



**vitals**  
SAC + HEALTH

EPIISODE X

**May 2026**

Published by People Success

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(WITH A SLIGHT WARP IN THE FORCE THIS MONTH)

# FROM THE COMMANDER OF THE PEOPLE FLEET



As we move into May, there's a natural sense of momentum in the air. The days grow longer, the pace quickens, and summer begins to peek over the horizon. It's a season that reminds us progress often comes one step, one choice, and one act of service at a time.

At SAC Health, that spirit is alive in each of you. Whether you are caring for patients, supporting teammates, solving problems, or bringing compassion into difficult moments, you help move our mission forward every day. In your own, unique way, you are a force for good.

With May the 4th upon us, it feels fitting to say: "May the Force be with you!" But more importantly, may purpose be with you, may kindness be with you, and may strength be with you as we head into the busy summer months ahead.

Thank you for bringing hope, excellence, and heart to the work we do together. The future is bright, and this team is ready for it!

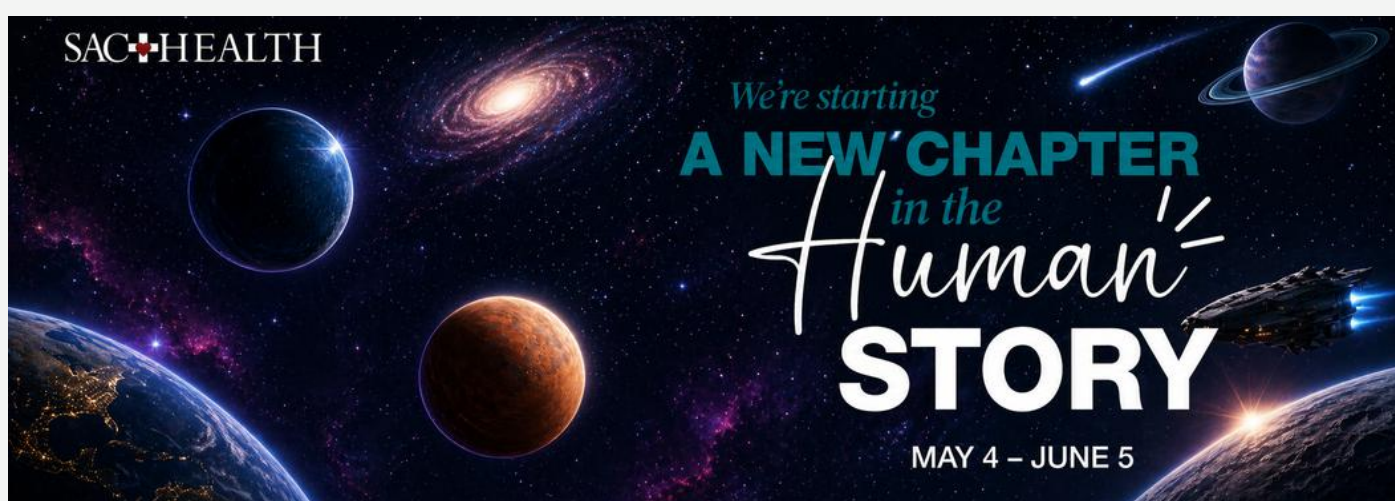
A handwritten signature of Paul Foster in white ink, written in a cursive style.

**Chief People Officer**

# PEC SEASON IS COMING, AND THIS TIME IT'S IN LATTICE!

BY DR. ALLEN A. WEAVER, MANAGER, PEOPLE DEVELOPMENT

**From May 4 through June 5, SAC Health will begin the next Performance Enhancement Conversation (PEC) cycle.**



If “PEC” sounds a little formal or easy to forget, think of it this way: it is the conversation between an employee and their leader about how things are going, what has been accomplished, what has been challenging, and what growth should come next. It is meant to be thoughtful, developmental, and forward-looking.

This cycle brings a few important updates, all designed to make the experience more useful, more human, and more connected to where SAC Health is headed.

## **PECs are moving from Paycom to Lattice**

This year’s PEC (version 1.5) will take place in Lattice, not Paycom.

That means employees and leaders will complete this cycle’s reviews in Lattice. If leaders want to look back at how an employee was rated in a previous cycle, that history can still be found in Paycom. Paycom still holds the past. Lattice is where this next chapter begins.

This version of the PEC also introduces:

- updated competency language
- more open-ended comments
- a slightly different rating approach

The goal is not to make the process heavier. It is to improve the conversation. This cycle creates more space to reflect on how work is being done, what has been accomplished, and what support or growth should come next.

## **Employees now have a stronger voice in the conversation**

One of the biggest improvements in this cycle is the employee self-review. We heard you in our recent Engagement Survey. You want to weigh in and be involved in the conversation. This is another opportunity to speak up and celebrate yourself.

Before the PEC conversation happens, employees will have the opportunity to reflect on:

- accomplishments they are proud of
- challenges they have experienced
- what support would help them most
- where they want to grow next

This self-reflection matters. A strong PEC should feel like a conversation, not a surprise, and not a one-sided handoff. The self-review helps employees come in prepared and gives leaders a better starting point for a more grounded, meaningful discussion.

## A helpful tip: Lattice's AI Agent can support your preparation

If you have been using Lattice regularly for 1:1 notes, feedback, and weekly updates, the Lattice AI Agent can be very helpful as you prepare for the PEC.

*"Help prepare for my upcoming PEC self-review with [leader name]."*

Or if you are a People Leader:

*"Help prepare for my upcoming PEC employee review with [employee name]."*

The AI Agent can help surface themes, reminders, and examples based on what has already been documented in Lattice.

A gentle truth here: the more consistently Lattice has been used, the more useful the AI Agent becomes. If 1:1s, feedback, and updates are there, the preparation gets much easier.

This is still a growth conversation, not a compensation conversation  
Even with the new platform and updated format, the heart of the PEC has not changed.

This is still a conversation about:

- performance
- growth
- support
- and future goals

It is a chance to pause, reflect honestly, and create clarity around what comes next.  
It is also important to state clearly that the PEC is not tied to compensation.

### What comes after the PEC?

The PEC is not the end of the story. It is the beginning of the next one.

In June, immediately following PECs, all employees will have the opportunity to create a Growth Plan in Lattice. If you are more familiar with the term IDP, that is essentially what this is: an Individual Development Plan focused on development and career goals that emerge from the PEC conversation. It's not required AND it is self-driven with leader support. You make the plan, and your leader, with some Lattice support, will help coach and guide you.

Then, in the new fiscal year beginning in July, SAC Health will begin introducing OKRs and KPIs.

If those terms are new:

- OKRs are Objectives and Key Results. They help define what we are trying to achieve and how we will measure progress. It's just like SMART goals, but even more intentional.
- KPIs are Key Performance Indicators. They are measurable signals that help us track progress on your objectives over time so you know if you need to intensify or change your approach.

Together, they will help employees and leaders better understand how everyday work connects to SAC Health’s broader strategy and priorities.

So the bigger rhythm looks like this:

- May–June: reflect and align through PECs
- June: create a Growth Plan/IDP
- July and beyond: connect work more clearly to strategy through OKRs and KPIs

More tools, support, events, and experiences will come as that work unfolds.

What should employees and leaders do now?

**For employees:**

Reflect honestly on your wins, your challenges, and what support or growth would help you most in the next chapter. Document those items in your Lattice self-review.

**For leaders:**

Plan time for a real conversation. Review prior context in Paycom if needed. Use Lattice thoughtfully. And remember that the quality of the PEC is not just in the rating, but in the clarity, care, and direction that come from the discussion.

**Why this matters**

A better performance conversation creates more than a better form. It creates:

- more clarity
- stronger alignment
- more meaningful development
- and a better employee experience

This PEC cycle is a bridge to a more connected and modern approach to growth at SAC Health. It gives employees a stronger voice, gives leaders better tools, and helps all of us move toward a future where performance, development, and strategy are more clearly connected.

Growth is our gift. Clarity is our promise. And this next PEC cycle is one more step toward both.



# NO IMPOSTERS HERE:

## The Journey of Renee Munoz

BY BRANDY CARDENAS, DIRECTOR  
OF TALENT ACQUISITION & CULTURE

Careers don't always begin with certainty, but they are often guided by purpose. For Renee Munoz, her journey at SAC Health reflects what happens when faith, resilience, and willingness come together. What once felt like an unexpected transition became the very path that shaped her growth.

In 2018, Renee began her career at SAC Health as a Care Coordinator in Population Health, stepping into a role that would challenge and stretch her in new ways. Before joining SAC Health, she worked as a clinical and administrative medical assistant. When her previous employer closed their practice, it created a moment of uncertainty, but also an opportunity. What seemed like disruption was, in many ways, redirection.

From her very first impression, Renee sensed that SAC Health was different.

***"It felt spiritual, full of opportunity, informative, and helpful."***

Surrounded by a team of strong, capable women who supported and encouraged her from the very beginning, it became clear that she was placed in an environment that would not only develop her skills but also strengthen her confidence and purpose.

Her time in Population Health gave her a critical understanding of care gap closures and preventive care, helping her see the "why" behind healthcare practices. In 2021, she transitioned into Care Management, where her role deepened significantly.

In Care Management, Renee was able to walk alongside patients throughout their healthcare journey, helping them navigate referrals, understand medical protocols, and access resources. It was here that she fully applied her skills in patient care while also strengthening her abilities in time management, administration, and collaboration.

***"This is where most of my abilities have flourished."***

Each role she stepped into added a new layer of experience, building her confidence and expanding her capabilities. Renee embraces the belief that growth requires movement, even when it feels uncomfortable.

