

POSTED
Thursday,
November 2, 2023



BOARD HUMAN RESOURCES COMMITTEE
MEETING AGENDA
Wednesday, November 8, 2023
3:30 pm Meeting

PLEASE SEE AGENDA PAGE 2 FOR MEETING LOCATION

	<i>The Board Committee may take action on any of the items listed below, unless the item is specifically labeled "Informational Only"</i>	Time	Form A Page	Target
1.	CALL TO ORDER			3:30
2.	ESTABLISHMENT OF QUORUM	1		3:31
3.	PUBLIC COMMENTS²	30		4:01
4.	AGENDA ITEMS			4:01
	a. <i>Meeting Minutes – Wednesday, August 9, 2023 (ADD A Pp5-Pp9)</i>	5	1	4:06
	b. <i>Board Human Resources Committee 2024 Meeting Calendar (ADD B Pp11)</i>	5	2	4:11
	c. <i>Workers Compensation Annual Review – Russ Riehl, Vice President, Operations Support Services (ADD C Pp13-Pp25)</i>	10	3	4:26
5.	STANDING ITEM: Human Resources General Update – Julie Pursell, Chief Human Resources Officer	10		4:46
6.	STANDING ITEM: Committee Member Agenda Suggestions	5		4:51
9.	FINAL ADJOURNMENT	1		4:52

Board Human Resources Committee Members --Voting Member**

**Terry Corrales, RN, Chair	Diane Hansen, President & CEO
**Laura Barry, Director	Sheila Brown, Executive, Strategic Priorities
**Michael Pacheco, Director	Mel Russell, Chief Nurse Executive
	Julie Pursell, Executive, Human Resources
**Laurie Edwards-Tate, MS, 1 st Board Alternate	Ryan Olsen, Chief Operations

Note: If you have a disability, please notify us by calling 760.740.6375, 72 hours prior to the event so that we may provide reasonable accommodations

¹ 3 minutes allowed per speaker with a cumulative total of 9 minutes per group. For further details & policy, see Request for Public Comment notices available at [Public Comments and Attendance at Public Board Meetings](#).

Board Human Resources Committee Location Options

The Linda Greer Conference Room

2125 Citracado Parkway, Suite 300, Escondido, CA
92029

Elected members of the Board of Directors will attend at this location, unless otherwise noticed below – Members of the public may also attend at this location.

PLEASE TURN OFF CELL PHONES OR SET THEM TO SILENT MODE UPON ENTERING THE MEETING ROOM.

[Click here to join the meeting](#)

Meeting ID: 282 142 089 94

Passcode: AupnJ2

or

call in (audio only)

[+1 929-352-2216](tel:+19293522216), [166385685#](tel:+166385685) Phone Conference ID: 166 385 685#

- Non-Board member attendees and members of the public may attend the meeting virtually utilizing the above link
- Members of the public may also attend at this location

New to Teams? Get the app now and be ready when your first meeting starts @

<https://www.microsoft.com/en-us/microsoft-teams/download-app>

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**Minutes
Palomar Health Board of Directors
Human Resources Committee**

TO: Palomar Health Board of Directors Human Resources Committee

MEETING DATE: Wednesday, November 8, 2023

FROM: Tina Bassett, Committee Assistant

BY: Sheila Brown, Executive, Strategic Priorities

BACKGROUND: The minutes of the Board of Directors Human Resources Committee meeting held on Wednesday, August 9, 2023 are respectfully submitted for approval

BUDGET IMPACT: None

STAFF RECOMMENDATION: Staff recommends approval of the August 9, 2023 Palomar Health Board of Directors Human Resources Committee meeting minutes

Committee Questions:

COMMITTEE RECOMMENDATION:

Motion: X

Individual Action:

Information:

Required Time:

**Board Human Resources Committee
2024 Meeting Calendar**

TO: Board Human Resources Committee
MEETING DATE: Wednesday, November 8, 2023
FROM: **Tina Bassett**, Committee Assistant

Background: Recommending review and approval by voting members for the proposed 2024 Board Human Resources Committee meeting calendar dates:

February 14, 2024
May 8, 2024
August 14, 2024
November 13, 2024

Meeting start time will be 3:30 p.m.

It is further recommended that pursuant to the Board’s Resolution No. 01.09.23(02)-02, meetings will be held in-person, with a virtual option as specified in before mentioned resolution. The Linda Greer Board Room at Palomar Health’s Administrative Offices, located at 2125 Citracado Parkway, Suite 300, Escondido, California, 92029, has been reserved for in-person meetings.

