

The regular meeting of the Wyoming County Community Health System (WCCHS) Board of Managers, Wyoming County, New York was held on Tuesday, October 27, 2020.

BOARD OF MANAGERS PRESENT/ABSENT

- |   |  |  |
|---|--|--|
| <input checked="" type="checkbox"/> Salman Abbasey, MD      | <input checked="" type="checkbox"/> Rich Kosmerl         | <input checked="" type="checkbox"/> Frank Vitagliano     |
| <input checked="" type="checkbox"/> Doug Berwanger          | <input type="checkbox"/> Mark Merrill                    | <input checked="" type="checkbox"/> James Wawrzyniak, DC |
| <input checked="" type="checkbox"/> Cynthia Elbow           | <input checked="" type="checkbox"/> Laura Paolucci       |  |
| <input checked="" type="checkbox"/> Bryan Kehl (BOS member) | <input checked="" type="checkbox"/> J. Thomas Reagan, MD |  |

STAFF PRESENT/ABSENT

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Connie Almeter (Chief Nursing Officer)                                      | <input checked="" type="checkbox"/> Dawn James (NF Administrator)                  |
| <input checked="" type="checkbox"/> Ahmed Bayoumi, MD (Medical Staff President)                                 | <input type="checkbox"/> Todd MacConnell (WC IT Director)                          |
| <input checked="" type="checkbox"/> Amy Chase (Chief Financial Officer)   | <input checked="" type="checkbox"/> Paul Mason, MD (Chief Medical Officer)         |
| <input type="checkbox"/> Greg Collins, DO (Credentials Committee Chair)   | <input checked="" type="checkbox"/> Joe McTernan (Chief Executive Officer)         |
| <input checked="" type="checkbox"/> Mike Corcimiglia (Chief Operating Officer)                                  | <input checked="" type="checkbox"/> Mandip Panesar, MD (Hospital Medical Director) |
| <input checked="" type="checkbox"/> Peggy Cunningham (Director of WPHS, Clinic Quality, & Corporate Compliance) | <input checked="" type="checkbox"/> Pam Pettnot (Executive Assistant)              |
| <input checked="" type="checkbox"/> Dan Farberman (WC Human Resource Director)                                  | <input type="checkbox"/> Denise Prusak (NF Director of Nursing)                    |
| <input checked="" type="checkbox"/> Bridget Givens (Director of Mental Health)                                  | <input checked="" type="checkbox"/> Craig Woodworth (Director of Plant Operations) |

OTHERS PRESENT: Becky Ryan (Chairwoman, Wyoming County Board of Supervisors and Supervisor, Town of Warsaw), Don Eichenauer (Consultant), Jerry Davis (Supervisor, Town of Covington), David Privitera MD, Tracy Fabian DO, Sydney Domanowski DO, Robert Brown MD, John Karpie MD, Frank Cohen MD, Andrew Hilburger MD, Farkad Balaya MD, Kim Heeb CNM, Jim O'May PA, Lindsey Clark MD, Kim Danser CNM, and Stefan Lucas MD

**CALL MEETING TO ORDER**

President Kosmerl called the meeting to order at 4:58pm.

***This meeting was held at the Department of Social Services, 466 N. Main Street, Warsaw, NY 14569 and via ZOOM, in accordance with the NYS Governor's Executive Order #202.1, suspension of law allowing the attendance of meetings telephonically or other similar service. Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed.***

**EXCUSE MEMBERS NOT PRESENT / QUORUM?**

President Kosmerl declared that a quorum was present.

**WCCHS-20-086 CONSENT AGENDA**

Motion by Manager Vitagliano and seconded by Manager Paolucci, the following items were listed for consideration on the consent agenda and are hereby approved as presented and on file in Administration:

- Approve BOM minutes ..... September 22, 2020

The motion was passed upon the following vote:

<b>VOTE</b>									
Salman Abbasey, MD	X	Yes		No		Abstain		Absent	
Doug Berwanger	X	Yes		No		Abstain		Absent	
Cynthia Elbow	X	Yes		No		Abstain		Absent	
Bryan Kehl	X	Yes		No		Abstain		Absent	
Rich Kosmerl	X	Yes		No		Abstain		Absent	
Mark Merrill	X	Yes		No		Abstain		Absent	
Laura Paolucci	X	Yes		No		Abstain		Absent	
J. Thomas Reagan, MD	X	Yes		No		Abstain		Absent	
Frank Vitagliano	X	Yes		No		Abstain		Absent	
James Wawrzyaniak, DC	X	Yes		No		Abstain		Absent	
<b>VOTE TOTAL:</b>									
	10	Yes	0	No	0	Abstain	0	Absent	
<b>RESULTS</b>									
	<b>X</b>	<b>PASS</b>					<b>FAIL</b>		

**NF ADMINISTRATOR REPORT**

Dawn James reported on the following items:

- We had a staff member test positive for COVID-19 on October 15, 2020. The staff had not worked in the building for greater than 48 hours so there was no contact tracing to conduct and the risk of exposure was minimal. Our first round of testing of all residents and staff were negative. We then had another staff member exposed in the community and she has not been in the building for greater than 48 hours. Her first test was negative and she was asymptomatic. She developed symptoms and called in on October 21, 2020. She tested negative twice but remains out ill.
- Census remains strong in the nursing facility at 97% occupancy. We have had greater difficulty maintaining 98-100% occupancy for several reasons:
  - Over the past 2 months, we have had 10 deaths (non-COVID-19 related).
  - If a resident is made comfort care and is actively passing, families have requested that the resident be moved to comfort homes in the communities so that they are able to be with them. Approximately 5 residents in the past 6 weeks have been transferred.
  - There has also been a slight up-tick in the number of Medicare residents being admitted who are discharged after rehab, increasing the turnover in the SNF, which has been approximately 34 admissions and 22 discharges. This is positive in another way increasing our reimbursement under Medicare versus Medicaid.
- Our Capital rate was greatly reduced in January 2020 and we continued to be reimbursed at the higher rate until now. This month we had significant shortfall with repayment of the capital rate money. From August 2020 forward, we have been at the lower reimbursement amount. This is a substantial cut from our previous daily rate. In addition, Intergovernmental Transfer (IGT) funding was significantly cut and will result in a much lower subsidy moving forward.
- We continue to be staffing challenged for Certified Nursing Assistants and LPN's, but have recently hired a few staff, and our CNA class will be completing training mid to late November 2020.
- It has been 20 months since our last survey by NYSDOH. We expect the state any day. We are more unsure of when they will arrive with the increasing COVID cases in several Nursing Facilities. The state will focus on the homes with more cases or with infection control issues first.

**CHIEF NURSING OFFICER REPORT**

Connie Almeter reported on the following items:

1. High Reliability – Educational information sent to all departmental managers to share with staff in regards to a Safe Culture. Reporting close calls, reporting ineffective processes such as looking for and obtaining supplies, and reporting redundant documentation are all examples. This was done using high reliability and journey to zero patient harm terminology to begin getting staff accustomed to the wording.
2. LEAN Training – The team members are making slow progress on their projects. They continue to be somewhat challenged in juggling other job responsibilities, particularly with the ongoing COVID-19 pandemic. The instructor is very understanding and very accommodating with schedule changes.
3. Stroke Certification – Phone conferences have occurred with UB Neurosurgery. Moving forward, we will begin working on policies, procedures, and processes to meet the Joint Commission and NYSDOH Standards. Staci Bartz (Director of Emergency Services) will be the designated Stroke Coordinator and Deborah Snow (Director of Medical/Surgical, Intensive Care) will be collaborating in all efforts with the program as well.
4. Age Friendly Health System – We presently are recognized as an Age-Friendly Health System Participant. We will continue to explore working towards recognition as Age-Friendly Health System-Committed to Care Excellence.
5. Organizational Daily Huddle – Huddle continues. These quick 10 minute or less gathering of several managers occur daily to communicate any departmental issues or other concerns such as a means of increasing communication.
6. Transfer Management – Transfers continue to be monitored and reviewed frequently. Discussion occurs at the senior management level on a weekly basis and questionable transfers are often discussed directly with the transferring emergency department or on call hospitalist. The workgroup met on September 17, 2020.
7. EMS Partnerships – Outreach to the partnership group, we continue with no issues identified at this time. Meetings to occur every other month or sooner as needed.
8. Joint Commission – The resurvey has been completed and the condition level findings and plans of corrections have been accepted. The waiver for the Mental Health door handles was submitted and approved as well as a 30 day update. All other findings are either corrected or actively having correction plans developed. The performance improvement plan for the Total Hip and Knee Joint Replacement program has been submitted with an anticipated on-site renewal survey in November or December 2020.

**NYSDOH visit:**

- Original visit was August 3 and 4, 2020 for full infection prevention audit as well as follow-up on two complaints resulting in condition level deficiency for a safe discharge.
- Correction plans were submitted and approved.
- October 8, 2020, NYSDOH revisited to assure compliance with the correction plans.
- October 13, 2020, letter received from NYSDOH confirming that no further deficiencies were identified.

**Coronavirus update:**

- Limited visitation continues
- Daily bed and weekly supply surveys continue
- Daily employee and visitor/outpatient screenings continue
- Frequent assessments of personal protective equipment (PPE) being done
- Several new inpatient cases over the past couple of weeks
- COVID wing being established on the Med Surg unit (3<sup>rd</sup> floor)

**Nursing update:**

- Use of agency continues in ED, ICU, and OB – several new RNs in the orientation phases.

