

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: WESTMOUNT HEALTH FACILITY & COUNTRYSIDE ADULT HOME

DATE: AUGUST 27, 2007

COMMITTEE MEMBERS PRESENT:

SUPERVISORS HASKELL
TESSIER
CHAMPAGNE
O'CONNOR
MASON
GERAGHTY
SOKOL

OTHERS PRESENT:

REPRESENTING WESTMOUNT HEALTH FACILITY:
BARBARA TAGGART, ADMINISTRATOR
BETSY HENKEL, COMPTROLLER
ROSEMARY DUERS, DIRECTOR OF NURSES
PATTI FIORE, ASSISTANT DIRECTOR OF NURSES
REPRESENTING COUNTRYSIDE ADULT HOME:
BRENDA HAYES, DIRECTOR
KATHY BAKER, FISCAL MANAGER OF SOCIAL SERVICES
DEPARTMENT
WILLIAM THOMAS, CHAIRMAN
PAUL DUSEK, COUNTY ATTORNEY
HAL PAYNE, COMMISSIONER OF ADMINISTRATIVE AND
FISCAL SERVICES
JOAN SADY, CLERK OF THE BOARD
NICHOLAS CAIMANO, BUDGET OFFICER
SUPERVISOR BELDEN
JOANN MCKINSTRY, DEPUTY COMMISSIONER OF
ADMINISTRATIVE AND FISCAL SERVICES
CHARLENE DIRESTA, LEGISLATIVE OFFICE SPECIALIST

Mr. Haskell called the meeting of the Westmount Health Facility & Countryside Adult Home Committee to order at 10:04 a.m.

Motion was made by Mr. Geraghty, seconded by Mr. Mason and carried unanimously to approve the minutes of the July 27, 2007 Committee meeting, subject to correction by the Clerk of the Board.

Barbara Taggart, Administrator of Westmount Health Facility, distributed copies of the Agenda to the Committee members; *a copy of the Agenda is on file with the minutes.*

Mr. Haskell apprised that they would be starting with Item No. 8 on the Agenda, acceptance of the one-year performance assurance report and acceptance affidavit for Siemens Building Technologies, Inc.

Paul Dusek, County Attorney, noted that Siemens Building Technologies, Inc. was

requesting the County sign the 'Client Acceptance of Annual Guaranteed Savings Report' which had been received by the County in February. He added that the realized annual savings for Year 1 was \$299,952, which was in excess of the guaranteed savings amount of \$181,440 by \$118,512. He stated that in February there had been questions as to whether the County should sign this acceptance. He added that there had been a review performed by Michael McCarthy, Certified Public Accountant for McCarthy & Conlon, LLP, who had requested engineering assistance. He said that Siemens then had Clough Harbor & Associates review the documents. He added that Clough Harbor & Associates had re-certified the documents for Mr. McCarthy, who then signed off. He stated that each time the project had been reviewed, there were no problems found and the numbers were accurate. He said that Siemens was requesting that the County sign the acceptance which, he added, was part of the County's contract with Siemens. He stated that he felt that everything possible had been done to verify the accuracy of the report. He added that if the Committee was in favor of signing the acceptance, a resolution would be needed to authorize this action.

Motion was made by Mr. Mason and seconded by Mr. Champagne to authorize the 'Client Acceptance of Annual Guaranteed Savings Report' to be signed and returned to Siemens Building Technologies, Inc.

Mr. Champagne noted that the letter was dated February 2, 2007. Mr. Payne apprised that Siemens had the Year 2 report ready; however, he added, Siemens could not give the County the Year 2 report until the Year 1 report was accepted. Mr. Dusek stated that the only issue that had arisen was that Clough Harbor & Associates was employed by Siemens Building Technologies, Inc., which had been considered suspect by certain individuals. He added that Clough Harbor & Associates had put their engineering stamp on the project, which was not done lightly.

Discussion ensued.

Mr. Tessier entered the meeting at 10:12 a.m.

Mr. Dusek noted that Siemens had guaranteed a minimal savings to the County and had exceeded that amount by \$118,512.

Mr. Haskell called the question and the motion was carried unanimously to authorize the 'Client Acceptance of Annual Guaranteed Savings Report' to be signed and returned to Siemens Building Technologies, Inc. *The resolution request is on file with the minutes and the necessary resolution was authorized for the*

September 21, 2007 Board meeting.

Mr. Dusek exited the meeting at 10:15 a.m.