Budget Impact: N/A

Staff Recommendation: Recommend to approve the 2024 Board Human Resources Committee meeting calendar for adoption.

Committee Questions:

COMMITTEE RECOMMENDATION:

Motion: X

Individual Action:

Information:

Required Time:

**Palomar Health Board of Directors
Human Resources Committee
Workers Compensation Annual Review**

TO: Palomar Health Board of Directors Human Resources Committee

MEETING DATE: Wednesday, November 8, 2023

FROM: Tina Bassett, Committee Assistant

BY: Sheila Brown, Executive, Strategic Priorities

BACKGROUND: Workers Compensation Annual Review provided

BUDGET IMPACT: None

**STAFF
RECOMMENDATION:** None

Committee Questions:

COMMITTEE RECOMMENDATION:

Motion:

Individual Action:

Information: X

Required Time:

ADDENDUM A



**BOARD HUMAN RESOURCES COMMITTEE MEETING
ATTENDANCE ROSTER -
CALENDAR YEAR 2023**

[P = Present V = Virtual E = Excused A = Absent G = Guest]

MEMBERS	2.8.2023	5.10.2023	8.9.2023	11.8.2023
TERRY CORRALES, RN, CHAIR	P	P	P	
LAURA BARRY, DIRECTOR	P	P	P	
MICHAEL PACHECO, DIRECTOR	P	P	V	
LAURIE EDWARDS-TATE, 1 ST BOARD ALTERNATE				
STAFF ATTENDEES				
DIANE HANSEN, PRESIDENT & CEO	P	P	P	
SHEILA BROWN, EXECUTIVE, STRATEGIC PRIORITIES	P	P	P	
MEL RUSSELL, CHIEF NURSING EXECUTIVE	V	P	P	
RYAN OLSEN, CHIEF OPERATIONS OFFICER and CEO, PALOMAR HEALTH MEDICAL GROUP	E	P	E	
JULIE PURSELL, EXECUTIVE, HUMAN RESOURCES	P	V	V	

BOARD HUMAN RESOURCES COMMITTEE MEETING MINUTES – WEDNESDAY, AUGUST 9, 2023			
AGENDA ITEM	CONCLUSION/ACTION	FOLLOW UP / RESPONSIBLE PARTY	FINAL?
<ul style="list-style-type: none"> DISCUSSION 			
NOTICE OF MEETING			
<p>Notice of Meeting was posted at the Palomar Health Administrative Office; also posted with agenda packet on the Palomar Health website on Friday, August 4, 2023.</p>			
1. CALL TO ORDER			
<p>The meeting, which was held in the Linda Greer Board Room at 2125 Citracado Parkway, Suite 300, Escondido, CA. 92029, and virtually, was called to order at 3:32 p.m. by Committee Chair Terry Corrales</p> <p>Vote of approval from Chair Terry Corrales and Director Laura Barry to allow Director Michael Pacheco to attend the meeting virtually. No other attendees are attending at Director Pacheco’s virtual location. Meeting then proceeded.</p>			
2. ESTABLISHMENT OF QUORUM			
<ul style="list-style-type: none"> Quorum comprised of Directors Terry Corrales, Laura Barry and Michael Pacheco Excused Absences: None 			
3. PUBLIC COMMENTS			
<ul style="list-style-type: none"> There were no public comments 			

BOARD HUMAN RESOURCES COMMITTEE MEETING MINUTES – WEDNESDAY, AUGUST 9, 2023			
AGENDA ITEM	CONCLUSION/ACTION	FOLLOW UP / RESPONSIBLE PARTY	FINAL?
<ul style="list-style-type: none"> DISCUSSION 			
4. FOLLOW-UP ITEMS, IF ANY			
a. Minutes: Board Human Resources Committee Meeting – Wednesday, May 10, 2023	<p>MOTION: by Director Barry, 2nd by Director Pacheco and carried to approve the minutes from the Wednesday, May 10, 2023, Board Human Resources Committee Minutes as presented.</p> <p>Roll call voting was utilized Corrales - Aye Barry - Aye Pacheco - Aye</p> <p>None opposed. Motion approved</p>	N/A	Y
<ul style="list-style-type: none"> No discussion 			

