

REGULAR MEETING OF THE
SAN GORGONIO MEMORIAL HOSPITAL
BOARD OF DIRECTORS

December 1, 2020

The regular meeting of the San Gorgonio Memorial Hospital Board of Directors was held on Tuesday, December 1, 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), Andrew Gardner, Joel Labha, Estelle Lewis, Ehren Ngo, Ron Rader, Steve Rutledge, Dennis Tankersley

Absent: None

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

AGENDA ITEM		ACTION / FOLLOW-UP
Call To Order	Chair Susan DiBiasi called the meeting to order at 4:03 pm.	
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 November 3, 2020 regular meeting.	Chair DiBiasi asked for any changes or corrections to the minutes of the November 3, 2020 regular meeting as included on the board tablets. There were none.	The minutes of the November 3, 2020 regular meeting will stand correct as presented.
NEW BUSINESS		

AGENDA ITEM		ACTION / FOLLOW-UP																				
Hospital Board Chair monthly report	Chair DiBiasi reported that she appreciates the SGMH staff for their hard work during these trying times.																					
December, January, and February Board/Committee meeting calendars	Calendars for December, January, and February were included on the board tablets.																					
For review – Hospital Bylaws	Chair DiBiasi noted that the Hospital Bylaws are slated for their annual approval at the January 2021 meeting. Any suggested changes and/or additions should be directed to staff.																					
Proposed Action – Approve Mission/Vision/Values Statement	<p>Steve Barron noted that the Mission, Vision, and Values Statement is reviewed and re-approved annually by the Hospital Board. It was included in the board packets last month for review.</p> <p>There were no suggested changes at this time.</p> <p>BOARD MEMBER ROLL CALL:</p> <table border="1" data-bbox="480 1192 1268 1381"> <tbody> <tr> <td>Capobianco</td> <td>Yes</td> <td>DiBiasi</td> <td>Yes</td> </tr> <tr> <td>Gardner</td> <td>Yes</td> <td>Labha</td> <td>Absent</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	Gardner	Yes	Labha	Absent	Lewis	Yes	Ngo	Yes	Rader	Yes	Rutledge	Yes	Tankersley	Yes	Motion carried		M.S.C., (DiBiasi/Ngo), the SGMH Board of Directors approved the Mission/Vision/Values Statement as presented.
Capobianco	Yes	DiBiasi	Yes																			
Gardner	Yes	Labha	Absent																			
Lewis	Yes	Ngo	Yes																			
Rader	Yes	Rutledge	Yes																			
Tankersley	Yes	Motion carried																				
2021 Slate of Officers	Chair DiBiasi noted that a copy of the 2020 Slate of Officers was included on the board tablet.																					
Proposed Action – Nominate/Approve 2021 Hospital Board Chair	<p>Susan DiBiasi was nominated as Hospital Board Chair.</p> <p>BOARD MEMBER ROLL CALL:</p> <table border="1" data-bbox="480 1749 1268 1898"> <tbody> <tr> <td>Capobianco</td> <td>Yes</td> <td>DiBiasi</td> <td>Yes</td> </tr> <tr> <td>Gardner</td> <td>Yes</td> <td>Labha</td> <td>Absent</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> </tbody> </table>	Capobianco	Yes	DiBiasi	Yes	Gardner	Yes	Labha	Absent	Lewis	Yes	Ngo	Yes	Rader	Yes	Rutledge	Yes	M.S.C., (Tankersley/Rader), the SGMH Board of Directors approved Susan DiBiasi as the 2021 Hospital Board				
Capobianco	Yes	DiBiasi	Yes																			
Gardner	Yes	Labha	Absent																			
Lewis	Yes	Ngo	Yes																			
Rader	Yes	Rutledge	Yes																			