**DIRECTOR OF WORKPLACE HEALTH SERVICES, CLINIC QUALITY, AND CORPORATE COMPLIANCE REPORT**

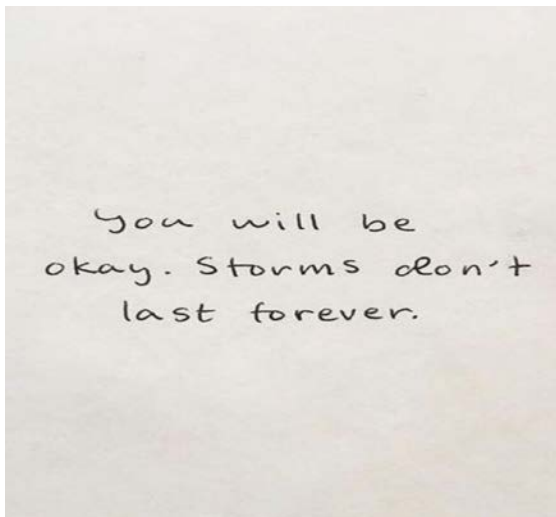
Peggy Cunningham submitted the following written report:

- Workplace Health Services has seen an increase in volumes related in part to COVID-19 and Fireman Physicals in the fall season. On October 16, 2020, we received a supply of influenza vaccine and have plans in place to continue employee vaccination.
- Clinic Quality, also known as Merit-based Incentive Payment System (MIPS), is in position to report for the category Promoting Interoperability. We are now sending immunization information to a NYS Data Bank and are participating in Health-e-Line. By doing these activities, we are in position to report Promoting Interoperability along with Quality and Improvement Activities.
- The next quarterly Corporate Compliance meeting is scheduled for November 10, 2020 at 10:00am. There is nothing new to report at this time.

**DIRECTOR OF MENTAL HEALTH REPORT**

Bridget Givens reported on the following items:

- In September 2020, the unit admitted 37 patients with 306 patient days. Top three counties for admission in this month were Wyoming, Genesee and Wayne.
- Total of 70 psychiatric evaluations through the Emergency Department and an additional 20 through ICU.
- The Crisis Outreach Program served 140 individuals with 167 contacts.
- The forensic program served 34 inmates compared to last year at this time with 51 inmates served.
- Participated in the Greater Rochester Health Foundation Grant - Wrote the grant requesting funds to support behavioral health specialist to work full-time within a couple of our primary care offices to address addition issues, suicide prevention, etc. throughout the community.. Approved on 10/23/2020 and being awarded \$100,000.
- Below is an example of the positive affirmations we have implemented in the behavioral health unit. Each day a quote is put on the white board to encourage not only the staff but also the patients we serve.



**CHIEF FINANCIAL OFFICER (CFO) REPORT**

No report.

**COUNTY HUMAN RESOURCE DIRECTOR REPORT**

Dan Farberman distributed information for all employees to complete mandatory Harassment Training by 12/31/2020. Board members are also required to complete the mandatory annual Harassment Training. Complete by 12/31/2020 and then again for 2021.

## Wyoming County Mandatory Harassment Training

In order to comply with mandatory NYS training requirements, all employees must take the NYS training course available via the below instructions. The training is approximately 60 minutes in length, and the website will produce a certificate for each employee upon completion. The training is considered work time.

HR will receive reports from EAP detailing which employees have completed this training. The training must be complete by the end of the Calendar year, but please immediately pass these instructions on so that there is plenty of time to ensure completion. While HR will be able to assist in tracking via these reports, it is the responsibility of each department head to make sure that every employee in their department completes the training.

1. Go to [www.theEAP.com](http://www.theEAP.com)
2. Click the **Employee and Family login** button.
3. If you have already created a User Name and Password, simply enter that info in the appropriate boxes. **If you have not registered, complete steps (a) & (b).**
  - a) Click on **REGISTER**.
  - b) Fill out the Registration Form to create your own User Name and Password, then click **Register. You only need to register once.**
4. Click the **"Training Center"** icon.
5. Then click the **"New & Improved Trainings"** icon.
6. In the **Search Content** bar at the top of the screen, type the course code: **SVL\_1023060**
7. Click on the course icon.
8. Click the **'Play'** or **'Start'** button to begin the course.
9. After viewing the course and taking the quiz (*you must score at least an 80% to receive a certificate*), click on the ribbon icon below the right corner of the video.

**DIRECTOR OF PLANT OPERATIONS**

Craig Woodworth reported on the following items:

**Construction Projects**

- O'Dell – Kideney Architect is working on NYSDOH requirements and the punch list items. The Maintenance staff has completed all tasks associated with the project.
- Radiology Clinic – Phase 2 of the abatement project is complete. The scope of work included Room #2 and the receptionist area. Maintenance staff will patch and paint the walls, prepare the concrete floor, install new LVT flooring and cove base over the next few weeks.
- Transfer Switch – The last panel board was scheduled to arrive October 19, 2020. The underground trenching for new electric lines is scheduled to start the beginning of November 2020.
- Oxygen (O<sub>2</sub>) Tank Replacement – Wyoming County Highway Department completed the asphalt excavation and poured concrete pad (20 ft. x20 ft.) for the oxygen tank delivery area. The only remaining task left is installing the new oxygen tanks which is scheduled for early January 2021.
- OB Tub Room Renovation – All material is on site except the new tub. The space has since be demolished. New ceilings and painting are taking place the week of October 26, 2020. Completion date is late December 2020.
- Laboratory/Medical Records Project – The bid opening is scheduled for November 12, 2020.
- Completed sorting, repairing, scanning and categorizing approximately 25,000 WCCHS sketches, alternates, construction and As-Built drawings for facility projects since 1951. Every drawing is now digitalized and available for review by staff, architects and engineers for future work and projects. All drawings were sent to the Wyoming County Records Center for safe keeping.
- Space previously occupied by Dr. Ahmet Guler (URMC Cardiology) has been vacated. Clinic is undergoing a complete renovation by the Maintenance staff. The existing carpet was removed in preparation for new LVT flooring. Every wall will be patched and painted to prepare for the spaces new occupants.
- Repairs to three separate dual temperature lines within SNF were repaired. Each location was a result of faulty copper lines and fittings causing extensive leaks.
- The emergency generators underwent their annual 3-hour load testing requirement. Each generator passed with no issues to report.
- Three exhaust fans and two air handling units were balanced at the Wyoming County Family Medicine - Perry clinic. Each location exceeded the air cubic feet per minute (CFM) required by the architect. The work is required for NYSDOH certification.
- New Shred-It containers were installed throughout WCCHS and associated clinics to collect Protected Health Information (PHI) documentation. A new Protected Health Information, Security/Disposal policy was created to reflect the changes in practice all staff must adhere to moving forward. The policy, training documentation and appropriate signage was emailed to all department heads.
- Continue to complete the Joint Commission plan of correction items related to physical plant and the operation.
- New nurse call system installed the ER Decontamination room providing an additional negative pressure space, if the need arises for medical staff.
- Renovation work to Dr. Joe Lanigan's (WCCHS Cardiology) space has started and is scheduled for a completion by the end of November 2020. The work includes removing items out of the clinics no longer necessary. Patching and painting the walls as permitted by staff.

**INFORMATION TECHNOLOGY DIRECTOR REPORT**

No report.

**MEDICAL DIRECTOR REPORT**

Mandip Panesar, MD reported on the following items:

- Watching what's happening with COVID-19
- Reviewed COVID-19 protocols and order sets
- Will revisit provider contingency plan

**MEDICAL STAFF PRESIDENT REPORT**

Ahmed Bayoumi, MD reported that a mandatory medical staff meeting has been scheduled for the week of November 2, 2020 to discuss the contingency plan for a surge.

**CHIEF MEDICAL OFFICER REPORT**

No report.

**CHIEF OPERATING OFFICER (COO) REPORT**

Mike Corcimiglia reported on the following items:

**Outpatient Clinical Services Division****Rural Health**

Application has been submitted, request for additional information is moving forward.

CMS has assigned consultants to work with us on this process which requires many policies and procedure information, and general information regarding the clinic offices and staffing.

Working with Architect on minimal construction that needs to occur.

**Wyoming County Family Medicine - O'Dell Office**

In house additional remodeling of office is taking place, expected completion date end of November 2020.

Administrative certificate of need (CON) submitted to the NYSDOH, working with DOH on additional requested drawings and information.

**Wyoming County Family Medicine - Perry Office**

Final required documents post inspection have been submitted to the NYSDOH. Opening date will be November 2, 2020. There will be a ribbon cutting at site on November 10, 2020 at 11am. Working on marketing materials to be mailed and advertisements in local publications.

**Wyoming County Family Medicine - Warsaw Office**

Warsaw clinic office will close as of October 28, 2020. Providers and staff will transition to the Wyoming County Family Medicine - Perry location.

**Dialysis Center**

Administrative certificate of need (CON) submitted to the NYSDOH, awaiting response.

Currently working with ECMC on dialysis system training for RN's.

**Laboratory Renovation-Transformation Grant \$3.1Million**

Limited certificate of need (CON) submitted to the NYSDOH for approval.

Project plans are complete, Laboratory staff reviewed and approved.

Required Minority, Woman and Business Enterprise documents have been submitted to NYSDOH.

Bid documents are being prepared. Arrangements are in process for bidders to be on site. Bid opening is planned for November 12, 2020.

Second phase (Phase 1) relocation of displaced staff in Medical Records, Patient and Family Services and Nursing Informatics has occurred.

**Laboratory**

We are evaluating Chemistry and Hematology equipment with contracts ending January 2021 and February 2021.

Primary care and internal medicine offices in all of Wyoming County are providing COVID-19 testing in their offices.

WCCHS Blood Draw is providing COVID-19 testing for asymptomatic patients that present with a script.