***"I prayed about every position before applying, making sure it was where God wanted me."***

Like many professionals, Renee faced challenges early in her journey, particularly when it came to technology. Learning new EMR systems and adapting to unfamiliar tools initially felt overwhelming.

Yet, through the support of her team and her own determination, she pressed forward.

***"I learned not to give up. There will be times I may not have the skills or knowledge, but that doesn't mean I don't have the capability to learn."***

Beyond technical challenges, Renee also faced something many professionals quietly experience, self-doubt.

She describes imposter syndrome as something very real in her journey, questioning herself and wondering if she truly belonged. What helped her overcome those moments was taking action, staying open to feedback, and leaning on the encouragement of her leadership and teammates.





**“I don’t know everything, but I can learn it and I have the will to do that.”**

Renee’s work is rooted in service. During her time in Enhanced Care Management, she made a meaningful impact by supporting patients through complex healthcare journeys.

***“I’ve had patients express gratitude for the time and care I provided.”***

For Renee, these moments are reminders that her work matters. It’s not just about completing tasks, it’s about being present, showing compassion, and making a difference in someone’s life.

Her impact extends beyond patients. She contributes to her team through support, collaboration, and shared knowledge. She values what she describes as “unspoken recognition”, the trust and unity that exists within a team that shows up for one another.

Her dedication was formally recognized in 2025 when she was named Safety Coordinator of the Year, but for Renee, the most meaningful reward is knowing she is making a difference.

At the heart of Renee’s journey there is a strong sense of responsibility and purpose.

***“My family keeps me motivated. I want to be an example.”***

For her, work is more than a paycheck, it’s about valuing what she does and understanding how it helps others. Her passion has evolved with each role she’s taken on, from learning the “why” in Population Health to applying it in Care Management, to stepping into a new chapter as an Employee Health & Wellness Coordinator in October 2025.

***“I’m still learning what my purpose will be in this chapter.”***

She has chosen to stay at SAC Health because of its commitment to growth, learning, and investing in people.

***“If they hadn’t poured into me, I may have stayed where I was comfortable.”***

Looking back, Renee feels proud, not just of her accomplishments, but of her transformation.

***“I didn’t know much of anything in the beginning.”***

Yet she kept going, trusting that each step was preparing her for the next. What she is most proud of is not allowing fear or doubt to hold her back.

***“I never thought I was worth more than just a retail or fast-food role.”***

Renee Munoz’s journey is a powerful reminder that growth doesn’t come from knowing everything, it comes from being willing to learn, to try, and to believe that you are capable of more.

And for Renee, that journey is just getting started.

We see you. We celebrate you. And your story encourages us all to keep moving forward, together.

# LEADING SELF: A BRIER BASICS RECAP

BY RAFI K. ZANIAN  
DIRECTOR, PEOPLE OPERATIONS

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In March's Brier Basics, we explored *Leading Self*, the foundation for well-being, focus, and resilience at work and in life.

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## Self-Empathy & Compassion

We're often harder on ourselves than on others. Practicing self-empathy means responding to our own mistakes and challenges with kindness instead of criticism, just as we would with a colleague or friend.

## Mindfulness

Mindfulness is about being present without judgment. Even small moments of awareness can reduce stress, improve focus, and strengthen our ability to connect and respond thoughtfully.

## Single-Tasking Over Multitasking

Multitasking reduces productivity and increases stress. Focusing on one task at a time leads to better decisions, higher quality work, and greater well-being.

## Optimism & Resilience

Optimism helps us move forward despite uncertainty, while resilience allows us to recover and adapt through challenges, physically, mentally, emotionally, and socially. Leading self isn't a "nice to have." It's a skill we can all practice to support our well-being and show up at our best every day.



# MICROBREAKS

Renée Muñoz, Employee Health & Wellness Coordinator/Compliance & Risk Management

## BUILDING EFFECTIVE MICROBREAK HABITS



Mindful Praise



Step Outside Briefly



Hydration Break



Hand & Wrist stretches



Visualization



Desk Yoga

### Microbreak for Clinical Staff

Purpose:

To support staff well-being, reduce fatigue-related errors, and enhance patient safety through brief, regular recovery periods. Clinical staff are encouraged to take short microbreaks (30 seconds to 2 minutes) when workflow allows, without compromising patient care.

### Guidelines:

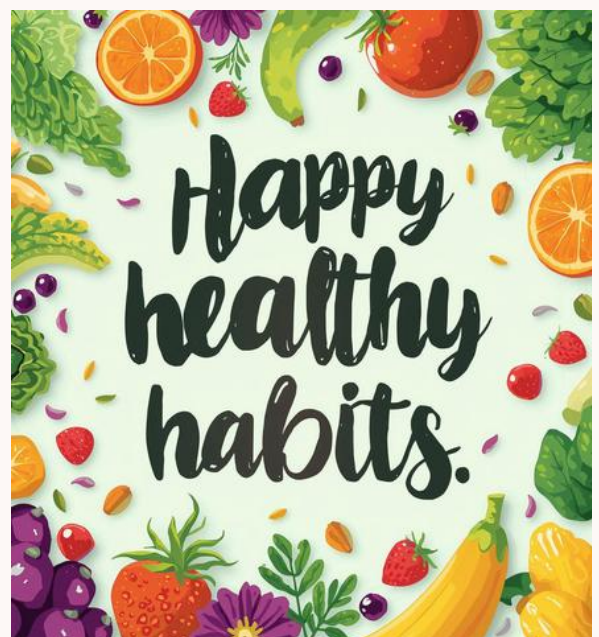
- Take microbreaks between patients or tasks when feasible
- Use brief pauses for stretching, hydration, or mental reset
- Incorporate eye breaks during charting or screen use
- Breaks should not delay urgent or critical care

### Benefits:

- Improved focus and clinical accuracy
- Reduced physical strain and injury risk
- Lower stress and burnout rates
- Enhanced patient safety and quality of care

### Quick Microbreak Ideas (On the Floor)

- Shoulder rolls or back stretch
- Deep breathing between patients
- Hydrate or take a few steps
- 20-second eye reset from screens



# Employee Health and Wellness

## Leadership Role:

- Encourage a culture where short breaks are supported
- Integrate microbreaks into shift workflows when possible
- Model and normalize safe break-taking behaviors
- Caring for yourself helps you care for others.

## Microbreaks for non-clinical staff

Purpose:

To provide short recovery periods during continuous work and reduce physical strain from repetitive tasks and prolonged sitting. Microbreaks support mental reset to maintain focus and alertness, preventing fatigue buildup throughout the workday. Microbreaks promote healthier work habits based on Ergonomics principles.

## Benefits of Microbreaks

### Physical Health

- Reduces muscle tension and stiffness
- Helps prevent injuries like Carpal Tunnel Syndrome
- Improves posture and blood circulation
- Decreases risk of sedentary-related health problems

### Mental Performance

- Improves concentration and attention span
- Reduces mental fatigue
- Enhances creativity and problem-solving

### Eye Health

- Prevents Digital Eye Strain
- Reduces eye fatigue from prolonged screen time
- Encourages healthy visual habits (e.g., 20-20-20 rule)

### Emotional Well-being

- Lowers stress levels
- Helps prevent burnout
- Supports a more positive mood

### Productivity

- Increases efficiency and work quality
- Reduces mistakes caused by fatigue
- Helps maintain consistent performance

### Quick Microbreak Ideas

- Shoulder rolls or back stretch
- Deep breathing
- Hydrate or take a few steps
- 20-second eye reset from screens

## Leadership Role:

- Encourage a culture where short breaks are supported
- Integrate microbreaks into shift workflows when possible
- Model and normalize safe break-taking behaviors
- Caring for yourself helps you care for others.



# MENTAL WELLNESS STARTS HERE

ADRIANA DIAZ, COORDINATOR,  
PEOPLE SUCCESS

**Join us as we promote mental health month through guided meditation and ways to help you manage anxiety.**

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## **Meditation for Mental Health Awareness Month – May 12th | 2:30 PM**

Take a moment to prioritize your well-being this Mental Health Awareness Month by joining our introspective guided meditation session. Experience grounding stretches, calming soundscapes, and thoughtful facilitation designed to help you reset, recharge, and reconnect with yourself.



## **Anxiety: How to Make it Work For You– May 28th | 10:30 AM**

Prioritize your mental wellness by learning how to better understand and manage anxiety. Gain practical tools to navigate anxious feelings, reduce their impact, and build healthier emotional awareness.

*\*\*\*Staff who participate in any or all events will be entered into our wellness raffle! One entry per event will be allowed.*



**DON'T FALL TO THE  
DARKSIDE OF THE  
WORK-“FORCE”: BE A  
JEDI OF POSITIVITY AND  
SUPPORT FOR GOOD  
CHANGES**

BY DEAN HOMSHER, MANAGER, PEOPLE SUCCESS BUSINESS PARTNERS

### Happy “May the Force Be With You” Month!

As **SAC Health** continues to grow and expand, so do the opportunities for our teams. With that growth comes new staff members, new leaders, and new roles across the organization—all stepping in to provide the support, insights, and collaboration needed to continue delivering high-quality care to our patients.

With change, it’s natural to experience moments of uncertainty, discomfort, or frustration. These feelings are part of any growth journey. It’s during these times that we’re called to ground ourselves, stay aligned with our values, and be **positive champions for change**.

In the spirit of our policy **C-72: Equal Employment Opportunity, Anti-Harassment, and Respectful Workplace**, we all share responsibility for cultivating a welcoming, respectful environment—not only for our new team members and leaders, but for one another as well.

