

**PINE HAVEN HOME COMMITTEE**

**April 15, 2008**

**PRESENT:**

**Philip Williams  
Bart Delaney  
Valarie Bertram  
John Musall  
John Rutkey  
Meg Robertson**

**ABSENT:**

**Lawrence Andrews-notified  
Ed Cross-notified  
Lynda Scheer-notified**

**ALSO PRESENT:**

**Missy Noblin, Deputy  
Todd Zbytniewski**

**PRESS:**

**Deputy Chairman Williams called the meeting to order at 6:12 p.m..**

**T. Zbytniewski addressed various issues, i.e. census, renovations and HCRA programs, as well as the following:**

**Resolution Request granting authorization to fill (2) Nurse Aide II, full-time @ GR10C at a starting salary of \$25,419, (2) Nurse Aide II, part-time @ GR10C at an hourly rate of \$12.13, (2) Licensed Practical Nurse, part-time @ GR15 at an hourly rate of \$19.91, (1) Assistant Director of Nursing, full-time @ GR19 at a starting salary of \$52,863. Motion to approve and move to Finance made by V. Bertram and seconded by B. Delaney, carried.**

**Resolution Request authorizing the Director of the Pine Haven Home to contract for Social Work consultant Services and authorizing the Chairman of the Board to execute said contract. Discussion ensued regarding State regulations requiring a Social Worker be available to residents and the need for same, pending contract approval. Motion to approve Resolution and move to Finance Committee and also authorizing this person to perform social work duties 4 to 6 hours per month at a cost of \$45.00 per hour, pending contract approval, motion carried.**

**T. Zbytniewski requested clarification regarding notification of Supervisors when a collection letter is being sent. Motion by V. Bertram and seconded B. Delaney to authorize collection letters to be sent, motion carried. Committee consensus was, due to HIPPA, no Supervisor should be notified prior to sending collection letter. Supervisors are free to make inquiries regarding same.**

**Conference approval was then requested to attend the NYAHS 2008 Annual Spring Training Institute, scheduled for May 19-22 in Saratoga Springs, at a cost of \$709. Motion to approve made by J. Musall and seconded by B. Delaney, motion carried..**

**Conference approval was also requesting to send the MDS Coordinator to Cheektowaga, NY to participate in an intense 3-day training session at a cost of \$840 + meals. Motion to approve made by M. Robertson and seconded by J. Rutkey, motion carried.**

**Motion to adjourn at 7:03 p.m. made by B. Delaney and seconded by J. Musall, motion carried.**

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**LAWRENCE ANDREWS-CHAIRPERSON**

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**EDWARD CROSS**

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**VALARIE BERTRAM**

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**BART DELANEY**

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**JOHN MUSALL**

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**JOHN RUTKEY**

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**PHILIP WILLIAMS**

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**LYNDA SCHEER**

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**MEG ROBERTSON**

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**LAWRENCE ANDREWS-CHAIRPERSON**

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**EDWARD CROSS**

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**VALARIE BERTRAM**

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**JOHN MUSALL**

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**JOHN RUTKEY**

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**PHILIP WILLIAMS**

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**LYNDA SCHEER**

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**MEG ROBERTSON**