**Radiology**

Plans are starting for the replacement of the x-ray equipment in the x-ray room, asbestos abatement and installation of new flooring. This equipment will be purchased with monies received from the DOH Rural Health Grant and the William Thiel Grant.

**Wyoming County Hospital Foundation**

Ralph C. Wilson Grant, \$10,000 to benefit System staff. A gift card for \$20 will be provided to each staff member. That gift card will be redeemable at local establishments within the County that have supported the Foundation.

Sportsman Raffle will be virtual on January 30, 2021, ticket cost will be \$25. Fourteen guns will be given away and \$2,500 cash.

**WCCHS-20-087 PREAUTHORIZED ACCOUNTS AND ACCOUNTS PAYABLE**

Motion by Manager Merrill and seconded by Manager Elbow, the preauthorized accounts and accounts payable processed totaling \$4,658,232.66 be hereby approved as presented.

The motion was passed upon the following vote:

<b>VOTE</b>									
Salman Abbasey, MD	X	Yes		No		Abstain		Absent	
Doug Berwanger	X	Yes		No		Abstain		Absent	
Cynthia Elbow	X	Yes		No		Abstain		Absent	
Bryan Kehl	X	Yes		No		Abstain		Absent	
Rich Kosmerl	X	Yes		No		Abstain		Absent	
Mark Merrill	X	Yes		No		Abstain		Absent	
Laura Paolucci	X	Yes		No		Abstain		Absent	
J. Thomas Reagan, MD	X	Yes		No		Abstain		Absent	
Frank Vitagliano	X	Yes		No		Abstain		Absent	
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent	
<b>VOTE TOTAL:</b>	10	Yes	0	No	0	Abstain	0	Absent	
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>					<b>FAIL</b>		

**WCCHS-20-088 APPROVE WRITE-OFFS, DENIED CLAIMS, AND BAD DEBT**

Motion by Manager Vitagliano and seconded by Manager Wawrzyniak, the write-offs/denied claims/bad debt totaling \$153,112.37 be hereby approved as presented.

The motion was passed upon the following vote:

<b>VOTE</b>									
Salman Abbasey, MD	X	Yes		No		Abstain		Absent	
Doug Berwanger	X	Yes		No		Abstain		Absent	
Cynthia Elbow	X	Yes		No		Abstain		Absent	
Bryan Kehl	X	Yes		No		Abstain		Absent	
Rich Kosmerl	X	Yes		No		Abstain		Absent	
Mark Merrill	X	Yes		No		Abstain		Absent	
Laura Paolucci	X	Yes		No		Abstain		Absent	
J. Thomas Reagan, MD	X	Yes		No		Abstain		Absent	
Frank Vitagliano	X	Yes		No		Abstain		Absent	
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent	
<b>VOTE TOTAL:</b>	10	Yes	0	No	0	Abstain	0	Absent	
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>					<b>FAIL</b>		



**WCCHS-20-089 APPROVE PERSONNEL REQUISITIONS IN PROCESS AND PROPOSED PERSONNEL CHANGES/FINANCIAL IMPACT**

Motion by Manager Wawrzyniak and seconded by Manager Paolucci, the personnel requisitions in process and the proposed personnel changes/financial impact be hereby approved as presented and as follows:

