

Human Services Committee Meeting
Countryside Adult Home
January 23rd 2023

COMMITTEE MEMBERS:

- I. Committee meeting called to order by Chair
- II. Approval of minutes of prior Committee Meeting
- III. Privilege of the floor and public comment
- IV. Action Agenda/New Business Items:
 1. Request: Amend County Budget to increase expenses and revenue based on EQUAL Award in the amount of \$13,493.50 increasing A.630 410 Supplies by \$13,493.50.
Rational: The grant isn't received in time to utilize the year prior.
 2. Request: Request to transfer funds; A.6030 110 Full-Time salaries to A6030 120 Overtime in the amount of \$10,093.00
Rationale: Cover expenses that accrued from staffing shortages in 2022.
- V. Discussion Items:
- VI. Referrals/Pending Items:
- VII. Privilege of the floor and public comment
- VIII. Motion to adjourn

Attachments:

1. Resolution Request No. 7
2. Resolution Request No. 10
3. Census
4. Overtime Report

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: 1/23/2023

- (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 \$13,493.50**

- (c) Revenue Code (with title), and Amount:
A.6030 3635 State Revenue \$13,493.50, the money is currently in A 691.00
- (d) **Deferred Revenue. The money was received as part of a grant to enhance the lives of our residents for the fiscal year of 2022-2023**

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: AMANDA ALLEN, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

DEPARTMENT NAME: Countryside Adult Home

SIGNED:

DATE:

1/23/23

| <u>FROM CODE</u> | <u>TITLE</u> | <u>TO CODE</u> | <u>TITLE</u> | <u>AMOUNT</u> |
|------------------|--------------------|----------------|--------------|---------------|
| A.630 110 | Full-Time Salaries | A.6030 120 | Overtime | \$10,093.00 |

Please state reason for transfers requested: To cover overtime from the 2022 budget that was caused by staffing shortages.

CONTINGENT FUND TRANSFER REQUESTS

| <u>FROM CODE</u> | <u>TITLE</u> | <u>TO CODE</u> | <u>TITLE</u> | <u>AMOUNT</u> |
|------------------|---|----------------|--------------|---------------|
| A.1990 469 | Contingent Account- Other Payments/Contributions | | | |

Please state reason for transfer request:

Please file original request with Clerk of the Board and retain copy for your records.

**COUNTRYSIDE ADULT HOME
CENSUS REPORT
2022**

| MONTH | 1ST DAY OF MONTH | ADMISSIONS | DISCHARGES | LAST DAY OF MONTH |
|--------------|------------------------------------|-------------------|-------------------|--------------------------|
| JANUARY | 36 | 3 | 3 | 36 |
| FEBRUARY | 36 | 1 | 1 | 36 |
| MARCH | 36 | 0 | 2 | 34 |
| APRIL | 34 | 0 | 0 | 34 |
| MAY | 34 | 0 | 1 | 33 |
| JUNE | 33 | 0 | 0 | 33 |
| JULY | 33 | 0 | 0 | 33 |
| AUGUST | 34 | 1 | 0 | 34 |
| SEPTEMBER | 34 | 0 | 3 | 31 |
| OCTOBER | 31 | 0 | 2 | 29 |
| NOVEMBER | 29 | 0 | 0 | 29 |
| DECEMBER | 29 | 0 | 1 | 28 |
| | | | | |

Countryside Adult Home - Overtime Report - Comparison 2020/2021

| Week End | 2021 | 2022 | Reason |
|-----------------|-------------|-------------|---|
| 01/02/22 | 88.54 | 124.30 | Holidays |
| 01/17/22 | 70.18 | 111.25 | Vacations, Retirement, Illness |
| 01/30/22 | 142.60 | 143.73 | Retirement Holiday Illness |
| 02/14/21 | 90.94 | 76.63 | Staff Shortages, Snow Storm, Illness |
| 02/28/21 | 116.56 | 123.07 | Staff Shortages,Holiday,Snow Storm |
| 03/14/21 | 22.39 | 45.13 | Satff shortages, Snowstorm |
| 03/28/21 | 0.00 | 51.73 | Staff Shortages |
| 04/11/21 | 30.20 | 99.29 | Staff Shortages |
| 04/25/21 | 15.84 | 104.30 | Staff Shortages and Covid |
| 05/09/21 | 32.80 | 99.36 | Staff Shortages |
| 05/23/21 | 0.00 | 69.87 | Staff Shortages |
| 06/06/21 | 87.58 | 69.92 | Staff Shortages |
| 06/20/21 | 2.33 | 55.46 | Staff Shortages |
| 07/04/21 | 109.29 | 65.29 | Satff shortages, Vacations |
| 07/18/21 | 13.54 | 135.97 | Holiday, Staff Shortages |
| 08/01/21 | 7.38 | 39.52 | Staff Shortages |
| 08/15/21 | 12.79 | 39.19 | Staff Shortages |
| 08/29/21 | 24.58 | 31.71 | Staff Shortages |
| 09/12/21 | 92.84 | 137.60 | Holiday and Staff Shortages |
| 09/26/21 | 0.00 | 56.53 | Staff Shortages |
| 10/10/21 | 68.55 | 104.83 | Staff Shortages |
| 10/24/21 | 224.67 | 164.00 | Holiday,Staff Shortages |
| 11/07/21 | 106.71 | 64.45 | Staff Shortages |
| 11/21/21 | 136.98 | 215.50 | Holiday,Vacation Staff Shortages |
| 12/05/21 | 152.69 | 225.04 | Holiday,Staff on Medical Leave , Open Positions |
| 12/19/21 | 77.52 | 142.78 | Medical Leave Satff Shortages Vacations |
| 12/31/2 | 121.35 | 243.59 | 2 Holidays, Snow Removal, Staff Shortages |
| *YTD* | 1848.85 | 2840.04 | |
| | | | |
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