

WESTMOUNT HEALTH FACILITY

A SKILLED NURSING HOME operated by Warren County
42 GURNEY LANE - QUEENSBURY NY 12804
Phone (518) 761-6540 Fax: (518)761-6590

BARBARA B. TAGGART
ADMINISTRATOR

HEALTH SERVICE SCOMMITTE AGENDA

FRIDAY, JULY 20, 2012 @ 9:30am
COMMITTEE ROOM

1. Committee meeting called to order by chairman.
2. Motion to approve minutes of prior committee meeting.

Action Agenda

1. Resolution request to fill vacant (24hr/part time) position of leisure time Activity Aide #2, grade 3, base salary \$14,539.00. Current Salary is \$15,539.00. Total savings from current salary is \$502.80. **Page 1**
2. Resolution request to increase salary of Union Position of Leisure Time Activities Director grade 9, base salary of \$31,289.00 to grade 13, base salary of \$34,561.00, per salary study. Total savings from current salary is \$5,822.00 **Page 2**

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 Westmount Health Facility Payroll Dept. No. 4105
Title of Position Leisure Time Activity Aide #2 24 hr Annual Salary 14539.20 Grade03
Budget code and title EF.72600.100 130 Union Non-Union
This position is vacated due to: Retirement Resignation Termination Promotion Other
Employee No. 11389
Is this position mandated? Yes No Is the position reimbursable? Yes No
Source of reimbursement: Federal % State 53% Other %
Impact to Budget:

Personnel Officer has approved this form when initialed. _____

COUNTY ADMINISTRATOR COMPLETES THIS SECTION

Name of Committee _____ Date _____
 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 _____ Date _____
 The committee has no objection to the filling of the vacancy.
 The committee objects to the filling of the vacancy.

Ranking Committee Member Signature _____

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: WESTMOUNT HEALTH FACILITY

DATE: JULY 20, 2012

- (a) Purpose of Request: Increase Salary of Union Position

- (b) Details: Increase Salary of Leisure Time Activities Director Grade 09, base salary of \$31,289.00 to Grade 13, Base salary of \$34,561.00 per Salary Study.

- (c) Previous Resolution Number:

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount: Payroll Dept No. 4105. EF.72600.100 110 Activities Program, Mgm & Supervision, Salaries - Regular \$40,383.00.

Sample: A.8021 470 Planning & Community Development – Contract

* as listed in budget and LOGOS

Department

Westmount

Position

Leisure Time Activities Director

County	Wage Starting - 10 yr.	Employee Contribution Health %	Employee Contribution Health \$	# of Beds	# of Aids
		<u>Base Plan</u> 5% - Single 15% of difference between single & family coverage - Dependent <u>Other Plans</u> 100% of premium above base plan 20% of plan	<u>Base Plan</u> Bi-wkly Contribution Single - \$13.88 Plus One - \$42.33 Family - \$69.25 \$736.03 - Single \$1421.27 - Family	120 10 FT 2 FT	100 1 Per Diem
Columbia	39305-40984				
Essex	34570-35870				
Fulton	N/A				
Genesee	N/A				
Herkimer	N/A				
			<u>2B Plan</u> \$535.66 - Single \$1232.05 - 2 Person \$1337 - Family (no spouse) \$1406.85 - Family <u>2D Plan</u> \$503.77 - Single \$1158.74 - 2 Person \$1257.55 - Family (no spouse) \$1323.08 - Family	266	5 PT 7 FT (Special Alzheimer's wing has 2 FT)
Livingston	26707-37440	Blue Pt. 2B Plan - 30% for 10 yrs, then 25% thereafter; Blue Pt. 2D Plan - 15%			
Madison	N/A				
Saratoga	36410-41033	POS - 15% Single 15% Family	\$548- Single \$1,481 - Family	277	6-FT 4-Per Diem
Washington	36650-41600	10% Single; 20% Family	\$633 - Single \$3,563 - Family	120	4 FT 1 PT
Warren (Grade 9)	31289-38383	7% - Single 9% - Family	\$436 - Single \$1,579 - Family	80	2 FT
Salary.com	26966-44948				
Nursing Home Salary Report- Northeastern NY	35600-47900				

Salary Wizard - Do you know what you're worth? - Windows Internet Explorer
 wz.salary.com/SalaryWizard/Activity-Director-Nursing-Home-Salary-Details-Glens-Falls-NY.aspx

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About the job
 Job Title: Activity Director - Nursing Home
 Location: Glens Falls, NY
 Company Size: # of employees
 Industry: type of business