AGENDA ITEM				ACTION / FOLLOW-UP																				
	Tankersley	Yes	Motion carried	Chair.																				
Proposed Action – Nominate/Approve 2021 Hospital Vice Chair	Steve Rutledge was nominated as Hospital Board Vice Chair. BOARD MEMBER ROLL CALL: <table border="1" data-bbox="480 548 1268 737"> <tr> <td>Capobianco</td> <td>Yes</td> <td>DiBiasi</td> <td>Yes</td> </tr> <tr> <td>Gardner</td> <td>Yes</td> <td>Labha</td> <td>Absent</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	Gardner	Yes	Labha	Absent	Lewis	Yes	Ngo	Yes	Rader	Yes	Rutledge	Yes	Tankersley	Yes	Motion carried		M.S.C., (DiBiasi/Rader), the SGMH Board of Directors approved Steve Rutledge as the 2021 Hospital Board Vice Chair.
Capobianco	Yes	DiBiasi	Yes																					
Gardner	Yes	Labha	Absent																					
Lewis	Yes	Ngo	Yes																					
Rader	Yes	Rutledge	Yes																					
Tankersley	Yes	Motion carried																						
Proposed Action – Nominate/Approve 2021 Hospital Board Secretary	Ron Rader was nominated as Hospital Board Secretary. BOARD MEMBER ROLL CALL: <table border="1" data-bbox="480 953 1268 1142"> <tr> <td>Capobianco</td> <td>Yes</td> <td>DiBiasi</td> <td>Yes</td> </tr> <tr> <td>Gardner</td> <td>Yes</td> <td>Labha</td> <td>Absent</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	Gardner	Yes	Labha	Absent	Lewis	Yes	Ngo	Yes	Rader	Yes	Rutledge	Yes	Tankersley	Yes	Motion carried		M.S.C., (DiBiasi/Rutledge), the SGMH Board of Directors approved Ron Rader as the 2021 Hospital Board Secretary.
Capobianco	Yes	DiBiasi	Yes																					
Gardner	Yes	Labha	Absent																					
Lewis	Yes	Ngo	Yes																					
Rader	Yes	Rutledge	Yes																					
Tankersley	Yes	Motion carried																						
Proposed Action – Nominate/Approve 2021 Hospital Board Treasurer	Ehren Ngo was nominated as Hospital Board Treasurer. BOARD MEMBER ROLL CALL: <table border="1" data-bbox="480 1358 1268 1547"> <tr> <td>Capobianco</td> <td>Yes</td> <td>DiBiasi</td> <td>Yes</td> </tr> <tr> <td>Gardner</td> <td>Yes</td> <td>Labha</td> <td>Absent</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	Gardner	Yes	Labha	Absent	Lewis	Yes	Ngo	Yes	Rader	Yes	Rutledge	Yes	Tankersley	Yes	Motion carried		M.S.C., (DiBiasi/Rutledge), the SGMH Board of Directors approved Ehren Ngo as the 2021 Hospital Board Treasurer.
Capobianco	Yes	DiBiasi	Yes																					
Gardner	Yes	Labha	Absent																					
Lewis	Yes	Ngo	Yes																					
Rader	Yes	Rutledge	Yes																					
Tankersley	Yes	Motion carried																						
CEO Monthly report	Steve Barron, CEO reported that the hospital is busy, however, patients don't seem to be as sick as they were back when the COVID-19 pandemic began. Steve also reported that round one of COVID-19 vaccines should be distributed in California soon. However, it has yet to be determined how they will be divided amongst the Counties. The State has required that the hospital provide a plan as to how the hospital will administer COVID-19 testing for all employees and																							

AGENDA ITEM		ACTION / FOLLOW-UP																				
	<p>patients.</p> <p>Joel Labha joined the meeting at 4:27 PM.</p> <p>Steve reported that the hospital staff has been working long hours to ensure the hospital runs efficiently. He mentioned that the staff are heroes and thanked them for their hard work.</p>																					
Foundation monthly report – informational	Chair DiBiasi noted that the written Foundation monthly report was included on the board tablets.																					
COMMITTEE REPORTS:																						
Human Resources Committee	At the request of Committee Chair, Estelle Lewis, Annah Karam, Chief Human Resources Officer, briefly reviewed the reports that were reviewed at the Committee meeting and the reports discussed as included on the board tablets. A copy of the Human Resources Committee’s November 18, 2020 meeting minutes were also included on the board tablets.																					
Finance Committee Proposed Action – Recommend Approval of the October 2020 Financial Statement.	<p>Holly Yonemoto, CFO, reviewed the Executive Summary of the October 2020 Financial report which was included on the board tablet. A copy of the Finance Committee’s November 24, 2020 meeting minutes were also included on the board tablet. It was noted that the Finance Committee recommends approval of the October 2020 Financial report as presented.</p> <p>BOARD MEMBER ROLL CALL:</p> <table border="1" data-bbox="480 1415 1266 1608"> <tbody> <tr> <td>Capobianco</td> <td>Yes</td> <td>DiBiasi</td> <td>Yes</td> </tr> <tr> <td>Gardner</td> <td>Yes</td> <td>Labha</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	Gardner	Yes	Labha	Yes	Lewis	Yes	Ngo	Yes	Rader	Yes	Rutledge	Yes	Tankersley	Yes	Motion carried		M.S.C., (Tankersley/Rader), the SGMH Board of Directors approved the October 2020 Financial Statement as presented.
Capobianco	Yes	DiBiasi	Yes																			
Gardner	Yes	Labha	Yes																			
Lewis	Yes	Ngo	Yes																			
Rader	Yes	Rutledge	Yes																			
Tankersley	Yes	Motion carried																				