### Staying on the Light Side of the Force

When navigating change, each of us has a choice in how we show up. Here are a few ways to keep your footing firmly on the Light Side:

- **Offer support to new hires.** This is an opportunity to demonstrate leadership at every level and to help develop teammates who will strengthen our organization.
- **Practice grace and patience.** We’ve all chosen to work together at SAC Health. While there’s no expectation to be best friends, we should all feel respected and able to enjoy our workplace.

- **Remember—we are one team.** Collaboration, communication, and mutual respect help us achieve our shared mission.
- **Embrace change as a season of opportunity.** Ask yourself: will this time be spent building trust and professionalism, or creating a reputation that aligns more with the Dark Side?

Unprofessional behavior, dismissive attitudes, or lack of respect—no matter how subtle—can weaken team trust and morale faster than you can say Order 66.

### Choose the Light

Each day, we get the chance to choose empathy, professionalism, and respect. When we do, we create a workplace where people feel valued, supported, and empowered to do their best work—for each other and for our patients.

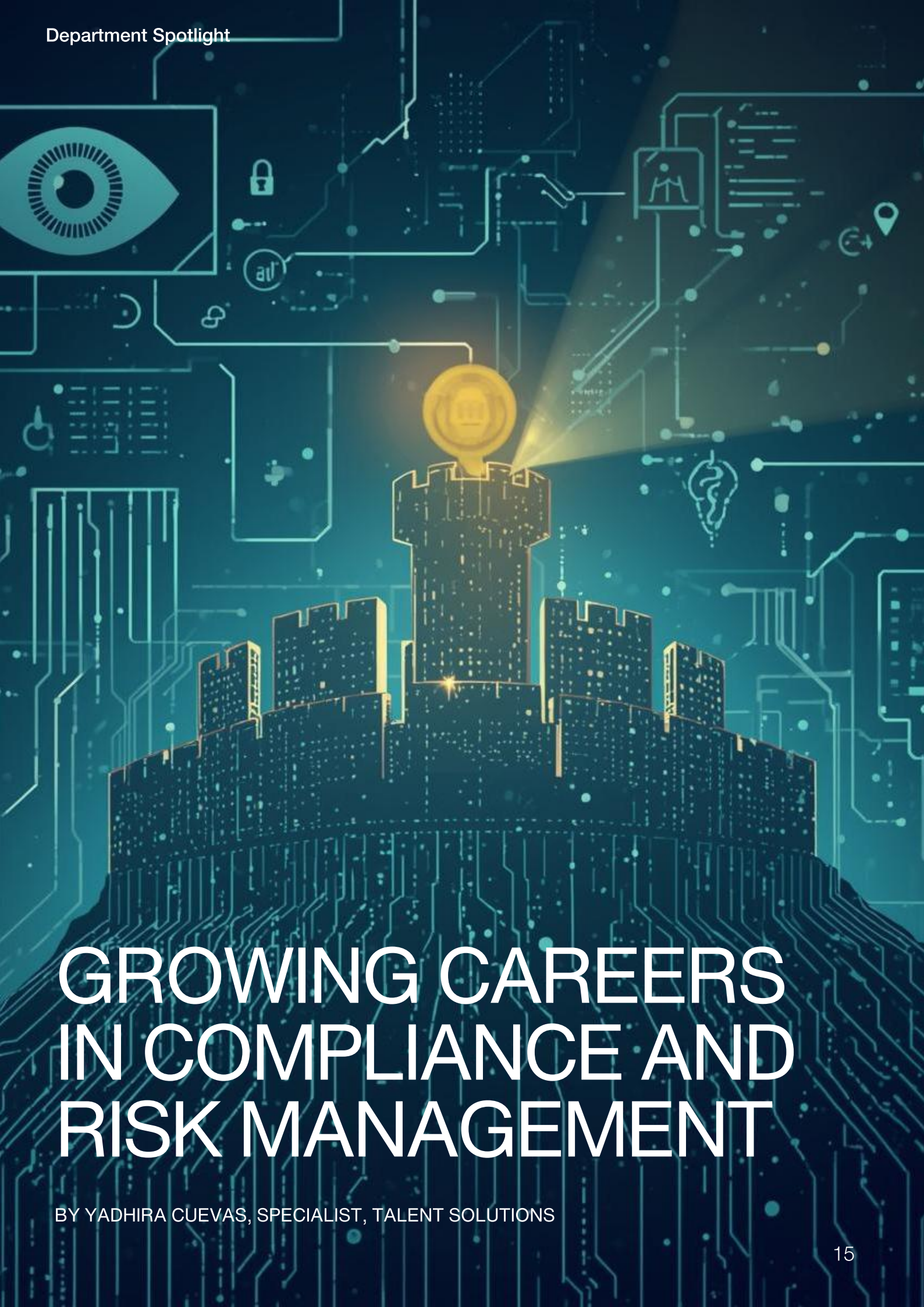
As Master Yoda wisely reminds us:

**“Fear is the path to the dark side. Fear leads to anger; anger leads to hate; hate leads to suffering.”**

Let’s choose the Light Side - together.

And as always... **may the Force be with you.**





# GROWING CAREERS IN COMPLIANCE AND RISK MANAGEMENT

BY YADHIRA CUEVAS, SPECIALIST, TALENT SOLUTIONS

### **Compliance & Risk Management: Protecting Our Mission, Patients, and People**

At SAC Health, our commitment to delivering high-quality, compassionate care goes beyond clinical excellence—it also means operating with integrity, accountability, and a strong focus on compliance and risk management. These two areas play a critical role in ensuring that we not only meet regulatory standards but also create a safe and trustworthy environment for our patients, staff, and community.

#### **What is Compliance?**

Compliance refers to adhering to all applicable laws, regulations, policies, and ethical standards that govern healthcare operations. This includes everything from patient privacy under HIPAA to proper billing practices and workplace safety protocols.

Our Compliance team works proactively to:

- Educate staff on policies and regulatory requirements
- Monitor adherence to healthcare laws and internal policies
- Investigate concerns or potential violations
- Promote a culture of transparency and ethical decision-making

Compliance is everyone's responsibility. By staying informed and speaking up when something doesn't seem right, each team member contributes to maintaining our organization's integrity.

#### **What is Risk Management?**

Risk Management focuses on identifying, evaluating, and minimizing potential risks that could impact patients, employees, or the organization. These risks may include patient safety concerns, operational issues, or liability exposures.

Our Risk Management efforts include:

- Reviewing incidents and identifying opportunities for improvement
- Implementing strategies to prevent future occurrences
- Supporting patient safety initiatives
- Collaborating with departments to strengthen processes and reduce risk



## Department Spotlight

The goal is not only to respond to issues, but to prevent them—ensuring a safer environment for everyone.

### Why It Matters

Strong compliance and risk management programs help SAC Health:

- Protect patient safety and confidentiality
- Maintain trust within our community
- Reduce legal and financial risks
- Support a positive and accountable workplace culture

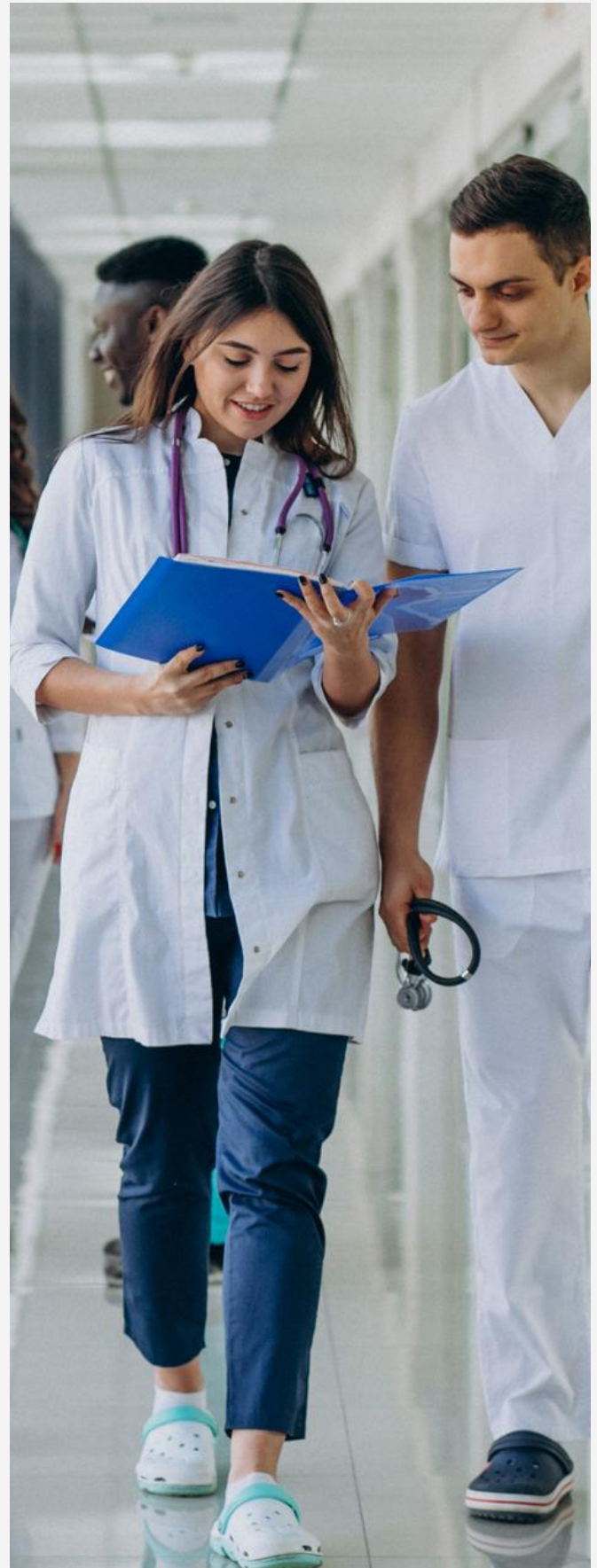
### How You Can Help

Every team member plays a vital role. You can support compliance and risk management by:

- Following established policies and procedures
- Completing required trainings on time
- Reporting concerns, incidents, or near misses promptly
- Asking questions when unsure

### A Shared Commitment

At SAC Health, compliance and risk management are not just departments—they are part of our everyday work and shared responsibility. Together, we can continue to uphold the highest standards of care while protecting the people and mission that make our organization strong.