BOARD HUMAN RESOURCES COMMITTEE MEETING MINUTES – WEDNESDAY, AUGUST 9, 2023			
AGENDA ITEM	CONCLUSION/ACTION	FOLLOW UP / RESPONSIBLE PARTY	FINAL?
<ul style="list-style-type: none"> <i>DISCUSSION</i> 			
5. HRIS Update			
<ul style="list-style-type: none"> <i>Julie Pursell, Human Resources Executive, presented an update on Human Resources Information Systems (HRIS).</i> 			
6. 2024 Benefits Renewal			
<ul style="list-style-type: none"> <i>Julie Pursell, Human Resources Executive, presented an update on the upcoming benefits renewal for 2024.</i> 			
7. STANDING ITEM: Human Resources General Update			
<ul style="list-style-type: none"> <i>Julie Pursell, Human Resources Executive, presented a general update regarding Human Resources. (Attached)</i> 			

BOARD HUMAN RESOURCES COMMITTEE MEETING MINUTES – WEDNESDAY, AUGUST 9, 2023			
AGENDA ITEM	CONCLUSION/ACTION	FOLLOW UP / RESPONSIBLE PARTY	FINAL?
<ul style="list-style-type: none"> <i>DISCUSSION</i> 			
6. STANDING ITEM: COMMITTEE MEMBER AGENDA SUGGESTIONS			
<ul style="list-style-type: none"> <i>No discussion</i> 			
7. FINAL ADJOURNMENT			
<i>There being no other business, Chair Terry Corrales adjourned the meeting at 4:22 p.m.</i>			
SIGNATURES:			
	COMMITTEE CHAIR	_____	Terry Corrales, RN
	COMMITTEE ADMIN	_____	Tina Bassett on behalf of Carla Albright

ADDENDUM B

**Board Human Resources Committee
2024 Meeting Calendar**

TO: Board Human Resources Committee
MEETING DATE: Wednesday, November 8, 2023
FROM: **Tina Bassett**, Committee Assistant

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Budget Impact: N/A

Staff Recommendation: Recommend to approve the 2024 Board Human Resources Committee meeting calendar for adoption.

Committee Questions:

COMMITTEE RECOMMENDATION:

Motion: X

Individual Action:

Information:

Required Time:

ADDENDUM C

Workers Compensation & Safety

Russell Riehl, Vice President Support Services

Board Human Resources Committee
November 8, 2023

Palomar Workers Compensation Structure

Self-Insured Program (FY2017)

- Internal Medical Model
- Third Party Administrator – ATHENS Administrators
- Medical Provider Network
- Comprehensive Prior Authorization Program
 - Reduces authorization delays
 - Reduces Utilization Review (UR) fees

MYTH:

When an employee injures themselves on the job, the embarrassment of the injury is sufficient enough where the employee will be more cautious in the future...

FACT:

While the employee may be more cautious in the future, failure to identify and control hazards **does not reduce the risk** that could lead to future injuries from other employees.

