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BOARD HUMAN RESOURCES COMMITTEE MEETING MINUTES – WEDNESDAY, AUGUST 31, 2022			
AGENDA ITEM	CONCLUSION/ACTION	FOLLOW UP / RESPONSIBLE PARTY	FINAL?
<ul style="list-style-type: none">DISCUSSION			
NOTICE OF MEETING			
<i>Notice of Meeting was posted at the Palomar Health Administrative Office; also posted with agenda packet on the Palomar Health website on Friday, August 26, 2022.</i>			
1. CALL TO ORDER			
<i>The meeting, which was held in virtually and was called to order at 3:40 p.m. by Committee Chair Terry Corrales</i>			
2. ESTABLISHMENT OF QUORUM			
<ul style="list-style-type: none"><i>Quorum comprised of Directors Terry Corrales, Laura Barry and Michael Pacheco</i><i>Excused Absences: None</i>			
3. PUBLIC COMMENTS			
<ul style="list-style-type: none"><i>There were no public comments</i>			



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<ul style="list-style-type: none"> <i>DISCUSSION</i> 			
4. FOLLOW-UP ITEMS, IF ANY			
a. Minutes: Board Human Resources Committee Meeting – Wednesday, May 11, 2022	MOTION: <i>by Director Barry, 2nd by Director Pacheco and carried to approve the minutes from the Wednesday, May 11, 2022, Board Human Resources Committee Minutes as presented.</i> <i>Corrales - Aye Barry - Aye Pacheco - Aye</i> <i>Opposed: None</i>	N/A	Y
<ul style="list-style-type: none"> <i>Director Michael Pacheco inquired if the benefits benchmarking request will be addressed. Geoffrey Washburn, Chief Human Resources Officer, noted benefits benchmarking will be presented during agenda item six (6).</i> 			



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b. Board Human Resources Committee Membership	MOTION: by Director Pacheco, 2 nd by Director Barry and carried to approve the Board Human Resources Committee non-voting membership as presented. Corrales - Aye Barry - Aye Pacheco - Aye Opposed: None	N/A	Y
<ul style="list-style-type: none"> 			



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- DISCUSSION**

<p>c. Board Human Resources Committee Charter</p>	<p>MOTION: by Director Pacheco, 2nd by Director Barry and carried to approve the draft Board Human Resources Committee charter, remove voting and just say members in section VII B, and move to Board of Directors for approval</p> <p>Corrales - Aye Barry - Aye Pacheco - Aye</p> <p>Opposed: None</p>	<p>Move to Board of Directors – Carla Albright</p>	<p>Y</p>
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- Director Michael Pacheco questioned the language in last sentence of section II, B of the charter. Kevin DeBruin, Chief Legal Officer, confirmed language used is from the current bylaws.
- Director Michael Pacheco noted in section VII, B, noting why non-voting members are restricted from requesting agenda items for meetings. Kevin DeBruin, Chief Legal Officer, noted non-voting members can suggest agenda items to the Administrative Liaison, and committee members can suggest alternate language for section VII, B of the charter. Director Pacheco would entertain less restrictive language to allow voting or non-voting members to be able to bring agenda items to the chair. Director Laura Barry noted the language is not problematic, all members can request agenda items through the chair or administrative liaison. Chair Terry Corrales noted if the language reflects board policies, she prefer to retain the current language of section VII, B. There was further discussion between the committee members.
- Kevin DeBruin, Chief Legal Officer, noted currently non-voting members are also members of the Palomar Health administrative team who bring agenda items to the administrative liaison, which in turn brings agenda items to the committee chair, now Director Pacheco is asking non-voting members be added to section VII, B. Geoffrey Washburn, Chief Human Resources Officer, suggested striking “voting members” and replacing with “members”, in section VII, B, which identifies all committee members, voting or non-voting.





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5. STANDING ITEM: HUMAN RESOURCES DEPARTMENT STAFF FEATURE			
<p><i>Brad Krietzberg, Senior Director of Learning and Development presented employee engagement roadmap including team growth, adoption of new tools, creating belonging and micro-action planning to discover the needs of staff, create a culture to attract and retain the best and the brightest, and inspire promoting health in our community through focus groups and employee surveys.</i></p> <ul style="list-style-type: none"> <i>Chair Terry Corrales asked if the surveys will be readily available for staff, and are they during work times. Brad Krietzberg noted the survey will be available 24/7, online or QR codes. The survey can be completed in three to four minutes.</i> <i>Director Laura Barry inquired what leaders will be included in the focus groups. Brad noted front line supervisory level leaders are targeted.</i> <i>Director Michael Pacheco asked what the methodology is for feedback and suggestions from the survey. Brad shared the process with the committee.</i> <i>Chair Terry Corrales asked if the results could be shared with the full board once the information is available.</i> 			
6. STANDING ITEM – HUMAN RESOURCES GENERAL UPDATE			
<p><i>Geoff Washburn, Chief Human Resources Officer, presented employee demographic highlights, turnover trends, contract labor, PTO usage, and vacancy trends with the Committee. Geoff also shared a benefits benchmarking presentation</i></p> <ul style="list-style-type: none"> <i>Director Michael Pacheco asked if Palomar Health could possibly be Palomar Health insurance without having UMR, also regarding medical cards, can the brand be larger. Geoff Washburn noted currently we are not large enough to provide insurance to other companies, but could be a future state. Geoff also noted the team is looking into enlarging the logo on medical cards. Director Laura Barry noted she would like the organization focusing on hiring nurses and enabling doctors to do their jobs and not hiring insurance administrators. Chair Terry Corrales noted the future state of insurance should be brought to strategic planning.</i> 			



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10. STANDING ITEM: BOARD MEMBER COMMENTS/AGENDA ITEMS FOR NEXT MEETING			
<ul style="list-style-type: none"><i>No items were discussed</i>			
11. FINAL ADJOURNMENT			
<i>There being no other business, Chair Terry Corrales adjourned the meeting at 5:05 p.m.</i>			
COMMITTEE CHAIR		 Terry Corrales, RN	
SIGNATURES:			
	COMMITTEE ADMIN	 Carla Albright	