

**LEWIS COUNTY GENERAL HOSPITAL  
HUMAN RESOURCES COMMITTEE**

**Date:** September 9, 2022

**Call To Order:** 7:59 a.m.

**Adjourn:** 8:54 a.m.

**Members Present:** Jennifer Jones, Marguerite Mastascusa, Jessica Skiff and Mike Young.

**Absent:** Dick Chartrand,

**Guests present:** Jerry Cayer, Robert Fargo, Kerry Herbine, Jeff Hellinger and Deb Wurz.

**Human Resources Department**  
**Mission and Vision Statement**

**Old Business:**

- The committee was provided follow up on the following areas of focus: legal actions, labor relations and other HR related topics (Negotiations, Employee Opinion Survey).

**New Business:**

• **Position Creation**

**Clinical Laboratory Technician**

Discussion: The committee was apprised of the need to create one (1) part-time position card for a Part-time Clinical Laboratory Technician with a salary of \$26.46 – 33.81 per hour.

Action/Timetable: The committee agreed to recommend to the full board the creation of one (1) part-time position card for Clinical Laboratory Technician with a salary range of \$26.46 – 33.81 per hour.

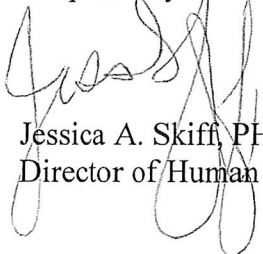
- The committee was provided a status update on current areas of focus: legal actions, labor relations and other HR related topics (Turnover, Grievances, Healthcare Worker Bonus, Unemployment, TA, Employee Survey).

**Informational**

- Vacancy Report – This report was distributed to the committee members and guests and reviewed
- New Hire and Employee Farewell listing
- Employee of the Month –August – TBA

A motion was made by Jenny Jones, seconded by Marguerite Mastascusa to adjourn the meeting.

Respectfully submitted,



Jessica A. Skiff, PHR, SHRM-CP  
Director of Human Resources