# HOT JOBS! ECM CARE MANAGER/BEHAVIORAL HEALTH

BY CARMEN GARCIA, PARTNER, TALENT ACQUISITION



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**Location:** Brier Clinic, San Bernardino, CA

**Schedule:** Monday–Friday | 7:30am–4:00pm | 8-hour shifts

At SAC Health, we are committed to empowering our patients and their families to live vibrant, healthy lives through culturally responsive, whole-person care. Join a team that is making a meaningful impact in the lives of our most vulnerable populations.

## **Position Overview**

As part of the Care Management Team, the ECM Care Manager, Behavioral Health (ECMCMBH) provides clinical coordination and case management for moderate to high-risk patients. This includes individuals experiencing homelessness, chronic medical and behavioral health conditions, substance use disorders, and other complex social determinants of health.

This role is highly collaborative, working within an interdisciplinary care team to deliver integrated, patient-centered care. You will provide brief therapeutic interventions, crisis support, and connect patients to vital community resources to improve their overall health and well-being.

## **What You'll Be Doing**

- Manage a caseload of patients with complex behavioral and medical needs
- Conduct behavioral health and psychosocial assessments and reassessments
- Provide brief therapeutic interventions and crisis evaluation/support
- Develop and adjust individualized care plans based on patient needs
- Collaborate with interdisciplinary teams and external providers
- Support patient engagement, outreach, and program enrollment
- Assist patients in achieving health and wellness goals through education and care coordination
- Conduct case reviews and maintain accurate documentation
- Perform home visits as needed to support patient care
- Monitor patient progress and respond to changes in condition

## Hot Job Alert!



### What We're Looking For

#### Education & Licensure

- Master's Degree in Social Work (MSW) or related field required
- ACSW preferred (clinical supervision provided if applicable)
- CPR/BLS certification (AHA or Red Cross) required
- Valid CA driver's license, reliable vehicle, and auto insurance required
- Must obtain Epic certification for the assigned module

#### Experience

- 1+ year of experience in case management and behavioral health services
- Experience working with homeless or at-risk populations is highly preferred

#### Skills & Abilities

- Strong clinical assessment and crisis intervention skills
- Ability to work in a fast-paced, team-based environment
- Excellent communication and interpersonal skills
- Bilingual (English/Spanish) preferred
- Organized, detail-oriented, and able to manage multiple priorities
- Passion for serving diverse and underserved communities

#### Call to Action

If you're passionate about behavioral health, care coordination, and making a real impact in your community, this is the opportunity for you.

#### **ONE position is available.**

Apply today or share with someone who would be a great fit - don't miss your chance to be part of a team changing lives every day!

# HOW A CLEVER PUN BECAME A GLOBAL STAR WARS TRADITION

BY MICHAEL DEWEES, PEOPLE EXPERIENCE & COMMUNICATIONS SPECIALIST

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The phrase “May the Fourth be with you” is a pun on the iconic Star Wars line “May the Force be with you.” Over time, it evolved into the unofficial global holiday known as Star Wars Day, celebrated each year on May 4th.

## Origins of the Phrase

The earliest widely documented public use dates to May 4, 1979, when Margaret Thatcher became Prime Minister of the United Kingdom. Her political party placed a newspaper ad saying: “May the Fourth Be with You, Maggie. Congratulations.” This is generally considered the first notable recorded use of the pun.

## Rise in Popular Culture

For many years, the phrase was mainly a clever joke among fans. But as Star Wars fandom grew through the 1990s and 2000s—with prequels, conventions, internet culture, and memes—May 4th naturally became a fan-led celebration.

Fans began using the day to:

- Host movie marathons
- Dress in costume / cosplay
- **Share quotes and memes**
- **Collect memorabilia**
- **Attend themed events**

## Official Recognition

Eventually, Lucasfilm and later The Walt Disney Company embraced the holiday.

Today, May the 4th is marked by:

- Official Star Wars announcements
- New merchandise drops
- Streaming promotions on Disney+
- Theme park celebrations at Disney Parks
- Social media campaigns worldwide

## Why It Endured

The day became popular because it combines:

1. A universally recognized movie quote
2. A perfect calendar pun
3. Multi-generational fandom
4. Easy community participation

## Fun Follow-Up

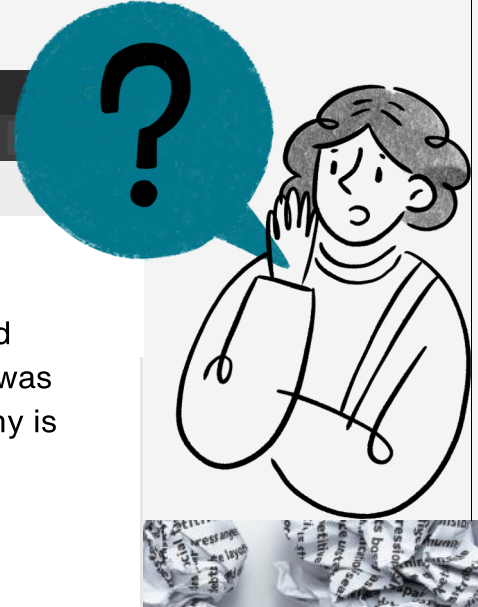
Many fans also celebrate May 5th as “Revenge of the Fifth” (or “Sixth”), a playful nod to Star Wars: Episode III – Revenge of the Sith.

In short, May 4th became Star Wars Day because fans turned a clever pun into a worldwide tradition. What began as a newspaper joke in 1979 is now one of pop culture’s most beloved unofficial holidays.



# QUESTION FROM “CONFUSED ON MY CHECK”

BY NORMA LOPEZ MANAGER, PEOPLE OPERATIONS



**Dear Norma,**

I just got my first paycheck after returning from leave, and my deductions were way higher than usual. It looks like I was charged double. Is this a mistake? What is arrears and why is this happening?

— **Confused on My Check**

**Great question, Confused — and you are not alone in noticing this.**

When you are on an unpaid leave of absence, your benefit premiums (like medical, dental, and vision) may continue, so your coverage stays active. If there is not enough pay to deduct those premiums during your leave, the unpaid amounts are tracked as arrears — meaning a balance owed for missed premium payments.

Now that we have enabled the arrears feature in Paycom, those missed premiums are being collected based on the repayment option selected.



### Payroll Deductions (Most Common)

- Deductions are taken biweekly once you return to work
- You will see **double deductions** (one for your current premium + one for the missed amount)
- This continues until your balance is fully repaid

### Check or Money Order

- Monthly payments are due by the 1st of each month
- This option is after-tax
- There is a 30-day grace period
- Missed payments may result in cancellation of coverage

### PTO Payroll Deductions

- Available PTO can be used during your leave to cover premiums
- If there is a remaining balance, it may still be deducted upon return
- Any pay received may need to be reported if you are receiving SDI or PFL

### Lump Sum Payment

You may choose to pay the full balance:

- By check or money order, or
- Through a larger deduction on your first full payroll upon return

If you would like to review your balance, change your repayment option (if eligible), or have questions about your deductions, please reach out to People Success. We are here to help you understand your options and avoid surprises.

— NoHRma

A person wearing a blue button-down shirt is shown from the chest down, typing on a laptop. The background is a soft-focus office setting. Overlaid on the image is a digital graphic consisting of several yellow folder icons and white document icons connected by thin white lines, forming a network or flowchart. On the right side, there are curved arrows and a dotted line, suggesting a process or data flow. The overall aesthetic is clean and professional, with a focus on data management and organization.

