MOUNTAINS COMMUNITY HOSPITAL
The Heart of Mountain Healthcare

**"Mountains Community Hospital makes possible essential quality medical services
to the residents and visitors of the local mountains."**

SPECIAL DISTRICT BOARD OF DIRECTORS MEETING
Friday, November 1, 2024, 1:00 p.m.
George M. Medak Conference Room, Suite 202
MCH Medical Office Building, 29099 Hospital Road, Lake Arrowhead, CA 92352
Or
Microsoft Teams Meeting
Join the meeting now
Meeting ID: 295 052 516 586 / Passcode: Wt6CKf
Dial in by phone: +1 951-384-1117,,829519855# United States, Riverside
Phone conference ID: 829 519 855#

Members:	OPEN POSITION, President	Cheryl Robinson, Vice President
	Barry Hoy, Secretary	Barrick Smart, Treasurer
	Gerald Hinkley, Director	

OPEN SESSION   1:00 p.m.

CALL TO ORDER   Cheryl Robinson, Vice President

PRESIDENTS COMMENTS   Cheryl Robinson, Vice President
                                                                         Action Possible

BOARD MEMBER REPORTS   All Board Members

PUBLIC COMMENTS   Government Code
                                                                         Section 54954.3 Sections A & B

The public has the right to address the legislative body on any item of interest to the public.
A time restraint may be implemented at the discretion of the Board President.

AGENDA ITEMS

1. Discussion Regarding Appointing a Candidate to   Cheryl Robinson, Vice President
   fill the Open Board Seat   Action Possible

2. Resolution 2025-04: Appointment of _____   Cheryl Robinson, Vice President
   to Serve on the Board of Directors   Action Possible

3. Review/Approval of UKG Web Based Module for   Mark Turner, Chief Executive Officer
   HR, Payroll and Timekeeping   Yesenia De La Cruz, HR Director
                                                                         Action Possible

4. Engaging Custom Learning Systems for Patient   Mark Turner, Chief Executive Officer
   Experience Training   Information Only

5. 2025 Board of Directors Meeting Calendar DRAFT   Mark Turner, Chief Executive Officer
       Action Possible

NEXT BOARD-ATTENDED MEETINGS   Regular Board of Directors Meeting:
    Thursday, November 21, 2024 at 1 p.m.

ADJOURNMENT

RESOLUTION NO. 2025-04

RESOLUTION OF THE BOARD OF DIRECTORS OF SAN BERNARDINO MOUNTAINS COMMUNITY HOSPITAL DISTRICT APPOINTING _____ TO SERVE ON THE BOARD OF DIRECTORS UNTIL THE NEXT DISTRICT GENERAL ELECTION IN 2026.

WHEREAS, a vacancy exists on the Board of Directors of the San Bernardino Mountains Community Hospital District; and

WHEREAS, pursuant to Government Code section 1780, the Board of Directors may appoint a director to fill the vacancy until the next District general election in 2026.

NOW, THEREFORE, the Board of Directors of the San Bernardino Mountains Community Hospital District does hereby resolve, find, determine, and order as follows:

<u>Section 1</u>. Pursuant to section 1780 of the Government Code, the Board of Directors of the San Bernardino Mountains Community Hospital District hereby appoints _____ to serve as a member of the Board of Directors until the next District general election in 2026.

<u>Section 2</u>: The Secretary of the San Bernardino Mountains Community Hospital District is hereby directed to deliver forthwith one (1) certified copy of this resolution to the Clerk of the Board of Supervisors of the County of San Bernardino.

ADOPTED, SIGNED AND APPROVED this 1st day of November, 2024,

_____
Cheryl Robinson
Vice President of the Board of Directors
San Bernardino Mountains Community
Hospital District

ATTEST:

_____
Barry Hoy
Secretary of the Board of Directors
San Bernardino Mountains Community Hospital District

CERTIFICATION

I, Barry Hoy, Secretary of the Board of Directors of San Bernardino Mountains Community Hospital District, hereby certify that the foregoing is a full, true and correct copy of Resolution 2025-04 adopted by the Board of Directors of the District at the Board Meeting held on November 1, 2024 by the following vote:

AYES:

NAYS:

ABSENT:

ABSTAIN:

_____

Barry Hoy
Secretary of the Board of Directors
San Bernardino Mountains Community Hospital District

DATE: **October 31, 2024**

TO: **Board of Directors**

FROM: **Yesenia De La Cruz, Human Resources Manager**

SUBJECT: **UKG Web Based Module for HR, Payroll and Timekeeping**

Out of the three systems we reviewed, UKG was the one that stood out as being the most robust system, while maintaining a more modern, simplified and enhanced employee experience. UKG has the ability to export files and load them into our GL with Meditech. UKG was also the most customizable system and will have the ability to build all of our current pay policies such as our various pay codes (shift differential, call back, on-call, specific departmental bonuses).

