**COLUMBIA COUNTY COMMUNITY HEALTHCARE CONSORTIUM, INC.**

**MEETING NOTES**

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| **Committee: Personnel** | **Date: May 12, 2017** |
| **Attending members: Art Proper** | **Staff Facilitator: Claire Parde** |
| **Absent members: Nancy Watrous, Theresa Lux** | **Staff Scribe: Tony Markham** |

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| **TOPIC DISCUSSED**  | **SUMMARY OF TOPIC DISCUSSED** |
| Staffing update | Claire provided the following Healthcare Consortium staff updates:1. Susan Long began as the new Fiscal Clerk supporting John Ray on March 23, 2017.
2. John Ray marked his 5 year anniversary with the Consortium on April 17, 2017.
3. The search for a Youth Engagement Coordinator for the Tobacco Program continues. Claire communicated the difficulties in finding and retaining suitable candidates for this position across all Tobacco Control programs (not just the Consortium). A meeting was held last week to discuss and course-correct the search. One idea is to incorporate the development of a curriculum to build skills for community action/organizing into the position’s duties.
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| JSEC Staff Training | The Committee was advised of two JSEC trainings attended by Claire Parde, Lisa Thomas and Tony Markham at Columbia Greene Community College. The first, “Labor & Employment Legal Update: What’s Hot, What’s New, What’s Next” held March 30, 2017, provided important labor compliance updates. The most significant of these will be the upcoming implementation of Paid Family Leave (PFL) on January 1, 2018. Information is still forthcoming and the Committee will be kept abreast of these developments as they occur. The second, “Embracing Diversity/Inclusion” was held May 11, 2017.  |
| Next meeting | The next Personnel Committee Meeting is scheduled for **9:00 a.m. on August 11th at the** **Firemen’s Home**. |