

**LEWIS COUNTY GENERAL HOSPITAL  
HUMAN RESOURCES COMMITTEE**

**Date:** January 13, 2023

**Call To Order:** 8:00 a.m.

**Adjourn:** 9:20 a.m.

**Members Present:** Jennifer Jones, John Lehman, Marguerite Mastascusa, Donald Musnicki, Jessica Skiff and Mike Young

**Excused:** Karen Rennie

**Guests present:** Jerry Cayer, Rob Fargo, Dr. Sean Harney (entered at 8:15 a.m.), Jeff Hellinger, Kerry Herbine, Caitlin Smith (entered at 8:10 a.m.), Marcy Teal, 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 (Employee Opinion Survey).

**New Business:**

- **Position Creation**

- CT Technologist**

- Discussion: The committee was apprised of the need to create one (1) full-time position card for a Full-time CT Technologist with a salary of \$28.52 – 38.96 per hour.

- Action/Timetable: The committee agreed to recommend to the full board the creation of one (1) full-time position card for CT Technologist with a salary range of \$28.52 – 38.96 per hour.

- Mammography Technologist**

- Discussion: The committee was apprised of the need to create three (3) full-time position card for Mammography Technologist with a salary of \$28.51 - \$38.95 per hour.

- Action/Timetable: The committee agreed to recommend to the full board the creation of three (3) full-time position cards for Mammography Technologist with a salary range of \$28.51 - \$38.95 per hour.

- **Position Abolishment**

- Radiologic Technologist**

- Discussion: The committee was apprised of the need to abolish four (4) full-time position card for Radiologic Technologist with a salary of \$26.71 – 34.05 per hour.

- Action/Timetable: The committee agreed to recommend to the full board the abolishment of four (4) full-time position cards for Radiologic Technologist with a salary range of \$26.71 – 34.05 per hour

- The committee was provided a status update on current areas of focus: legal actions, labor relations and other HR related topics (Exempt Handbook, HWB, Labor Mgt, Workers Comp, Applications, County Position card creation changes).

**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 –October– Marcos Crus, RN
- Employee of the Month – November- Elizabeth Lawrence, RN
- Employee of the Month – December- TBA

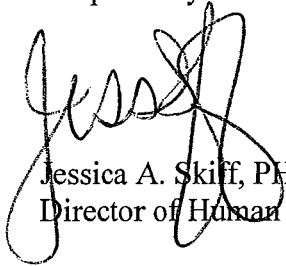
**Executive Session:**

A motion was made by Jennifer Jones to enter Executive Session at 8:56 a.m. to discuss personnel items.

A motion was made by John Lehman to return to regular session at 9:20 a.m.

A motion was made by John Lehman, seconded by Marguerite Mastascusa to adjourn the meeting.

Respectfully submitted,



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