

Countryside COMMITTEE

July 28, 2011

Action Agenda

1. **Request:** Permission to Fill a Full Time Cleaner position due to resignation

Rationale: See below

- a. DOH regulates that we have 1 hour assigned for housekeeping purposes per resident each week (minimum of 48 hours/week).
- b. Due to the size of the facility, the need to have a cleaner on seven days a week, the comments we receive on the cleanliness of the facility, and the need to attract future residents, it is felt that two full time cleaners are necessary.
- c. Cost Savings of \$6,067.00 (50% Local/50% State)
- d. Permission to fill any position left vacant if this position is filled in house.

2. **Request:** Permission to Pursue Utilizing Countryside as the Warrensburg Meal Site

Rationale: We are working with the County Attorney's office & Office for the Aging to determine the fee set forth for such.

- a. We will need to submit documentation to the DOH for approval to provide such at Countryside.
- b. This would be a savings to the County overall, as costs paid by Office for the Aging would come back to the County, and it would be revenue for Countryside.

Old business/Pending Items

- 1) Mr. Dusek to research the invoices from Technical Building Services, as well as maintaining glycol relative to the boilers. (5.26.11)
- 2) Committee to continue discussions on the future of the Countryside Adult Home.(06.23.11)

Topics for Discussion

3. Overtime – 123.5 hours for the past 2 pay cycles (including Independence Day), ↓315.8 hours overall from last year's figures.
4. Current Census: 39 Residents
 - a. 15 Men, 24 Women
5. Monthly Statistics:
 - a. Referrals: (8), 3 are not interested, 1 on hold, 2 families/public health was discussing with individual, 2 we are waiting for TA approval on
 - b. Admissions/Discharges: (1) admission, (1) discharges
6. Social Adult Day Care

- a. DOH approved our application for a six (6) bed social adult day care program.
 1. Is the committee in agreement with providing adult day care at Countryside?
 2. What do you feel the daily charge should be? [see attached sheet with rates from local facilities]
7. Invitation for all Supervisors to attend the Countryside Adult Home Family Picnic.
 - a. Sunday, September 11th, 11:30-4PM

RESOLUTION REQUEST FORM NO. 12

Schedule "A"

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, termination or promotion. 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 COUNTRYSIDE ADULT HOME Payroll Dept. No. A.6030
Title of Position Cleaner Annual Salary \$23,706.00 Grade 2
Budget code and title A.6030 110 Full Time Salaries Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No. 10221
Is this position mandated? Yes No Is the position reimbursable? Yes No
Source of reimbursement: Federal % State 50% Other Local 50%
Impact to Budget: Cost Savings of \$6,067.00
Human Resources Director has approved this form when initialed. _____

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

Name of Committee Soc. Services - Countryside Date July 28, 2011
 The Administrator has no objection to the filling of the vacancy.
 The Administrator objects to the filling of the vacancy.
Administrator Signature  _____

SUPERVISORY COMMITTEE COMPLETES THIS SECTION

Name of Committee Soc. Services - Countryside Date July 28, 2011
 The committee has no objection to the filling of the vacancy.
 The committee objects to the filling of the vacancy.
Ranking Committee Member Signature William A. Port _____

PERSONNEL/HUMAN RESOURCES COMMITTEE COMPLETES THIS SECTION

Date _____
 The Personnel/Human Resources Committee has no objection to the filling of the vacancy.
 The Personnel/Human Resources Committee objects to the filling of the vacancy.
Ranking Committee Member Signature _____

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: 07/28/2011

- (a) Purpose of Request: UTILIZING SPACE AT COUNTRYSIDE ADULT HOME FOR THE LOCATION OF THE WARRENSBURG MEAL SITE

- (b) Details: We would like to pursue approval from the NYS Department of Health to relocate the Warrensburg Meal Site to Countryside Adult Home. We would provide both congregate services (participants to eat at the facility) and Meals-on-Wheels services (meals prepared and packaged for distribution to the local community). The benefits to Countryside Adult Home of relocating the Warrensburg Meal Site to our facility would be generating revenue, promoting the facility, and increasing our census. The benefits of relocating the meal site for Office for the Aging would be reducing the cost to operate out of their existing location.

- (c) Previous Resolution Number:

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: 07/28/2011

- (a) Purpose of Request: PROVIDE ADULT DAY CARE SERVICES AT COUNTRYSIDE ADULT HOME

- (b) Details: We have been approved by the NYS Department of Health to provide adult day care services at Countryside Adult Home. Based on information gathered from survey's and facility records, there is a need for adult day care services in this area. Having an adult day care at Countryside Adult Home would generate revenue, promote the facility, and increase the census. Basic NYS DOH requirements to run an adult day care are: 1) Staffing - with a program size of 1-6 participants [we would need no additional staffing at this time], 2) 1 recliner or bed per participant[currently have] , 2) provide meals - we would need to provide breakfast or a morning snack, and lunch, 3) charts for each participant[currently have], and 4) a full time activity program[currently have].

- (c) Previous Resolution Number:

STATISTICS FOR LOCAL ADULT DAY CARE PROGRAMS

Facility Name	Model Type	Rate	Hours of Operation	Transportation	# Part	Average # of Part	Staffing Levels	Costs	Benefits
Holbrook's (1987) Granville, NY 12832	Social	\$6/hr	M-F, 8-4	0.60¢/mile	12	3-4	1 Aide 1 Dir	Never Fail, Have not sat down to look at actual cost to operate.	Waiting List for Long Term Placement in Adult Home
Adirondack Tri County(1995) 251 Ski Bowl Road North Creek, NY 12	Medical	\$93.23/ day	M-F, 7-3PM	\$43.11/ Round Trip	10	8	1 Dir 2 CNA	Have not sat down to look at actual cost to operate.	Promotes facility, Waiting List of Long Term Placement
Fort Hudson 319 Broadway Fort Edward, NY 12828 PH#747-2811	Medical & Social	\$45/day	M-F, 8-4	\$10/each way	21	21	3 Aides 1 Direct	Never Fail, Have not sat down to look at actual cost to operate.	Waiting List for Long Term Placement in Adult Home
Lena's Adult Day Services 230 Bluebird Road So Glens Falls, NY 12803 PH#792-7797	Social	\$10/hr \$50/Day	M-F, F & Sat Even	No	20	2	1 Aide	They are not making a profit yet. Business is slow, possibly due to the economy.	Rewarding to help people.
Pleasant Valley (1993) 4573 State Route 40 Argyle, NY 12809 PH# 638-8274	Medical	Medicaid Rate	M-F, 8-3PM	Medicaid Rate	24	20	5 CNA 1 LPN 1 Dir 4 Trans	Break Even, Difficult to Keep Census Above 90%	Beneficial Service for Seniors Several Registrants go to Nursing Home from Day Program
Dean Family Home 94 Mountain Road Cansevoort, NY 12831 PH#793-9712	No Response								
The Terrace (2001) 71 Longview Drive Queensbury, NY 12804 PH#832-7864	Social	\$6/hr	M-F, 8-6PM	No	6	1-2			Beneficial Service for Seniors

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