## Board Human Resources Committee Meeting Minutes – Wednesday, March 10, 2021

### Agenda Item

- **Discussion**

### Notice of Meeting

Notice of Meeting was posted at the Palomar Health Administrative Office; also posted with agenda packet on the Palomar Health website on Wednesday, March 3, 2021.

### 1. Call to Order

The meeting, which was held virtually and was called to order at 5:01 p.m. by Committee Chair Terry Corrales.

### 2. Establishment of Quorum

- Quorum comprised of Directors Terry Corrales, Laura Barry and John Clark
- Excused Absences: None

### 3. Public Comments

- There were no public comments
<table>
<thead>
<tr>
<th>AGENDA ITEM</th>
<th>CONCLUSION/ACTION</th>
<th>FOLLOW UP / RESPONSIBLE PARTY</th>
<th>Final?</th>
</tr>
</thead>
<tbody>
<tr>
<td>• <strong>DISCUSSION</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4. FOLLOW-UP ITEMS, IF ANY</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>a. Minutes: Board Human Resources Committee Meeting – Wednesday, November 18, 2020</td>
<td>MOTION: by Director Clark, 2nd by Director Barry and carried to approve the minutes from the Wednesday, November 18, 2020, Board Human Resources Committee Minutes as presented. Corrales - Aye Barry - Aye Clark - Aye</td>
<td>N/A</td>
<td>Y</td>
</tr>
<tr>
<td>• None</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
# Board Human Resources Committee Meeting Minutes – Wednesday, March 10, 2021

## Agenda Item

### Discussion

### 5. Agenda Items

**a. Adopt Committee Meeting Schedule for Calendar Year 2021**

- **MOTION**: by Director Barry, 2nd by Director Corrales and carried to adopt the meeting resolution for calendar year 2021 for Board Human Resources Committee as presented.
- **Corrales - Aye**
- **Barry - Aye**
- **Clark – No vote**
- **Opposed: None**

- **Submit BHRC Calendar Resolution to Board of Directors for approval**

- **Y**

- **Director Clark asked for clarification on the frequency of the Board Human Resources Committee for calendar year 2021**
- **Diane Hansen, CEO, noted looking at the cancellation rate of this committee over the last calendar year, this meeting did not need to be held monthly**
- **Geoff Washburn, CHRO, noted information would be more current quarterly and not repetitive as it is monthly.**
- **Director Corrales noted if secondary meetings are needed beyond the set quarterly meetings, they can be added as needed**

---

*Director Clark lost power during the discussion and roll call vote, returned to meeting during Item 5b*
# BOARD HUMAN RESOURCES COMMITTEE MEETING MINUTES – WEDNESDAY, MARCH 10, 2021

<table>
<thead>
<tr>
<th>AGENDA ITEM</th>
<th>CONCLUSION/ACTION</th>
<th>FOLLOW UP / RESPONSIBLE PARTY</th>
<th>FINAL?</th>
</tr>
</thead>
<tbody>
<tr>
<td>• DISCUSSION</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

b. Review By-Laws of Palomar Health, Article VIII, B, 4 a-d

- **MOTION:** by Director Clark, 2nd by Director Barry and carried to approve suggested edits and member additions as submitted. Motion to be moved to Board Governance for approval.

  Corrales - Aye  
  Barry - Aye  
  Clark - Aye

  Opposed: None

- Geoff Washburn, CHRO, clarified the edits to the by-laws for the committee

  Submit by-laws of Palomar Health, Article VIII, B, 4 a-d to Board Governance for approval.

  Y
## BOARD HUMAN RESOURCES COMMITTEE MEETING MINUTES – WEDNESDAY, MARCH 10, 2021

<table>
<thead>
<tr>
<th>AGENDA ITEM</th>
<th>CONCLUSION/ACTION</th>
<th>FOLLOW UP / RESPONSIBLE PARTY</th>
<th>FINAL?</th>
</tr>
</thead>
<tbody>
<tr>
<td>・ DISCUSSION</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### 6. STANDING ITEM: HUMAN RESOURCES DEPARTMENT STAFF FEATURE

Geoff Washburn, CHRO, introduced Kathryn Henderson, Senior Manager, Compensation and Benefits to the Board. Kathryn presented the 2021 Palomar Health self-funded medical plan to the committee. The presentation noted why the change, the benefit of a self-funded model, and how we compare to within the industry. Enhanced benefits for our employees include expansion of the mental health network and expanded disease management programs. Director Corrales is impressed by the multitude of benefits available to our employees and thanked Kathryn for the progressive program.

### 7. STANDING ITEM – HUMAN RESOURCES GENERAL UPDATE

Geoff Washburn, Vice President Human Resources, presented employee demographic highlights, turnover trends, contract labor, PTO usage, and vacancy trends with the Board. Geoff noted Talent Acquisition has a current time to fill of 34 days, where the national average is 62 – 65 days to fill. Reflecting on the last year, health and wellness of staff is a priority. The district offers free wellness classes two times a day to all staff virtually currently. Geoff also introduced Daniel Kanter, General Counsel, with an expertise in labor and employee relations, has joined Palomar Health. Daniel thanked the board members and administration and looks forward to supporting the organization.

Director Barry inquired due to COVID and children not being in school, was that affecting employees taking personal time off. Geoff noted the district thought it would be a significant issue, but actually was very minimal and staff adapted readily to the situation. Geoff also shared Human Resources is looking at a child and adult care program that will provide possible significant cost reductions for staff.
# BOARD HUMAN RESOURCES COMMITTEE MEETING MINUTES – WEDNESDAY, MARCH 10, 2021

<table>
<thead>
<tr>
<th>AGENDA ITEM</th>
<th>CONCLUSION/ACTION</th>
<th>FOLLOW UP / RESPONSIBLE PARTY</th>
<th>FINAL?</th>
</tr>
</thead>
<tbody>
<tr>
<td>• DISCUSSION</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

8. Public Comments

- There were no public comments

13. STANDING ITEM: BOARD MEMBER COMMENTS/AGENDA ITEMS FOR NEXT MEETING

- Directors Corrales, Clark and Barry inquired about union contract negotiations. Geoff Washburn noted updates go to the Board of Directors. Daniel Kanter recommended some options to keep board members informed throughout the negotiation process.

14. FINAL ADJOURNMENT

There being no other business, Chair Terry Corrales adjourned the meeting at 6:01 p.m.

**COMMITTEE CHAIR**

Terry Corrales, RN

**SIGNATURES:**

**COMMITTEE ADMIN**

Carla Albright