Rosemary Duers, Director of Nurses and Patti Fiore, Assistant Director of Nurses for Westmount Health Facility entered the meeting at 10:15 a.m.

Ms. Taggart apprised that she would like to discuss Item No. 6 on the Agenda, which pertained to nursing salary increases. She distributed a chart outlining nursing salaries as compared with other local nursing homes. *A copy of the chart is on file with the minutes.*

Ms. Duers stated that at the last Committee meeting it had been discussed that the nursing salaries at Westmount were not competitive with other nursing homes in the area. She added that there were two nursing positions that had been vacant for over a year and she said the facility was experiencing difficulties having the per diem nurses fill the vacant shifts. She added that this issue had caused a significant increase in overtime usage. She apprised that they were requesting to reallocate the position of the Licenced Practical Nurse (LPN) to a grade 9 position and to increase the salary of both the Registered Nurse (RN) positions and the RN Supervisor positions. She added that they were also requesting a weekend differential which was not currently being paid. Ms. Fiore said that the facility would either have to institute mandatory overtime or hire agency nurses in order to stay in compliance and she added that neither option was preferable.

Mr. Haskell asked if the other nursing homes listed in the table offered hospitalization and Ms. Fiore affirmed. Ms. Duers stated that the increase in salary that was being requested was still below what the other area nursing homes were paying. Mr. Geraghty said that if the salaries were not raised to an adequate level, the issue would arise again in the near future. He asked if the amount being requested was adequate to keep the issue from coming up again next year. Ms. Duers apprised that she felt the increase in salary, in combination with the County benefits package, would be adequate. Ms. Fiore noted that most of the other area nursing homes had mandatory overtime and the fact that Westmount did not was another good selling point.

Discussion ensued.

Mr. Haskell asked what the current pay grade was of the LPN position and Ms. Fiore replied it was a grade 8 position. Mr. Haskell questioned the salary difference between each pay grade and Hal Payne, Commissioner of Administrative

and Fiscal Services, replied that it was approximately \$1,000 per year or \$.50 per hour.

Chairman Thomas entered the meeting at 10:20 a.m.

Ms. Duers stated that they were hoping to negotiate the weekend differential. Mr. Haskell asked the amount being requested for the differential and Ms. Duers replied it was a 5% hourly increase. Mr. Payne asked why the chart showed a request for the 11:00 p.m. to 7:00 a.m. shift to earn less than the 3:00 p.m. to 11:00 p.m. shift. Ms. Duers responded that the 3:00 p.m. to 11:00 p.m. shift was much busier and therefore deserved a higher rate of pay. Mr. Geraghty asked if the other nursing facilities were also having staffing issues and Ms. Duers affirmed. Mr. Geraghty asked if this would be a 'band-aid' solution or if it would resolve the problem. Mr. Payne stated that the salaries for RN's and LPN's had been increased less than a year ago.

Mr. O'Connor noted that shift work had only been listed on the chart for one other facility besides Westmount. He asked if the nurses would prefer a shift schedule of 6:00 a.m. to 2:00 p.m., 2:00 p.m. to 10:00 p.m. and 10:00 p.m. to 6:00 a.m. and Ms. Fiore responded the shift times would not have much of an impact; however, she added, if daycare was provided it would have a tremendous impact. Mr. Champagne stated that it took a very special type of person to work with the elderly and he added, that the facility needed to ensure they attracted the right type of individual. Ms. Fiore said that the majority of the nurses at the facility were older and she added, that the facility needed to attract some younger nurses.

Mr. Mason apprised if the facility were to increase the nursing salaries they should, at the very least, match what the other local facilities were offering. Mr. O'Connor noted that private facilities would always be able to offer higher salaries than county-run facilities; however, he added, the county-run facilities had better benefits and retirement packages.

Discussion ensued.

Mr. Haskell noted that according to the chart the average RN salary was \$20 per hour. Mr. Payne asked if more per diem nurses would be attracted if their rate was increased and Ms. Duers responded that the average difference in salary between nurses and per diem nurses was less than \$1 per hour. Mr. Geraghty questioned if there were rules for the schedules that must be worked by per diem nurses and Ms. Duers responded that there were rules; however, she said, there was no way to enforce those rules.

Motion was made by Mr. Geraghty and seconded by Mr. O'Connor to increase the pay rate for RN's at Westmount Health Facility to \$20 per hour.

