



ALAMEDA COUNTY MEDICAL CENTER

Highland Campus • Fairmont Campus

John George Psychiatric Pavilion • Ambulatory Healthcare Services

HUMAN RESOURCES COMMITTEE MEETING

Monday, January 16, 2013

Central Administration Offices Located at Highland Hospital

1411 East 31st Street Oakland, CA 94602

Barbara L. McElroy, Clerk of the Board

(510) 437-8468

MINUTES

THE MEETING WAS CALLED TO ORDER AT APPROXIMATELY 5:02 PM.

ROLL CALL WAS TAKEN; THE FOLLOWING TRUSTEES WERE PRESENT:

Ronald D. Nelson, Daniel Boggan, Jr., Anthony Slimick, J. Bennett Tate, and Ilene Weinreb.

TAB #2 ACTION: Approval of Minutes

ACTION: A motion was made, seconded, and unanimously approved the Minutes from the November 26, 2012 Human Resources Committee Meeting as presented.

MOTION: Trustee Boggan

SECOND: Trustee Slimick

AYES: Trustees Nelson, Boggan, Slimick, Tate, and Weinreb

NAYS: None

ABSTAIN: None

ABSENT: None

TAB #3 INFORMATION: Recruitment Strategy - Vacancies and Positions Filled

Paul Ransom, Director of Workforce Planning and Recruitment, introduced the Recruitment Team:

Kevin Silvestre – has been with the organization for 1 year. Areas of responsibilities are Nursing Administration, Strategy, Cardiology, and Radiology.

Bev Cobb – has been with the organization for over a year. Areas of responsibility are Human Resources, Quality, Medical Administration, JGPH, Operations, and Finance.

Dave Moré – has been with the organization since September 2011. Areas of responsibility are Ambulatory, and IT. Prior to joining ACMC he was with Kaiser for 5 years.

Mr. Manns added that Mr. Moré attends the ambulatory operations council meetings to obtain a better understanding of the hiring needs of the ambulatory department.

Jack Shirey – has been with the organization close to 1 year. Areas of responsibility are executive and physician recruiting. Mr. Shirey has over 10 years experience in healthcare recruiting.

Mr. Lassiter added that Jack's expertise allows the organization to minimize the use of external search firms due to his expertise.

Chamayne Pierce – Manager for Workforce Planning & Recruitment Operations, recruits for Fairmont Hospital. Ms. Pierce has been with the organization for 5 years.

Trustee Nelson thanked all of the recruiters for attending the meeting.

Mr. Ransom provided highlights of the current successes and ongoing strategic efforts underway to enhance ACMC's capability to better service its hiring managers and increase overall recruitment efforts.

Mr. Ransom provided handout materials to the Trustees that are being utilized to promote opportunities for working at ACMC.

TAB #4 REPORT: ACMC Health Insurance Strategy

Paula Peck, Assistant Director, Health and Wellness, reported on the organization's Health Insurance strategy.

2013's Open Enrollment Results

Strategic Goals were:

- Contain overall health benefits and not to exceed budget
- Continue encourage movement from Kaiser to UnitedHealth-PacifiCare to prepare for movement to self funding our own plan

- Maintain Flexible Spending Account Enrollment and Employer Tax Savings despite 50% reduction in medical plan limit

Cost containment results were presented.

Other Open Enrollment Results:

- Increased Enrollment in United health Care PPO Plan by 67% [16 Employees]
- Increased enrollment in UnitedHealth Care HMO Plans by 21% increase [66 employees]
- Increased the Share the Savings Participation by 17% [29 employees]
- Increased enrollment in VSP by 4% [59 employees]
- Delta Dental PPO Plan is now self funded
 - Claims are running on target we will have a better idea regarding total claims in March.

Goals for 2013 and beyond:

- Prepare for Self Funding our own Plan
 - Develop APMC Self Funded Plan using a network for first plan year
 - Maintaining access to current providers
 - Develop APMC Self Funded Plan using our own facilities for future years
- Continue with Self Funded Dental Plan
 - Using our own clinics to enhance coverage
 - Create increased coverage as a buy up option

The Committee requested further clarification of how self-funding works and why it is advantages to the organization. Ms. Peck provided further explanation highlighting “wait times” which need to decrease before we can market to our employees’ utilization of our facilities.

Wellness Program - launched March 5, 2012

Strategic Goals were:

- Engage Employees in a program to improve the overall health and wellbeing of all employees
- Collect a base line data from 30% of employees

Results:

- Introduce Biometric Testing and Health Risk Assessments – Wellness Fairs were held 3/6/12 through 3/15/12
 - 22% of employees [478 Employees] completed the Biometric Testing
 - 12% of employees [266 Employees] completed the Health Risk Assessments
- Wellness Committee
 - The Wellness Committee was start last year and continues to meet monthly, every employee is invited to participate, and meetings are held monthly and rotate campuses in order to give every employee an opportunity to participate.
 - Many members of the Committee have become leaders of classes
- Wellness Programs - Classes
 - 76 sessions across all six campuses have been conducted since March
 - Classes have addressed the mind, body, and spirit and range from nutrition education and cooking classes to stress management and meditation.
 - Additionally we have on-going work out classes at Highland, Fairmont, and Eastmont.
 - Especially popular have been the Smoothie Making workshops
 - Wellness Challenges:
 - Walking challenge [114 Employees Participated]
 - Multi-pronged challenge with the ambulatory clinics,
 - Soda-Free Summer
 - Launched Passport to a Health Me
 - Employees have access to personal coaching and health information 24/7
 - Discounts at gyms
 - Launched Wellness Blog
 - Toni Sicola writes the blog which has had 1400 hits

Employee Feedback:

- Individuals have provided valuable feedback as to the efficacy of the program, citing that they have lost weight, started a consistent workout routine, incorporated healthy smoothies into their meal plans, or begun a stress management practice on their own.

TAB #5 REPORT: Chief Human Resources Officer

Ms. Loudon-Corbett provided a brief update on the Employee Engagement Pulse Survey in process across the organization. Surveys of departments that fell in the lower mean category will be targeted.

TAB #6 INFORMATION: Issue Tracking & Follow-up

There was no report on this item.

TAB #7 REPORT: Legal Counsel's Report on Action Taken in Closed Session

Douglas B. Habig, General Counsel, reported that the committee met with the chief labor negotiator and accepted the recommendation to the full board approval of a multi-year contract with PACE and salary reopener with BTC.

Public Comments: None.

Board of Trustees Remarks:

Trustee Slimick – expressed appreciation for the level of detail and follow through with recruitment strategy; also enjoyed the wellness program presentation.

Trustee Nelson – would like a report to the HR committee on the budget and how it is affecting Human Resources.

ADJOURNMENT: The meeting was adjourned at 5:27 PM.

Respectfully Submitted by:

Barbara L. McElroy,
Clerk of the Board

APPROVED AS TO FORM:

Reviewed by:



Douglas B. Habig, Esq.
General Counsel