# CREATING FOLDERS AND RULES

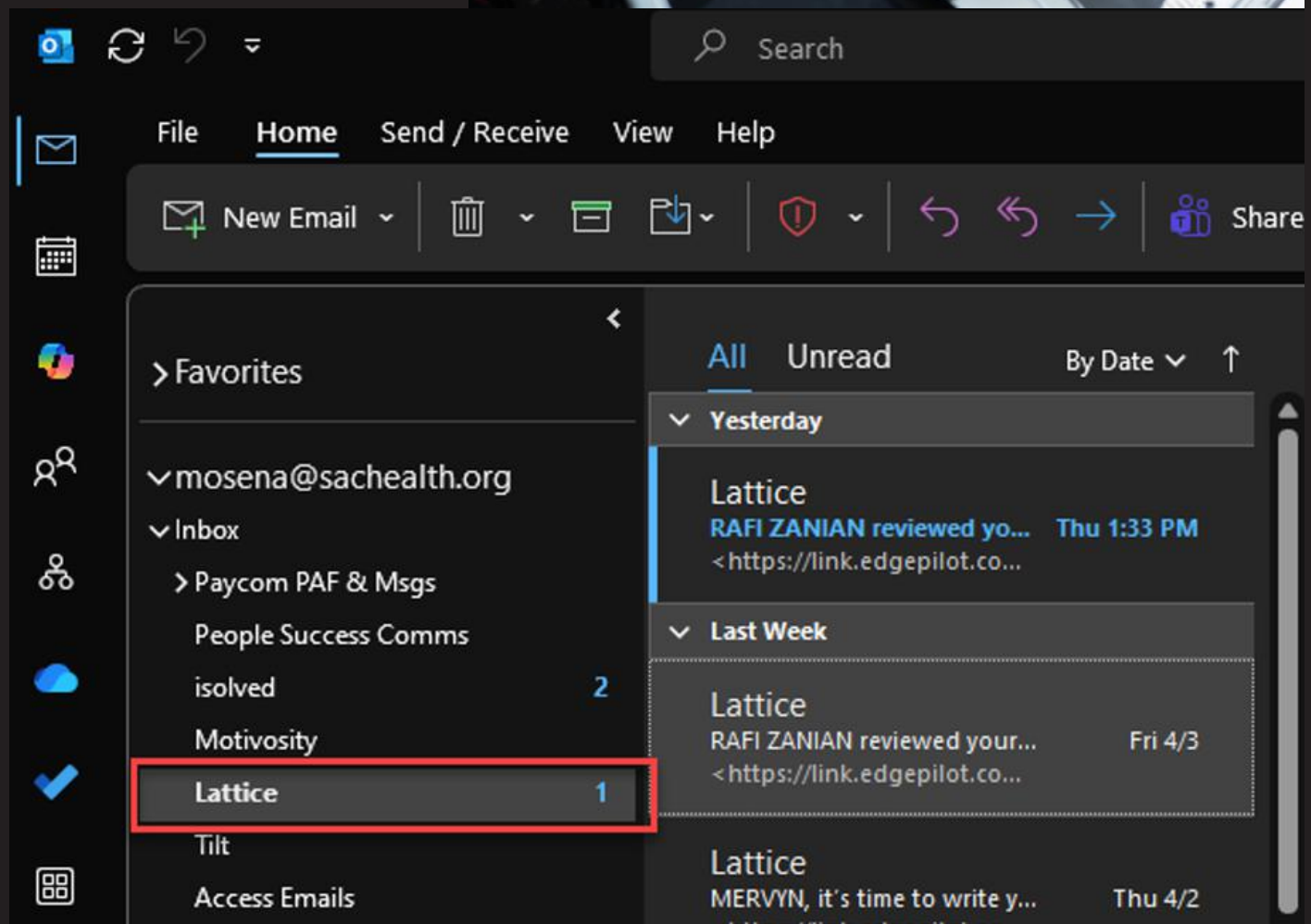
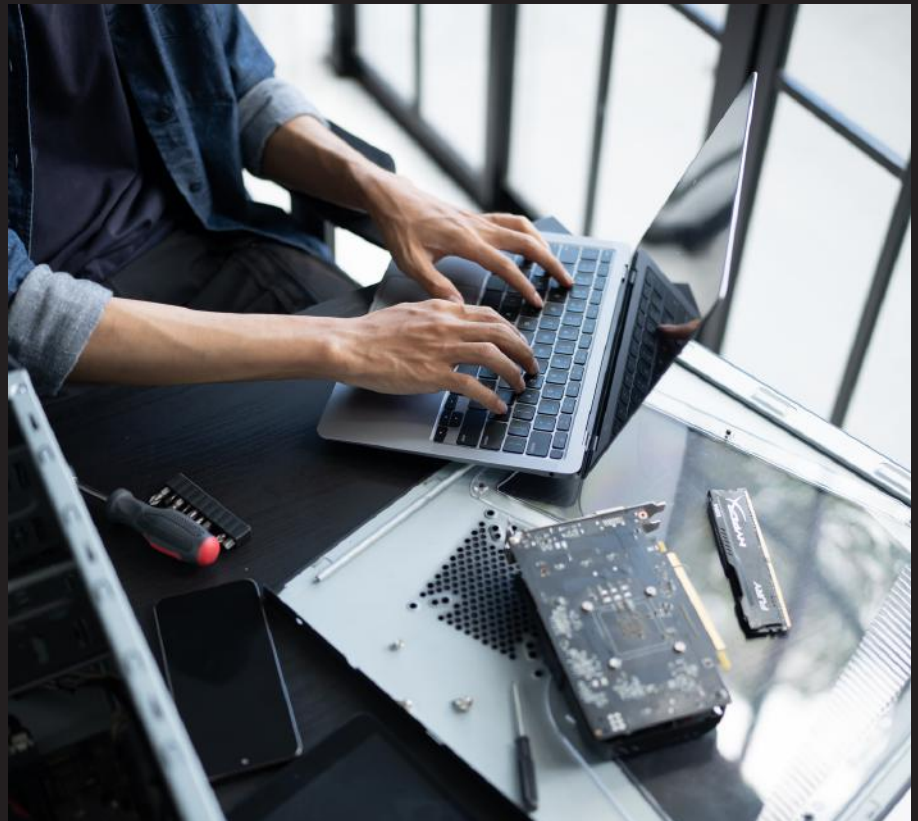
BY MERVYN OSENA, HRIS ANALYST

Do you ever receive the same email from a website or platform?

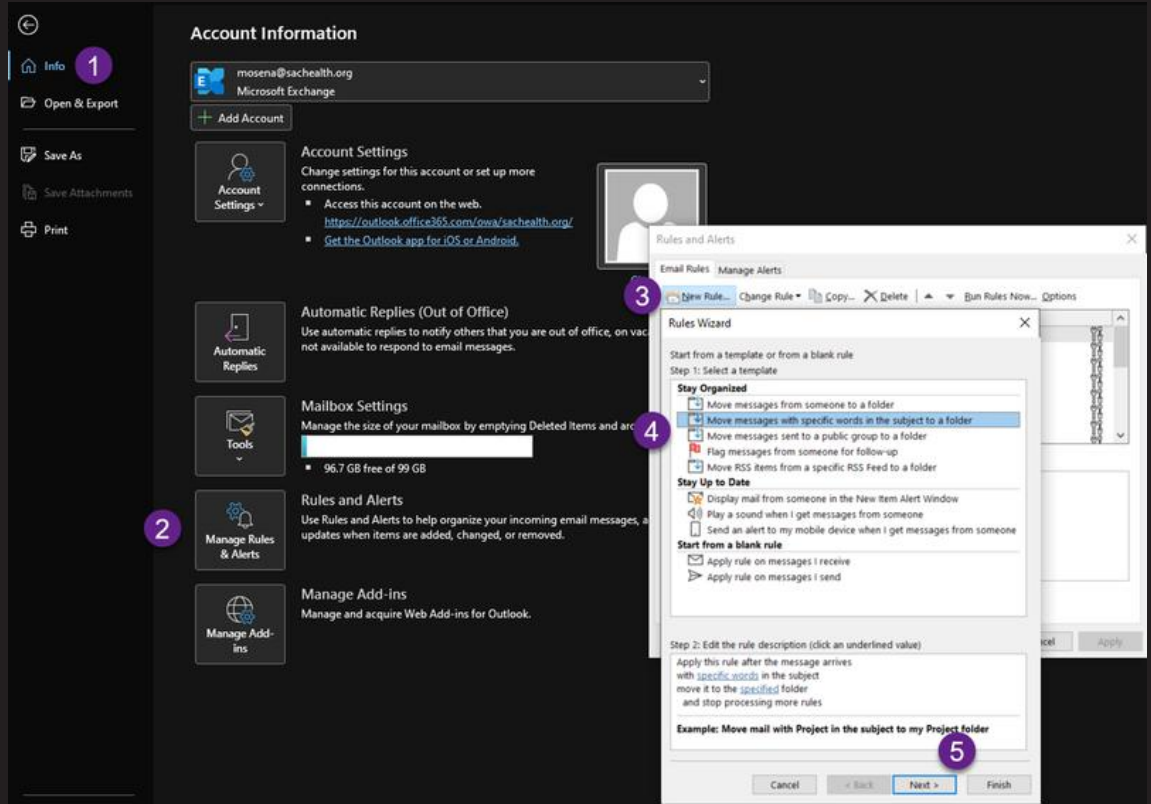
Does it ever get lost in your inbox and go unnoticed?

What if there was a way to automatically organize those emails for you?

In Outlook, you can create a rule that automatically moves emails based on subject lines or sender addresses into a folder of your choice.

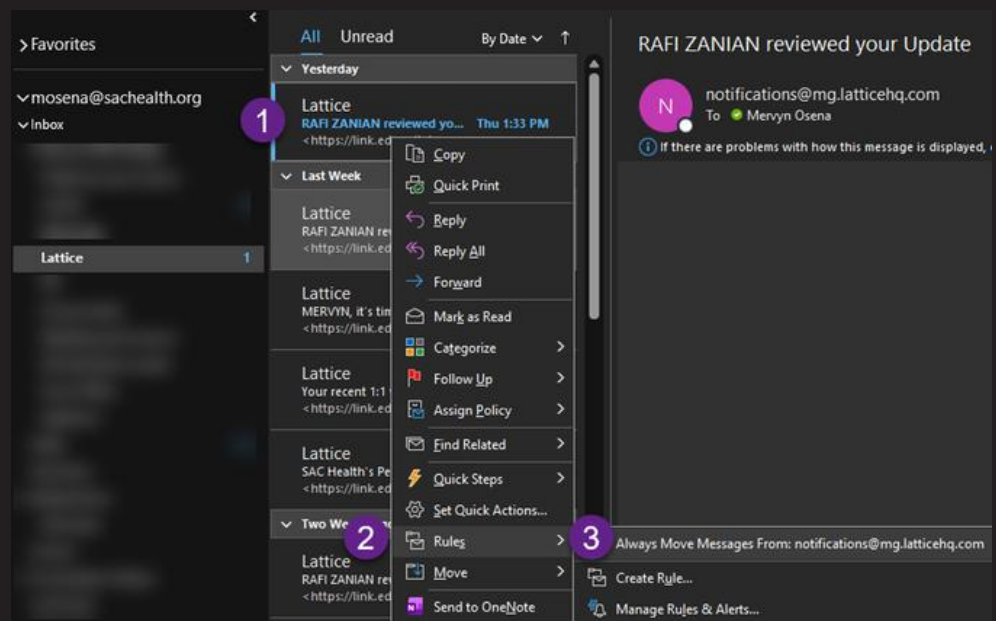


To create a rule, navigate to File > Rules and Alerts > Email Rules > New Rule > Next, then select your conditions and finish the setup.



