

Human Services Committee Meeting  
Countryside Adult Home  
August 20th 2024

COMMITTEE MEMBERS: Supervisors: DRISCOLL, Bruno, Patchett, Turner, Wild, Strainer and Runyon,  
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. Privilege of the floor and public comment

IV. Action Agenda/New Business Items:

Request: To move \$30,000 from Part-Time Salaries to Overtime Salaries and \$9,000 from  
Unemployment Insurance.

Rationale: Cover Expenses through year end.

Request: To enter into a two-year agreement with Relias at the cost of \$2,553.49 for year one and  
\$1725.00 for year two.

Rationale: Educational platform that meets the regulation requirements per DOH.

V. Discussion Items:

1. Census
2. Overtime Report

VI. Referrals/Pending Items:

VII. Privilege of the floor and public comment

VIII. Motion to adjourn

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Attachments:

1. Resolution Request No. 10
2. Resolution Request No. 3
3. Census
4. Overtime Report
5. Relias Pricing and Course Libraries

**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:** 8/27/2024

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A. 6030 130	Part-Time Salaries	A.6030 120	Over-Time Salaries	\$30,000
A.6030 850	Unemployment Insurance	A.6030 120	Over-Time Salaries	\$9,000

**Please state reason for transfers requested:** To cover disability costs

**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.**

## ***RESOLUTION REQUEST FORM NO. 3***

### ***Request for New Contract***

**DEPARTMENT NAME: Countryside Adult Home**

**DATE: 8/27/2024**

- (a) Is this a Result of a Bid or Request for Proposal? **No**
- (b) Purpose of Contract: **To meet the educational requirements per Department of Health.**
- (c) Name of Contractor: **Relias LLC**
- (d) Address of Contractor: **1010 Sync Street, Suite 100, Morrisville, NC 27560**
- (e) Contractor's Contact Person and Telephone Number: **Laura Guadagno  
1-404-492-6791**
- (f) Has or will the Contract be provided, if so, please attach:
- (g) Commencement Date of Contract: **October 1<sup>st</sup> 2024**
- (h) Termination Date of Contract: **October 1<sup>st</sup> 2026**
- (i) Payment Provisions:
  - i) lump sum amount
  - ii) hourly rate amount
  - iii) total amount not to exceed **\$4,278.49**
  - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc. **Annually**)
- (j) Where are the Funds for this Contract? List Budget Code, Object Code, Full Title\* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount: A.6030 1830 Repay-Adult Care, Public Institution**

**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

**COUNTRYSIDE ADULT HOME  
CENSUS REPORT  
2024**

<b>MONTH</b>	<b>1<sup>ST</sup> DAY OF MONTH</b>	<b>ADMISSIONS</b>	<b>DISCHARGES</b>	<b>LAST DAY OF MONTH</b>
JANUARY	27	2	1	28
FEBRUARY	28	1	0	29
MARCH	29	3	0	32
APRIL	32	1	0	33
MAY	33	2	0	35
JUNE	35	1	0	36
JULY	36	2	2	36
AUGUST				
SEPTEMBER				
OCTOBER				
NOVEMBER				
DECEMBER				

**Countryside Adult Home - Overtime Report - Comparison 2023/24**

<b>Week End</b>	<b>2023</b>	<b>2024</b>	<b>Reason</b>
01/14/24	243.59	98.94	Holiday Snowstorm
01/28/24	66.78	133.89	Holiday, Staff Shortage, Illness
02/11/24	102.86	26.98	Snowstorm, Illness
02/25/24	25.47	114.00	Holiday, Illness, Snowstorm
03/10/24	124.91	12.44	Building Maint.
03/24/24	13.25	21.75	Snowstorm, Staff Shortage
04/07/24	41.26	9.31	Snowstorm
04/21/24	35.20	45.58	Staff training Staff Shortage
05/05/24	40.73	39.81	Staff Shortage Due to Medical Leave
05/19/24	139.30	21.88	Staff Training
06/03/24	103.61	107.60	Holiday, Building Maintenance
06/17/24	176.61	20.04	Staff Training, Building Maintenance
06/30/24	30.00	119.87	Holiday Staff Shortage Late Appointments Late Activities
07/14/24	96.28	162.67	Holiday Staff Shortages Extra Staff Needed Due to Covid
07/28/24	139.14	83.39	Staff Shortages Extra Staff Needed Due to Covid
YTD	1378.99	1018.15	
	13.70		
	48.94		
	90.81		
	149.45		
	77.01		
	91.07		
	145.19		
	29.73		
	85.59		
	100.97		
	44.77		
	109.12		

## McByrne, Amy

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**From:** Laura Guadagno <lguadagno@relias.com>  
**Sent:** Tuesday, July 30, 2024 9:24 AM  
**To:** McByrne, Amy  
**Subject:** RE:

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Wow was just emailing you at the same exact time!!

