

REGULAR MEETING OF THE
 SAN GORGONIO MEMORIAL HOSPITAL
 BOARD OF DIRECTORS

HUMAN RESOURCES COMMITTEE
 April 19, 2023

The regular meeting of the San Gorgonio Memorial Hospital Board of Directors Human Resources Committee was held on Wednesday, April 19, 2023, in Classroom C, 600 N. Highland Springs Avenue, Banning, California.

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

Excused Absence: None

Staff Present: Steve Barron (CEO), Angela Brady (CNE), Annah Karam (CHRO), Daniel Heckathorne (CFO) Ariel Whitley (Executive Assistant), John Peleuses (VP, Ancillary and Support Services)

AGENDA ITEM	DISCUSSION	ACTION / FOLLOW-UP
Call To Order	Chair Ron Rader called the meeting to order at 9:08 am.	
Public Comment	No public was present.	
OLD BUSINESS		
Proposed Action - Approve Minutes: January 18, 2023, Regular Meeting	Chair Rader asked for any changes or corrections to the minutes of the January 18, 2023, regular meeting. There were none.	The minutes of the January 18, 2023, regular meeting was reviewed and will stand as presented.
NEW BUSINESS		
Reports		
A. Employment Activity/Turnover Reports		
1. Employee Activity by Job Class/Turnover	Annah Karam, Chief Human Resources Officer, reviewed the report "Employee Activity by Job Class/Turnover Report" for the period of 01/01/2023 through 03/31/2023 as included in the Committee packet.	

AGENDA ITEM	DISCUSSION	ACTION / FOLLOW-UP
Report (01/01/2023 through 03/31/2023)		
2. Separation Reasons Analysis All Associates (01/01/2023 through 03/31/2023)	<p>Annah reviewed the “Separation Reason Analysis for All Associates” for the period of 01/01/2023 through 03/31/2023 as included in the Committee packet.</p> <p>For this period, there were 40 Voluntary Separations and 14 Involuntary Separations for a total of 54.</p>	
3. Separation Reason Analysis Full and Part Time Associates (01/01/2023 through 03/31/2023)	<p>Annah reviewed the “Separation Reason Analysis for Full and Part Time Associates” for the period of 01/01/2023 through 03/31/2023 as included in the Committee packet.</p> <p>For this period, there were 23 Voluntary Separations and 9 Involuntary Separations for a total of 32.</p>	
4. Separation Reason Analysis Per Diem Associates (01/01/2023 through 03/31/2023)	<p>Annah reviewed the “Separation Reason Analysis for Per Diem Associates” for the period of 01/01/2023 through 03/31/2023 as included in the Committee packet.</p> <p>For this period, there were 17 Voluntary Separations and 5 Involuntary Separations for a total of 22.</p>	
5. FTE Vacancy Summary (01/01/2023 through 03/31/2023)	<p>Annah reviewed the “FTE Vacancy Summary” for the period of 01/01/2023 through 03/31/2023 as included in the Committee packet.</p> <p>Annah reported that the Facility Wide vacancy rate as of 03/31/2023 was 21.75%.</p>	
6. RN Vacancy Summary (01/01/2023 through 03/31/2023)	<p>Annah reviewed the “RN Vacancy Summary” for the period of 01/01/2023 through 03/31/2023 as included in the Committee packet.</p> <p>Annah reported that the Overall All RN Vacancy rate as of</p>	

AGENDA ITEM	DISCUSSION	ACTION / FOLLOW-UP
	03/31/2023 was 20.20%.	
B. Workers Compensation Report		
Workers Compensation Report (03/01/2023 through 03/31/2023)	Annah reviewed the Workers Compensation Reports covering the period of 03/01/2023 through 03/31/2023 as included in the Committee packet.	
Education	Annah reviewed each education article as included in the committee packets: <ul style="list-style-type: none"> • Ins and Outs of an Alternative Workweek • Laws that Apply to Your Organization 	
Future Agenda items	<ul style="list-style-type: none"> • Update on alternative workweek practices 	
Next regular meeting	The next regular Human Resources Committee meeting is scheduled for July 19, 2023, @ 9 am.	
Adjournment	The meeting was adjourned at 9:51 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