

REGULAR MEETING OF THE
SAN GORGONIO MEMORIAL HOSPITAL
BOARD OF DIRECTORS

July 7, 2020

The regular meeting of the San Gorgonio Memorial Hospital Board of Directors was held on Tuesday, July 7, 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, Susan DiBiasi (Chair), Estelle Lewis, Ron Rader, Steve Rutledge, Lanny Swerdlow, Dennis Tankersley

Absent: Ehren Ngo

Required Staff: Steve Barron (CEO), Holly Yonemoto (CBDO), Annah Karam, (CHRO), Pat Brown (CNO), Steven Hildebrand, MD (Chief of Staff), Bobbi Duffy (Executive Assistant), Ariel Whitley (Administrative Assistant), Karan Singh, MD (CQO), Margaret Kammer (Controller)

AGENDA ITEM		ACTION / FOLLOW-UP
Call To Order	Chair Susan DiBiasi called the meeting to order at 4:01 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 June 2, 2020 regular meeting and June 22, 2020 special meeting.	Chair DiBiasi asked for any changes or corrections to the minutes of the June 2, 2020 regular meeting and the June 22, 2020 special meeting as included on the board tablets. There were none.	The minutes of the June 2, 2020 regular meeting and the June 22, 2020 special meeting will stand correct as presented.
NEW BUSINESS		

AGENDA ITEM		ACTION / FOLLOW-UP																				
<p>Proposed Action – Approve 4 Hospital Board Members</p>	<p>Chair DiBiasi noted that there are now four community members that will serve on the Hospital Board of Directors along with the five elected Healthcare District Board of Directors for a total of 9. The four community members are Susan DiBiasi, Ehren Ngo, Ron Rader, and Steve Rutledge.</p> <p>BOARD MEMBER ROLL CALL:</p> <table border="1" data-bbox="467 642 1271 831"> <tr> <td>Baldi</td> <td>Yes</td> <td>Capobianco</td> <td>Yes</td> </tr> <tr> <td>DiBiasi</td> <td>Yes</td> <td>Lewis</td> <td>Yes</td> </tr> <tr> <td>Ngo</td> <td>Absent</td> <td>Rader</td> <td>Yes</td> </tr> <tr> <td>Rutledge</td> <td>Yes</td> <td>Swerdlow</td> <td>Yes</td> </tr> <tr> <td>Tankersley</td> <td>Yes</td> <td></td> <td></td> </tr> </table> <p>Motion carried.</p>	Baldi	Yes	Capobianco	Yes	DiBiasi	Yes	Lewis	Yes	Ngo	Absent	Rader	Yes	Rutledge	Yes	Swerdlow	Yes	Tankersley	Yes			<p>M.S.C, (Baldi/Lewis), the SGMH Board of Directors approved the four (4) community members to serve on the Hospital Board.</p>
Baldi	Yes	Capobianco	Yes																			
DiBiasi	Yes	Lewis	Yes																			
Ngo	Absent	Rader	Yes																			
Rutledge	Yes	Swerdlow	Yes																			
Tankersley	Yes																					
<p>Recognition of departing Hospital Board Members</p>	<p>Chair DiBiasi reported that three (3) Hospital Board of Directors have departed. Steve Cooley, Andrew Gardner, and Olivia Hershey will no longer serve on the Hospital Board. The fourth position in which Georgia Sobiech held, will not be filled. The Hospital Board is now made up of nine (9) Board members, five (5) elected Healthcare District Board members and four (4) community members.</p> <p>Chair DiBiasi thanked the departing board members for their service and announced that they will be given a plaque as a token of appreciation.</p>																					
<p>Hospital Board Chair monthly report</p>	<p>Chair DiBiasi reported that she is looking to appoint committee members to the Finance Committee and the HR Committee due to the departing Board members leaving the Hospital Board.</p>																					
<p>July, August, & September Board/Committee meeting calendars</p>	<p>Calendars for July, August, and September were included on the board tablets.</p>																					
<p>CEO Monthly report</p>	<p>Steve Barron, CEO, noted that there has been a spike in hospitalizations as a result of COVID-19. Steve mentioned that most elective surgeries have been cancelled due to an increase in positive COVID-19 patients.</p>																					

