



TRUCKEE SURGERY CENTER REGULAR MEETING OF THE BOARD OF MANAGERS MINUTES

Wednesday, September 17, 2025, at 12:00 p.m.

Aspen Conference Room – Tahoe Forest Hospital
10800 Donner Pass Rd., Suite 200, Truckee, CA 96161

1. CALL TO ORDER

Meeting was called to order at 12:03 p.m.

2. ROLL CALL

Board of Managers: Louis Ward, Crystal Felix, Dr. Jeffrey Dodd

Board of Managers Absent: Anna Roth

Staff in attendance: Jan Iida, Chief Nursing Officer; Courtney Leslie, Truckee Surgery Center

Administrator; Heidi Fedorchak, Truckee Surgery Center Nursing Supervisor; Sarah Jackson, Executive Assistant / Clerk of the Board; Sydney Shelton, Executive Assistant

3. CLEAR THE AGENDA/ITEMS NOT ON THE POSTED AGENDA

None.

4. INPUT – AUDIENCE

No members of the public in attendance.

5. APPROVAL OF MINUTES

5.1. 06/18/2025 Regular Meeting Minutes

ACTION: Motion made by Dr. Dodd, to approve the Truckee Surgery Center Board of Managers regular meeting minutes of June 18, 2025, as presented, seconded by Manager Felix.

AYES: Dodd, Felix, Ward

Abstention: None

NAYS: None

Absent: Roth

5.2. 09/03/2025 Special Meeting Minutes

ACTION: Motion made by Dr. Dodd, to approve the Truckee Surgery Center Board of Managers special meeting minutes of September 3, 2025, as presented, seconded by Manager Felix

AYES: Dodd, Felix, Ward

Abstention: None

NAYS: None

Absent: Roth

Regular Meeting of the Truckee Surgery Center Board of Managers
September 17, 2025, MINUTES – Continued

6. ITEMS FOR BOARD ACTION◊

6.1. Annual Policy and Procedures ◊

Truckee Surgery Center Board of Managers will review and consider for annual approval the policies and procedures list.

ACTION: Motion made by Dr. Dodd, to accept the policy and procedures list as presented, seconded by Manager Felix.

AYES: Dodd, Felix, Ward

Abstention: None

NAYS: None

Absent: Roth

6.2. Annual Formulary Review◊

Truckee Surgery Center Board of Managers will review and consider for annual approval the formulary.

Discussion was held regarding the formulary.

ACTION: Motion made by Dr. Dodd, to approve the formulary as presented, seconded by Manager Felix.

AYES: Dodd, Felix, Ward

Abstention: None

NAYS: None

Absent: Roth

6.3. Annual Preprinted Orders◊

Truckee Surgery Center Board of Managers will review and consider for annual approval the list of preprinted orders.

ACTION: Motion made by Dr. Dodd, to approve the preprinted orders as presented, seconded by Manager Felix.

AYES: Dodd, Felix, Ward

Abstention: None

NAYS: None

Absent: Roth

6.4. Organizational Chart Update◊

Truckee Surgery Center Board of Managers will review and update the organizational chart to reflect recent staffing changes.

Discussion was held. Board of Managers will conduct the annual review of the Administrator.

ACTION: Motion made by Manager Felix, to approve the updated Organizational Chart as presented, seconded by Dr. Dodd.

AYES: Dodd, Felix, Ward

Abstention: None

NAYS: None

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Absent: Roth

7. ITEMS FOR BOARD DISCUSSION

7.1. Financial Reports

Truckee Surgery Center Board of Managers will review the following financial reports:

- 7.1.1. Q4 FY25 Financial Statement
- 7.1.2. Q4 FY25 Balance Sheet
- 7.1.3. Monthly Dashboard – August 2025

TSC Interim Administrator reviewed the financial reports.

TSC Interim Administrator reviewed the balance sheet.

TSC Interim Administrator reviewed the monthly dashboard.

7.2. Administrator Update

Truckee Surgery Center Board of Managers received an update from the Administrator on operations, staffing, facility and equipment needs, and insurance claims and remediation.

Open Session recessed at 12:25 p.m.

8. CLOSED SESSION

8.1. Approval of Closed Session Minutes

- 8.1.1. 06/18/2025 Regular Meeting
- 8.1.2. 09/03/2025 Special Meeting

Discussion was held on a privileged item.

8.2. Hearing (Health & Safety Code § 32155)◊

Subject Matter: Contracted Services Semiannual Evaluation

Number of items: One (1)

Discussion was held on a privileged item.

8.3. Hearing (Health & Safety Code § 32155)◊

Subject Matter: Second Quarter 2025 Infection Control Data Summary

Number of items: One (1)

Discussion was held on a privileged item.

8.4. Hearing (Health & Safety Code § 32155)◊

Subject Matter: Second Quarter 2025 Quality Assurance Performance Improvement Data

Number of items: Twelve (12)

Discussion was held on a privileged item.

8.5. Hearing (Health & Safety Code § 32155)◊

Subject Matter: Medical Staff Credentials

Number of items: Four (4)

Discussion was held on a privileged item.

8.6. Conference with Labor Negotiator (Government Code § 54957.6) ◊

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*Name of District Negotiator(s) to Attend Closed Session: Louis Ward
Unrepresented Employee: Truckee Surgery Center Interim Administrator*

Discussion was held on a privileged item.

8.7. Public Employment (Government Code § 54957) ◊

Subject Matter: Truckee Surgery Center Administrator

Discussion was held on a privileged item.

Open Session reconvened at 12:51 p.m.

9. REPORT OF ACTIONS TAKEN IN CLOSED SESSION

Item 8.1. was approved on a 3-0-1 vote. Items 8.2. – 8.4. were accepted with a vote of 3-0-1. Item 8.5. Medical Staff Credentials was approved with a vote of 3-0-1. There were no reportable actions for items 8.6-8.7.

10. ITEMS FOR NEXT MEETING

Q4 Regular Meeting of the Truckee Surgery Center Board of Managers, 12/10/2025, 12:00 p.m. at 10800 Donner Pass Rd, Suite 200.

11. ADJOURN

Meeting adjourned at 12:51 p.m.