PERSONNEL REQUISITIONS IN PROCESS - (RECOMMENDED)									
October 27, 2020									
Proposed Positions for Approval									
Senior Manager	Title/Department	FTE	Vacating Employee	Hourly Rate	Annual Salary	Benefits	Proposed Hourly	Proposed Annual	Benefits
James:	Clinical Coordinator/02.131	1.00	Christine Saluste 10/13/2020	\$35.90	\$70,005	\$33,476	\$32.52	\$63,414	\$30,325
	LPN/04.147	1.00	Shari Natalie 09/11/2020	\$18.67	\$36,407	\$17,410	\$18.22	\$35,529	\$16,990
	Medical Receptionist Per Diem/12.139	0.00	Rena Evans 09/30/2020	\$16.73	\$3,262	\$250	\$14.87	\$2,900	\$222
	Medical Receptionist/12.707	1.00	Toni Paul 10/17/2020	\$14.87	\$28,997	\$13,866	\$14.87	\$28,997	\$13,866
	Nursing Assistant/05.470	1.00	Diane Paddock 09/18/2020	\$15.41	\$30,050	\$14,370	\$15.41	\$30,050	\$14,370
	Nursing Assistant/05.486	1.00	Melinda Allen 10/01/2020	\$16.64	\$32,448	\$15,517	\$15.41	\$30,050	\$14,370
	Nursing Assistant Per Diem/05.810	0.00	Hannah McCallum 09/19/2020	\$16.95	\$3,305	\$253	\$16.95	\$3,305	\$253
RPN Per Diem/03.871	0.00	Dawn Kilner 09/26/2020	\$34.19	\$6,667	\$510	\$33.05	\$6,445	\$493	
Almeter:	RPN/03.707	1.00	Emily Powers 10/03/2020	\$26.62	\$51,909	\$24,823	\$23.52	\$45,864	\$21,932
	RPN/03.115	1.00	Patricia Cole 10/03/2020	\$33.05	\$64,448	\$30,819	\$23.52	\$45,864	\$21,932
	RPN Per Diem/03.866	0.00	Rebecca Rider 10/06/2017	\$30.99	\$6,043	\$462	\$25.87	\$5,045	\$386
	ER Patient Care Technician/05.500	1.00	Leila Kolankowski 10/03/2020	\$15.73	\$30,674	\$14,668	\$14.13	\$27,554	\$13,176
	ER Patient Care Technician Per Diem/05.507	0.00	Samantha Wachowiak 10/15/2020	\$16.21	\$3,161	\$242	\$15.54	\$3,030	\$232
Chase:	Medical Records Clerk/12.453	1.00	Rebecca Comfort 09/11/2020	\$18.98	\$37,011	\$17,699	\$17.63	\$34,379	\$16,440
	Patient Information Specialist/12.251	1.00	Christa Gardner 10/17/2020	\$16.58	\$32,331	\$15,461	\$14.87	\$28,997	\$13,866
	Patient Information Specialist Per Diem/12.723	0.00	Madison Blackmon 10/03/2020	\$17.12	\$3,338	\$255	\$16.73	\$3,262	\$250
	Patient Information Specialist Per Diem/12.805	0.00	Cassandra O'Brien 10/02/2020	\$16.73	\$3,262	\$250	\$16.73	\$3,262	\$250
Corcimiglia:	Cleaner/08.816	0.60	Holly Montgomery 10/02/2020	\$12.24	\$14,321	\$4,109	\$12.24	\$14,321	\$4,109
	Cleaner Per Diem/08.803	0.00	Kabita Monger 10/03/2020	\$14.44	\$2,816	\$215	\$13.46	\$2,625	\$201
	RPN (Clinic)/03.219	1.00	Melissa Weingarten 11/06/2020	\$28.49	\$55,556	\$26,567	\$28.49	\$55,556	\$26,567
	Building Maintenance Worker/08.107	1.00	Jude Barkley 10/04/2020	\$19.72	\$38,454	\$18,389	\$18.53	\$36,134	\$17,279
	Food Service Helper/08.312	0.40	Sierra Walters 10/05/2020	\$13.46	\$10,499	\$803	\$13.46	\$10,499	\$803
	Student Aide/09.110	0.40	Lucas Hansen 09/26/2020	\$11.80	\$9,204	\$704	\$11.80	\$9,204	\$704

PROPOSED PERSONNEL CHANGES/FINANCIAL IMPACT				
October 27, 2019				
POSITION	ANNUAL SALARY PROPOSED	BENEFIT PACKAGE	BUDGETED SALARY	BUDGETED BENEFITS
<b>Sr. Manager - M. Corcimiglia</b>				
<b>Delete 1</b> - 1.00 FTE LPN/04.156 Schedule WCCH, Grade 8A \$19.97/Hr. Effective date: November 1, 2020	\$0	\$0	\$38,942	\$18,622
<b>Create 1</b> - 1.00 FTE LPN (Clinic) Schedule WCCH, Grade 8A \$18.22 - \$22.95/Hr. Available date: November 1, 2020	\$35,529	\$16,990	\$0	\$0
<b>Create and Set Salary 1</b> - 1.00 FTE Medical Office Assistant (Clinic) Schedule X \$15.00/Hr. Available date: November 1, 2020	\$31,200	\$14,920	\$0	\$0
<b>Delete 1</b> - 0.50 FTE Medical Receptionist/12.213 Schedule X \$15.00/Hr. Effective date: November 1, 2020	\$0	\$0	\$15,600	\$1,193
<b>Delete 1</b> - 0.50 FTE Medical Receptionist/12.214 Schedule X \$14.00/Hr. Effective date: November 1, 2020	\$0	\$0	\$14,560	\$1,114
<b>Sr. Manager - D. James</b>				
<b>Delete 12</b> - 0.00 FTE Nursing Assistant Trainee Per Diem 05.910 - 05.921 Schedule WCCH \$0.00/Hr. Effective date: November 1, 2020	\$0	\$0	\$0	\$0
<b>Sr. Manager - C. Almeter</b>				
<b>Delete 1</b> - 1.00 FTE LPN/04.837 Schedule WCCH, Grade 8C \$22.95/Hr. Effective date: November 1, 2020	\$0	\$0	\$44,753	\$21,401
<b>TOTALS</b>	<b>\$66,729</b>	<b>\$31,910</b>	<b>\$113,854</b>	<b>\$42,330</b>
<b>TOTAL ANNUAL INCREASE:</b>				<b>-\$57,545</b>

The motion was passed upon the following vote:

