

REGULAR MEETING OF THE  
SAN GORGONIO MEMORIAL HOSPITAL  
BOARD OF DIRECTORS

October 6, 2020

The regular meeting of the San Gorgonio Memorial Hospital Board of Directors was held on Tuesday, October 6, 2020. In an effort to prevent the spread of COVID-19 (coronavirus), and in accordance with the Governor’s Executive Order N-29-20, there was no public location for attending this board meeting in person. Board members and members of the public participated via WebEx.

Members Present: Phillip Capobianco III, Susan DiBiasi (Chair), Estelle Lewis, Ehren Ngo, Ron Rader, Steve Rutledge, Dennis Tankersley

Absent: None

Required Staff: Steve Barron (CEO), Holly Yonemoto (CBD0), Annah Karam, (CHRO), Pat Brown (CNO), Steven Hildebrand, MD (Chief of Staff), Ariel Whitley (Executive Assistant), Karan Singh, MD (CQO)

AGENDA ITEM		ACTION / FOLLOW-UP
<b>Call To Order</b>	Chair Susan DiBiasi called the meeting to order at 4:02 pm.	
<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  September 1, 2020 regular meeting and September 11, 2020 special meeting.</b>	Chair DiBiasi asked for any changes or corrections to the minutes of the September 1, 2020 regular meeting and the September 11, 2020 special meeting as included on the board tablets.  There were none.	<b>The minutes of the September 1, 2020 regular meeting and the September 11, 2020 special meeting will stand correct as presented.</b>

AGENDA ITEM		ACTION / FOLLOW-UP																
<p><b>Proposed Action – Recommend approval to the Healthcare District Board of the Energy Services Agreement with Siemens for HVAC and Lighting Improvement</b></p>	<p>Vince Delpidio with Siemens gave a brief presentation that reviewed the Energy Savings Project. The Energy Services Agreement for HVAC and Lighting Improvement was included in the board packets.</p> <p>BOARD MEMBER ROLL CALL:</p> <table border="1" data-bbox="480 604 1268 758"> <tr> <td>Capobianco</td> <td>Yes</td> <td>DiBiasi</td> <td>Yes</td> </tr> <tr> <td>Lewis</td> <td>Yes</td> <td>Ngo</td> <td>Yes</td> </tr> <tr> <td>Rader</td> <td>Yes</td> <td>Rutledge</td> <td>Yes</td> </tr> <tr> <td>Tankersley</td> <td>Yes</td> <td colspan="2">Motion carried.</td> </tr> </table>	Capobianco	Yes	DiBiasi	Yes	Lewis	Yes	Ngo	Yes	Rader	Yes	Rutledge	Yes	Tankersley	Yes	Motion carried.		<p><b>M.S.C., (Rader/Rutledge), the SGMH Board of Directors approved the recommendation of the Energy Services Agreement with Siemens for HVAC and Lighting Improvement by the SGMHD Board of Directors as presented.</b></p>
Capobianco	Yes	DiBiasi	Yes															
Lewis	Yes	Ngo	Yes															
Rader	Yes	Rutledge	Yes															
Tankersley	Yes	Motion carried.																
<b>NEW BUSINESS</b>																		
<p><b>Hospital Board Chair monthly report</b></p>	<p>Chair DiBiasi reported that the Hospital Board Committees have been doing a lot of work to fill vacancies. She thanked everyone for their hard work.</p>																	
<p><b>October, November, and December Board/Committee meeting calendars</b></p>	<p>Calendars for October, November, and December were included on the board tablets.</p>																	
<p><b>CEO Monthly report</b></p>	<p>Steve Barron, CEO reported that Riverside county moved down a tier and businesses are starting to open slowly. He mentioned that our inpatient volume has been low along with cash-flow and is predicting that these conditions will flow over to the months of October and November.</p>																	
<p><b>Foundation monthly report – informational</b></p>	<p>Chair DiBiasi noted that the written Foundation monthly report was included on the board tablets.</p>																	