Mr. Payne stated that increases needed to be done by pay grade. Mr. Haskell said that the matter had to be forwarded to the County Attorney and the Committee was merely making a recommendation. Mr. Payne noted that Mr. Dusek said the increase could be approved now without waiting for negotiations. Mr. Haskell asked if Mr. Payne would research which grade level the \$20 per hour would fall under and request Mr. Dusek to prepare the resolution for the next Board meeting. Mr. Payne stated that there were available funds in the Budget for this increase due to the vacant positions. Betsy Henkel, Comptroller for Westmount Health Facility, said that there were also HCRA (Health Care Reform Act) funds available. Mr. Caimano stated that if the Committee was going to approve an increase it should be done this year while the funds were available within the 2007 Budget.

Mr. Haskell called the question and the motion was carried unanimously to approve the hourly wage for Registered Nurses at Westmount Health Facility be increased to \$20 per hour.

Ms. Fiore said that they were requesting to increase the LPN (Licensed Practical Nurse) salary from a pay grade 8 to a pay grade 9. Mr. Haskell asked if an increase of one pay grade would be adequate to keep the salary competitive. Ms. Fiore said that an increase of one pay grade would be competitive with other county-run facilities.

Motion was made by Mr. Champagne, seconded by Mr. Tessier and carried unanimously to increase the LPN'S at Westmount Health Facility from pay grade 8 to pay grade 10.

Ms. Fiore stated that the RN Supervisor position was a pay grade 20 which was the highest grade available. Mr. Haskell said that the issue of an increase above a pay grade 20 would have to be referred to the Civil Service Department. He asked Mr. Payne if he would set a meeting with the Civil Service Department to discuss this issue, as well as the issue of weekend differential and Mr. Payne affirmed. Mr. Caimano said that all the requests should be put together in a plan and brought back to the next meeting of the Westmount Health Facility & Countryside Adult Home Committee for consideration before the Budget was approved. Mr. Geraghty noted that the RN Supervisor position was currently making 4.3% more than an RN position.

Ms. Taggart said that she was requesting to add two Personal Care Provider positions, one for nursing and one for activities. She stated that they would work

five 4-hour days and rotate weekends. Mr. Payne noted that Westmount had Personal Care Providers in the past and they would help the Nurses Aides. Mr. Haskell clarified that Westmount was requesting these positions be put back into the Budget. He asked why the position had been terminated and Mr. Payne replied that one of the Personal Care Providers had been transferred to a full-time position in the laundry and the facility had been unable to replace them. He added that the position was never in the Budget; it had been a per diem position. Ms. Taggart said that she was requesting \$9 per hour for these two part-time positions. *A copy of the job description for the Personal Care Provider position is on file with the minutes.*

Ms. Duers and Ms. Fiore exited the meeting at 10:45 a.m.

Moving onto Item No. 1 on the Agenda, Mr. Caimano stated that the 'Comparative of Budget Appropriations 2007 & 2008' (marked as Schedule A) which had been distributed was one of the best he had seen, with all the required information on one sheet. He added that if the information was correct and the County contribution was actually decreased by 37% as stated, he would suggest that the Budget be forwarded to the Budget Officer. *A copy of Schedule A is on file with the minutes.*

Motion was made by Mr. Mason and seconded by Mr. O'Connor to forward the Westmount Health Facility Budget to the Budget Officer.

Mr. Haskell noted that the revenues were increased and the salaries were decreased. Mr. Payne stated that Michael McCarthy of McCarthy & Conlon, LLP, had said that it would take Westmount approximately four years to get back on an even keel. He added that the co-gen was also contributing to decreased expenses.

Ms. Henkel apprised that the Westmount Health Facility Budget reflected a 2008 request of \$7,242,192 as compared to the 2007 appropriations of \$6,861,481, an increase of \$380,711. She stated that Schedule A showed that both revenues and expenses were increased by 5%. She stated that the \$1 million listed as Appropriated Fund Balance was from a 2006 balance sheet. She added that there had been some 2005 revenues that had been entered in 2006 and the fund equity had been increased.

Ms. Henkel apprised that Schedule C was a list of the estimated 2008 revenues. She noted that the private pay rate had been increased to \$250 per day. She said Medicare was expected to increase by 3%. She added that she had used the same Medicaid rate and was awaiting an appeal on the interest, as well as waiting for

the Joint Association Task Force to revamp the reimbursement policy. She further added the revamping was scheduled to be phased in over a four-year period. *A copy of Schedule C is on file with the minutes.*

Ms. Henkel stated that Schedule B reflected estimated equipment purchases for 2008 which she added, was decreased by 47%. *A copy of Schedule B is on file with the minutes.*

Discussion ensued.