<b>VOTE</b>									
Salman Abbasey, MD	X	Yes		No		Abstain		Absent	
Doug Berwanger	X	Yes		No		Abstain		Absent	
Cynthia Elbow	X	Yes		No		Abstain		Absent	
Bryan Kehl	X	Yes		No		Abstain		Absent	
Rich Kosmerl	X	Yes		No		Abstain		Absent	
Mark Merrill	X	Yes		No		Abstain		Absent	
Laura Paolucci	X	Yes		No		Abstain		Absent	
J. Thomas Reagan, MD	X	Yes		No		Abstain		Absent	
Frank Vitagliano	X	Yes		No		Abstain		Absent	
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent	
<b>VOTE TOTAL:</b>									
	10	Yes	0	No	0	Abstain	0	Absent	
<b>RESULTS</b>									
	<b>X</b>	<b>PASS</b>					<b>FAIL</b>		

**WCCHS-20-090 APPROVE CONTRACTS AND/OR GRANTS**

Motion by Manager Vitagliano and seconded by Manager Kehl, the CEO, with the approval of the County Attorney and/or Costello Cooney Fearon, PLLC or Garfunkel Wild, PC, be hereby authorized and directed to sign contracts and/or grants on behalf of the Wyoming County Community Health System as presented and as follows:

1. **MODERN DISPOSAL SERVICES**, 4746 Model City Road, Model City, NY 14107, a refuse disposal contract for the Wyoming County Family Medicine – Perry clinic, \$1,229.39 for 3-year term, effective 11/01/2020 – 11/01/2023.
2. **MODERN DISPOSAL SERVICES**, 4746 Model City Road, Model City, NY 14107, a refuse compactor service contract for daily trash removal for 400 North Main Street, Thomson Hall, and 408 North Main Medical Building, compactor will be picked up weekly, \$127,152.48 for 3-year term, effective 10/01/2020 – 10/01/2023, pending approval by the Wyoming County Board of Supervisors.
3. **MODERN DISPOSAL SERVICES**, 4746 Model City Road, Model City, NY 14107, a refuse roll off contract for a 30 yard roll off dumpster for larger items not suitable for the compactor, dumpster will be picked up as needed, \$40,073.40 for 3-year term, effective 10/01/2020 – 10/01/2023, pending approval by the Wyoming County Board of Supervisors.
4. **MARGARET WRIGHT**, 9852 Meadow Lane, Houghton, NY 14744, an employment agreement to provide physician assistant services at the hospital pediatric clinic, \$70,590 per year and amend Salary Schedule P to set the salary accordingly, effective 10/15/2020, pending approval by the Wyoming County Board of Supervisors.
5. Amend Resolution #WCHS-19-048 approved on 04/23/2019, Resolution #WCCHS-18-099 approved 09/26/2018, Resolution #WCCHS-18-037 approved on 04/24/2018 and Resolution WCCHS-17-090 approved on 09/26/2017 with **TARUN OHRI, MD (OHRI MEDICAL GROUP)**, 165 Brooklyn Street, Warsaw, NY 14569, related to cardiac call coverage as follows:
  - Extend the term from 04/01/2019 – 03/30/2020 to **04/01/2020 – 11/10/2020**.
  - All other terms and conditions of the agreement remain the same.
  - Pending approval by the Wyoming County Board of Supervisors [Resolution #17-431, 10/10/2017; Resolution #18-243, 05/08/2018; and Resolution #18-424, 10/09/2018; Resolution #19-243, 05/14/2019].
6. **BERGER & BERGER**, 5530 Sheridan Drive, Suite 1, Buffalo, NY 14221, a retainer and fee agreement for legal services related to immigration issues or proceedings, e.g., H-1B services \$2,500 flat fee, effective 09/01/2020 – 12/31/2020.
7. **JMAC ENTERPRISES, LLC**, 3325 E. Main Street, Attica, NY 14001, a lease agreement for 1,010 square feet on the ground floor in the building located at 3325 East Main Street, Attica, NY, \$1,350 per month, effective 11/01/2020 – 04/30/2021.

