

**LEWIS COUNTY GENERAL HOSPITAL
HUMAN RESOURCES COMMITTEE**

Date: January 28, 2020 **Call To Order:** 4:03 p.m. **Adjourn:** 4:47 p.m.

Members Present: Dick Chartrand, Steven Fuller, Jennifer Jones, John Lehman and Jessica Skiff.

Absent: None.

Guests present: Lisa Bain, Neva Bossard, Jerry Cayer, Sean Harney, Jeff Hellinger, Marguerite Mastascusa, (arrived at 4:15 p.m.), Sue Ross, Mike Young (arrived at 4:19 p.m.).

Human Resources Department
Mission and Vision Statement

Old Business:

New Business:

- The committee was provided a status update on current areas of focus: legal actions, labor relations and other HR related topics (Employee Survey, NYS Deferred Compensation, Salary & Tax Changes, OSHA, Arbitration process).
- **Employment Offers for Future Graduates**
Discussion: The committee was apprised of the recruiting efforts to provide employment offers to future graduates in the following disciplines: Laboratory Technologist, Athletic Trainer and Clinical RNs programs.

Action/Timetable: The committee agreed to recommend to the full board the process of offering employment offers to future graduates in the following disciplines: Laboratory Technologist, Athletic Trainer, and Clinical RNs.

Physician Recruitment / Retention Issues:

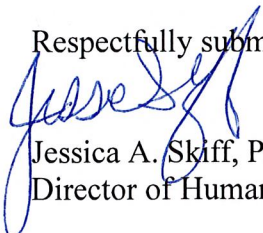
- OB/GYN – The committee was updated on the recruitment efforts for this specialty.
- Family Practice – The committee was updated on the recruitment efforts for this specialty.

Informational

- Vacancy Report – This report was distributed to the committee members and guests and reviewed.
- New Hire and Employee Farewell Listing - reviewed.
- Employee of the Month (December) – Tammy Thompson, LPN.

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

Respectfully submitted,


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