

SOCIAL SERVICES COMMITTEE
COUNTRYSIDE ADULT HOME
AGENDA
AUGUST 21, 2018

Committee Members: Frasier, McDevitt, Braymer, Leggett, Loeb, Diamond, Hyde, Magowan and Sokol.

- I. Committee Meeting called to order by Chairman
- II. Motion to approve minutes of prior Committee Meeting
- III. Action Agenda
 - Request to Reclassify the Position of Account Clerk #2, Grade 4, to Sr. Account Clerk, Grade 7.
- Referrals/Pending Items

None
- IV. Information for Discussion/Review
 - Room Rate Increase
 - Census Update (Admissions & Discharges)
 - Overtime Report
- V. Privilege of the Floor to discuss any additional items to come before the Committee
- VI. Motion to Adjourn

Summary of Attachments:

- Census
- Overtime Report

RESOLUTION REQUEST FORM NO. 14

Request to Reclassify Position

DEPARTMENT NAME: COUNTRYSIDE ADULT HOME

DATE: AUGUST 21, 2018

- (a) Title of Reclassified Position: **SR. ACCOUNT CLERK (Part-Time)**

- (b) Annual Salary of Reclassified Position (and Grade if Applicable):* **\$38,328 Grade 7**
*(This should be the Base Salary for the position if it is being filled by a new employee, or the salary, including longevities, for any existing employee who is filling the position.

- (c) Title and Employee Number of Position to be Deleted:
ACCOUNT CLERK #2 (Part-Time), GRADE 4

- (d) Annual Salary of Position to be Deleted (and Grade if Applicable):* **\$33,529/\$16.12**
*(This should be the Base Salary for the position if it is being filled by a new employee, or the salary, including longevities, for any existing employee who is filling the position.

- (e) Effective Date:* **September 21, 2018**
*Please do not backdate unless the purpose is to correct an error.

- (f) Where are the Funds in the Budget for this Position? List Budget Code, Object Code, Full Title and Amount:

A.6030.130

- (g) Has Personnel Officer Reviewed and Approved of the New Position Title?:*
*This is necessary **BEFORE** bringing the request to committees.

Yes

**COUNTRYSIDE ADULT HOME
CENSUS REPORT
2018**

MONTH	1 ST DAY OF MONTH	ADMISSIONS	DISCHARGES	LAST DAY OF MONTH
JANUARY	35	0	1	34
FEBRUARY	34	0	0	34
MARCH	34	0	2	32
APRIL	32	2	1	33
MAY	33	0	0	33
JUNE	33	2	3	32
JULY	32	0	1	31
AUGUST				
SEPTEMBER				
OCTOBER				
NOVEMBER				
DECEMBER				

