

HUMAN SERVICES COMMITTEE MEETING
COUNTRYSIDE ADULT HOME AGENDA
October 18thth 2021

COMMITTEE MEMBERS: Supervisors Driscoll, Frasier, Magowan, Shepler, and Smith
Chair of the Board shall serve as an Ex-Officio member when needed in accordance
with the Section C(4) of the Rules of the Board

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Action Agenda/New Business Items:
 1. Request: To renew service agreement with Action Septic at an annual rate of \$1260.00 with a do not exceed amount of \$2000.00 for unexpected repairs.
Rationale: Preventive maintenance on a building of this age is imperative to be compliant with environmental standards set forth by The Department of Health. The amount is also 50% reimbursable.
 2. Request: To amend Countryside's budget to reflect expenses and revenue based on EQUAL Award from DOH in the amount of \$36,010.
Rationale: Ability to purchase items that award was designated to for the residents.
- IV. Discussion Items:
- V. 1. Resolution Request Form No. 4
- VI. 2. Resolution Request Form No.7
3. Census
4. Overtime Reports
- VII. Referrals/Pending Items: None.
- VIII. Privilege of the floor and public comment (please allow for 15 second delay on live stream meetings)
- IX. Motion to adjourn

Attachments:

1. Budget Amendment/DOH Award
2. Census
3. Overtime Reports

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Existing Contract

DEPARTMENT NAME: Countryside Adult Home

DATE: 10/18/2021

- (a) Purpose of Contract Change: **Extending due to current contract will terminate 12/31/2021**
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: **318 of 2021**
- (c) Name of Contractor: **Action Septic**
- (d) Address of Contractor: **P.O. Box 1430
South Glens Falls, NY 12803**
- (e) Contractor's Contact Person and Telephone Number:
Ellen Sanders 518-793-4949
- (f) Commencement Date of Extension: **1/1/2021**
- (g) Termination Date of Extension: **12/31/2021**
- (h) Payment Provisions:
 - i) lump sum amount **\$1260.00**
 - ii) hourly rate amount
 - iii) total amount not to exceed **\$2000.00 Annually**
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. **After each semiannual maintenance service**
- (i) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, and Title, and Amount: A.6030 470-Contracts**

Sample: A.1010 470 Legislative Board – Contract Sxx.xx
Capital Project No. H289.9550 480 – Old Jail Renovations Sxx.xx

*as listed in budget and LOGOS

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

**If this is the result of a grant award, also complete and submit Form No. 5 or 6*

DEPARTMENT NAME: Countryside Adult Home

DATE: 9/30/21

- (a) Purpose of Amendment: **To increase expenses and revenue based on an EQUAL Award received by NYS DOH (Please see attached)**

- (b) Appropriation Code, Object Code, Full Title and Amount: **A.6030 410 Supplies \$36,010**

- (c) Revenue Code (with title), and Amount:
A.6030 3630 State Aid Adult Care Priv. Inst. \$36,010



Department
of Health

ANDREW M. CUOMO
Governor

HOWARD A. ZUCKER, M.D., J.D.
Commissioner

LISA J. PINO, M.A., J.D.
Executive Deputy Commissioner

April 20, 2021

Sent via email:

Countryside Adult Home
353 Schroon River Road
Warrensburg, New York 12885
Christina.Mastrianni@dfa.state.ny.us

RE: 2020-21 EQUAL Award

Dear Administrator/Operator:

Congratulations. I am writing to inform you that Countryside Adult Home (750-N-006) has received a 2020-21 EQUAL Program award in the amount of \$36,010.00. Funds must be utilized as follows:

Capital Improvement Projects: \$18,005.00

These funds are used to enhance the physical environment of the facility and promote a higher quality of life for residents.

Local Assistance Projects: \$18,005.00

These funds are used to support improvements to the quality of life for adult care facility residents by funding projects including clothing allowances, resident training to support independent living skills, improvements in food quality, outdoor leisure projects, and cultural, recreational, and other leisure events.

At this time, we are asking you to review the award with your residents to identify how to utilize the full award value, as delineated above. Upon completion, please resubmit your proposed spending plan with either Resident Council representative approval or a resident petition in support of proposed funds, using the forms provided in the EQUAL 2020-21 application (enclosed for ease of reference).

As indicated in an email, dated March 29, 2021, EQUAL Program funding cannot be spent until there is a Department approved expenditure plan on file. To expedite these reviews, please submit your revisions to EQUAL@health.ny.gov with a subject of "2020-21 EQUAL Awardee Countryside Adult Home Proposed Spending Plan".

Sincerely,

Heidi L. Hayes, Acting Director
Division of Adult Care Facility
and Assisted Living Surveillance

Enclosure

COUNTRYSIDE ADULT HOME
CENSUS REPORT
2021

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

Countryside Adult Home - Overtime Report - Comparison 2020/2021

Week End	2020	2021	Reason
01/03/21	79.44	88.54	Holiday, Vac. Snow Clean Up
01/17/21	15.11	70.18	3 Staff Members in Quarentine,Snow Removal
01/31/21	91.33	142.60	3 Staff Members in Quarentine,Snow Removal
02/14/21	36.28	90.94	Weather Staff Shortages
02/28/21	78.33	116.56	Holiday, Weather,Staff Shortages
03/14/21	4.00	22.39	Illness
03/28/21	13.87	0.00	
04/11/21	8.62	30.20	Illness
04/25/21	12.55	15.84	Illness
05/09/21	21.00	32.80	Staff Shortages
05/23/21	4.67	0.00	
06/06/21	121.97	87.58	Holiday
06/20/21	31.47	2.33	
07/04/21	160.80	109.29	Holiday,illness,Vac.
07/18/21	40.00	13.54	Staff Shortages
08/01/21	65.00	7.38	Training, water leak
08/15/21	56.87	12.79	Staff Shortages ,Activities
08/29/21	70.68	24.58	Late Appt.,Vac.
09/12/21	141.37	92.84	Holiday ,Vac.
09/26/21	74.77	0.00	
YTD	1128.13	960.38	
	104.42		
	166.17		
	68.73		
	142.27		
	174.48		
	37.87		
	88.54		