from ER

Jerri Nielsen moved to approve Policies and Procedures with corrections noted and with the exception of MDSTF-002.001. Second by Dr. David Walls. Motion approved by roll call vote. Rydell: Aye; Montgomery: Aye; Walls: Aye; Nielsen: Aye; Crandall: Aye.

The Board reviewed the following Procedures, approved to be rescinded at the September 8, 2020 Med Staff Meeting.

- (1) LAC-PRO-021.002-Occult Blood in Stool – RESCIND
- (2) LAC-PRO-033.001-Treatment of Anaphylaxis in the Clinic – RESCIND

Jerri Nielsen moved to rescind listed procedures. Second by Kristen Montgomery. Motion approved by roll call vote. Walls: Aye; Rydell: Aye; Montgomery: Aye; Nielsen: Aye; Crandall: Aye.

8) August 2020 Financial Report.

Steve Boline discussed the August 2020 Financial Report.

- Monthly revenue far exceeded budgeted amounts. Discussion regarding possible repayment of PPP and CARES Act funding. These will most likely be forgiven.

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

Agenda Items – Information Only:

9) Precision Instrument Approach at Chester Airport.

Discussion deferred to next regular meeting.

10) Healthcare Resource Group.

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

B) HRG Contract Renewal – HRG is willing to commit to a one-year contract. Will bring back contract in October for Board approval.

11) Committee Updates.

A) Strategic Planning Committee – No updates. Discussions to include permanent CEO.

B) CEO Search Committee – Discussed 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.

B) Financial Projections for 9/1/2020 – 12/31/2020 – Report submitted.

C) FY 2020 – 2021 Budget Update – Report submitted.

13) Departmental Issues/Reports.

A) Quality/Care Coordination – Kacie Broussard, RN – No report.

B) Compliance – Chelsea Major, Compliance Coordinator, submitted Compliance and Privacy Officer Reports. Discussion on replacing Compliance Officers.

C) Acute/ED – Karen Turner, CNO, submitted a written report.

D) Clinic/Telemedicine – Ann Holt, Clinic Manager – No report.

E) IT/Clinical Informatics – TK Trump, IT Director, submitted a written report and answered questions.

F) Human Resources – Jim Kooyman, HR Manager, submitted a written report.

G) Laboratory – Dave Monday, Lab Manager, submitted a written report. Discussion on new lab machine capabilities.

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

- Precision Instrument Approach at Chester Airport.
- MDSTF-002.002-Credentailing Policy Revision

15) Closed Session. Meeting adjourned for a 5-minute break before Closed Session at 3:48 p.m. pursuant to:

1. Government Code §54957(b)(1) – Public Employee appointment/evaluation CEO

16) Report on Closed Session. Closed Session adjourned at 4:13 p.m.; Open Session reconvened.

The Board voted unanimously to appoint Shawn McKenzie as the new Chief Executive Officer of Seneca Healthcare District; start date of October 19, 2020; \$240,000/year for 3 years. Rydell: Aye; Montgomery: Aye; Nielsen: Aye; Walls: Aye; Crandall: Aye.

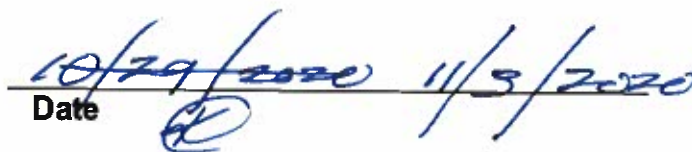
The Board thanked Steve Boline for filling in as the Acting Administrator. He will remain in this position until October 19, 2020.

17) Next Regular Meeting:

- **Date:** October 29, 2020
- **Time:** 3:00 p.m.
- **Location:** Lake Almanor Clinic Conference Room via Zoom

Meeting Adjourned at 4:15 p.m.


Board President, Ken Crandall


Date