Hi Amy,

I received approval (YAY) for your requested price points. A DocuSign completed by 8/9/2024 will allow you access/training in August. I have sent the DocuSign to you directly for review and completion, if I need to send it to someone else for completion please provide their name, title and email address.

Approvals:

Annual subscription discounted down to \$1,553.49 Implementation fee discounted down to \$1,000

Let me know your thoughts!

Laura

Laura Guadagno (she/her/hers)

ROM Account Executive

Direct: 404-492-6791

Curious to learn more about Relias platform functionality?

[https://linkprotect.cudasvc.com/url?a=https%3a%2f%2fview.highspot.com%2fviewer%2f668be0cc71ab584e053412bf&c=E,1,01immQKYjcao4oH89Hng\\_XmnsGMQZL-UFCxo09FkQ2UOvKScJfKCN\\_\\_MQ9u83asWhlcRpq1KUXL10oVyfi2tKJ6KED-ilHY2rFzuOhTsaK1q6gA4DSHd1HNDz7wM&typo=1](https://linkprotect.cudasvc.com/url?a=https%3a%2f%2fview.highspot.com%2fviewer%2f668be0cc71ab584e053412bf&c=E,1,01immQKYjcao4oH89Hng_XmnsGMQZL-UFCxo09FkQ2UOvKScJfKCN__MQ9u83asWhlcRpq1KUXL10oVyfi2tKJ6KED-ilHY2rFzuOhTsaK1q6gA4DSHd1HNDz7wM&typo=1)

-----Original Message-----

From: McByrne, Amy <McByrneA@warrencountyny.gov>

Sent: Tuesday, July 30, 2024 9:23 AM

To: Laura Guadagno <lguadagno@relias.com>

Subject: FW:

# Post-Acute Care Learning + Performance Solutions

Training and development for your entire staff across all your service lines

**RELIAS**  
relias.com

## Course Libraries

### COMPLIANCE AND SERVICE LINE FOUNDATIONS

Comprehensive state and federal compliance training, continuing education, and just-in-time microlearning for direct care staff, clinicians, and support employees in each of your service lines

#### Library

##### **REGULATORY + COMPLIANCE FOR PAC**

Address most federal and state requirements for your setting with content for your entire staff.

#### Example Topics

- HIPAA
- OSHA requirements
- Infection control
- State-specific courses

#### Example Users

- Your entire staff

##### **SKILLED NURSING**

Equip licensed and unlicensed staff to review and enhance the skills needed to succeed in a skilled nursing setting.

- Skilled nursing compliance
- Personal care/ADLs
- Departmental specialties (food safety, housekeeping, etc.)

- Nursing staff
- Direct care staff
- Housekeeping staff
- Food service staff

##### **HOME HEALTH**

Deliver courses on clinical and non-clinical topics to provide staff with a comprehensive foundation for delivering care in the home.

- Home health compliance
- Personal care/ADLs
- Clinical skills
- Disease and condition management

- Nursing staff
- Rehab therapists
- Home health aides
- Care coordinators

## COMPLIANCE AND SERVICE LINE FOUNDATIONS

### Library

#### **HOSPICE + PALLIATIVE CARE**

Prepare clinicians and unlicensed staff to provide end-of-life care. *A free hospice volunteers course library is available with the purchase of this library.*

#### **REHABILITATION THERAPY**

Set your rehabilitation therapists up for success in a variety of clinical, community, and home-based settings.

#### **ASSISTED LIVING**

Equip staff to review and enhance the skills needed to succeed in an assisted living setting.

#### **HOME CARE**

Prepare your caregivers for the full scope of their roles in providing quality in-home personal care.

### Example Topics

- Hospice compliance
- Hospice operations
- End-of-life palliative care

- Cardiopulmonary therapy
- Neurological therapy
- Orthopedic therapy
- Pain management

- Assisted living compliance
- Personal care/ADLs
- Departmental specialties (food safety, housekeeping, etc.)

