

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 Lloyd F. Cote, Administrator

HEALTH SERVICES COMMITTEE AGENDA

Friday, June 27, 2014
9:30 a.m.

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

Action Agenda

- | | |
|---|--------|
| 1. Resolution Request – Miscellaneous 20 – Rescind Resolution 465 of 2012 | Page 1 |
| 2. Resolution Request – Miscellaneous 20 – Amend Resolution 252 of 2014 | Page 2 |
| 3. Resolution Request – Transfer of Funds | Page 3 |
| 4. Resolution Request – Create New Position | Page 5 |

Staffing report:

Vacancies:

5 – P/T LPN positions
1 – F/T LPN 3-11
4 - P/T Aide positions

Overtime report:

Page 4

Items for Discussion Intergovernmental Transfer

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: JUNE 27, 2014

- (a) Purpose of Request:
Rescind Resolution 465 of 2012 Amending Table of organization and Warren County Salary and Compensation Plan for 2012.

- (b) Details:
Rescind Resolution 465 of 2012 Amending Table of organization and Warren County Salary and Compensation Plan for 2012.

- (c) Previous Resolution Number:
Resolution 465 of 2012

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and Amount:

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

* as listed in budget and LOGOS

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: June 27, 2014

- (a) Purpose of Request:
**Amend Resolution Request 252 of 2014 to Create New /Delete Position to a
Reclassification Position with an effective date of March 1, 2014.**

- (b) Details:
**To Amend Resolution Request 252 of 2014 to Create New/Delete Position to a
Reclassification Position with an effective date of March 1, 2014.**

- (c) Previous Resolution Number:
252 of 2014

- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title* and
Amount:
**EF.83110.600 110 Westmount/Fiscal Services Office, Clerical & Other Wages,
Salaries - Regular \$101,574.00.**

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

* as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

FROM: WESTMOUNT HEALTH FACILITY
Name of Department

SIGNED: _____

DATE: June 27, 2014

| <u>FROM CODE</u> | <u>TITLE</u> | <u>TO CODE</u> | <u>TITLE</u> | <u>AMOUNT</u> |
|------------------|--|------------------|--|---------------|
| EF.73800.200 110 | Westmount, Social Services, Social Worker Wages, Salaries - Regular | EF.73800.200 120 | Westmount, Social Services, Social Worker Wages, Salaries – Over time | 25.00 |
| EF.60200.300 110 | Westmount, Nursing-Nurses' Station, RN, Salaries - Regular | EF.60200.100 120 | Westmount, Nursing-Nurses' Station Mgmt & Supervision, Salaries – Over time | 30,000.00 |
| EF.60200.300 110 | Westmount, Nursing-Nurses' Station, RN, Salaries - Regular | EF.60200.300 120 | Westmount, Nursing-Nurses' Station RN, Salaries – Over time | 5,000.00 |
| EF.82100.700 110 | Westmount, Dietary Services FSH, Salaries – Regular | EF.82100.700 130 | Westmount, Dietary Services FSH, Salaries – Part Time | 50,000.00 |

Please state reason for transfers requested: position re-class, over time budgets

RESOLUTION REQUEST FORM NO. 11

Request to Create New Position

DEPARTMENT NAME: Westmount Health Facility

DATE: June 27, 2014

- (a) Title of Requested Position: **CNA F/T #28**
- (b) Annual **Base** Salary (and Grade if Applicable): **\$25,851.00 Grade 4**
- (c) Effective Date for New Position:* **July 21, 2014**
*Please do not backdate unless the purpose is to correct an error.
- (d) List Any Position in the Department's Table of Organization Being Deleted as a Result of this Request: (Include annual salary and grade if applicable):
CNA P/T #36 & CNA P/T #37
- (e) Where are Funds in the Budget for this Position? List Budget Code, Object Code, Full Title and Amount:
EF.60200.500 110 \$523,508.00 Westmount, Nursing-Nurses' Station, Aides, Sal-Reg
- (f) Has Personnel Officer Reviewed and Approved of the New Position Title?
(This is necessary **BEFORE** bringing the request to committees.)
Yes
- (g) Is this a mandated position? If so, please explain:
- (h) Is there expected revenue from this position? If so, please explain:

WARREN COUNTY TWO YEAR BUDGET COMPARISON

REVENUE AND EXPENDITURES FOR 2014 AS OF 6/13/2014 10:57:37 AM

| EXPENSES | YTD ACTUAL THRU June 2014 | YTD ACTUAL THRU June 2013 | YTD vs 13 | % Change | Annualized 14 Expense | 2014 AMENDED BUDGET | 2013 AMENDED BUDGET |
|----------------------|------------------------------|------------------------------|--------------------|---------------|--------------------------|------------------------|------------------------|
| Salaries - Regular | \$1,154,548.76 | \$1,223,858.88 | (\$69,310.12) | (\$0.06) | \$2,858,883.25 | \$2,996,804.00 | \$3,035,885.00 |
| Salaries - Overtime | \$151,732.79 | \$139,823.95 | \$11,908.84 | \$0.09 | \$375,719.37 | \$197,310.00 | \$336,093.00 |
| Salaries - Part Time | \$269,876.44 | \$184,881.18 | \$84,995.26 | \$0.46 | \$668,265.61 | \$866,306.00 | \$581,097.00 |
| TOTALS | \$1,576,157.99 | \$1,548,564.01 | \$27,593.98 | \$0.02 | \$3,902,868.23 | \$4,060,420.00 | \$3,953,075.00 |

I