

REGULAR MEETING OF THE
SAN GORGONIO MEMORIAL HOSPITAL
BOARD OF DIRECTORS

June 2, 2020

The regular meeting of the San Gorgonio Memorial Hospital Board of Directors was held on Tuesday, June 2, 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: Lynn Baldi, Phillip Capobianco III, Steve Cooley, Susan DiBiasi (Chair), Andrew Gardner, Olivia Hershey, Estelle Lewis, Ehren Ngo, Ron Rader, Steve Rutledge, Lanny Swerdlow, Dennis Tankersley

Absent: None

Required Staff: Steve Barron (CEO), Holly Yonemoto (CBDO), Annah Karam, (CHRO), Dave Recupero (CFO), Pat Brown (CNO), Steven Hildebrand, MD (Chief of Staff), Bobbi Duffy (Executive Assistant), Ariel Whitley (Administrative Assistant)

AGENDA ITEM		ACTION / FOLLOW-UP
Call To Order	Chair Susan DiBiasi called the meeting to order at 5:11 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 May 5, 2020 regular meeting	Chair DiBiasi asked for any changes or corrections to the minutes of the May 5, 2020 regular meeting as included on the board tablets. There were none.	The minutes of the May 5, 2020 regular meeting will stand correct as presented.

AGENDA ITEM		ACTION / FOLLOW-UP																								
NEW BUSINESS																										
Healthcare District Board report - informational	Healthcare District Board Chair, Dennis Tankersley, reported that a copy of the Healthcare District’s meeting agenda and enclosures were included on the board tablets. He reviewed the actions taken at that meeting.																									
Hospital Board Chair report	Chair DiBiasi noted that her written monthly report was included on the board tablets.																									
Proposed Action – Reappoint existing board members to a second four-year term expiring June 30, 2024	<p>Chair DiBiasi reported that two existing Hospital board members terms were expiring as of June 30, 2020, and both were eligible for reappointment to serve a second full four-year term.</p> <p>The two Board members are Susan DiBiasi and Ron Rader.</p> <p>BOARD MEMBER ROLL CALL:</p> <table border="1" data-bbox="467 1087 1268 1318"> <tbody> <tr> <td>Baldi</td> <td>Yes</td> <td>Capobianco</td> <td>Yes</td> </tr> <tr> <td>Cooley</td> <td>Yes</td> <td>DiBiasi</td> <td>Yes</td> </tr> <tr> <td>Gardner</td> <td>Yes</td> <td>Hershey</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>Swerdlow</td> <td>Yes</td> <td>Tankersley</td> <td>Yes</td> </tr> </tbody> </table> <p>Motion carried.</p>	Baldi	Yes	Capobianco	Yes	Cooley	Yes	DiBiasi	Yes	Gardner	Yes	Hershey	Yes	Lewis	Yes	Ngo	Yes	Rader	Yes	Rutledge	Yes	Swerdlow	Yes	Tankersley	Yes	M.S.C., (Tankersley, Gardner), the SGMH Board of Directors approved the reappointment of existing board members Susan DiBiasi and Ron Rader to a second four-year term, expiring June 30, 2024.
Baldi	Yes	Capobianco	Yes																							
Cooley	Yes	DiBiasi	Yes																							
Gardner	Yes	Hershey	Yes																							
Lewis	Yes	Ngo	Yes																							
Rader	Yes	Rutledge	Yes																							
Swerdlow	Yes	Tankersley	Yes																							
Discussion – Management Services Agreement	<p>Chair DiBiasi and Healthcare District Board Chair Dennis Tankersley jointly reviewed the Management Service Agreement presentation. A copy of the presentation was emailed to all Hospital Board members the day prior to the meeting.</p> <p>A Question and Answer session followed the presentation. It was noted that there will need to be special meetings for both the Healthcare District and Hospital Boards prior to the end of June 2020 as the current lease expires July 1, 2020.</p>																									

