

Warren County Health Services Committee
Countryside Adult Home
Meeting Agenda

~~October~~ 25, 2009

November

Pending Item:

Nothing to be discussed this meeting.

New Business:

Request Resolution: To increase the Resident Personal Allowance cash from \$600.00 to \$2000.00.

Rational: Our cash on hand needs to be replenished about twice a month, our residents go shopping weekly and sometimes twice a week and they need money from their personal allowance account to do that. Also when residents are discharged we are required to return their money to them within 3 days and sometimes we are not able to do that. Each resident gets \$50.00 per month so if each of them came up and requested \$50.00 we would not be able to give it to them.

Request a Resolution: to transfer funds from 6030.130 Salaries – Part-time to 6030.120 Salaries – Overtime and 6030.110 Salaries - Regular

Rational: We have not taken anything from the Part –time Salaries leaving \$12759.00, we need to increase the overtime to cover the rest of the year and we would like to put the remaining into salaries regular. We wish to take \$9000.00 from 6030.130 and put it in 6030.120 salaries overtime and we would like to move \$3759.00 from 6030.130 salaries part-time into 6030.110 salaries – regular..

FYI:

Bad News:

The laundry expense will go from \$5000.00 + Part-time salary of \$13,000.00 plus benefits to \$22,600.00 + Part-time salary of \$13000.00 plus benefits. The Budget will need to be adjusted to reflect this change.

Good News:

As promised in July, an update regarding the mood at Countryside since the abolishing of positions and restructuring ;

Activities are still taking place and most have started participating the same as before. The staff are getting along and pitching in wherever needed. The paper work is getting done, (for the most part) and the atmosphere is warm and comfortable.

More good news:

In January I set a goal to decrease spending and come under budget by 3%, I reviewed the Budget Performance report and with the amounts left for the year and what I anticipate we will still need to finish out the year we may miss the 3% but I am coming in at 2% less than last years final spending (2008's budget).

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS

**Please List All Other Requests Not Covered by Previous Resolution Request Forms Here.
Please attach any backup information available and be as detailed as possible.*

DEPARTMENT NAME: Countryside Adult Home

DATE: 11/19/09

- (a) Purpose of Request: Increase the Resident Personal Allowance Cash from \$600.00 to \$2000.00

- (b) Details: Our cash on hand needs to be replenished approximately twice a month, our residents go shopping weekly and sometime twice a week and they request money for that and when a resident is discharged we are required to return their money to them within three days and we are not able to do that. if every resident wanted to take \$50.00 we couldn't do it. WE have 44 residents and they (most of them) get \$50.00 a month allowance but we could not give them cash if they wanted it because that would mean we would need \$2200.00 out of our \$600.00!!!

- (c) Previous Resolution Number:

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: JOAN SADY, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

FROM: Countryside Adult Home
Name of Department

SIGNED: **DATE:** 11/19/09

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
6030.130	Salaries - Part-Time	6030.120	Salaries - Overtime	\$9000.00
6030.130	Salaries - Part-Time	6030.110	Salaries - Regular	\$3759.00

Please state reason for transfers requested: All of our salaries are being paid from acct. 110 - regular instead of part-time so we need to move the monies out of part-time, also due to unexpected staff illness we have needed to use more overtime than expected.

