

REGULAR MEETING OF THE  
SAN GORGONIO MEMORIAL HOSPITAL  
BOARD OF DIRECTORS

HUMAN RESOURCES COMMITTEE  
September 16, 2022

The regular meeting of the San Gorgonio Memorial Hospital Board of Directors Human Resources Committee was held on Friday, September 16, 2022, in the Administration Boardroom, 600 N. Highland Springs Avenue, Banning, California.

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

Excused Absence: Joel Labha

Staff Present: Steve Barron (CEO), Pat Brown (CNO/COO), Annah Karam (CHRO), Ariel Whitley (Executive Assistant)

AGENDA ITEM	DISCUSSION	ACTION / FOLLOW-UP
<b>Call To Order</b>	Chair Ron Rader called the meeting to order at 9:05 am.	
<b>Public Comment</b>	No public was present.	
<b>OLD BUSINESS</b>		
<b>Proposed Action - Approve Minutes: May 18, 2022, Regular Meeting</b>	Chair Rader asked for any changes or corrections to the minutes of the May 18, 2022, regular meeting.  There were none.	<b>The minutes of the May 18, 2022, regular meeting was reviewed and will stand as presented.</b>
<b>NEW BUSINESS</b>		
<b>Reports</b>		
<b>A. Employment Activity/Turnover Reports</b>		
<b>1. Employee Activity by Job Class/Turnover Report (05/11/2022)</b>	Annah Karam, Chief Human Resources Officer, reviewed the report "Employee Activity by Job Class/Turnover Report" for the period of 05/11/2022 through 09/12/2022 as included in the Committee packet.	

AGENDA ITEM	DISCUSSION	ACTION / FOLLOW-UP
<p><b>through 09/12/2022)</b></p>		
<p><b>2. Separation Reasons Analysis All Associates (05/11/2022 through 09/12/2022)</b></p>	<p>Annah reviewed the “Separation Reason Analysis for All Associates” for the period of 05/11/2022 through 09/12/2022 as included in the Committee packet.</p> <p>For this period, there were 60 Voluntary Separations and 5 Involuntary Separations for a total of 65.</p>	
<p><b>3. Separation Reason Analysis Full and Part Time Associates (05/11/2022 through 09/12/2022)</b></p>	<p>Annah reviewed the “Separation Reason Analysis for Full and Part Time Associates” for the period of 05/11/2022 through 09/12/2022 as included in the Committee packet.</p> <p>For this period, there were 34 Voluntary Separations and 5 Involuntary Separations for a total of 39.</p>	
<p><b>4. Separation Reason Analysis Per Diem Associates (05/11/2022 through 09/12/2022)</b></p>	<p>Annah reviewed the “Separation Reason Analysis for Per Diem Associates” for the period of 05/11/2022 through 09/12/2022 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>	
<p><b>5. FTE Vacancy Summary (05/11/2022 through 09/12/2022)</b></p>	<p>Annah reviewed the “FTE Vacancy Summary” for the period of 05/11/2022 through 09/12/2022 as included in the Committee packet.</p> <p>Annah reported that the Facility Wide vacancy rate as of 09/12/2022 was 21.48%.</p>	
<p><b>6. RN Vacancy Summary (05/11/2022 through 09/12/2022)</b></p>	<p>Annah reviewed the “RN Vacancy Summary” for the period of 05/11/2022 through 09/12/2022 as included in the Committee packet.</p> <p>Annah reported that the Overall All RN Vacancy rate as of 09/12/2022 was 20.83%.</p>	
<p><b>B. Workers Compensation Report</b></p>		

AGENDA ITEM	DISCUSSION	ACTION / FOLLOW-UP
<b>Workers Compensation Report (08/01/2022 through 08/31/2022)</b>	Annah reviewed the Workers Compensation Reports covering the period of 08/01/2022 through 08/31/2022 as included in the Committee packet.	
<b>Education</b>	Annah reviewed each education article as included in the committee packets: <ul style="list-style-type: none"> <li>• Hospital and Skilled Nursing Facility COVID-19 Worker Retention Payments FAQs</li> <li>• Suicide Prevention Awareness Month</li> </ul>	
<b>Future Agenda items</b>	None.	
<b>Next regular meeting</b>	The next regular Human Resources Committee meeting is scheduled for November 16, 2022.	
<b>Adjournment</b>	The meeting was adjourned at 10:34 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