A good example would be emails from our newly implemented platform, Lattice.

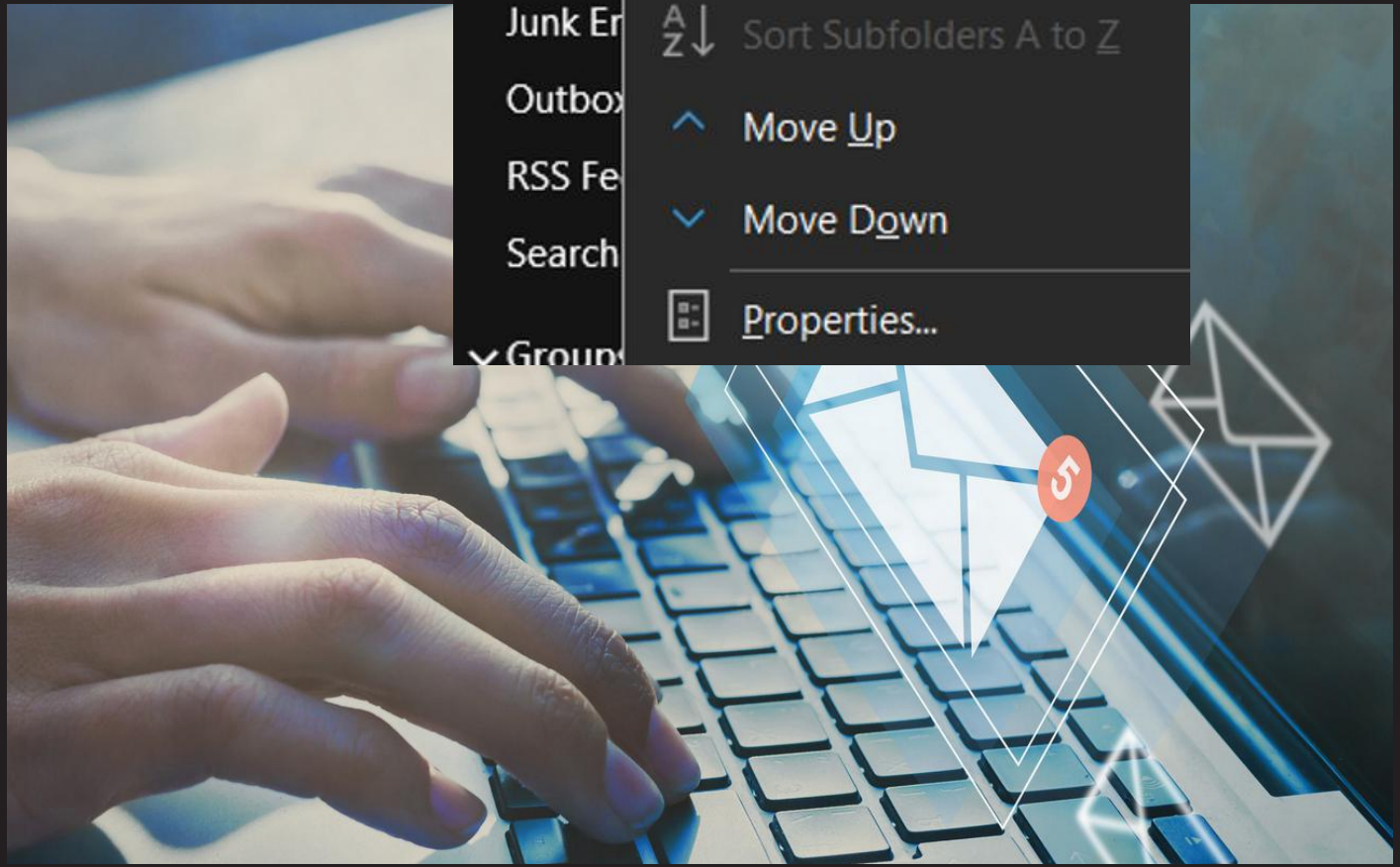
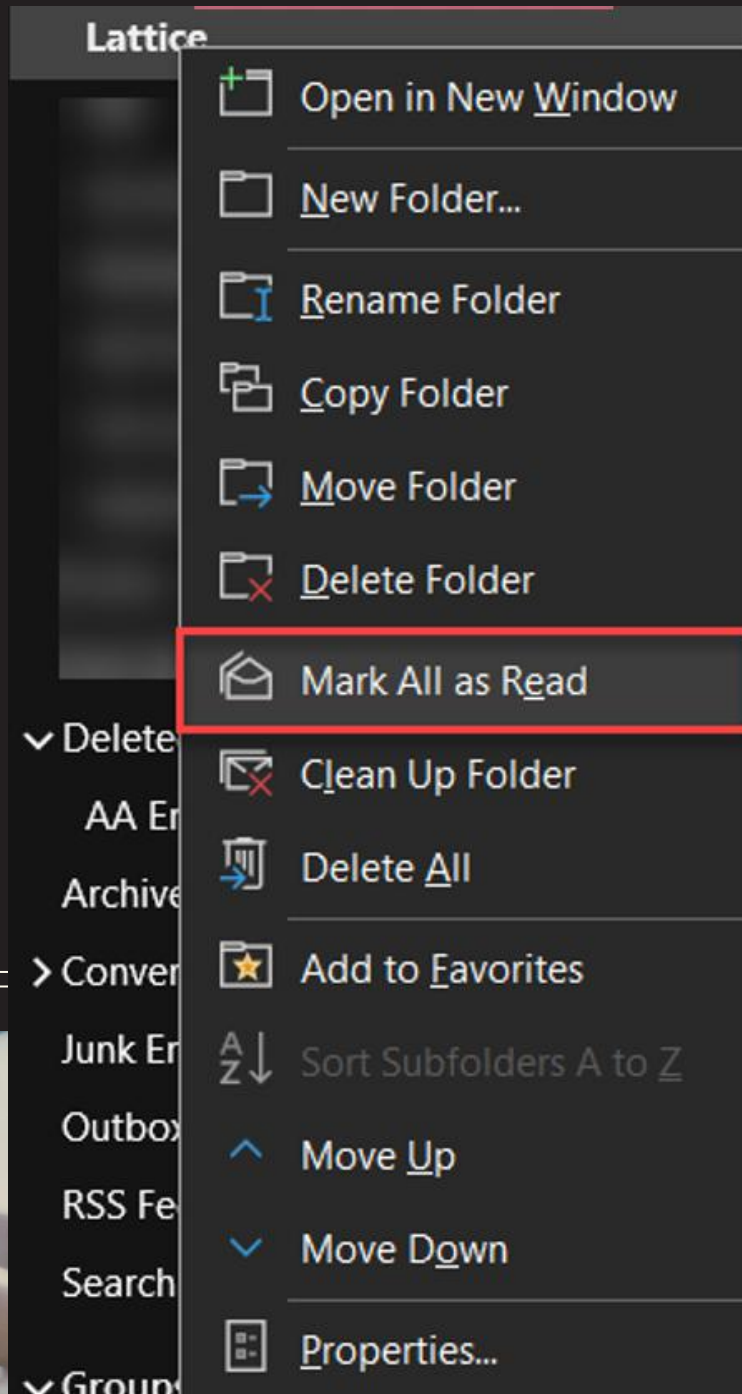
Notifications can be routed into a dedicated Lattice folder so you can review them at a convenient time.



You can also quickly move frequently received emails into your new folder.

Right click on a common email, select Rules, then choose Always Move Messages From and select your Lattice folder.

Be sure to stay on top of your emails and at minimum review incoming messages. Note: Right clicking and selecting Mark All as Read can reset your unread count.



# SPIRITUAL BELONGING

BY TAYLOR HENRY, INTERIM DIRECTOR OF SPIRITUAL CARE

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**“Blessed be the God and Father of our Lord Jesus Christ, the Father of mercies and God of all comfort, who comforts us in all our affliction, so that we may be able to comfort those who are in any affliction, with the comfort with which we ourselves are comforted by God.” 2 Corinthians 1:3-4**

I used to work as a hospice chaplain, where our patients had six months or less to live. As a chaplain I would come alongside many families as their loved ones passed away. When I would ask families what they would like me to pray for, the most common answer was “comfort”. They would want a listening ear, a shoulder to cry on, or a warmth in their heart to know that they would be okay.

Each of us are learning what it means to be comforted. From the moment we are born, we are seeking that feeling of knowing everything will be alright. Today, do we have the confidence to cry out when we need to be comforted?

When I reflect on moments where I was experiencing grief, I remember crying out to God asking for His divine comfort. Once when I was praying, a peace swept over me as I leaned into His presence. There are seasons in life where we will be experiencing deep sorrow, and we are invited in those moments to embrace God’s comfort.



In Matthew 5:4, Jesus tells us, “Blessed are those who mourn, for they shall be comforted.” This verse reminds us that mourning is part of this life, but we are promised that in our mourning we will be comforted. I pray that we have the confidence to cry out to God knowing He will come along side us in all our challenges.

We are also called to be a blessing to others. As we receive God’s comfort, may our cup overflow so that we can also come alongside others who are also in need of peace in their life.