AGENDA ITEM		ACTION / FOLLOW-UP																				
<p>Finance Committee</p> <p>Proposed Action – Recommend approval to Healthcare District Board of the FY20 Financial Audit.</p>	<p>Holly Yonemoto, CFO, introduced David Imus and Jeff Johnson of Wipfli, LLC. They presented a final copy of the FY20 Financial Audit ending June 30, 2020.</p> <p>It is noted that the Hospital Board recommends approval of the FY20 Financial Audit to the Healthcare District Board.</p> <p>BOARD MEMBER ROLL CALL:</p> <table border="1" data-bbox="480 604 1268 793"> <tr> <td>Capobianco</td> <td>Yes</td> <td>DiBiasi</td> <td>Yes</td> </tr> <tr> <td>Gardner</td> <td>Yes</td> <td>Labha</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	Gardner	Yes	Labha	Yes	Lewis	Yes	Ngo	Yes	Rader	Yes	Rutledge	Yes	Tankersley	Yes	Motion carried		<p>M.S.C., (Gardner/Rader), the SGMH Board of Directors voted to recommend approval of the FY20 Financial Audit to the San Gorgonio Memorial Healthcare District Board of Directors as presented.</p>
Capobianco	Yes	DiBiasi	Yes																			
Gardner	Yes	Labha	Yes																			
Lewis	Yes	Ngo	Yes																			
Rader	Yes	Rutledge	Yes																			
Tankersley	Yes	Motion carried																				
<p>Chief of Staff Report</p> <p>Proposed Action – Approve Recommendations of the Medical Executive Committee</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>Annual Approval of Policies and Procedures</p> <ul style="list-style-type: none"> • Infection Control • Surgical Services: Sentinel Lymph Node Biopsy – Breast Lymphoscintigraphy • Nursing: Care and Management of Suicidal Patients (Patients that are a Danger to Self or Others) • Pharmacy & Therapeutics: Formulary Review – Ticagrelor (Brilinta) and Urea (UreNA) <p>BOARD MEMBER ROLL CALL:</p> <table border="1" data-bbox="480 1476 1268 1665"> <tr> <td>Capobianco</td> <td>Yes</td> <td>DiBiasi</td> <td>Yes</td> </tr> <tr> <td>Gardner</td> <td>Yes</td> <td>Labha</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	Gardner	Yes	Labha	Yes	Lewis	Yes	Ngo	Yes	Rader	Yes	Rutledge	Yes	Tankersley	Yes	Motion carried		<p>M.S.C., (Tankersley/Ngo), the SGMH Board of Directors approved the Medical Executive Committee recommended approval items as submitted.</p>
Capobianco	Yes	DiBiasi	Yes																			
Gardner	Yes	Labha	Yes																			
Lewis	Yes	Ngo	Yes																			
Rader	Yes	Rutledge	Yes																			
Tankersley	Yes	Motion carried																				

AGENDA ITEM		ACTION / FOLLOW-UP																				
<p>Proposed Action – Approve Policies and Procedures</p>	<p>There were one hundred ninety-eight (198) 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="480 495 1268 684"> <tr> <td>Capobianco</td> <td>No</td> <td>DiBiasi</td> <td>Yes</td> </tr> <tr> <td>Gardner</td> <td>Yes</td> <td>Labha</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	No	DiBiasi	Yes	Gardner	Yes	Labha	Yes	Lewis	Yes	Ngo	Yes	Rader	Yes	Rutledge	Yes	Tankersley	Yes	Motion carried		<p>M.S.C., (Rader/Rutledge), the SGMH Board of Directors approved the policies and procedures as submitted.</p>
Capobianco	No	DiBiasi	Yes																			
Gardner	Yes	Labha	Yes																			
Lewis	Yes	Ngo	Yes																			
Rader	Yes	Rutledge	Yes																			
Tankersley	Yes	Motion carried																				
<p>Community Benefit events/Announcements/and newspaper articles</p>	<p>Miscellaneous information was included on the board tablets.</p> <p>Ron Rader mentioned that The Beaumont Breakfast will take place next Friday and encouraged members to make a reservation with the Chamber of Commerce in a timely manner.</p>																					
<p>Adjourn to Closed Session</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"> ➤ Proposed Action – Recommend approval to the Healthcare District Board – Medical Staff Credentialing ➤ Receive Quarterly Infection Control/Risk Management report ➤ Participate in telephone conference with legal counsel regarding potential and pending litigation <p>The meeting adjourned to Closed Session at 5:41 pm.</p>																					
<p>Reconvene to Open Session</p>	<p>The meeting adjourned from closed session at 6:16 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"> ➤ Recommended approval to the Healthcare District Board – Medical Staff Credentialing ➤ Received Quarterly Infection Control/Risk Management report ➤ Participated in telephone conference with legal counsel regarding potential and pending litigation 																					

AGENDA ITEM		ACTION / FOLLOW-UP
Future Agenda Items	None	
Adjourn	The meeting was adjourned at 6:16 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