Ms. Henkel said that she was requesting to delete a vacant position in Housekeeping which she believed was an error in the salary budget. She added that this reduced the Budget by \$6,000. She noted that there was a vacant Physical Therapy Assistant position, base salary \$28,203, which they were having difficulty filling at the current salary. She added that they were requesting to increase that salary from \$13.54 per hour to \$16 per hour, which would increase the base salary to \$33,280. She stated that a portion of the salary, approximately 2%, would be billed to Medicare. She noted that the facility's non-billable hours were increasing which caused Westmount to pay the hospital additional funds. Mr. Haskell asked how much the hospital was paid and Ms. Henkel responded \$50 per hour.

Ms. Henkel stated that the Dietary Supervisor was requesting a salary increase of \$4,000. Mr. Haskell noted that the request was made and denied every year.

Motion was made by Mr. O'Connor, seconded by Mr. Mason and carried unanimously to eliminate the part-time Housekeeping position, base salary \$6,000 and to increase the salary of Physical Therapy Assistant position from a base salary of \$28,203 to a base salary of \$33,280.

Mr. Haskell called the question and the motion was carried unanimously to approve the Westmount Health Facility Budgets as presented and to authorize the Committee Chairman to sign them and forward same to the Budget Officer.

Messrs. Caimano and Belden exited the meeting at 11:00 a.m.

Mr. Haskell said that Item No. 2 on the Agenda was an update on the air handlers at Westmount. Ms. Taggart explained that the air handlers were currently under construction. She added that she had spoken with Wayne Allison, Rist Frost Associates, who said he would be bidding on the installation.

Ms. Taggart apprised that she was requesting a transfer of funds from Dietary

Supplies (EF.82100.5906 410) to Dietary Other Equipment (EF.82100.5803 260) in the amount of \$33, to reflect the cost of an industrial blender for Westmount Health Facility. She added that the \$33 was in addition to the amount already budgeted for this purpose.

Motion was made by Mr. Geraghty, seconded by Mason and carried unanimously to approve the request for transfer of funds as outlined above and to forward the same to the Finance Committee. *A copy of the Request for Transfer of Funds is on file with the minutes.*

Ms. Taggart said that she was requesting a transfer of funds in the amount of \$123 to reflect the purchase of battery backup attachments for the computers.

Motion was made by Mr. Mason, seconded by Mr. O'Connor and carried unanimously to approve the request for transfer of funds as outlined above and to forward the same to the Finance Committee. *A copy of the Request for Transfer of Funds is on file with the minutes.*

Ms. Taggart stated that she was requesting a transfer of funds in the amount of \$122 from Nursing Administration-Subscriptions (EF.60100.8900 426) with \$65 being transferred to Nursing Administration-Furniture/Furnishings (EF.60100.5802 210) and \$57 being transferred to Nursing Administration-Office Equipment (EF.60100.5803 220) to reflect the purchase of a cart organizer and a desk organizer.

Motion was made by Mr. O'Connor, seconded by Mr. Sokol and carried unanimously to approve the request for transfer of funds as outlined above and to forward the same to the Finance Committee. *A copy of the Request for Transfer of Funds is on file with the minutes.*

Ms. Taggart said that she was requesting to amend the 2007 County budget to increase estimated revenues and appropriations in the amount of \$650 to reflect the receipt of HCRA (Health Care Reform Act) Recruitment and Retention Grant funds, to be used for advertising to fill vacant full-time nursing positions.

Motion was made by Mr. Champagne, seconded by Mr. Geraghty and carried unanimously to approve the request to amend the 2007 County budget as outlined above and to refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Taggart apprised that she was requesting a new contract with McCarthy & Conlon, LLP for a certified cost analysis for submission to the New York State

Department of Health regarding cogeneration, commencing August 31, 2007 for an hourly rate of \$150 for an estimated 20-30 hours, to be paid upon completion of the project. She added that she was also requesting a transfer of funds in the amount of \$4,500 to reflect the cost of the contract.

Motion was made by Mr. Geraghty, seconded by Mr. O'Connor and carried unanimously to authorize the new contract and to approve the request for transfer of funds and to forward the same to the Finance Committee *A copy of the request for transfer of funds and the resolution request is on file with the minutes. The necessary resolution for the new contract was authorized for the September 21, 2007 Board meeting.*

Ms. Taggart said she was requesting authorization for Amelia Kelly and Sandy Smith to attend the 'Healthcare Information Network, Inc. - SNF PPS Update 2007' at the Clarion Century House in Latham, NY on October 2, 2007 using a County vehicle.