As we are contemplating our theme, I also wanted to share that May is Mental Health awareness month. The Spiritual Care Team will be collaborating with Behavioral Health department, and they will be our volunteers to share the devotionals and testimonies for Take 2. We are blessed to be a blessing, and may we use our light to comfort those in our communities.



VALUES IN PRACTICE  
“TEAMWORK”  
VIP MARCH 2026

**DIANA GOMEZ**

Jacqueline Monrreal nominated Diana and had this to say about her; “I would like to recognize Diana for her outstanding teamwork and unwavering support across the ECM program. Diana consistently demonstrates flexibility and a strong willingness to help not only her assigned team but any team in need.”

“On multiple occasions, she has stepped in without hesitation to assist other teams during staffing shortages, ensuring continuity of care for our patients. Her proactive approach and readiness to support others truly reflect her commitment to the program and to those we serve.

In addition, Diana goes above and beyond to engage and support team members, especially new staff during onboarding. She fosters a welcoming and collaborative environment, helping others feel confident and supported in their roles.”

“Diana is a true team player, and a great example of what teamwork looks like in action. Her dedication, positivity, and willingness to help others make a meaningful impact on both our staff and patients.”

**CONGRATULATIONS, DIANA!!**



CULTURE CREW



**SAC**   
**HEALTH**

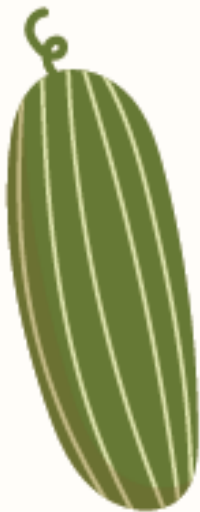
# COMMUNITY RESOURCE CENTER

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SAC  HEALTH  
**Community**  
**FOOD**



## DISTRIBUTION

Distribución de alimentos a la comunidad

*9:00am - 11:45am*

**May 13, 2026**

13 de Mayo del 2026

The event will be a drive-thru distribution. Clients are asked to pre-register using the QR code on the day of the event to help facilitate a smooth and efficient registration process.  
The event entrance will be off E. Brier Drive.

**SAC Health Brier Parking Lot**

# APRIL NEW HIRES

## Favorite Easter Tradition

New Hire	Favorite Easter Tradition
Urssula Sosa	Church
Jonathan Marquez	Family
Jennifer Soto	Family
Carmelita Zuniga	Resurrection of Jesus Christ
Lourdes Garcia Tellez	Family
Erin Sanchez	Easter Egg Hunt
Melissa Ordaz	Easter Baskets
Carlos Diaz	Family
Mercy Maingi	Family
Bianca Martinez	Family
Jessica Fuentes	Decorating
Jennifer Samano	Resurrection Sunday
Linda Gonzalez	Family
Breanna Cortez	Egg Hunt
Brenda Lima Marquez	Family

# MAY

# BIRTHDAYS

*Happy Birthday!*

## ACADEMICS

GABRIELA ANAIE PLASCENCIA 05/18

## APPOINTMENT CENTER

ANAI JUAREZ 5/01  
RITA MARIA AMEZQUITA 5/14  
JASMINE ARLENE CORDERO 5/16  
BRYAN GUZMAN 5/30  
LAURA MALDONADO 5/31

## BEHAVIORAL HEALTH

KATHRYN M DAVIS 5/09  
LEILANI HOWARD 5/10  
DULCE MONROY RAMIREZ 5/19  
NICOLE DIANE FLIEAR 5/27

## BUSINESS OFFICE

JENNIFER M MARTINEZ 5/12  
APRIL COTA 5/24

## CARE MANAGEMENT

CARLA VERONICA FERNANDEZ 5/10  
KIMBERLY SALAZAR 5/10  
JEFFREY MIRANDA 5/11  
KAITLYNN MADISON RAMIREZ 5/17  
ALONDRA IBARRA 5/18  
CINDY TORRES 5/20

## COMMUNITY RESOURCE CENTER

JOCELYN RODRIGUEZ 5/9  
TERI LAY 5/23  
ASHLEY TIJERINA 5/23

## COMPLIANCE & RISK MGMT.

LILIANAMAGALLON 5/28

## DENTAL

MONICA M LUERA 5/02  
REBECA MEDINA 5/03  
BELEN GOMEZ 5/08  
JOYCE CASON 5/12  
SILVIA DIAZ GARCIA 5/14

## DENTAL

ELLEN PARK 5/20  
ALEXANDER JOSEPH MAGALLANES 5/21  
ZUBAIDA MARQUEZ 5/26  
MONSERAT SANDOVAL 5/26  
JENNIFER VILLALOBOS 5/27  
GERONIMO HERRERA 5/30  
JANET TAFOYA 5/30  
NATASHA DIAZ ROSADO 5/31

## EXPRESS CARE CLINIC

DAISEY PENALOZA 5/31

## FAMILY MEDICINE

GILBERTH MORALES 5/08  
TERESA PEREZ 5/13  
LINDY LEGOH 5/23  
NOELIA ESTRADA 5/25  
REBECA GARCIA CENTENO 5/28

## GENERAL PEDIATRICS

ANTHONY HOAR 5/02  
ILEANA CRUZ DE LEON 5/10  
GLENDA ZUNIGA 5/14  
ANGELICA FLORES MENDOZA 5/22  
DAISY CASTILLO 5/29

## INTERNAL MEDICINE

ARACELI ROMERO 5/21

## IT HELP DESK

YESENIA M APAC 5/05  
ALICIA OLAVE 5/21  
SALVADOR MARQUEZ 5/31

## MAINTENANCE

RAYMOND WURTZ 5/01

## MEDICAL RECORDS

MAUREEN GOMEZ 5/21

## MESSAGE CENTER

ALISHANAE HOLLIS 5/26

## OPERATIONS

EDWIN LUNA 5/04  
JAIME CEBALLOS 5/26

## PATIENT REGISTRATION

BRITTNEY NICOLE RAWLINS 5/06  
RONALD MEZA JR 5/07  
JESSIQUA EVBUOMWAN 5/08  
CLAUDIA RUBI MEDINA-QUEZADAS 5/09  
VANESSA MARIA RAMIREZ 5/09  
GUADALUPE SANUDO 5/16  
JANETTE MARTINEZ 5/17  
PATRICIA JIMENEZ SAUCEDO 5/25

## PRIMARY MEDICINE

CRYSTAL JUANITA MADRIGAL 5/02  
NHI UYEN NGUYEN MS 5/21  
MARIBEL GARCIA 5/23  
ANGELA MARIE BRADSTREET 5/24

## QUALITY IMPROVEMENT

DAVID LUONG 5/16  
CHRISTINE MARIE ALMANZA 5/20  
ELYSSA VELASQUEZ 5/20

## REFERRALS

SHANNON JOY CRESS 5/05  
GUADALUPE SALAS CRUZ 5/06  
DONISHA RENEE JACKSON 5/08

## WOMENS HEALTH

MARTHA G PADILLA 5/13

# MAY *Happy Anniversary!* ANNIVERSARIES

## 1 YEAR

MARTHA AGUILERA  
JASMIN AVELAR  
KARA BARBOUR  
GRACIELA BONILLA  
ESMERALDA CHAVEZ  
JOSELYN DIAZ  
FELICIA DURAN  
TAMMY GRAVES  
YVONNE HERNANDEZ  
MARY WILLIAMS  
TZITLALI ALVAREZ  
MIRIAM ARROYO  
JENNY BLANTON  
CARLOS CISNEROS  
JEFFREY DE JESUS  
MICHAEL DOMINGUEZ  
FELICIA MALINTANG  
JUAN MONTES DE OCA  
JULIA MURPHY  
JUDY NGUYEN  
JUAN RAMIREZ  
EDITH SAMANO GUTIERREZ  
AYDEN SILVA  
JAZMIN VALENZUELA CARDENAS

## 2 YEARS

VANESSA MARIE BRIDGES  
AISLINN RIESE GUTIERREZ  
MARCIA MICHELLE JAMES  
WENDY LEONIDES  
NAYELI ORTIZ  
LESLIE MARIELY ROACH  
JANET ROSALES  
ERIC TRAN  
RYAN EJODAMEN AIMUA  
NICOLE DIANE FLIEAR  
REBECA GARCIA CENTENO  
PRISCILLA GRACE NORTON  
JORGE ALBERTO PINEDA  
MINDY SILVA  
KATE TRINITY VALENCIA-FRANCO

## 3 YEARS

ROXANNE ESPINOSA  
CARLA VERONICA FERNANDEZ  
DIANA P MAGANA  
SIERRA DOMINIQUE SALCEDO  
AMELIA CHRISTINA CASTILLO  
KIHABET SOCORRO DE LA CRUZ  
MICHAEL DAVID DEWEES  
IMELDA FLORES  
BRYANT GOMEZ  
IRVING EULISES LOPEZ  
NANCY R RAMIREZ  
MARICELLA NA RODRIGUEZ  
BRANDON MICHAEL WILLIAMS

## 4 YEARS

ROBERTO A CORDERO  
NORMA RUANO  
ELISSA P ALVAREZ  
ILENE A GOMEZ  
ALEXCIANNA MARQUEZ  
ALANA NAVARRETTE  
LAUREN NICOLE OLEY  
KIMBERLY SALAZAR

## 5 YEARS

RAYMOND J AMADOR  
DIANA CHI  
GILA LOPEZ  
JASMINE L NEGRETE  
JANNET A REYES  
DULCE KARINA MACIAS VIZCARRA  
ESMERALDA DIANE SANCHEZ

## 7 YEARS

MONICA ANAYA CASTELLON

## 9 YEARS

STEPHANIE ORTEGA  
JOSIE MARGARITA ORTEGA

## 25 YEARS

MARYELLEN WESTERBERG

# FUN ZONE










## MAY THE FOURTH FIND - IT CHALLENGE

The Force is strong in our team! Find all 10 hidden items in the scene below for a chance to win a gift card.



