

REGULAR MEETING OF THE
SAN GORGONIO MEMORIAL HOSPITAL
BOARD OF DIRECTORS

HUMAN RESOURCES COMMITTEE
November 17, 2021

The regular meeting of the San Gorgonio Memorial Hospital Board of Directors Human Resources Committee was held on Wednesday, November 17, 2021. 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. Committee members and members of the public participated via WebEx.

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

Excused Absence: Pat Brown (CNO), Joel Labha

Staff Present: Steve Barron (CEO), Annah Karam (CHRO), Ariel Whitley (Executive Assistant)

| AGENDA ITEM | DISCUSSION | ACTION / FOLLOW-UP |
|--|---|---|
| Call To Order | Chair Ron Rader called the meeting to order at 9:06 am. | |
| Public Comment | Members of the public who wished to comment on any item on the agenda were encouraged to submit comments by emailing publiccomment@sgmh.org prior to this meeting. No public comment emails were received. | |
| OLD BUSINESS | | |
| Proposed Action - Approve Minutes: August 18, 2021, Regular Meeting and the September 27, 2021, special meeting | Chair Rader asked for any changes or corrections to the minutes of the August 18, 2021, regular meeting and the September 27, 2021, special meeting. There were none. | The minutes of the August 18, 2021, regular meeting and the September 27, 2021, special meeting were reviewed and will stand as presented. |
| NEW BUSINESS | | |

| AGENDA ITEM | DISCUSSION | ACTION / FOLLOW-UP |
|---|---|--------------------|
| Reports | | |
| A. Employment Activity/Turnover Reports | | |
| 1. Employee Activity by Job Class/Turnover Report (8/12/2021 through 11/11/2021) | Annah Karam, Chief Human Resources Officer, reviewed the report “Employee Activity by Job Class/Turnover Report” for the period of 8/12/2021 through 11/11/2021 as included in the Committee packet. | |
| 2. Separation Reasons Analysis All Associates (8/12/2021 through 11/11/2021) | Annah reviewed the “Separation Reason Analysis for All Associates” for the period of 8/12/2021 through 11/11/2021 as included in the Committee packet. For this time period, there were 50 Voluntary Separations and 7 Involuntary Separations for a total of 57. | |
| 3. Separation Reason Analysis Full and Part Time Associates (8/12/2021 through 11/11/2021) | Annah reviewed the “Separation Reason Analysis for Full and Part Time Associates” for the period of 8/12/2021 through 11/11/2021 as included in the Committee packet. For this time period, there were 27 Voluntary Separations and 5 Involuntary Separations for a total of 32. | |
| 4. Separation Reason Analysis Per Diem Associates (8/12/2021 through 11/11/2021) | Annah reviewed the “Separation Reason Analysis for Per Diem Associates” for the period of 8/12/2021 through 11/11/2021 as included in the Committee packet. For this time period, there were 23 Voluntary Separations and 2 Involuntary Separations for a total of 25. | |
| 5. FTE Vacancy Summary (8/12/2021 through | Annah reviewed the “FTE Vacancy Summary” for the period of 8/12/2021 through 11/11/2021 as included in the Committee packet. Annah reported that the Facility Wide vacancy rate as of | |

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|---|---|--------------------|
| 11/11/2021) | 11/11/2021 was 23.26%. | |
| 6. RN Vacancy Summary (8/12/2021 through 11/11/2021) | <p>Annah reviewed the “RN Vacancy Summary” for the period of 8/12/2021 through 11/11/2021 as included in the Committee packet.</p> <p>Annah reported that the Overall All RN Vacancy rate as of 11/11/2021 was 23.50%.</p> | |
| B. Workers Compensation Report | | |
| Workers Compensation Report (10/1/2021 through 10/31/2021) | Annah reviewed the Workers Compensation Reports covering the period of 10/1/2021 through 10/31/2021 as included in the Committee packet. | |
| Education – <ul style="list-style-type: none"> • Top Performance Newsletter • Five Things Employees Think They’re Entitled To... But Aren’t. | <p>Annah briefly reviewed the Top Performance Newsletter of November 2021 and Five Things Employees Think They’re Entitled To... But Aren’t.</p> <p>Annah also shared the Gibson Dunn article, “EEOC Expands Guidance on Religious Exemptions to Vaccine Mandates Under Title VII”.</p> | |
| Future Agenda items | None | |
| Next regular meeting | The next regular Human Resources Committee meeting is scheduled for February 16, 2022. | |
| Adjournment | The meeting was adjourned at 9:38 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