AGENDA ITEM		ACTION / FOLLOW-UP																
<b>COMMITTEE REPORTS:</b>																		
<b>Ad Hoc Nomination Committee</b>  <b>Appoint Ad Hoc Nomination Committee</b>	Chair DiBiasi appointed an Ad Hoc Nomination Committee to fulfill the vacancy of Ehren Ngo on the Hospital Board. The committee consists of the following members:  <ul style="list-style-type: none"> <li>• Steve Barron</li> <li>• Susan DiBiasi</li> <li>• Ron Rader</li> <li>• Steve Rutledge</li> <li>• Dennis Tankersley</li> </ul>																	
<b>Board Chair to appoint members to committee vacancies</b>	Chair DiBiasi appointed Steve Rutledge to the Finance Committee to replace Lanny Swerdlow.																	
<b>Finance Committee</b>  <b>Proposed Action – Recommend Approval of the August 2020 Financial Statement.</b>	Holly Yonemoto, CFO, reviewed the Executive Summary of the August 2020 Financial report which was included on the board tablet. A copy of the Finance Committee’s September 29, 2020 meeting minutes were also included on the board tablet. It was noted that the Finance Committee recommends approval of the August 2020 Financial report as presented.  <b>BOARD MEMBER ROLL CALL:</b>  <table border="1" data-bbox="480 1241 1268 1388"> <tbody> <tr> <td>Capobianco</td> <td>Yes</td> <td>DiBiasi</td> <td>Yes</td> </tr> <tr> <td>Lewis</td> <td>Yes</td> <td>Ngo</td> <td>Yes</td> </tr> <tr> <td>Rader</td> <td>Yes</td> <td>Rutledge</td> <td>Yes</td> </tr> <tr> <td>Tankersley</td> <td>Yes</td> <td colspan="2">Motion carried.</td> </tr> </tbody> </table>	Capobianco	Yes	DiBiasi	Yes	Lewis	Yes	Ngo	Yes	Rader	Yes	Rutledge	Yes	Tankersley	Yes	Motion carried.		<b>M.S.C., (Rutledge/Rader), the SGMH Board of Directors approved the August 2020 Financial Statement as presented.</b>
Capobianco	Yes	DiBiasi	Yes															
Lewis	Yes	Ngo	Yes															
Rader	Yes	Rutledge	Yes															
Tankersley	Yes	Motion carried.																
<b>Human Resources Committee</b>	At the request of Hospital Board Chair Susan DiBiasi, Annah Karam noted that a copy of the September 10, 2020 meeting minutes and the reports reviewed at that meeting were included on the Board tablets.																	

AGENDA ITEM		ACTION / FOLLOW-UP																
<p><b>Proposed Action – Approve 2021 Associates Health Plan Benefits</b></p>	<p>Annah Karam reported that there was no increase for the 2021 Health Plan benefits for employees. The rates remain the same as they did in 2020.</p> <p>It was noted that the Human Resources Committee recommended approval by the Hospital Board at their September 10, 2020 meeting.</p> <p>BOARD MEMBER ROLL CALL:</p> <table border="1" data-bbox="480 642 1268 793"> <tr> <td>Capobianco</td> <td>Yes</td> <td>DiBiasi</td> <td>Yes</td> </tr> <tr> <td>Lewis</td> <td>Yes</td> <td>Ngo</td> <td>Yes</td> </tr> <tr> <td>Rader</td> <td>Yes</td> <td>Rutledge</td> <td>Yes</td> </tr> <tr> <td>Tankersley</td> <td>Yes</td> <td colspan="2">Motion carried.</td> </tr> </table>	Capobianco	Yes	DiBiasi	Yes	Lewis	Yes	Ngo	Yes	Rader	Yes	Rutledge	Yes	Tankersley	Yes	Motion carried.		<p><b>M.S.C., (Lewis/Rader), the SGMH Board of Directors approved the 2021 Associates Health Plan Benefits as presented.</b></p>
Capobianco	Yes	DiBiasi	Yes															
Lewis	Yes	Ngo	Yes															
Rader	Yes	Rutledge	Yes															
Tankersley	Yes	Motion carried.																
<p><b>Proposed Action – Approve Associate Holiday Gift Cards</b></p>	<p>Annah Karam reported that every year we present associates with holiday gift cards.</p> <p>It was noted that the Human Resources Committee recommended approval by the Hospital Board at their September 10, 2020 meeting.</p> <p>BOARD MEMBER ROLL CALL:</p> <table border="1" data-bbox="480 1171 1268 1323"> <tr> <td>Capobianco</td> <td>Yes</td> <td>DiBiasi</td> <td>Yes</td> </tr> <tr> <td>Lewis</td> <td>Yes</td> <td>Ngo</td> <td>Yes</td> </tr> <tr> <td>Rader</td> <td>Yes</td> <td>Rutledge</td> <td>Yes</td> </tr> <tr> <td>Tankersley</td> <td>Yes</td> <td colspan="2">Motion carried.</td> </tr> </table>	Capobianco	Yes	DiBiasi	Yes	Lewis	Yes	Ngo	Yes	Rader	Yes	Rutledge	Yes	Tankersley	Yes	Motion carried.		<p><b>M.S.C., (Rutledge/Ngo), the SGMH Board of Directors approved the Associate Holiday Gift Cards as presented.</b></p>
Capobianco	Yes	DiBiasi	Yes															
Lewis	Yes	Ngo	Yes															
Rader	Yes	Rutledge	Yes															
Tankersley	Yes	Motion carried.																
<p><b>Proposed Action – Approve Executive Incentive Compensation Plan for FY2021</b></p>	<p>The Executive Incentive Compensation Plan results for fiscal year ending 6/30/2020 were included in the board packets.</p> <p>It was decided to table this item in order to present an actual Executive Incentive Compensation Plan for FY 2021.</p>																	

