

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: WESTMOUNT HEALTH FACILITY

DATE: February 7, 2011

- (a) Purpose of Request: Authorize a waiver to allow Westmount Health Facility to fill vacant CNA, LPN and RN positions in order to maintain staffing levels as required by law and as budgeted.

- (b) Details: Resolution of 245 of 2009 authorized a limited waiver of the hiring freeze (which ended on 7/1/2010) to authorize the Administrator of Westmount Health Facility to fill vacant CNA, LPN and RN positions in order to maintain staffing levels as required by law. Request is for this waiver to be allowed to continue for existing vacant CNA, LPN and RN positions that are budgeted.

- (c) Previous Resolution Number: 245 of 2009

RESOLUTION REQUEST FORM NO. 12

Schedule AA@

NOTICE OF INTENT TO FILL VACANT POSITION

This notice of intent is filed whenever a department head plans to fill an existing funded position in their budget that is vacated due to a retirement, resignation or termination. This notice may not be used for requests to create a new position. For complete instructions on the procedure to be followed, see the reverse of this form.

DEPARTMENT HEAD COMPLETES THIS SECTION

Department WESTMOUNT HEALTH FACILITY

Title of Position RN Supervisor #3

Base salary \$43,905.00

Budget code and title Westmount.Nursing-Nurses' Stations.Management & Supervision. Salaries - Regular EF.60200.100 110

This position is vacated due to: Retirement Resignation Termination Promotion
 Other lateral position

Employee No. 11043

COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION

Name of Committee

Date

- The Commissioner has no objection to the filling of the vacancy.
- The Commissioner objects to the filling of the vacancy.

Commissioner Signature _____

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee

Date

- The committee has no objection to the filling of the vacancy.
- The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

PERSONNEL COMMITTEE COMPLETES THIS SECTION

Date

- The Personnel Committee has no objection to the filling of the vacancy.
- The Personnel Committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

RESOLUTION REQUEST FORM NO. 12

Schedule AA@

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DEPARTMENT HEAD COMPLETES THIS SECTION

Department WESTMOUNT HEALTH FACILITY

Title of Position RN Supervisor #5

Base salary \$43,905.00

Budget code and title Westmount.Nursing-Nurses' Stations.Management & Supervision. Salaries - Regular EF.60200.100 110

This position is vacated due to: Retirement Resignation Termination Promotion
 Other

Employee No. 11737

COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION

Name of Committee

Date

- The Commissioner has no objection to the filling of the vacancy.
- The Commissioner objects to the filling of the vacancy.

Commissioner Signature _____

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee

Date

- The committee has no objection to the filling of the vacancy.
- The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

PERSONNEL COMMITTEE COMPLETES THIS SECTION

Date

- The Personnel Committee has no objection to the filling of the vacancy.
- The Personnel Committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

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DEPARTMENT HEAD COMPLETES THIS SECTION

Department WESTMOUNT HEALTH FACILITY

Title of Position CNA#6

Base salary \$25,344.00

Budget code and title Westmount.Nursing-Nurses' Stations.Aides, Orderlies, Assistants
EF.60200.500 110

This position is vacated due to: Retirement Resignation Termination Promotion
 Other

Employee No. 11850

COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION

Name of Committee

Date

- The Commissioner has no objection to the filling of the vacancy.
- The Commissioner objects to the filling of the vacancy.

Commissioner Signature _____

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee

Date

- The committee has no objection to the filling of the vacancy.
- The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

PERSONNEL COMMITTEE COMPLETES THIS SECTION

Date

- The Personnel Committee has no objection to the filling of the vacancy.
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Ranking Committee Member Signature _____

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Schedule AA@

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DEPARTMENT HEAD COMPLETES THIS SECTION

Department WESTMOUNT HEALTH FACILITY

Title of Position CNA#33

Base salary \$25,344.00

Budget code and title Westmount.Nursing-Nurses' Stations.Aides, Orderlies, Assistants
EF.60200.500 110

This position is vacated due to: Retirement Resignation Termination Promotion
Other Per diem

Employee No. 11155

COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION

Name of Committee

Date

- The Commissioner has no objection to the filling of the vacancy.
- The Commissioner objects to the filling of the vacancy.

Commissioner Signature _____

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee

Date

- The committee has no objection to the filling of the vacancy.
- The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

PERSONNEL COMMITTEE COMPLETES THIS SECTION

Date

- The Personnel Committee has no objection to the filling of the vacancy.
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DEPARTMENT HEAD COMPLETES THIS SECTION

Department WESTMOUNT HEALTH FACILITY

Title of Position CNA#40 Floating

Base salary \$25,344.00

Budget code and title Westmount.Nursing-Nurses' Stations.Aides, Orderlies, Assistants
EF.60200.500 110

This position is vacated due to: Retirement Resignation Termination Promotion
 Other

Employee No. 28

COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES COMPLETES THIS SECTION

Name of Committee

Date

- The Commissioner has no objection to the filling of the vacancy.
- The Commissioner objects to the filling of the vacancy.

Commissioner Signature _____

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee

Date

- The committee has no objection to the filling of the vacancy.
- The committee objects to the filling of the vacancy and will be sending a resolution to the full board to have the position removed from the budget.

Ranking Committee Member Signature _____

PERSONNEL COMMITTEE COMPLETES THIS SECTION

Date

- The Personnel Committee has no objection to the filling of the vacancy.
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Ranking Committee Member Signature _____