AGENDA

HUMAN RESOURCES COMMITTEE
A COMMITTEE OF THE BOARD OF DIRECTORS

REGULAR MEETING
WEDNESDAY, January 15, 2014
9:00 AM
Administration Boardroom
600 N. Highland Springs Avenue, Banning, CA 92220

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Administration Office at (951) 769-2101. Notification 48 hours prior to the meeting will enable the Hospital to make reasonable arrangement to ensure accessibility to this meeting. [28 CFR 35.02-35.104 ADA Title II].

TAB

I. Call to Order E. Lewis

II. Public Comment

A five-minute limitation shall apply to each member of the public who wishes to address the Human Resources Committee of the Hospital Board of Directors on any matter under the subject jurisdiction of the Committee. A thirty-minute time limit is placed on this section. No member of the public shall be permitted to “share” his/her five minutes with any other member of the public. (Usually, any items received under this heading are referred to staff for future study, research, completion and/or future Committee Action.) (PLEASE STATE YOUR NAME AND ADDRESS FOR THE RECORD.)

On behalf of the San Gorgonio Memorial Hospital Board of Directors, we want you to know that the Board/Committee acknowledges the comments or concerns that you direct to this Committee. While the Board/Committee may wish to occasionally respond immediately to questions or comments if appropriate, they often will instruct the CEO, or other Administrative Executive personnel, to do further research and report back to the Board/Committee prior to responding to any issues raised. If you have specific questions, you will receive a response either at the meeting or shortly thereafter. The Board/Committee wants to ensure that it is fully informed before responding, and so if your questions are not addressed during the meeting, this does not indicate a lack of interest on the Board/Committee’s part; a response will be forthcoming.

OLD BUSINESS

III. *Approve Minutes E. Lewis
October 21, 2013 special meeting A
SGMH Board of Directors  
Human Resources Committee  
Regular meeting – January 15, 2014

NEW BUSINESS

IV. A. Employment Activity/Turnover Reports  
1. RN Vacancy Rate Overview (1/1/13 – 12/31/13)  
2. Employee Activity by Job Class/Turnover Report (1/1/13 – 12/31/13)  
3. Separation Reason Analysis FT/PT Associates (1/1/13 – 1/1/14)  
4. Separation Reason Analysis PD Associates (1/1/13 – 1/1/14)  
5. Overall Vacancy Rate (1/1/13 – 12/31/13)  
6. FTE Vacancy Summary (1/1/13 – 12/31/13)

B. Workers Comp report

V. Annual Report – Recruitment Efforts/Results/Money Spent 2013

VI. Education – Medical Environment (OSHA) Update

VII. The Joint Commission 2014 Human Resources Standards

VIII. Future Agenda Items

IX. Next meeting – March 19, 2014

X. Adjourn

* Requires Action

In accordance with The Brown Act, Section 54957.5, all public records relating to an agenda item on this agenda are available for public inspection at the time the document is distributed to all, or a majority of all, members of the Committee. Such records shall be available at the Hospital office located at 600 N. Highland Springs Avenue, Banning, CA 92220 during regular business hours, Monday through Friday, 8:00 am - 4:30 pm.

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Certification of Posting
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I certify that on January 10, 2014, I posted a copy of the foregoing agenda near the regular meeting place of the Board of Directors of San Gorgonio Memorial Hospital Human Resources Committee, said time being at least 72 hours in advance of the regular meeting of the Human Resources Committee (Government Code Section 54954.2).

Executed at Banning, California, on January 10, 2014

Bobbi Duffy, Executive Assistant