Workplace Safety Activities

Daily Injury Reporting - Quality Call

Electronic Injury Reporting – MIDAS

Real-Time Leadership Notification

Immediate Departmental Incident Investigations

Leadership vs Employee Accountability

Employee Safety Work Hazard Assessments

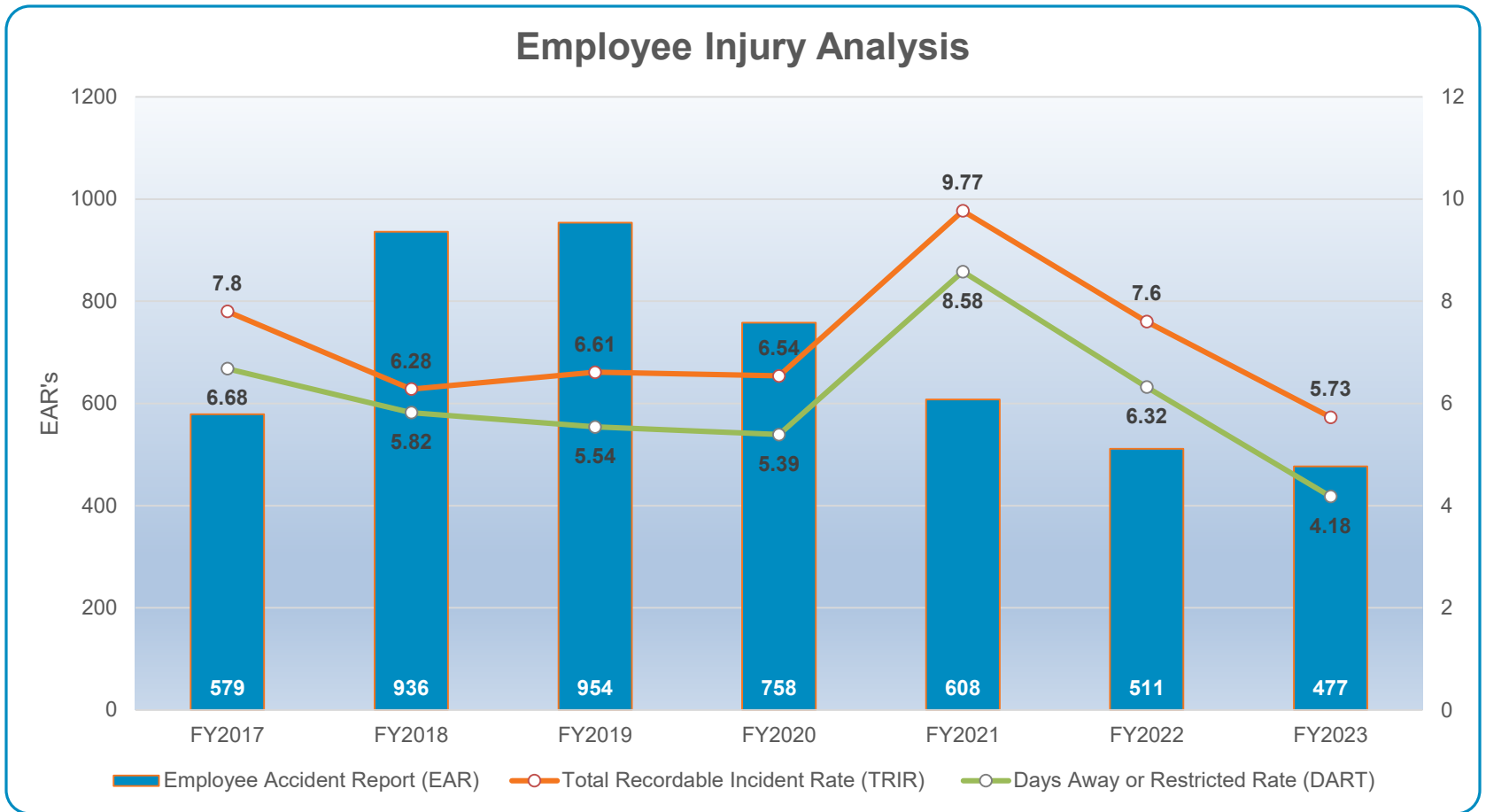
Proactive Workplace Ergonomic Program

Workplace Safety Analysis