AGENDA ITEM		ACTION / FOLLOW-UP																				
	<p>Steve mentioned that Dave Recuperero is retired as of June 30, 2020 and that Holly Yonemoto will replace Dave as the CFO of San Gorgonio Memorial Hospital. Pat Brown, CNO, will add Chief Operating Officer (COO) to her title. Dr. Karan Singh, CQO, will oversee Performance Improvement, Medical Staff Services, and Physician Recruitment. Steve announced that Bobbi Duffy is retiring as Executive Assistant effective August 3, 2020. Bobbi will be replaced with Ariel Whitley. Steve also noted that Amanda Flores from the Foundation department will join Administration.</p> <p>Steve reported that the ED is picking up since the start of the COVID-19 pandemic.</p>																					
<p>Bi-monthly Patient Care Services report</p>	<p>Chair DiBiasi noted that the bi-monthly Patient Care Services report was included on the board tablets.</p> <p>Pat Brown, CNO, reported that recent patient activity has been centered on providing care and treatment to COVID-19 patients and patients under investigation. She mentioned that the ED volumes are back up to around 85% of the pre-COVID-19 volumes.</p> <p>Pat Brown noted that most elective surgeries have been cancelled as a result of an increase in positive COVID-19 patients. As part of the SGMH Surge Plan, PACU can be converted to patient rooms to treat COVID-19 patients.</p>																					
<p>Proposed Action – Approve 2021 Plan for Provision of Care</p>	<p>Pat Brown reviewed the 2021 Plan for Provision of Care as included on the board tablets noting that this plan is updated annually.</p> <p>BOARD MEMBER ROLL CALL:</p> <table border="1" data-bbox="467 1564 1271 1753"> <tbody> <tr> <td>Baldi</td> <td>Yes</td> <td>Capobianco</td> <td>Yes</td> </tr> <tr> <td>DiBiasi</td> <td>Yes</td> <td>Lewis</td> <td>Yes</td> </tr> <tr> <td>Ngo</td> <td>Absent</td> <td>Rader</td> <td>Yes</td> </tr> <tr> <td>Rutledge</td> <td>Yes</td> <td>Swerdlow</td> <td>Yes</td> </tr> <tr> <td>Tankersley</td> <td>Yes</td> <td></td> <td></td> </tr> </tbody> </table> <p>Motion carried.</p>	Baldi	Yes	Capobianco	Yes	DiBiasi	Yes	Lewis	Yes	Ngo	Absent	Rader	Yes	Rutledge	Yes	Swerdlow	Yes	Tankersley	Yes			<p>M.S.C., (Rader/Baldi), the SGMH Board of Directors approved the 2021 Plan for Provision of Care.</p>
Baldi	Yes	Capobianco	Yes																			
DiBiasi	Yes	Lewis	Yes																			
Ngo	Absent	Rader	Yes																			
Rutledge	Yes	Swerdlow	Yes																			
Tankersley	Yes																					

