

Lifeline Connections
Personnel Committee Meeting
January 16, 2019
Center for Community Health
Second Floor, Mod B Conference Room

Members Present: Edie Blakley & Rusty Williams

Staff Present: Jessica Hall & Krysta Pennington

The meeting was called to order at 1:05pm.

MINUTES

The October 2018 minutes were reviewed and approved by the Committee.

UNFINISHED BUSINESS

Wage & Market Analysis Update: The LPN position continues to be a hard to fill position within the agency. An increase mid-quarter was implemented, however it has been asked by the Director to look into the range again. The C.N.A/MAs was increased in July of last year. This position has been high in turnover, which has been affected by an ongoing change in management of the Sobering unit. We have continued to offer additional benefits for positions, such as sign-on bonuses for the medical positions, anniversary bonuses, holiday pay, etc. It was recommended that Lifeline reach out to resigned individuals after approximately a year to touch base and look if they are interested in returning to an open position. We will look into this. We will also be looking into a wage and market analysis for CDP/Ts up north.

Minimum Wage Increase 2019: Fewer positions were increased this year than last for the minimum wage increase. This is due to the increases done back in July of 2018. It also affected fewer individuals due to the merit increase program.

OTHER DISCUSSION

We will follow up regarding LPN, Administrative Assistant, and CDP/T positions at the next meeting. The 2019 employee luncheon dates will be sent out to the Board.

The meeting was adjourned at 1:49pm.

Respectfully Submitted, Krysta Pennington