AGENDA ITEM		ACTION / FOLLOW-UP																
<p><b>Chief of Staff Report</b></p> <p><b>Proposed Action – Approve Recommendations of the Medical Executive Committee</b></p>	<p>Steven Hildebrand, MD, Chief of Staff briefly reviewed the Medical Executive Committee report as included on the Board Tablets.</p> <p>Approval Items:</p> <p><b>Policies &amp; Procedures</b></p> <ul style="list-style-type: none"> <li>• DKA Protocol</li> <li>• Non-ICU Electrolyte Protocol</li> </ul> <p><b>Annual Approval of Policies and Procedures</b></p> <p>BOARD MEMBER ROLL CALL:</p> <table border="1" data-bbox="480 758 1268 909"> <tr> <td>Capobianco</td> <td>Yes</td> <td>DiBiasi</td> <td>Yes</td> </tr> <tr> <td>Lewis</td> <td>Yes</td> <td>Ngo</td> <td>Yes</td> </tr> <tr> <td>Rader</td> <td>Yes</td> <td>Rutledge</td> <td>Yes</td> </tr> <tr> <td>Tankersley</td> <td>Yes</td> <td colspan="2">Motion carried.</td> </tr> </table>	Capobianco	Yes	DiBiasi	Yes	Lewis	Yes	Ngo	Yes	Rader	Yes	Rutledge	Yes	Tankersley	Yes	Motion carried.		<p><b>M.S.C., (Rader/Tankersley), the SGMH Board of Directors approved the Medical Executive Committee recommended approval items as submitted.</b></p>
Capobianco	Yes	DiBiasi	Yes															
Lewis	Yes	Ngo	Yes															
Rader	Yes	Rutledge	Yes															
Tankersley	Yes	Motion carried.																
<p><b>Proposed Action – Approve Policies and Procedures</b></p>	<p>There were twenty (20) policies and procedures included on the board tablets presented for approval by the Board.</p> <p>BOARD MEMBER ROLL CALL:</p> <table border="1" data-bbox="480 1167 1268 1318"> <tr> <td>Capobianco</td> <td>Yes</td> <td>DiBiasi</td> <td>Yes</td> </tr> <tr> <td>Lewis</td> <td>Yes</td> <td>Ngo</td> <td>Yes</td> </tr> <tr> <td>Rader</td> <td>Yes</td> <td>Rutledge</td> <td>Yes</td> </tr> <tr> <td>Tankersley</td> <td>Abstain</td> <td colspan="2">Motion carried.</td> </tr> </table>	Capobianco	Yes	DiBiasi	Yes	Lewis	Yes	Ngo	Yes	Rader	Yes	Rutledge	Yes	Tankersley	Abstain	Motion carried.		<p><b>M.S.C., (Rader/Lewis), the SGMH Board of Directors approved the policies and procedures as submitted.</b></p>
Capobianco	Yes	DiBiasi	Yes															
Lewis	Yes	Ngo	Yes															
Rader	Yes	Rutledge	Yes															
Tankersley	Abstain	Motion carried.																
<p><b>Community Benefit events/Announcements/and newspaper articles</b></p>	<p>Miscellaneous information was included on the board tablets.</p>																	
<p><b>Adjourn to Closed Session</b></p>	<p>Chair DiBiasi reported the items to be reviewed and discussed and/or acted upon during Closed Session will be:</p> <ul style="list-style-type: none"> <li>➤ Proposed Action – Recommend approval to the Healthcare District Board – Medical Staff Credentialing</li> <li>➤ Receive Quarterly Environment of Care/Life Safety/Utility Management report</li> </ul>																	

AGENDA ITEM		ACTION / FOLLOW-UP
	The meeting adjourned to Closed Session at 5:37 pm.	
<b>Reconvene to Open Session</b>	<p>The meeting reconvened to Open Session at 5:42 pm.</p> <p>At the request of Chair DiBiasi, Ariel Whitley reported on the actions taken/information received during the Closed Session as follows:</p> <ul style="list-style-type: none"> <li>➤ Recommended approval to the Healthcare District Board – Medical Staff Credentialing</li> <li>➤ Received Quarterly Environment of Care/Life Safety/Utility Management report</li> </ul>	
<b>Future Agenda Items</b>	None	
<b>Adjourn</b>	The meeting was adjourned at 5:46 pm.	

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.

Respectfully submitted by Ariel Whitley, Executive Assistant