AGENDA ITEM		ACTION / FOLLOW-UP																				
Foundation monthly report – informational	Chair DiBiasi noted that the written Foundation monthly report was included on the board tablets.																					
COMMITTEE REPORTS:																						
Finance Committee Proposed Action – Recommend Approval of the May 2020 Financial Statement.	<p>At the request of Steve Barron, CEO, Margaret Kammer, Controller, reviewed the Executive Summary of the May 2020 Financial report which was included on the board tablet. A copy of the Finance Committee’s June 30, 2020 meeting minutes were also included on the board tablet. It was noted that the Finance Committee recommends approval of the May 2020 Financial report as presented.</p> <p>BOARD MEMBER ROLL CALL:</p> <table border="1" data-bbox="467 898 1271 1087"> <tbody> <tr> <td>Baldi</td> <td>Yes</td> <td>Capobianco</td> <td>Yes</td> </tr> <tr> <td>DiBiasi</td> <td>Yes</td> <td>Lewis</td> <td>Yes</td> </tr> <tr> <td>Ngo</td> <td>Absent</td> <td>Rader</td> <td>Yes</td> </tr> <tr> <td>Rutledge</td> <td>Yes</td> <td>Swerdlow</td> <td>No Response</td> </tr> <tr> <td>Tankersley</td> <td>Yes</td> <td></td> <td></td> </tr> </tbody> </table> <p>Motion carried.</p>	Baldi	Yes	Capobianco	Yes	DiBiasi	Yes	Lewis	Yes	Ngo	Absent	Rader	Yes	Rutledge	Yes	Swerdlow	No Response	Tankersley	Yes			M.S.C., (Rader/Lewis), the SGMH Board of Directors approved the May 2020 Financial Statement as presented.
Baldi	Yes	Capobianco	Yes																			
DiBiasi	Yes	Lewis	Yes																			
Ngo	Absent	Rader	Yes																			
Rutledge	Yes	Swerdlow	No Response																			
Tankersley	Yes																					
Proposed Action – Recommend Approval to the Healthcare District Board of the FY2021 Operating budget and FY2021 Capital budget	<p>Steve Barron, CEO reviewed the Healthcare District & Hospital FY2021 Operating budget and FY2021 Capital budget as included in the board packets.</p> <p>He discussed the “San Gorgonio Memorial Hospital Budget 2021 Assumptions – Over-all Objectives in 2021.”</p> <p>Steve also discussed the “Key Initiatives accomplished in the FY 21 Budget.”</p> <p>Steve referred Board members to page 12, “Capital Budget.” He discussed the need for the purchase of capital equipment to provide safe and quality patient care.</p> <p>It was noted that the Finance Committee recommends approval of the FY2021 Operating budget and the FY2021 Capital budget as presented.</p> <p>BOARD MEMBER ROLL CALL:</p>	M.S.C., (Rutledge/Rader), the SGMH Board of Directors approved the recommendation of the FY2021 Operating budget and the FY2020 Capital budget by the SGMHD Board of Directors as presented.																				

AGENDA ITEM					ACTION / FOLLOW-UP
	Baldi	Yes	Capobianco	Yes	
	DiBiasi	Yes	Lewis	Yes	
	Ngo	Absent	Rader	Yes	
	Rutledge	Yes	Swerdlow	Yes	
	Tankersley	Yes			
	Motion carried.				
Chief of Staff Report	Steven Hildebrand, MD, Chief of Staff had no report for July 2020.				
Proposed Action – Approve Policies and Procedures	There were seventy-nine (79) policies and procedures included on the board tablets presented for approval by the Board.				M.S.C., (Baldi/Rader), the SGMH Board of Directors approved the policies and procedures as submitted.
	BOARD MEMBER ROLL CALL:				
	Baldi	Yes	Capobianco	No	
	DiBiasi	Yes	Lewis	Yes	
	Ngo	Absent	Rader	Yes	
	Rutledge	Yes	Swerdlow	Yes	
	Tankersley	Yes			
	Motion carried.				
Community Benefit events/Announcements and newspaper articles	Miscellaneous information was included on the board tablets. Chair DiBiasi reminded Board members to make Ariel Whitley aware of any vacations or time away in the event that special meetings need to be planned.				
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 – Recommend approval to the Healthcare District Board – Medical Staff Credentialing ➤ Receive Quarterly Environment of Care/Life Safety/Utility Management report The meeting adjourned to Closed Session at 5:30 pm.				
Reconvene to Open Session	The meeting reconvened to Open Session at 5:35 pm.				

AGENDA ITEM		ACTION / FOLLOW-UP
	<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 Environment of Care/Life Safety/Utility Management report 	
Future Agenda Items	None at this time.	
Adjourn	The meeting was adjourned at 5:36 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