I. CALL TO ORDER
Chair Michael Hoffert called the meeting to order at 10:00am.

II. RECEIVE & FILE
Moved by Michael Hoffert to receive the Human Resources Committee minutes of the March 10, 2015 meeting.

III. EMPLOYEE RECOGNITION
Carla DiCanio-Clarke recognized the team members of 12 Zone 1, particularly Teneisha Neal. She was the first person to be assigned permanently to 12 Zone 1. The unit is not a typical med/surg unit. It was an ICU unit so it was not fully equipped at first. Teneisha has overcome obstacles and really focused on teamwork. She has also been recognized by the nursing recognition committee.

IV. EEO REPORT
Carla distributed the report that she composes annually. Next meeting she will distribute the industry standard report.

V. WORKERS COMPENSATION AND EMPLOYEE OCCURRENCES
The Workers Compensation and employee occurrences report was distributed. The number of employees still out from Workers Compensation injuries at Terrace View has spiked. Shirley Chojnacki will help monitor those numbers.

VI. BEHAVIORAL HEALTH REPORT
Carla distributed a report showing the assault trends with job title, zone, and time of day. The many committees that investigate incidents were discussed. Assaults escalate in the evening because the patient becomes agitated when they find out they are not being discharged. The NDNQI data will compare ECMC to other hospitals with behavioral health programs.

VII. NURSING TURNOVER REPORT
March
Hires: 10 FTEs & 1 PD (LPN: 2 FTEs)
  • Med/ Surg: 4.5 FTEs
  • Behavioral Health: 5.5 FTEs & 1 PD
Losses: 4 FTEs & 7 PD
  • Med/ Surg: 3 FTEs & 3 PD
• Behavioral Health: 2 PD
• Critical Care: 1 FTE & 2 PD

**Turnover Rate**: .5%
**Turnover Rate YTD**: 1.9%

April

**Hires**: 23 FTEs & 4 PD (LPN:1 FTE) to date
  • Med/Surg: 16.5 FTEs & 3 PD(LPN:1 FTE)
  • Behavioral Health: 4FTEs & 1 PD
  • Critical Care: 2.5 FTEs

**Losses**: 2FTEs & 1 PD
  • Med/ Surg: 2 FTEs
  • Critical Care: 1 PD

**Turnover Rate**: .3%
**Turnover Rate YTD**: 2.2%

VIII. **EMPLOYEE TURNOVER REPORTS**

Turnover reports were distributed. The turnover rate has been consistent. The number of employees that are retiring has increased.

![Turnover 2015](image)

IX. **TERRACE VIEW REPORT**

A job fair was held at Terrace View on May 12th for RN and LPN applicants. A CNA job fair is being planned for the end of June. A recognition event was held on April 29th. Extra Charge Nurses were added to the staffing plan.

X. **RECRUITMENT/JOB FAIRS**

A report was distributed depicting the past job fairs that human resources staff have attended.

XI. **WELLNESS/BENEFITS**

The Lose to Win Weight loss challenge is under way. 125 employees are participating. Nancy Tucker is assessing on whether a Retirement Planning Seminar is needed. The benefits fair is scheduled for Wednesday, October 14th. This will be the kickoff to the open enrollment period.

XII. **LABOR RELATIONS**

Carla DiCanio-Clarke reported that there is a runoff election taking place for AFSCME President and Grievance Chair. Ballots are due on May 22. The AFSCME contract expires at the end of 2015. Management has begun preliminary meetings to discuss negotiations.

XIII. **ADJOURNMENT**

Moved by Michael Hoffert to adjourn the Human Resources Committee meeting at 10:40am.