California specific Compliance and subject matter experts will accompany us not only during implementation, but throughout our partnership with UKG. This will allow us to have peace of mind when it comes to making sure we are compliant in our day-to-day functions.

We also reached out to our contact at WIPFLI and asked if they had any recommendations on payroll systems. They came back with either ADP or UKG, as the vendor of choice for many of their clients.

PRICING PROPOSAL PREPARED FOR: Mountains Community Hospital
Prepared By: Tony Carter, UKG Strategic Development Manager
Email: tony.carter@ukg.com
Cell: 404-964-2834

PROPOSAL BASED ON:	260 Employees			
UKG Ready Solution	**In Scope**	**Total PEPM**	**Annual Spend**	**One Time Setup Fees**
UKG Ready Core HR & Payroll	Yes	$33.00	$102,960.00	$32,590.00
UKG Ready Time & Scheduling	Yes	Included	Included	$0.00
UKG Ready Recruiting + Onboarding	Yes	Included	Included	$0.00
UKG ACA Manager	Yes	Included	Included	$0.00
UKG Ready Benefits	Yes	Included	Included	$0.00
UKG Performance Management	Yes	Included	Included	$0.00
UKG Ready Document Manager	Yes	Included	Included	$0.00
UKG Ready Advanced Scheduling	Yes	Included	Included	$0.00
UKG Ready Compensation Management	Yes	Included	Included	$0.00
UKG Ready Leave Management	Yes	Included	Included	$0.00
UKG Ready COBRA	Yes	Included	Included	$0.00
5 Rental Timeclocks @ $135/month	Yes	Included	$8,100.00	$0.00
Totals			**$111,060.00**	**$32,590.00**

Contract Considerations
Contract length is typically 36 months and the price is locked for the initial term
Includes 8 interface feeds as part of setup
YTD Historical Data Included
Dedicated Executive Relationship Manager
Live support via phone or chat during normal business hours
24x7 Mission-Critical Support
Rapid Response Live Support during normal business hours
100% unlimited access to available training for the life of customer contract

CORE HR/PAYROLL & ONBOARDING

- ✓ One unified database for all HCM activities
- ✓ Real-time payroll processing
- ✓ Printing of live checks
- ✓ Manual and off-cycle checks
- ✓ Federal, state and local tax filing
- ✓ New hire reporting
- ✓ Garnishment administration
- ✓ Direct deposit: creation/transmission of NACHA file
- ✓ 150+ standard reports and business intelligence tools
- ✓ Personalize a simple and meaningful welcome packages for target employee groups
- ✓ Outline all the required tasks, including due dates with clear visual timeline
- ✓ Add dynamic content and videos to engage new hires
- ✓ Electronically complete, review, and sign documents such as W4, I9, direct deposit
- ✓ COVID 19 Response Hub
- ✓ UKG Ready Leave Manager provides comprehensive management capabilities that automate the administration and tracking of paid and unpaid federal, state, and employer-specific leave policies.
- ✓ This automated leave administration and tracking is configurable to maintain balances, reduce errors caused by manual processes, and control absence costs.
- ✓ Automated fatigue tracking with contributing factorsdecisions using charts and dashboards
- ✓ In depth pivot table and report comparison analysis tools
- ✓ Employee Sentiment Analysis for Performance Reviews, Applications, and Surveys across your organization with real-time reports

- ✓ Point-in-time reporting
- ✓ Compliance reporting - OSHA, EEO, Vets100, etc.
- ✓ Company intranet and communications portal
- ✓ Employee/manager self-service
- ✓ Online pay statements and W-2s
- ✓ Unlimited configurable workflows
- ✓ Document management and storage
- ✓ Automated interfaces to third parties
- ✓ Survey Deployment
- ✓ Timeline of activities that should be handled before and after the new hire's first day
- ✓ Instantly connect and collaborate with fellow team members
- ✓ Proactively assign provisioning tasks to prepare for new hire
- ✓ Establish mentor or coaches
- ✓ Establish individual goals for first 30, 60, 90 days of employment
- ✓ Automated Flight Risk Alerts
- ✓ Benchmarking activities across teams in your company