AGENDA ITEM		ACTION / FOLLOW-UP
June, July, & August Board/Committee meeting calendars	Calendars for June, July & August were included on the board tablets.	
CEO Monthly report	<p>Steve Barron stated that the EHR implementation is behind schedule and the go-live date has been pushed back due to technical difficulties. The go-live date that is anticipated is August 1, 2020.</p> <p>Steve also stated that the Hospital’s operating and capital budgets are in progress. It is hopeful that the operating budget will be presented at the July board meeting. Steve stated that the Hospital should see additional expenses in July that were not anticipated due to the training for the new EHR implementation. Steve mentioned that there will be cost savings due to the physical closure of the 1206(b) Medical Clinic, IT training costs, and the new anesthesia agreement with Beaver Medical Group.</p>	
Bi-monthly Business Development/IT report – informational	Chair DiBiasi noted that the bi-monthly Business development/Information Technology report was included on the board tablets.	
Foundation monthly report	Steve Barron noted that the written Foundation monthly report was included on the board tablets	
COMMITTEE REPORTS:		
Human Resources Committee	At the request of Human Resources Committee Chair, Estelle Lewis, Annah Karam noted that a copy of the May 20, 2020 meeting minutes and the reports reviewed at that meeting were included on the Board tablets.	

AGENDA ITEM		ACTION / FOLLOW-UP																								
<p>Proposed Action – Approve layoff & retirements of 9 positions</p>	<p>Steve reported there are nine (9) positions that will be affected by layoffs and retirements mostly due to the COVID-19 pandemic. As a result, a loss of revenue was caused by decreased admits and reduced surgeries.</p> <p>BOARD MEMBER ROLL CALL:</p> <table border="1" data-bbox="467 604 1263 842"> <tr><td>Baldi</td><td>Yes</td><td>Capobianco</td><td>Yes</td></tr> <tr><td>Cooley</td><td>Yes</td><td>DiBiasi</td><td>Yes</td></tr> <tr><td>Gardner</td><td>Yes</td><td>Hershey</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>Swerdlow</td><td>Yes</td><td>Tankersley</td><td>Yes</td></tr> </table> <p>Motion carried.</p>	Baldi	Yes	Capobianco	Yes	Cooley	Yes	DiBiasi	Yes	Gardner	Yes	Hershey	Yes	Lewis	Yes	Ngo	Yes	Rader	Yes	Rutledge	Yes	Swerdlow	Yes	Tankersley	Yes	<p>M.S.C., (Rader, Lewis), the SGMH Board of Directors approved the layoff and retirements of 9 positions.</p>
Baldi	Yes	Capobianco	Yes																							
Cooley	Yes	DiBiasi	Yes																							
Gardner	Yes	Hershey	Yes																							
Lewis	Yes	Ngo	Yes																							
Rader	Yes	Rutledge	Yes																							
Swerdlow	Yes	Tankersley	Yes																							
<p>Finance Committee</p> <p>Proposed Action – Approve April 2020 Financial Statement</p>	<p>At the request of Finance Committee Chair, Olivia Hershey, Dave Recupero, Chief Financial Officer, reviewed the Executive Summary of the April 2020 Financial report which was included on the board tablet. A copy of the Finance Committee’s May 26, 2020 meeting minutes were also included on the board tablet. It was noted that the Finance Committee recommends approval of the April 2020 Financial report as presented.</p> <p>BOARD MEMBER ROLL CALL:</p> <table border="1" data-bbox="467 1346 1263 1577"> <tr><td>Baldi</td><td>Yes</td><td>Capobianco</td><td>Yes</td></tr> <tr><td>Cooley</td><td>Yes</td><td>DiBiasi</td><td>Yes</td></tr> <tr><td>Gardner</td><td>Yes</td><td>Hershey</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>Swerdlow</td><td>Yes</td><td>Tankersley</td><td>Yes</td></tr> </table> <p>Motion carried.</p>	Baldi	Yes	Capobianco	Yes	Cooley	Yes	DiBiasi	Yes	Gardner	Yes	Hershey	Yes	Lewis	Yes	Ngo	Yes	Rader	Yes	Rutledge	Yes	Swerdlow	Yes	Tankersley	Yes	<p>M.S.C., (Rader, Hershey), the SGMH Board of Directors approved the April 2020 Financial Statement as presented.</p>
Baldi	Yes	Capobianco	Yes																							
Cooley	Yes	DiBiasi	Yes																							
Gardner	Yes	Hershey	Yes																							
Lewis	Yes	Ngo	Yes																							
Rader	Yes	Rutledge	Yes																							
Swerdlow	Yes	Tankersley	Yes																							
<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> <ul style="list-style-type: none"> • Policies & Procedures: • Food from Outside Sources 	<p>M.S.C., (Hershey, Baldi), the SGMH Board of Directors approved the Medical</p>																								

