

REGULAR MEETING OF THE
SAN GORGONIO MEMORIAL HOSPITAL
BOARD OF DIRECTORS

HUMAN RESOURCES COMMITTEE
January 18, 2023

The regular meeting of the San Gorgonio Memorial Hospital Board of Directors Human Resources Committee was held on Wednesday, January 18, 2023, in Classroom C, 600 N. Highland Springs Avenue, Banning, California.

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

Excused Absence: Shannon McDougall

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

AGENDA ITEM	DISCUSSION	ACTION / FOLLOW-UP
Call To Order	Chair Ron Rader called the meeting to order at 9:10 am.	
Public Comment	No public was present.	
OLD BUSINESS		
Proposed Action - Approve Minutes: November 16, 2022, Regular Meeting	Chair Rader asked for any changes or corrections to the minutes of the November 16, 2022, regular meeting. There were none.	The minutes of the November 16, 2022, regular meeting was reviewed and will stand as presented.
NEW BUSINESS		
Reports		
A. Employment Activity/Turnover Reports		
1. Employee Activity by Job Class/Turnover Report	Annah Karam, Chief Human Resources Officer, reviewed the report "Employee Activity by Job Class/Turnover Report" for the period of 09/13/2022 through 12/31/2022 as included in the Committee packet.	

AGENDA ITEM	DISCUSSION	ACTION / FOLLOW-UP
(09/13/2022 through 11/09/2022)		
2. Separation Reasons Analysis All Associates (09/13/2022 through 12/31/2022)	<p>Annah reviewed the “Separation Reason Analysis for All Associates” for the period of 09/13/2022 through 12/31/2022 as included in the Committee packet.</p> <p>For this period, there were 59 Voluntary Separations and 3 Involuntary Separations for a total of 62.</p>	
3. Separation Reason Analysis Full and Part Time Associates (09/13/2022 through 12/31/2022)	<p>Annah reviewed the “Separation Reason Analysis for Full and Part Time Associates” for the period of 09/13/2022 through 12/31/2022 as included in the Committee packet.</p> <p>For this period, there were 33 Voluntary Separations and 3 Involuntary Separations for a total of 36.</p>	
4. Separation Reason Analysis Per Diem Associates (09/13/2022 through 12/31/2022)	<p>Annah reviewed the “Separation Reason Analysis for Per Diem Associates” for the period of 09/13/2022 through 12/31/2022 as included in the Committee packet.</p> <p>For this period, there were 26 Voluntary Separations and 0 Involuntary Separations for a total of 26.</p>	
5. FTE Vacancy Summary (09/13/2022 through 12/31/2022)	<p>Annah reviewed the “FTE Vacancy Summary” for the period of 09/13/2022 through 12/31/2022 as included in the Committee packet.</p> <p>Annah reported that the Facility Wide vacancy rate as of 12/31/2022 was 22.47%.</p>	
6. RN Vacancy Summary (09/13/2022 through 12/31/2022)	<p>Annah reviewed the “RN Vacancy Summary” for the period of 09/13/2022 through 12/31/2022 as included in the Committee packet.</p> <p>Annah reported that the Overall All RN Vacancy rate as of 12/31/2022 was 21.18%.</p>	

AGENDA ITEM	DISCUSSION	ACTION / FOLLOW-UP
B. Workers Compensation Report		
Workers Compensation Report (12/01/2022 through 12/31/2022)	Annah reviewed the Workers Compensation Reports covering the period of 12/01/2022 through 12/31/2022 as included in the Committee packet.	
Education	Annah reviewed each education article as included in the committee packets: <ul style="list-style-type: none"> • California Expands Pay and Transparency and Reporting Obligations • New Employment Laws for 2023 • New 2023 California Employment Laws 	
Future Agenda items	<ul style="list-style-type: none"> • Kronos Update 	
Next regular meeting	The next regular Human Resources Committee meeting is scheduled for April 19, 2023, @ 9 am.	
Adjournment	The meeting was adjourned at 9:49 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