TIME MANAGEMENT & SCHEDULING

- ✓ Eliminate paper time sheets
- ✓ Clock in/out or transfer labor codes
- ✓ View timesheet details for current/previous periods
- ✓ Enter timesheet data and submit for approval
- ✓ Geofencing
- ✓ Automated unassigned shift matching
- ✓ Employees can set availability and preferences
- ✓ Dashboards with labor metrics
- ✓ Update schedules for ongoing compliance and cost control

- ✓ View accruals and balances
- ✓ Approve/deny PTO requests
- ✓ View complete attendance history
- ✓ Access analytics (overtime, in/out, scheduled hours, etc.)
- ✓ PTO accruals, requests, and approvals

UKG
Our purpose is people

RECRUITING

- Requisition creation/approval with unlimited workflow
- Configure multiple internal and external job boards
- Electronically complete, review, and sign company policies and procedures
- Allow candidates to instantly share open opportunities with their personal networks via Twitter
- Conveniently apply with LinkedIn profile
- Create multiple candidate pools to organize applicants by job, experience, qualifications, etc.
- Set up screening questions and rank candidates
- Manage interviews and offers
- Multiple search capabilities
- Request recommendations from references
- Leverage real-time reporting and analytics
- View key analytics such as time/cost to hire

PERFORMANCE & SUCCESSION

- Automated performance reviews - no more paper
- Peer-to-peer, multi-rater, 360, 30-day, annual, etc.
- Log relevant milestones throughout the year via goal journaling
- View performance history
- Identify high performers and support employee career development
- Track the progress of individual or team goals on the fly via your smartphone or tablet
- Rate competencies
- Create development plans
- Assign and measure performance objectives
- Distribute goals to employees via automated workflow

COMPENSATION MANAGEMENT

- Automate salary planning process giving you greater insight
- Experience flexibility in establishing reviewer and approver paths
- Configure merit guidelines based on performance rating or compa ratio in local currencies
- Quickly post salary changes and one-time payouts with automatic proration based on your rules
- Use visualizations and executive roll-up views for informed decision making
- Create compensation plans based on job, location. department, etc.
- Mass assign plans to employees
- Provide employees and managers clear visibility to compensation plans
- Easily configure calculation rules
- Establish target amounts based on percentage of base pay,

LEARNING MANAGEMENT SOLUTION

- Instantly upload all your training materials in *any* format (training on demand, mobile enabled)
- Cutting-edge tools to add a web resource to your training library in seconds
- Quickly and easily create courses
- Upload virtually any file type instantly
- Intuitive, social and mobile interface that learners love
- Perfect for hard-to-engage workers of any age, including Millennials
- Knowledge sharing enables employees to respond to questions and receive peer recognition
- Train employees and managers anywhere, anytime
- Manage your in-class and virtual classroom training events and combine them with self-paced online courses
- Dynamic Training Dashboard
- Customize access and assignments based on criteria you choose.
- Create small communities within your learning academy for any topic to stimulate communication

BENEFITS

- Automated connections built with over 600 benefits, financial carriers, and COBRA providers
- Web-based open enrollment for employees
- Automated life event management
- 8 Directional EDI Feeds Included
- Messaging to employees during enrollment process
- Attach documents and links to enrollment materials
- Self-bill and reconciliation reports
- COBRA Administration

ACA MANAGER

- Electronic ACA Management
- Electronic or hard copy form delivery to employees
- Year-end processing checklists
- 1094/1095 C
- Mass Population of ACA Forms

Board of Directors Meeting Calendar 2025

Board Meeting	MEC	Auxiliary Board	Foundation Board

February 23-26, 2025 - AHA Rural Health Symposium (San Antonio, TX) / CHA Rural Health Care Symposium ??/??/?? / April 23-25, 2025 - HASC Annual Conference (Indian Wells, CA)

January

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Facilities Committee

February

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

Marketing Committee

March

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

Human Resources Committee

April

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Facilities Committee

May

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Marketing Committee

June

Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

Human Resources Committee

July

Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

Facilities Committee

August

Su	Mo	Tu	We	Th	Fr	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

Marketing Committee

September

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Human Resources Committee

October

Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Facilities Committee

November

Su	Mo	Tu	We	Th	Fr	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

Marketing Committee

December

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

DARK

Revised 10/31/2024