### 🌟 FIND THESE 10 ITEMS:

-  1. Lightsaber
-  2. Droid
-  3. Spaceship
-  4. Jedi Robe
-  5. Star
-  6. Helmet
-  7. Blue Milk Carton
-  8. "Fourth" Mug
-  9. SAC Health Logo (hidden in the scene)
-  10. Yoda Ears on a Plant

Entries to:  
[mddewees@sachealth.org](mailto:mddewees@sachealth.org)

Last Month's "Spot the Differences" Winner

**Maritza Macedo**

(Thank You to the other 32 contestants - our largest turn out yet!)



# MEET THE PEOPLE SUCCESS TEAM

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Foster, Paul M.  
Chief People Officer

Phone: 909-259-9113 Ext: 1809 | Email: [pfoster@sachealth.org](mailto:pfoster@sachealth.org)

Charged with overseeing “all things people,” which in galaxy terms means helping ensure SAC Health remains a place where mission, compassion, and coffee flow stronger than the Force. Leads the People Success team in guiding leaders, resolving workplace disturbances, and gently reminding all rebels that “reply all” is not the path to wisdom. If culture were a thriving planet, Paul would be tending the gardens, restoring balance, and making sure no one unleashes chaos on the system. He’s also been known to share a thought... then an encore thought... and perhaps an extended director’s cut of the original thought. May the 4th be with him.

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Weaver, Allen  
Manager, People  
Development

Phone: 909-259-9113 Ext: 4257 | Email: [aaweaver@sachealth.org](mailto:aaweaver@sachealth.org)

Designs and delivers leadership and professional development programs built to help team members grow, level up, and occasionally discover that the mute button has always been within reach. Skilled at transforming “I have to attend training” into “That was surprisingly helpful.” Known across the galaxy for championing career growth, continuous learning, and the bold belief that meetings should conclude on time. If development had a Jedi Council, Allen would be leading the session—with an agenda, clear objectives, and a firm ending time. May the 4th be with him.

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Cardenas, Brandy  
Director, Talent  
Acquisition & Culture

Phone: 909-259-9113 Ext: 1810 | Email: [bcardenas@sachealth.org](mailto:bcardenas@sachealth.org)

Leads the hiring strategy and helps build a strong, inclusive workplace culture by attracting top talent from across the galaxy, strengthening employee engagement, and championing the values that make our organization a place where people can thrive and grow. Known for aligning mission with momentum and ensuring the right people join the right cause. Also rumored to possess legendary chocolate chip cookie abilities—though this powerful gift has only been shared with the workplace once. Many still await her return. May the 4th be with her.

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Lopez, Norma  
Manager, People  
Operations

Phone: 909-382-7100 Ext: 4258 | Email: [nalopez@sachealth.org](mailto:nalopez@sachealth.org)

Ensures day-to-day People Success operations run like a well-organized Rebel base (on the good days). Supports onboarding, offboarding, and the many “in-between-ings” of employee life across the SAC Health galaxy. Helps team members navigate policies, procedures, and the occasional “Where do I find that form?” mystery worthy of Jedi investigation. Known for keeping systems steady, answers ready, and operations on course—while rarely venturing far from mission control. May the 4th be with her.

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Zanian, Rafi  
Interim Director,  
People Success

Phone: 1795 | Email: [rkzanian@sachealth.org](mailto:rkzanian@sachealth.org)

Works closely with leaders across SAC Health to help solve people challenges before they become full-scale galactic incidents. Specializes in strategy, partnership, and the delicate art of translating leadership goals into practical action plans fit for the mission. Frequently found advising leaders, improving employee experiences, and reminding everyone that clear communication resolves approximately 87% of workplace disturbances. If leadership needed a trusted co-pilot, Rafi would already be in the cockpit. May the 4th be with him.

## Homsher, Dean Business Partner Mngr., People Success

Phone: 909-259-9113 Ext: 1808 | Email: [dlhomsher@sachealth.org](mailto:dlhomsher@sachealth.org)

Acts as a trusted advisor to leaders across SAC Health, helping them navigate the mysterious world of people management across the organization. Known for helping leaders resolve challenges before they become cautionary tales shared in future training sessions. If guidance were a Jedi skill, Dean would already have master status. May the 4th be with him.

## Cuevas, Yadhira Specialist, Talent Solutions

Phone: 909-382-7100 Ext: 1805 | Email: [ycuevas@sachealth.org](mailto:ycuevas@sachealth.org)

Keeps the recruiting engine humming at hyperspeed by coordinating job postings, interviews, and the many behind-the-scenes steps that make hiring look effortless (even when the galaxy knows otherwise). Helps recruiters stay organized and ensures candidates experience a smooth journey from first contact to final landing—a remarkable feat in the wild universe of calendars and scheduling links. Known to offer wise counsel in moments of chaos: “THINK ABOUT IT!”

## DeWees, Michael People Experience & Communications Specialist

Phone: 909-259-9113 Ext: 1799 | Email: [mddewees@sachealth.org](mailto:mddewees@sachealth.org)

Responsible for making sure People Success communications are clear, engaging, and occasionally even enjoyable to read across the SAC Health galaxy. Helps transmit important updates, celebrate team members, and keep everyone informed on the latest happenings throughout the organization. Works tirelessly to turn routine announcements into messages people might actually open. Aspires to one day earn the title of “VP of Vibe,” though the Jedi Council has not yet approved...

## Diaz, Adriana People Success Coordinator

Phone: 909-382-7100 Ext: 1794 | Email: [adridiaz@sachealth.org](mailto:adridiaz@sachealth.org)

The organizational superhero of the People Success team, keeping calendars aligned, paperwork organized, and questions answered so the rest of the crew can stay focused on supporting employees across the galaxy. Known for making the complex world of schedules, requests, and logistics run smoother than a well-tuned starship—which, as everyone knows, is basically Jedi magic.

## Zuniga, Carmelita Integrated Leaves and Absence Specialist

Phone: 909-284-4714 Ext. 1820 | Email: [czuniga@sachealth.org](mailto:czuniga@sachealth.org)

Serves as the primary point of contact for employees navigating the leave process, guiding them from initial request to triumphant return-to-duty. Provides empathetic support, clear direction, and confidential communication through what can sometimes feel like an unexpected journey through the galaxy. Helps team members understand each step so no one feels lost in hyperspace paperwork. As the newest member of People Success, she is currently enjoying her own row in the office... though many suspect that territory may not remain unchallenged for long.

## Taylor, Kimberly, Business Partner II

Phone: 909-259-9113 Ext: 1796 | Email: [kmtaylor@sachealth.org](mailto:kmtaylor@sachealth.org)

## Arias, Robert, Business Partner II

Phone: 909-259-9113 Ext: 1796 | Email: [rcarias@sachealth.org](mailto:rcarias@sachealth.org)

Serves as a strategic advisors to assigned leaders and business units, helping translate workforce goals into mission-ready action plans across the SAC Health galaxy. Provides expert guidance on people strategy, organizational needs, and the ever-changing currents of the workplace universe. Skilled navigators where business objectives and human potential meet. May the 4th be with them.

## Myers, Hal People Development Partner

Phone: 909-284-4714 Ext: 8575

Email: [hrmeyers@sachealth.org](mailto:hrmeyers@sachealth.org)

Supports the design, coordination, and delivery of programs that help employees, leaders, and teams level up across the SAC Health galaxy. Known for transforming training plans into heroic journeys and potential into power. A true builder of future Jedi leaders. May the 4th be with them.

## Garcia, Carmen Partner, Talent Acquisition

Phone: 909-382-7100 Ext: 1807 | Email: [cggarcia@sachealth.org](mailto:cggarcia@sachealth.org)

Elite talent scout tasked with searching the galaxy for amazing people ready to serve the mission—and brave enough to endure the hiring process. Reviews applications, coordinates interviews, and guides candidates from “submitted my résumé” to “welcome aboard the SAC Health fleet.” Possesses the rare Force-powered ability to sense exceptional talent faster than most beings can finish their morning caf. Helps strengthen the alliance one great hire at a time, ensuring the future of the mission remains in good hands.

## Osen, Mervyn HRIS Analyst

Phone: 909-259-9113 Ext: 1899

Email: [mosen@sachealth.org](mailto:mosen@sachealth.org)

Guardian of the HR Information System—the digital holocron that stores the knowledge of employees, data, and the many mysteries of payroll codes and reporting dashboards. Configures systems, runs reports, and keeps the data flowing with Jedi-level accuracy, order, and far less chaos than the galaxy would naturally allow. Protects the sacred spreadsheets, deciphers complex codes, and ensures the People Success fleet always has reliable intel. On rare occasions, he even emerges from the data chamber to speak with the rest of the alliance.

## Villaruel, Vanesa Onboarding Coordinator

Phone: 909-382-7100 Ext: 4255

Email: [vvillaruel@sachealth.org](mailto:vvillaruel@sachealth.org)

The friendly guide who welcomes new employees into the SAC Health adventure and helps them begin their journey in the galaxy of healthcare service. Assists new hires with paperwork, learning the ropes, and discovering where everything is located—including the sacred coffee supply. Ensures day one feels less like “What planet am I on?” and more like “I’m glad I joined the alliance.” Known across SAC Health—and possibly the outer rim—for possessing the best laugh in the universe.



SAC  HEALTH