AGENDA ITEM		ACTION / FOLLOW-UP																								
	<ul style="list-style-type: none"> • Laboratory Critical Test Result List • Laboratory Services for ROUTINE Blood Collection • Therapeutic Automatic Substitution • Transfer of Patients to another Acute Care Hospital – Lateral Transfer to Payer Request • Waive Testing or Point of Care Testing (POCT) Program • Recommendation of Reference Laboratories Needed for Reference Testing <p>BOARD MEMBER ROLL CALL:</p> <table border="1" data-bbox="467 764 1269 991"> <tr><td>Baldi</td><td>Yes</td><td>Capobianco</td><td>Yes</td></tr> <tr><td>Cooley</td><td>Yes</td><td>DiBiasi</td><td>Yes</td></tr> <tr><td>Gardner</td><td>Yes</td><td>Hershey</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>Swerdlow</td><td>Yes</td><td>Tankersley</td><td>Yes</td></tr> </table> <p>Motion carried.</p>	Baldi	Yes	Capobianco	Yes	Cooley	Yes	DiBiasi	Yes	Gardner	Yes	Hershey	Yes	Lewis	Yes	Ngo	Yes	Rader	Yes	Rutledge	Yes	Swerdlow	Yes	Tankersley	Yes	<p>Executive Committee recommended approval items as submitted.</p>
Baldi	Yes	Capobianco	Yes																							
Cooley	Yes	DiBiasi	Yes																							
Gardner	Yes	Hershey	Yes																							
Lewis	Yes	Ngo	Yes																							
Rader	Yes	Rutledge	Yes																							
Swerdlow	Yes	Tankersley	Yes																							
<p>Proposed Action – Approve Policies and Procedures</p>	<p>There were ten (10) 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="467 1432 1269 1659"> <tr><td>Baldi</td><td>Yes</td><td>Capobianco</td><td>Yes</td></tr> <tr><td>Cooley</td><td>Yes</td><td>DiBiasi</td><td>Yes</td></tr> <tr><td>Gardner</td><td>Yes</td><td>Hershey</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>Swerdlow</td><td>Yes</td><td>Tankersley</td><td>Yes</td></tr> </table> <p>Motion carried.</p>	Baldi	Yes	Capobianco	Yes	Cooley	Yes	DiBiasi	Yes	Gardner	Yes	Hershey	Yes	Lewis	Yes	Ngo	Yes	Rader	Yes	Rutledge	Yes	Swerdlow	Yes	Tankersley	Yes	<p>M.S.C., (Baldi, Rader), the SGMH Board of Directors approved the policies and procedures as submitted.</p>
Baldi	Yes	Capobianco	Yes																							
Cooley	Yes	DiBiasi	Yes																							
Gardner	Yes	Hershey	Yes																							
Lewis	Yes	Ngo	Yes																							
Rader	Yes	Rutledge	Yes																							
Swerdlow	Yes	Tankersley	Yes																							
<p>Community Benefit events/Announcements/and</p>	<p>Miscellaneous information was included on the board tablets.</p> <p>Dave Recupero announced that after 10 years at San Gorgonio Memorial Hospital, he will be retiring effective</p>																									

AGENDA ITEM		ACTION / FOLLOW-UP
newspaper articles	June 30, 2020.	
Adjourn to Closed Session	Chair DiBiasi reported the items to be reviewed and discussed and/or acted upon during Closed Session will be: <ul style="list-style-type: none"> ➤ Proposed Action - Approve Medical Staff Credentialing The meeting adjourned to Closed Session at 6:50 pm.	
Reconvene to Open Session	The meeting reconvened to Open Session at 6:59 pm. At the request of Chair DiBiasi, Ariel Whitley reported on the actions taken/information received during the Closed Session as follows: <ul style="list-style-type: none"> ➤ Approved Medical Staff Credentialing 	
Future Agenda Items	None at this time.	
Adjourn	The meeting was adjourned at 6:59 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, Administrative Assistant