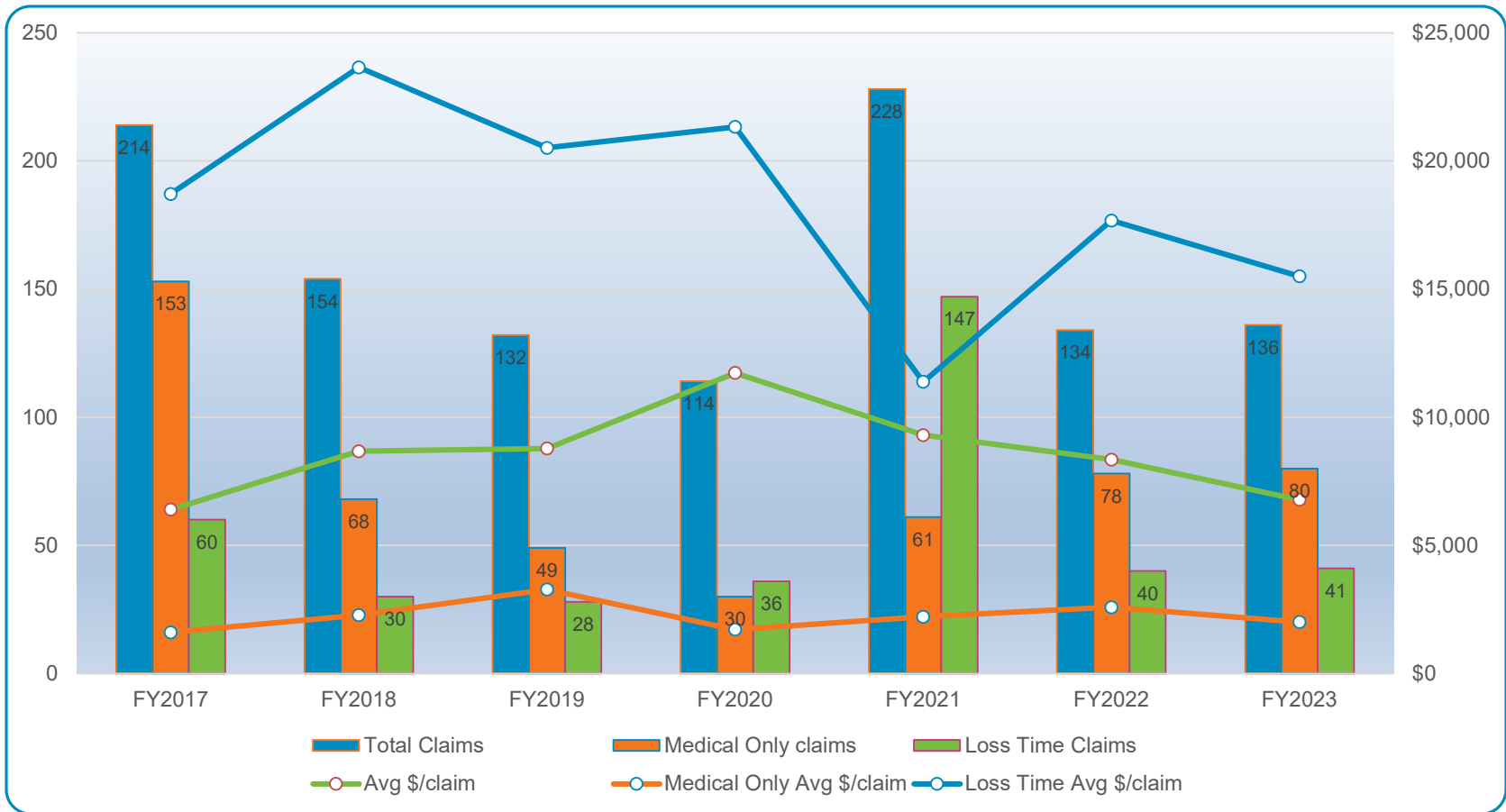
Prevention Activities	FY2023	FY2022	
Employee Incidents Reported Timely	86.9%	85.3%	↑
- Average Days to Report	2.53	5.8	↓
Leadership Investigations Completed Timely	60.02%	48.31%	↑
- Average Days to Investigate	4.89	30.96	↓
Workplace Violence Incidents	142	145	↑

Safety Audits	Identified Issues	Corrected Issues
Employee Safety Work Hazard Assessments	1519	1312