Salary
 Activity Director - Nursing Home
 Glens Falls, NY
 Median Salary: \$35,181
 10%: \$26,906 25%: \$30,892 75%: \$40,293 90%: \$44,948
 Projected Salary: Unknown

About You
 Education: Degree
 Reputation
 Reference
 Years of Experience

Next Steps
 • Refine your number
 • How to Negotiate Your Salary
 • Is it time for a move?
 • Resume Writing Advice
 • Purchase a Premium Salary Report
 • Education Opportunities
 • Job Openings
 • Recommended Reading

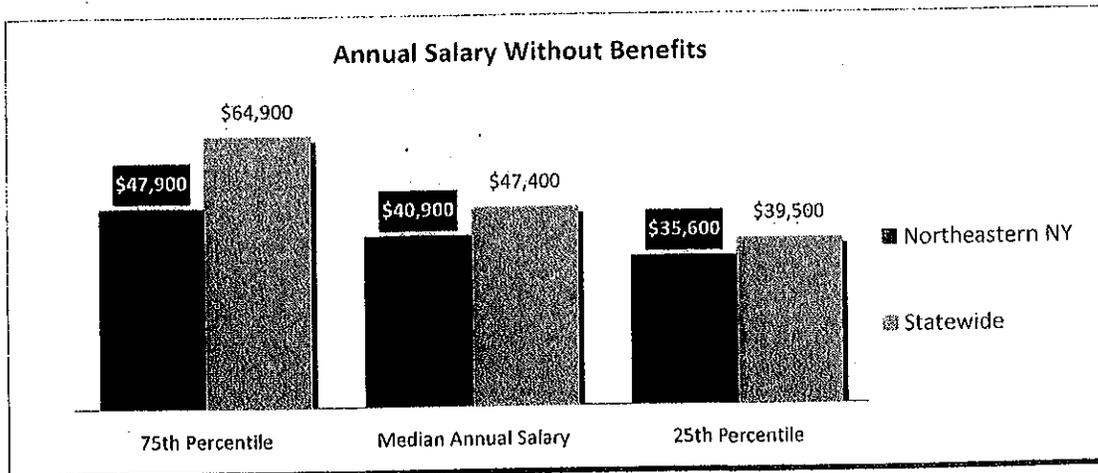
10:59 AM

Job Description

Responsible for the planning and implementation of activities for nursing home residents. Designs programs to encourage socialization, provide entertainment, relaxation, and fulfillment, and improve daily living skills. Requires a bachelor's degree in area of specialty with at least 7 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically reports to top management.

Manager/Director of Activities Salary Data

2011	Northeastern NY		Statewide	
	Annual Salary with Bonus (if any)	Salary with Benefits and Bonus (if any)	Annual Salary with Bonus (if any)	Salary with Benefits and Bonus (if any)
Number of Homes Reporting	26	21	133	105
Average Annual Salary	\$43,500	\$56,600	\$53,200	\$70,000
Median Annual Salary	\$40,900	\$56,700	\$47,400	\$63,400
25th Percentile	\$35,600	\$45,200	\$39,500	\$52,300
75th Percentile	\$47,900	\$61,800	\$64,900	\$86,500
Small Facility Median	\$39,200	\$49,800	\$41,300	\$55,600
Large Facility Median	\$46,700	\$63,400	\$63,800	\$84,900



Notes

Percentiles were calculated by arranging salary figures from highest to lowest and dividing them into four quarters. The 25th percentile figure marks the dividing line between the lowest quarter and the second lowest. The 75th percentile figure marks the dividing line between the highest quarter and the second highest. The median is the middle, with half of the salaries falling above this figure, half falling below. Medians are not likely to be skewed by outliers while averages may be.

The survey collected weekly salaries effective March 2011 along with 2010 annual bonus information. The annual salary figure was calculated by multiplying the 2011 weekly salary by 52 and adding the 2010 annual bonus. Only full time positions (35 hours per week or more) are included. Blanks indicate that the sample was too small to report (fewer than 5 responses).

The survey also asked respondents to report average benefits as a percent of salary for all management positions using the same definition of "benefits" as used in the RHCF cost report. This benefits percentage was then applied to the annual salary. Annual bonus, if any, was added after the benefit percentage was applied. Responses that did not report benefits are included in the "Salary with Bonus" calculation but not in the "Salary with Benefits and Bonus" data.

For purposes of this report, "small facility" refers to a home with fewer than 200 beds. "Large facility" refers to a home with 200+ beds. Please see the "Geography" tab for a list of counties that comprise each region.