Motion was made by Mr. Mason, seconded by Mr. Sokol and carried unanimously to authorize the two employees to attend the conference as outlined above. *Copies of the Authorizations to Attend Meeting or Convention are on file with the minutes.*

Ms. Taggart apprised she was requesting authorization for her to attend the 'NYSAC (New York State Association of Counties) 2007 Fall Seminar' at the Desmond Hotel & Conference Center in Albany, NY on September 19-21, 2007, using her own vehicle.

Motion was made by Mr. Geraghty, seconded by Mr. Champagne and carried unanimously to authorize Barbara Taggart to attend the seminar as outlined above. *A Copy of the Authorization to Attend Meeting or Convention is on file with the minutes.*

Ms. Taggart apprised that she had received a letter of appreciation from the family of Ruth Smith, who had been a resident at Westmount Health Facility. She added that Mrs. Smith had also been a previous resident of the Countryside Adult Home. *A copy of the letter is on file with the minutes.*

Ms. Taggart apprised that Item No. 11 on the Agenda pertained to staffing levels and overtime. She added that there were still vacant nursing positions as discussed previously.

Privilege of the floor was extended to Brenda Hayes, Director of Countryside Adult Home. Ms. Hayes apprised that she was requesting a transfer of funds from

Hospitalization (A.6030 860) to Contracts (A.6030 470) in the amount of \$11,900. She added that the funds were needed to make an annual payment to Siemens Building Technologies, Inc. for the Performance Assurance Technical Support Program.

Motion was made by Mr. Geraghty, seconded by Mr. Sokol and carried unanimously to approve the request for transfer of funds as outlined above and to forward the same to the Finance Committee. *A copy of the Request for Transfer of Funds is on file with the minutes.*

Ms. Hayes advised that the Countryside Adult Home Budget (A.6030) reflected a 2008 request of \$1,739,178 as compared to the 2007 appropriations of \$1,710,429, an increase of \$28,749. She added that the 100's (Personal Services) reflected a 2008 request of \$913,536 as compared to the 2007 appropriations of \$924,985, a decrease of \$11,449. She said that she was not entirely sure why there was such a drastic decrease; however, she added, the majority of the decrease could be attributed to new employees starting at lower base salaries than the employees that they were replacing.

Ms. Hayes apprised that the 200's (Equipment) reflected a 2008 request of \$73,000 as compared to the 2007 appropriations of \$43,895, an increase of \$29,105. She added that the increase was due to the furniture that would be needed to operate the Social Adult Day Care Program and also the generator that she was requesting to replace. She further added that some of the \$18,000 for Furniture & Furnishings (A.6030 210) would be recovered with grant funding for the Program. She said that \$5,400 was for recliners for the participants. She added that she felt the participants would rather nap in recliners than beds as they would only be at the facility for part of the day. She stated that she researched the cost of the recliners and found an average cost of \$900 per recliner. She added that the cost was high due to the special waterproof fabric that was needed.

Ms. Hayes stated that \$1,050 was being requested for armed dining-room chairs for residents that had difficulty standing from a seated position. She added that she would place one armed dining-room chair at each table for use by those residents who would need them. She further added that she would like to eventually replace all of the dining-room chairs with armed dining-room chairs and hoped to replace a few each year. She advised that the wardrobes at the facility were in need of replacement and she was intending to replace a few of them each year. She said that \$7,800 was requested to cover the cost of 12 wardrobes to be replaced in 6 of the rooms.

Ms. Hayes apprised that she was requesting \$300 for Office Equipment (A.6030

220) to replace an inexpensive color printer that had been purchased for \$39 at Wal-Mart with one that was more suitable for the purpose of printing brochures.

Ms. Hayes advised that \$54,450 was requested for Other Equipment (A.6030 260) and added that \$42,500 was requested for the purchase of a new generator. She stated that the New York State Department of Health (NYSDOH) regulations stated that if the temperature of a room was above 80 degrees the facility had to ask residents to move to a cooler room. She added that the generator that the facility currently had would not operate the air conditioners. She further added with the current generator, if there was an extended power outage during the summer months, the facility would have to be evacuated in order to comply with the NYSDOH regulation. She said she felt it was a much better solution to purchase a new generator that would be able to operate the air conditioners. Mr. Haskell asked what the current generator was capable of operating and Ms. Hayes responded that the generator was only large enough to operate half of the facilities lighting in the hallways and none of the lighting in the rooms.