- Personal home care compliance
- Activities of daily living
- Soft skills
- Roles and responsibilities

### Example Users

- Nursing staff
- Aides
- Social workers
- Chaplains

- PTs and PT assistants
- OTs and OT assistants
- SLPs
- Respiratory therapists

- Nursing staff
- Direct care staff
- Memory care staff
- Housekeeping staff

- Caregivers
- Care coordinators
- Administrative staff

## Included With Every Course Library

### THE RELIAS PLATFORM

Our learning and performance platform, built specifically for busy healthcare professionals, provides a unified, seamless experience for both administrators and learners. Simplify staff onboarding, easily track and report on training completions, and much more.

### EMPLOYEE WELLNESS COURSES

Help your staff take care of themselves so they can provide the best possible care to your patients, residents, or clients. Example topics include healthy eating, stress management, and physical fitness.

## PATIENT ASSESSMENTS AND QUALITY REPORTING

Resources to facilitate best practices in quality improvement, documentation, and patient assessment coding designed to help your organization maximize reimbursements and minimize risks

### Library

#### MDS/CMAC AND QUALITY REPORTING

### Example Topics

- MDS 3.0
- CMAC and Medicare
- PDPM

### Example Users

- MDS coordinators
- Nursing staff
- Rehab therapists
- Social workers

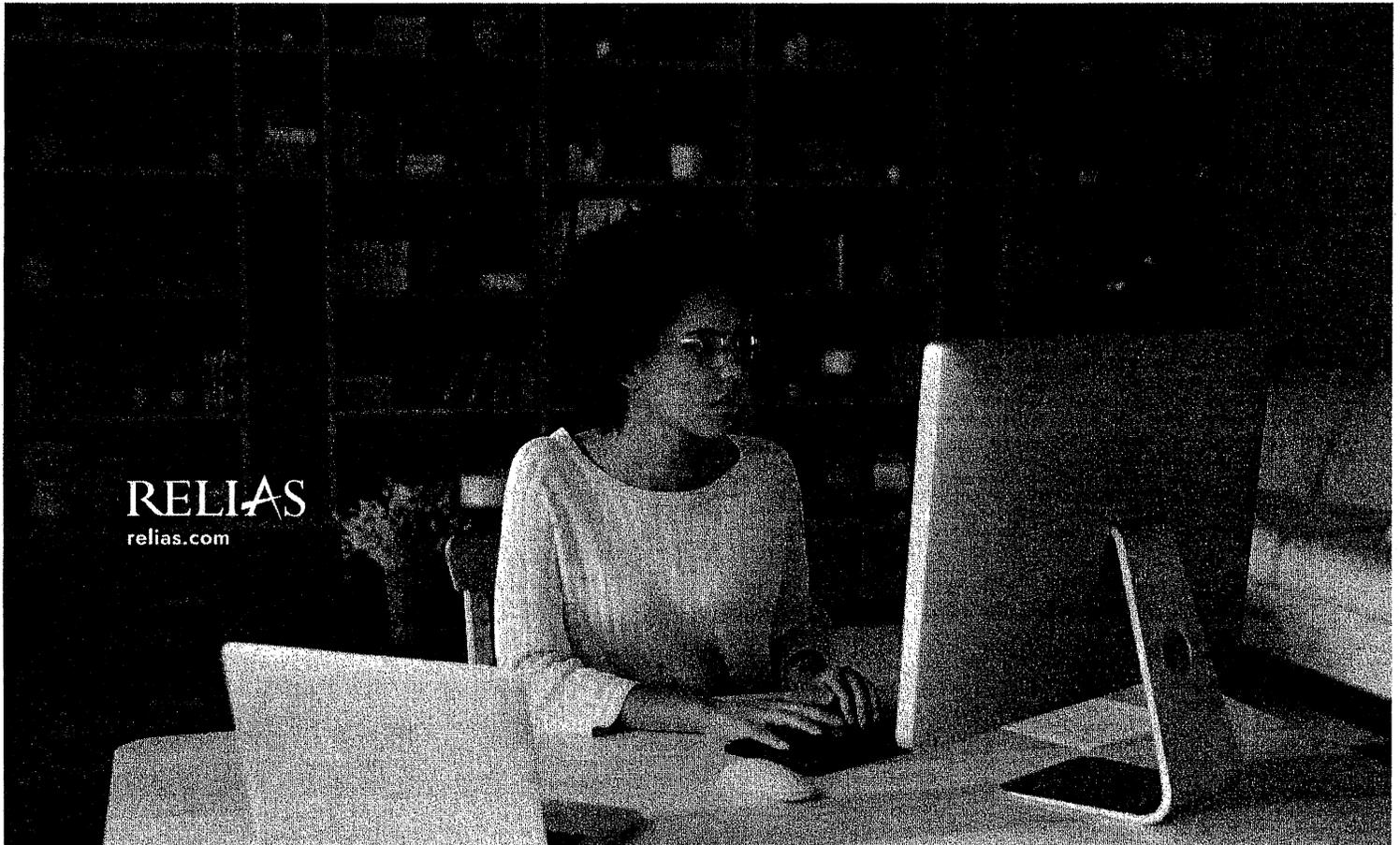
#### OASIS AND QUALITY REPORTING

- Introduction to OASIS
- Introduction to PDGM
- Assessing at start of care
- PDGM data analysis

- Nursing staff
- PTs and OTs

#### HIS AND QUALITY REPORTING

- Introduction to HIS
- Introduction to HQRP
- HIS: Submission and correction



## UPSKILLING AND STAFF DEVELOPMENT

Additional clinical education and career development resources to help your staff provide exceptional care and service to your patients, residents, or clients

### Library

#### **ADVANCED DEMENTIA / MEMORY CARE**

Give your staff the training they need to provide comprehensive, person-centered care. This library includes courses by the pioneer in dementia care education, Teepa Snow.

#### **ADVANCED CLINICAL SKILLS**

Deliver specialized continuing education courses and quick reference resources with a focus on advanced techniques.

#### **PROFESSIONAL DEVELOPMENT**

Develop future leaders across your organization with courses on communication, business, operations, and personal development. Help current leaders be better people managers.

#### **INTELLECTUAL + DEVELOPMENTAL DISABILITY**

Provide continuing education and microlearning for direct support staff and front-line supervisors working in home and community settings for people with IDD.

#### **BEHAVIORAL HEALTH**

Deliver continuing education and microlearning for mental health and substance use clinicians, clinical supervisors, and paraprofessionals.

