

REGULAR MEETING OF THE  
SAN GORGONIO MEMORIAL HOSPITAL  
BOARD OF DIRECTORS

HUMAN RESOURCES COMMITTEE  
March 17, 2022

The regular meeting of the San Gorgonio Memorial Hospital Board of Directors Human Resources Committee was held on Thursday, March 17, 2022. In an effort to prevent the spread of COVID-19 (coronavirus), there was no public location for attending this board meeting in person. Committee members and members of the public participated via WebEx.

Members Present: Susan DiBiasi, Ron Rader (C), Steve Rutledge, Siri Welch

Excused Absence: Joel Labha

Staff Present: Steve Barron (CEO), Pat Brown (CNO/COO), Annah Karam (CHRO), Ariel Whitley (Executive Assistant)

AGENDA ITEM	DISCUSSION	ACTION / FOLLOW-UP
<b>Call To Order</b>	Chair Ron Rader called the meeting to order at 11:05 am.	
<b>Public Comment</b>	Members of the public who wished to comment on any item on the agenda were encouraged to submit comments by emailing <a href="mailto:publiccomment@sgmh.org">publiccomment@sgmh.org</a> prior to this meeting.  No public comment emails were received.	
<b>OLD BUSINESS</b>		
<b>Proposed Action - Approve Minutes: November 17, 2021, Regular Meeting</b>	Chair Rader asked for any changes or corrections to the minutes of the November 17, 2021, regular meeting.  There were none.	<b>The minutes of the November 17, 2021, regular meeting was reviewed and will stand as presented.</b>
<b>NEW BUSINESS</b>		
<b>Reports</b>		
<b>A. Employment Activity/Turnover Reports</b>		

AGENDA ITEM	DISCUSSION	ACTION / FOLLOW-UP
<b>1. Employee Activity by Job Class/Turnover Report (11/12/2021 through 03/13/2022)</b>	Annah Karam, Chief Human Resources Officer, reviewed the report “Employee Activity by Job Class/Turnover Report” for the period of 11/12/2021 through 03/13/2022 as included in the Committee packet.	
<b>2. Separation Reasons Analysis All Associates (11/12/2021 through 03/13/2022)</b>	Annah reviewed the “Separation Reason Analysis for All Associates” for the period of 11/12/2021 through 03/13/2022 as included in the Committee packet.  For this period, there were 46 Voluntary Separations and 1 Involuntary Separations for a total of 47.	
<b>3. Separation Reason Analysis Full and Part Time Associates (11/12/2021 through 03/13/2022)</b>	Annah reviewed the “Separation Reason Analysis for Full and Part Time Associates” for the period of 11/12/2021 through 03/13/2022 as included in the Committee packet.  For this period, there were 25 Voluntary Separations and 1 Involuntary Separations for a total of 26.	
<b>4. Separation Reason Analysis Per Diem Associates (11/12/2021 through 03/13/2022)</b>	Annah reviewed the “Separation Reason Analysis for Per Diem Associates” for the period of 11/12/2021 through 03/13/2022 as included in the Committee packet.  For this period, there were 21 Voluntary Separations and 0 Involuntary Separations for a total of 21.	
<b>5. FTE Vacancy Summary (11/12/2021 through 03/13/2022)</b>	Annah reviewed the “FTE Vacancy Summary” for the period of 11/12/2021 through 03/13/2022 as included in the Committee packet.  Annah reported that the Facility Wide vacancy rate as of 03/13/2022 was 18.97%.	
<b>6. RN Vacancy Summary</b>	Annah reviewed the “RN Vacancy Summary” for the period of 11/12/2021 through 03/13/2022 as included in the	

AGENDA ITEM	DISCUSSION	ACTION / FOLLOW-UP
<b>(11/12/2021 through 03/13/2022)</b>	Committee packet.  Annah reported that the Overall All RN Vacancy rate as of 03/13/2022 was 22.03%.	
<b>B. Workers Compensation Report</b>		
<b>Workers Compensation Report (02/1/2022 through 02/28/2022)</b>	Annah reviewed the Workers Compensation Reports covering the period of 02/1/2022 through 02/28/2022 as included in the Committee packet.	
<b>Education –</b> • <b>BETA Score Survey Introduction</b>	Annah briefly reviewed the BETA Score Survey Introduction slides.	
<b>Future Agenda items</b>	None	
<b>Next regular meeting</b>	The next regular Human Resources Committee meeting is scheduled for May 18, 2022.	
<b>Adjournment</b>	The meeting was adjourned at 11:32 am.	

In accordance with The Brown Act, *Section 54957.5*, all reports and handouts discussed during this Open Session meeting are public records and are available for public inspection. These reports and/or handouts are available for review at the Hospital Administration office located at 600 N. Highland Springs Avenue, Banning, CA 92220 during regular business hours, Monday through Friday, 8:00 am - 4:30 pm.

Minutes respectfully submitted by Ariel Whitley, Executive Assistant