

**HEALTH, HUMAN & SOCIAL SERVICES COMMITTEE**  
**COUNTRYSIDE ADULT HOME**  
**AGENDA**  
**September 30th, 2019**

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

- I. Committee Meeting called to order by Chairman
- II. Motion to approve minutes of prior Committee Meeting
- III. Action Agenda
  1. Request Resolution:  
Request Committee Approval of 2020 Proposed Budget for Countryside Adult Home  
Rationale: Annual Budget  
Attachment: None – ***Note: Included with Social Services Budget***
  2. Request Extension of Resolution:  
Request Extension of Resolution 166 of 2019 to extend the temporary Senior Aide Position through 12/31/19 or until the position is filled.  
Rationale: Position is ensuring proper training of the current Senior Aide #1; who then will have the skills to train Senior Aide #2 when the position is filled.
- IV. Referrals/Pending Items  
None
- V. Information for Discussion/Review  
-Census Update (Admissions & Discharges)  
-Overtime Report
- VI. Privilege of the Floor to discuss any additional items to come before the Committee
- VII. Motion to Adjourn

Summary of Attachments

Note: (2020 Proposed Budget for Countryside is included in Social Services budget handout)

1. Amendment of Resolution No. 166 of 2019
2. Census Report
3. Overtime Report

# **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: 9/30/19**

- (a) Purpose of Request: **Request to Extend Resolution No. 166 of 2019, which authorized a temporary Senior Aide position for training purposes. The extension would be from 10/22/19 thru 12/31/19 or until position is filled.**
- (b) Details: **Training of current Senior Aide to ensure that she has the skills to train when Senior Aide #2 position is filled.**
- (c) Previous Resolution Number: **No. 166 of 2019**
- (d) Where are the Funds (if required)? List Budget Code, Object Code, Full Title\* and Amount:
- (e) **A.6030 130- Salaries**

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

\* as listed in budget and LOGOS

# Warren County Board of Supervisors

## RESOLUTION NO. 166 OF 2019

RESOLUTION INTRODUCED BY SUPERVISORS GERAGHTY, FRASIER, MCDEVITT, LEGGETT, BRAYMER, SIMPSON, HYDE, DIAMOND, LOEB, MERLINO AND SOKOL

### AMENDING TABLE OF ORGANIZATION AND WARREN COUNTY SALARY AND COMPENSATION PLAN FOR 2019

RESOLVED, that the Table of Organization and the Warren County Salary and Compensation Plan for 2019 are hereby amended as follows:

#### COUNTRYSIDE ADULT HOME

<u>Creating Position:</u>	<u>EFFECTIVE DATE</u>	<u>ANNUAL SALARY</u>
A.6030.130		
<u>TITLE:</u>	04/22/2019	\$33,600
Sr. Aide - Part Time Temporary	<i>(up to six months)</i>	Grade 7

#### COUNTY ATTORNEY

<u>Decrease Salary From:</u>	<u>EFFECTIVE DATE</u>	<u>ANNUAL SALARY</u>
A.1420.110		
<u>TITLE:</u>	04/22/2019	\$48,017
Legal Assistant #2		

<u>Decrease Salary To:</u>	<u>EFFECTIVE DATE</u>	<u>ANNUAL SALARY</u>
A.1420.110		
<u>TITLE:</u>	04/22/2019	\$45,000
Legal Assistant #2		

**COUNTRYSIDE ADULT HOME  
CENSUS REPORT  
2019**

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

Countryside Adult Home - Overtime Report - Comparison 2018/2019

Week End	2018	2019	Reason
01/06/19	118.20	105.80	Holiday
01/20/19	33.00	69.20	Vacations
02/03/19	4.30	127.30	3 staff taking bereavement, weather(shoveling,snow blowing plowing)
02/17/19	112.80	14.20	Bereavement,Retirement
03/03/19	10.80	89.00	staff shortage (2 retirements), holiday
03/17/19	8.00	10.80	staff shortage ( Lack of Kitchen staff due to promotion)
03/31/19	12.00	40.70	illness
04/14/19	12.00	6.00	kitchen staff shortage ( Lack of staff due to promotion)
04/28/19	3.00	40.00	kitchen staff shortage ( Lack of staff due to promotion), Vacation
05/12/19	8.00	5.00	Late Appointments
05/26/19	3.00	0.50	Stay over for 11-7 staff
06/09/19	85.00	91.30	Holiday
06/23/19	5.80	11.50	Vacations
07/07/19	82.00	103.00	Holiday,Vacations,Maintenance called in 3 times in 4 days
07/21/19	20.20	19.70	Call ins and vacations
08/04/19	14.70	4.27	Maintenance stayed late for drains and called in for water leaks
08/18/19	8.50	11.25	Shift coverage
09/01/19	39.00	0.45	Shift coverage
09/15/19	111.00	83.65	Holiday
*YTD*	691.30	833.62	
09/29/19	21.00		
10/13/19	90.00		
10/27/19	9.00		
11/10/19	90.00		
11/24/19	200.50		
12/08/19	14.00		
12/22/19	18.80		
12/31/19	105.80		