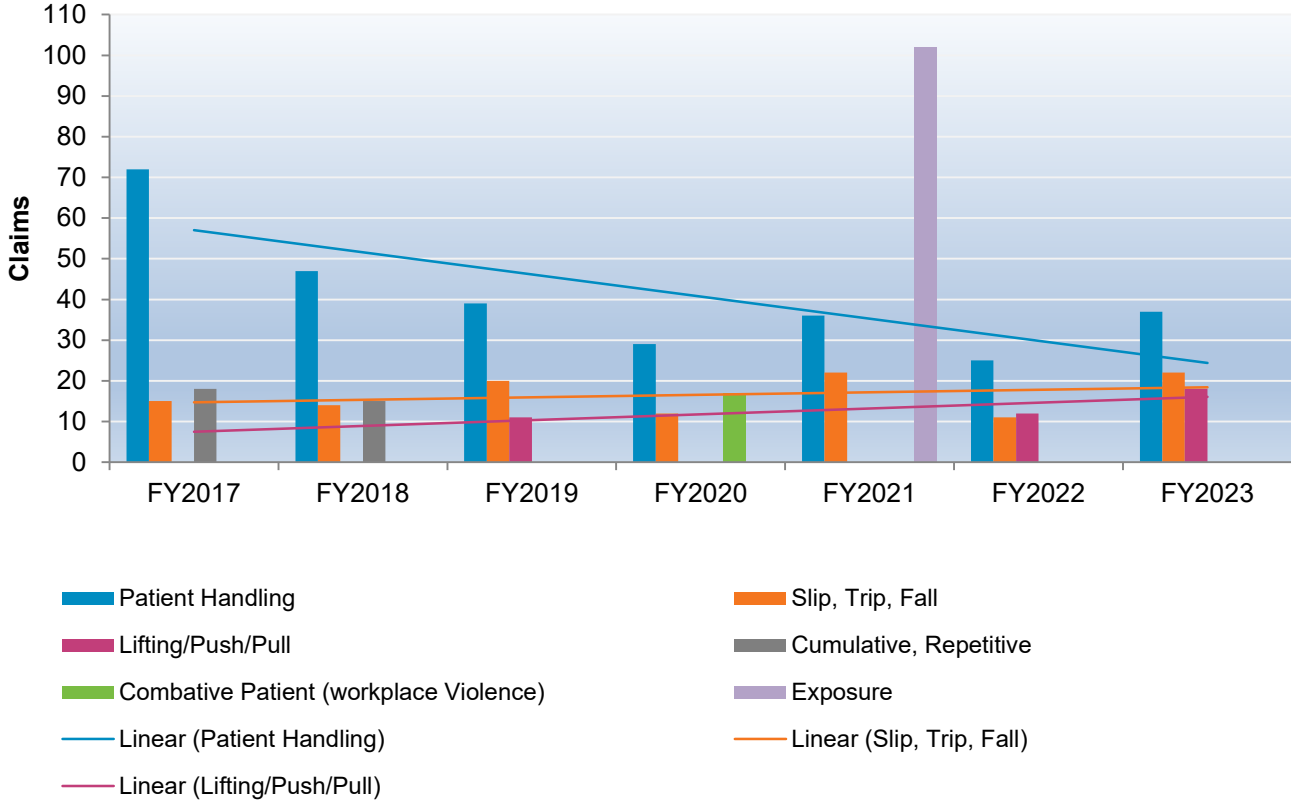
Employee Injury Analysis



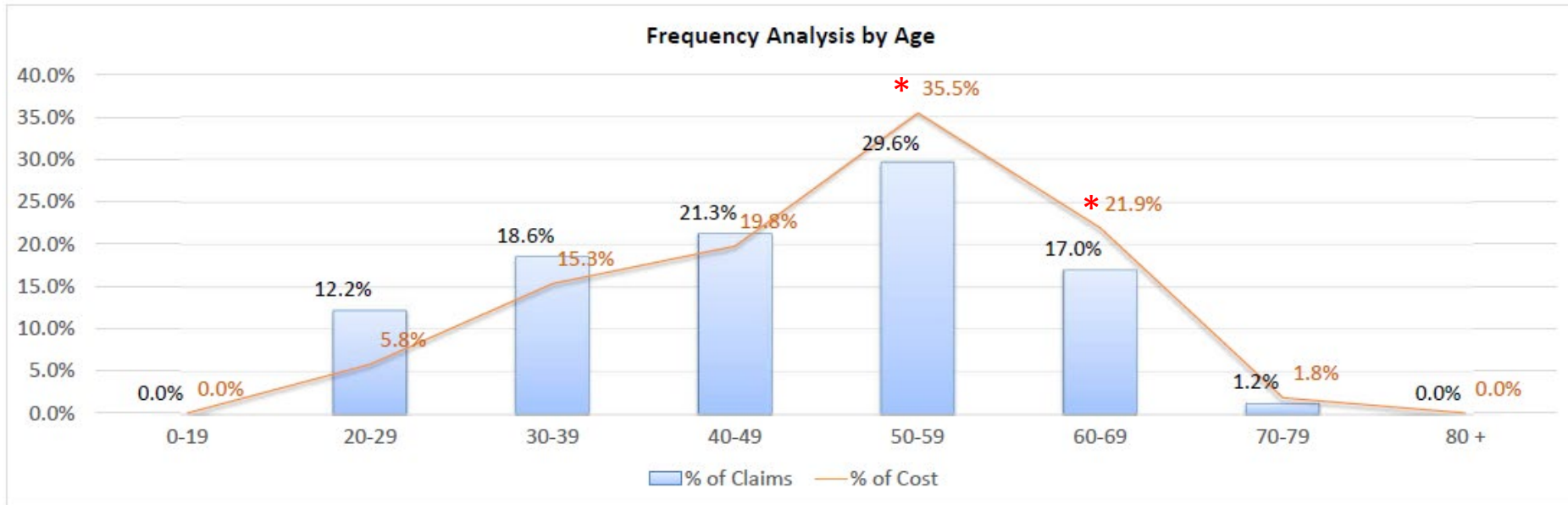
Claim Type & Average Costs



Top 3 Claim Causes | FREQUENCY

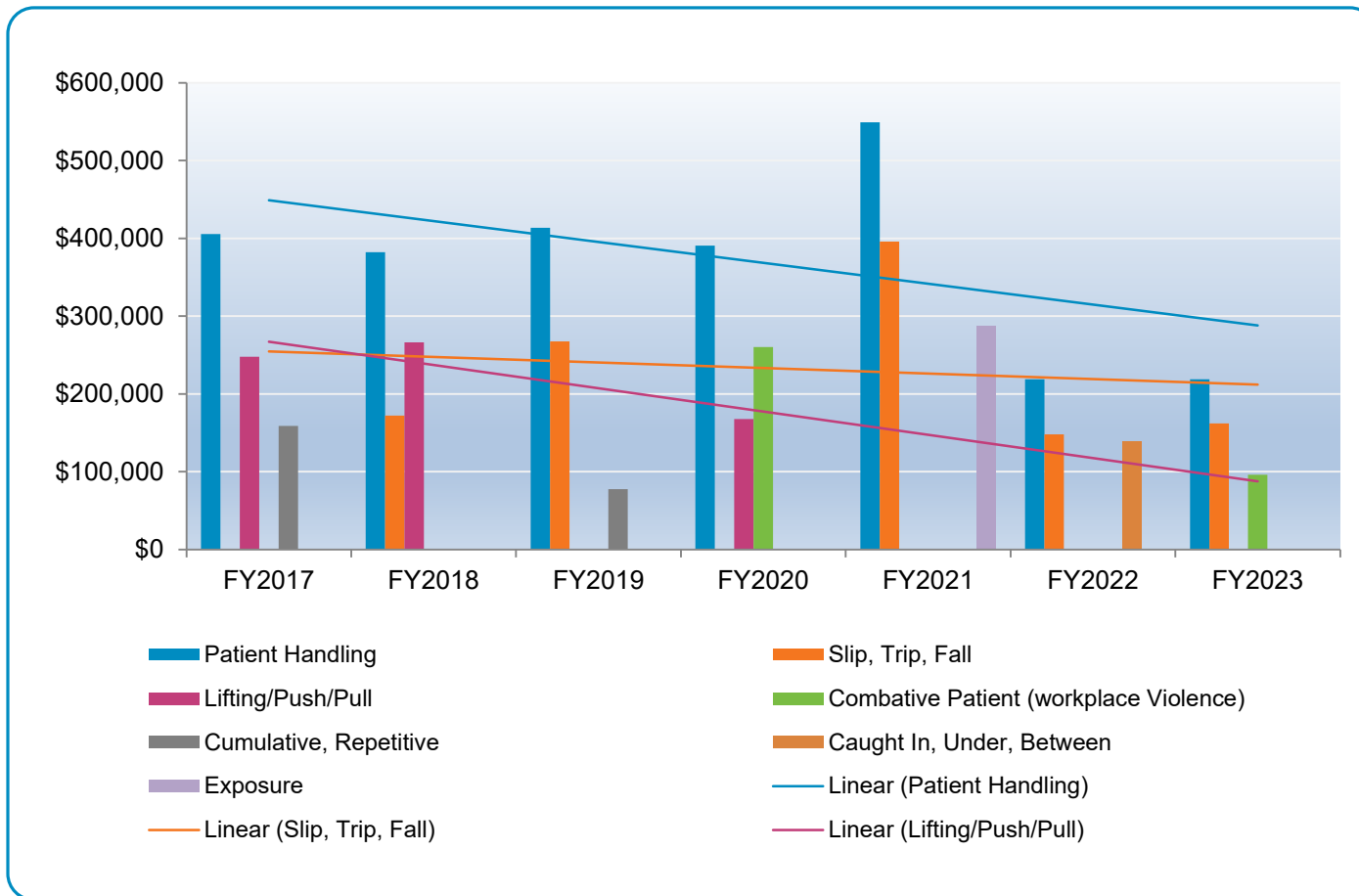


Frequency Analysis | Age