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 439	Contingent Fund			

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

Countryside Adult Home

2010 projected salary expense

STAFF	2010 Base	5% diff. (2nd shift)	10% diff. (3rd shift)	Extra to Cover Vac.	Holiday OT	Total Annual
Belanger, Jerri	\$29,328.00				\$1,015.00	\$30,343.00
Bennett, Bonnie	\$21,582.00		\$2,163.00	\$913.00	\$1,370.00	\$26,028.00
Brown-Hayes, Brenda	\$56,675.00					\$56,675.00
Decker, Wendy	\$29,328.00	\$1,477.00			\$1,067.00	\$31,872.00
Duers, Carole	\$28,766.00				\$996.00	\$29,762.00
Durkin, Lori	\$32,688.00	\$1,717.00				\$34,405.00
Farmer, Bonnie	\$31,565.00		\$790.00			\$32,355.00
French, Brandi	\$26,410.00	\$399.00	\$264.00		\$1,250.00	\$28,323.00
Graves, Tracy	\$29,828.00				\$1,041.00	\$30,869.00
Green, Robert	\$35,169.00					\$35,169.00
Hall, Linda	\$13,488.00			\$2,075.00	\$934.00	\$16,497.00
Hall, Tosha	\$21,582.00	\$1,082.00		\$1,090.00	\$981.00	\$24,735.00
Harpp, Eric	\$29,766.00	\$749.00		\$2,165.00	\$1,443.00	\$34,123.00
LaCarte, Julie	\$16,861.00	\$845.00		\$5,448.00	\$981.00	\$24,135.00
McByrne, Amy	\$32,688.00					\$32,688.00
Moon, Tammy	\$30,328.00		\$3,037.00		\$1,540.00	\$34,905.00
Morehouse, Tammy	\$29,328.00				\$1,015.00	\$30,343.00
Morrison, Sharon	\$29,766.00		\$744.00	\$1,031.00	\$1,409.00	\$32,950.00
O'Neill, Judith	\$30,328.00		\$228.00	\$1,411.00	\$1,058.00	\$33,025.00
Olden, Claire	\$29,266.00				\$1,013.00	\$30,279.00
Olden, Wanda	\$30,328.00		\$3,037.00		\$1,540.00	\$34,905.00
Perry, Faye	\$31,328.00	\$451.00				\$31,779.00
Persons, Joshua	\$20,983.00	\$524.00		\$2,069.00	\$1,242.00	\$24,818.00
Peters, Deborah	\$30,565.00					\$30,565.00
Racine, Jennifer	\$28,236.00	\$707.00	\$283.00	\$1,686.00	\$1,349.00	\$32,261.00
Smith, Jamie	\$23,463.00	\$1,181.00		\$948.00	\$1,067.00	\$26,659.00
Trapasso, Evelyn	\$29,828.00	\$75.00			\$1,377.00	\$31,280.00
Thompson, Shellie	\$29,328.00	\$1,477.00		\$1,117.00	\$1,067.00	\$32,989.00
Vernum, Yvonne	\$30,633.00				\$1,414.00	\$32,047.00
PT Leisure Aide	\$9,067.00					\$9,067.00
*Gale, Shelly	\$13,000.00					\$13,000.00
Total Projected	\$861,499.00	\$10,684.00	\$10,546.00	\$19,953.00	\$26,169.00	\$928,851.00
OT Projected	\$5,000.00					\$5,000.00
sick Leave Incentive	\$4,000.00					\$4,000.00
	\$870,499.00	\$10,684.00	\$10,546.00	\$19,953.00	\$26,169.00	\$937,851.00

Budgeted 2009 \$972,986.00

Westmount Health Facility
Cost Per Load - Laundry Analysis
2008

Include the Gas & Ongoing Costs

Exclude the Gas & Ongoing Cost

Laundry Expenses listed on Westmount Health G/L \$122,678.44 \$122,678.44

Plant Maintenance Expenses

Ongoing Cost 60,001.58

10.40% Represents Laundry 6,240.16

\$ Reimbursed by Countryside -1,052.74

\$ Represents Westmount Ongoing Cost 5,187.42

Old Gas Meter Cost 13,653.66

\$ Reimbursed by Countryside -2,826.03

\$ Represents Westmount Old Gas Meter Cost 10,827.63

Old Meter Provides Power for:

Dietary Booster Heater

Laundry Room Dryers

Auxiliary CAB to-startup boilers this
will increase as we lose the
Annex

Total Westmount Costs to do laundry \$138,693.49

Westmount actual laundry weight per pound clean/dry May-October 09

108848 annualized	217696 pounds/yr	0.64 per load	217696 pounds/yr	0.56 per load
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Countryside actual laundry weight per pound clean/dry May-October 09

20202 annualized	40404 pounds/yr	\$25,858.56 per year	40404 pounds/yr	<u>\$22,626.24</u> per year
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Laundry Cost Per Load 2008