### Example Topics

- Teepa Snow library
- Vascular dementia
- Alzheimer's and nutrition
  
- Advanced skin and wound management
- Behavioral health for post-acute care
- Clinical procedure quick references
  
- Skillsoft® library
- Leadership fundamentals
- Business skills
- Communication skills

### Example Users

- Nursing staff
- Direct care staff
  
- Nursing staff
- Direct care staff
  
- Anyone in your organization
  
- Direct support professionals
- Qualified intellectual disability professionals
  
- Paraprofessional staff and peer supports
- Licensed mental health clinicians

## Competency Tools

### COMPETENCY EVALUATIONS

Create and publish competencies, enroll staff and observers, and track competencies over time with this mobile-optimized solution that lets you evaluate your staff's skills and abilities at the point of care.

### SKILLS CHECKLISTS

Use ready-made skills inventories to measure competencies on the job and demonstrate staff knowledge. Available in facility-based and home-based packages.

### ASSESSMENTS FOR STAFF

Gauge knowledge gaps of new hires so you can build tailored training plans and get them working as quickly as possible — includes role-based assessments and behavioral assessments.

## Managed Services

Services to support your organization in the administration and management of your Relias solution

### TRAINING PLAN COMPLIANCE

This service monitors state and federal requirements for post-acute settings and updates training plans for you so you can stay compliant, giving you one less thing to worry about.

### SOLUTION ADMINISTRATION

Our dedicated specialists provide organizations with a suite of all-inclusive maintenance for their solutions in the Relias Platform.

## Other Products & Services

### WOUND CARE EDUCATION

Select specific groups of individuals within your organization to pursue certification in wound care, diabetic wound care, or ostomy management. Relias will help prepare them for board certification with online or in-person group course options plus access to online education resources to reinforce learning.

### COURSE CREATOR

Build your own content faster, foster collaboration with subject matter experts and stakeholders, and ensure you are using e-learning best practices and adult learning principles in your content development and deployment process.

### VIRTUAL CLASSROOM

Hold live training and employee onboarding sessions for your distributed workforce — includes presentation sharing, digital whiteboard, virtual breakout rooms, and more.

### CUSTOM CONTENT

With your content and our expertise in adult learning theory, you can have high-quality courses that are professional, engaging, and effective.