

**LEWIS COUNTY GENERAL HOSPITAL
HUMAN RESOURCES COMMITTEE**

Date: March 8, 2021

Call To Order: 3:00 p.m.

Adjourn: 3:49 p.m.

Members Present: Dick Chartrand, John Lehman, Dr. Howard Meny, Jessica Skiff and Mike Young.

Excused: Jennifer Jones

Guests present: Jerry Cayer, Sean Harney, Jeff Hellinger, Frank Pace, Michele Prince, Marcy Teal, and Debra Wurz.

Human Resources Department
Mission and Vision Statement

Old Business:

The committee was provided a status update on the following topics:

- Casual Position Review
- Overtime Payments
- Nursing Home Schedules and Bonus'

New Business:

- The committee was provided a status update on current areas of focus: legal actions, labor relations and other HR related topics (Screening table, Employee of the Year, Salary Survey, Annual Report).

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 (January) – Michelle Miller, Nurse Manger

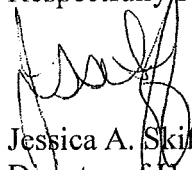
Executive Session

A motion was made by Dick Chartrand, seconded by John Lehman to enter Executive Session at 3:31 p.m. to discuss personnel items.

A motion was made by Dick Chartrand, seconded by John Lehman to return to regular session at 3:39 p.m.

A motion was made by John Lehman, seconded by Dick Chartrand to adjourn the meeting.

Respectfully submitted,



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