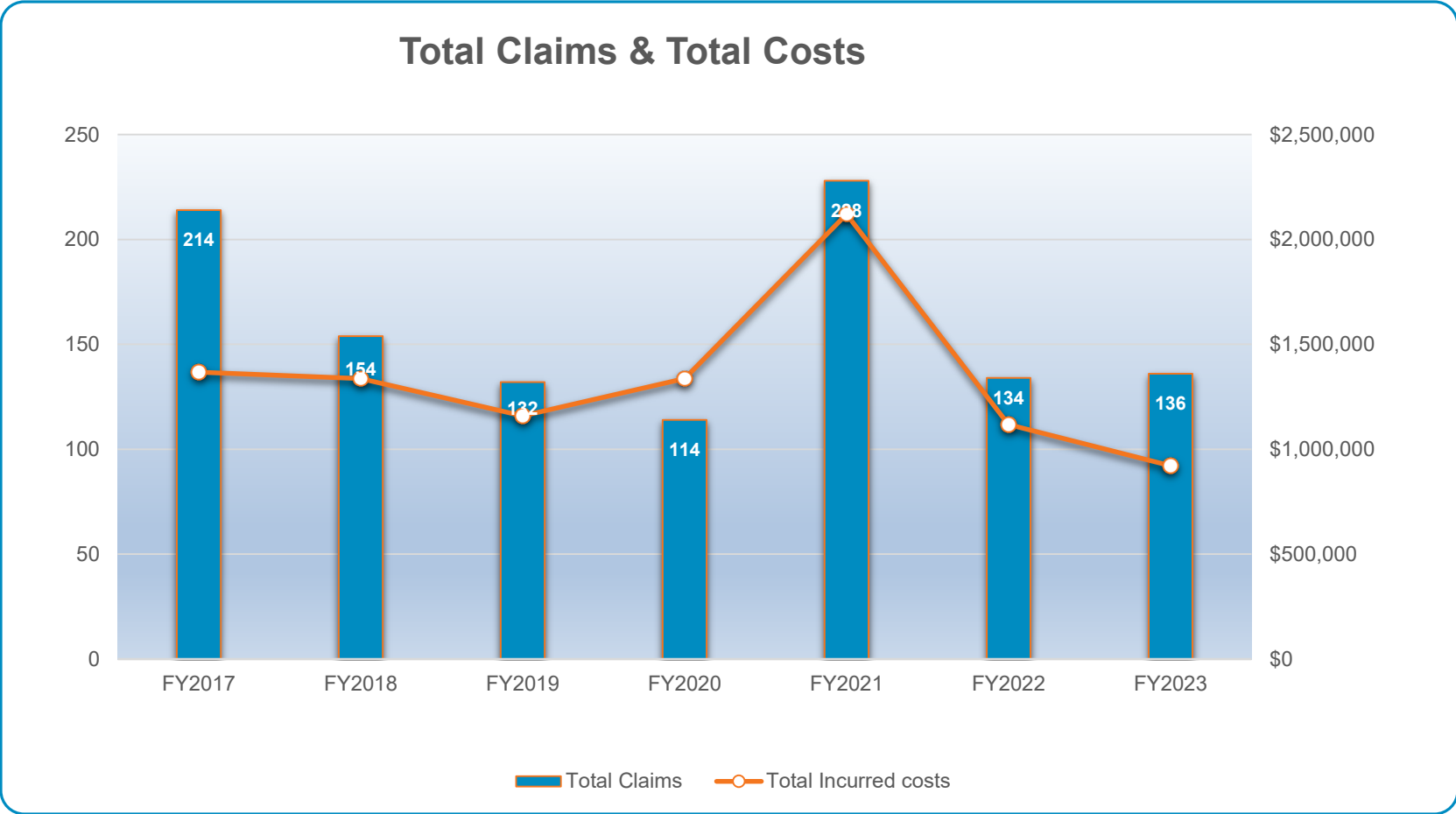


* Employee ages 50-69 represents 46.6% of claims and 57.4% of claims costs

Top 3 Claim Causes | SEVERITY



Total Claim & Cost Analysis



Fiscal Year 2023 Outcomes

- Employee Incident reports **decreased 7.95%**
- Workers comp claims remain flat from FY22
- Claim litigation rate **decreased** by **0.8%**
- Workers comp costs **decreased \$196,288** from FY22
- Received **\$108,316** dividend from Premier for outstanding work comp outcomes.

Questions