Mr. Champagne apprised that the estimated cost for the new generator seemed high and he recommended that the County hire an electrical engineering firm to determine the specifications of what size generator was needed. Mr. Haskell recommended that the County electrician look at the facility first to give his opinion.

Discussion ensued.

Mr. Mason asked why the replacement of the hot water tanks was not budgeted under other equipment. Kathy Baker, Fiscal Manager of the Social Services Department, responded that the hot water tanks had been budgeted under Building & Maintenance. Mr. Haskell questioned the \$5,500 for a snowblower attachment and asked what was wrong with the walk behind snowblower. Ms. Hayes replied that the size of the snowblower was too small. Mr. Payne asked what the snowblower attachment would be used with and Ms. Hayes replied the tractor. Mr. Payne questioned what tractor she was referring to and Ms. Hayes replied the mower. Mr. Haskell stated that he felt the snowblower that the facility had was more than adequate for the area that needed to be maintained and he added that he would rather the \$5,500 be spent on additional furniture.

Ms. Hayes apprised that the leaf blower for which she was requesting \$400 was a backpack leaf blower. In answer to a question as to what an edger was, Mr. Haskell explained that it would be used at the edge of the sidewalk to ensure a neat clean look which he added was not needed because of the black top. It was the consensus of the Committee to move the \$5,500 for the snowblower and the \$500 for the gas power edger from Other Equipment (A.6030 210) to Furniture &

Furnishings (A.6030 210) in order to purchase additional armed dining-room chairs and wardrobes.

Mr. Payne asked what the floor machine was and Ms. Hayes replied it was to replace a floor buffer that was in constant need of repair. Ms. Hayes explained that \$450 was requested for a new microwave because the microwave that they currently had did not always operate. Ms. Hayes stated that she was unaware of where the steamer that the facility was currently using came from and Mr. Payne responded that it had come from the Office of the Aging and had never worked properly. Ms. Hayes said that \$4,000 was requested to purchase a new gas steamer.

Ms. Hayes apprised that \$250 was requested to purchase seasonal flowers for Lawn & Landscaping (A.6030 270). She said the funds would be used to purchase annuals, mulch and fertilizer.

Ms. Baker explained that the Installment Purchase Debt Budget (A.9785) reflected a 2008 request of \$22,446 as compared to the 2007 appropriations of \$5,360, an increase of \$17,086. She added that the indebtedness was part of the Capital Project being done by the Treasurer's Office. Mr. Champagne asked if this was the septic tank and Ms. Baker responded that it was for the windows.

Mr. Geraghty asked if the Committee could discuss revenues. Ms. Baker apprised that Code A.6030 1830 (Repay-Adult Care Public Institution), pertained to the Social Security checks that were received for the residents of Countryside Adult Home and that 74% of the amount budgeted for 2007 had been received to date. She stated that the only other revenue was Code A.6030 3630 (Adult Care Private Institution), which was State revenue and she added, that she had been on the website and the State had only posted through April, which explained why only 18% had been received to date.

Discussion ensued.

Ms. Baker advised that the percentage of increase for the 2008 budget request as compared to the 2007 appropriation was 1.68% which was attributed to the cost of replacing the generator.

Motion was made by Mr. Geraghty, seconded by Mr. Tessier and carried unanimously to approve the Countryside Adult Home Budget (A.6030) and Installment Purchase Debt Budget (A.9785) as presented and to authorize the Committee Chairman to sign them and forward same to the Budget Officer.

Ms. Hayes advised that she was receiving many new referrals for the Countryside

Adult Home and added that there were currently 48 residents. Mr. Haskell asked if the new process of waiting for Medicare approval was working well. Ms. Hayes responded that she had received a call on Friday asking her to accept a certain individual without waiting for approval. She stated that she was sure that this individual would receive approval for Medicare reimbursement; however, she added, this individual's family was not producing the necessary paperwork to ensure approval. Mr. Haskell said that no exceptions should be made.

As there was no further business to come before the Westmount Health Facility & Countryside Adult Home Committee, on motion made by Mr. Mason and seconded by Mr. Champagne, Mr. Haskell adjourned the meeting at 11:31 a.m.

Respectfully submitted,

Charlene DiResta, Legislative Office Specialist