8. Amend Resolution #WCCHS-19-145; approved on 11/16/2019 with **WYOMING COUNTY MENTAL HEALTH DEPARTMENT**, 460 North Main Street, Warsaw, NY 14569, related to the 2020 agreement for the provision of behavioral health services including Psychiatric Assignment Officer, Jail based Chemical Dependency, Case Management – Forensic, Case Management - Hospital, Co-Occurring Case Management, Crisis Outreach, Mobile Forensic Treatment Team, Jail MH Service Coordinator, as follows:
  - Increase the revenue amount from not to exceed \$239,484 per term to ***an amount not to exceed \$243,980 per term.***
  - All other provisions remain unchanged.
9. Amend Resolution #WCCHS-20-066, approved on 07/28/2020 with **EVERSOUND**, 125 Kingston Street, Floor 6, Boston, MA 02111, related to headphone membership as follows:
  - Add an additional transmitter to the existing membership agreement and increase the cost from \$260 per month to ***\$310 per month***, effective 09/23/2020 – 02/28/2021.
  - All other terms and conditions of the agreement remain the same.
10. **ZIRBAT, LLC d/b/a QUATREX CORPORATION**, PO Box 684, York, SC 29745-0684, a software license, support, and maintenance agreement for staff scheduling and management, \$240 per month (previous agreement \$230 per month), effective 04/01/2020 – 03/31/2021.
11. **ERIE COUNTY MEDICAL CENTER CORPORATION**, 462 Grider Street, Buffalo, NY 14215, a clinical training affiliation agreement for educational services for WCCHS dialysis Registered Nurses, not to exceed \$4,500, effective 10/01/2020 – 09/30/2021.
12. **ACCREDITO HEALTH GROUP, INC. (EXPRESS SCRIPTS)**, 6272 Lee Vista Boulevard, Orlando, FL 32822, a 340B contract pharmacy services agreement, partnership in providing 340B medications to WCCHS outpatients, \$0.00 cost to WCCHS, effective 10/01/2020 – 10/01/2022.
13. **HEALTHCARE ASSOCIATION OF NEW YORK STATE, INC.**, One Empire Drive, Rensselaer, NY 12144, a memorandum of understanding to enroll in the Eastern US Quality Improvement Collaborative (EQIC) program advancing improvements in patient safety and quality outcomes, \$0.00 cost to WCCHS, effective 10/01/2020 – 10/01/2024.
14. **LAMAR**, 289 Exchange Street, Buffalo, NY 14024, an outdoor / billboard advertising display contract with multiple locations, not to exceed \$17,000, effective 10/19/2020 – 04/25/2021.
15. **STERICYCLE INC.**, 28161 N. Keith Drive, Lake Forest, IL 60045, a shred-it secure information destruction agreement, a comprehensive solution for confidential/HIPAA related documentation destruction, \$14,000 per year, effective 10/01/2020 – 10/01/2023.
16. **HOBART SERVICE – ITW FOOD EQUIPMENT GROUP LLC**, PO Box 2517, Carol Stream, IL 60132, a service agreement to maintain and inspect three dish machines in skilled nursing facility, \$5,302.50 [previous agreement \$5,050], effective 11/28/2020 – 11/27/2021.
17. Amend Resolution #WCCHS-19-085 approved on 07/23/2019, Resolution #WCCHS-18-082 approved 08/28/2018 and Resolution #WCCHS-17-054 approved 06/27/2017 with **OAK OPENINGS MEDICAL, PLLC (Gregory Collins, DO)** related to professional services agreement and services provided to Workplace Health Services as follows:
  - Extend term through 07/02/2021.
  - All other terms and conditions of the contract remain the same.
  - Pending approval by the Wyoming County Board of Supervisors [Resolution No. 19-350 approved on 08/13/2019; Resolution No. 17-293 approved on 07/11/2017; Resolution No. 18-393 approved on 09/11/2018].

18. Amend Resolution #WCCHS-19-126 approved on 10/22/2019, Resolution #WCCHS-18-127 approved on 11/27/2018, Resolution #WCCHS-17-045 approved on 05/23/2017 and Resolution #WCCHS-17-107 approved on 11/28/2017 with **S.C.I. ANESTHESIA, PLLC**, PO Box 718, Victor, NY 14564 related to anesthesia services as follows:
  - Extend the term of the professional services agreement for an additional one (1) year period from 12/01/2019 – 11/30/2020 to **12/01/2020 – 11/30/2021**.
  - All else remains the same.
  - Pending approval by the Wyoming County Board of Supervisors [Resolution No. 17-272 approved on 06/13/2017; Resolution No. 17-538 approved on 12/12/2017; Resolution No. 18-577 approved on 12/11/2018; Resolution No. 19-513 approved on 11/12/2019].
19. Amend Resolution #WCCHS-16-014 approved on 02/23/2016 with **KPS PHYSICIAN STAFFING**, 10845 Olive Blvd, Suite 200, St. Louis, MO 63141 related to healthcare recruitment as follows:
  - Extend the term of the contingency agreement from 02/15/2016 – 02/14/2017 to **09/01/2020 – 12/31/2020**.
  - All else remains the same.
20. **WYOMING COUNTY HEALTH DEPARTMENT**, 5362 Mungers Mill Road, Building A, Silver Springs, NY 14550, a memorandum of understanding to improve lab access to process COVID-19 diagnostic tests/increase testing capacity for Wyoming County residents, \$0.00 cost to WCCHS, revenue contract, effective 03/01/2020 – 12/31/2020.
21. **WYOMING COUNTY HEALTH DEPARTMENT**, 5362 Mungers Mill Road, Building A, Silver Springs, NY 14550, a memorandum of understanding to improve access to COVID-19 diagnostic tests/increase testing capacity for Wyoming County residents, \$0.00 cost to WCCHS, revenue contract, effective 08/01/2020 – 12/31/2020.
22. **ST. BONAVENTURE UNIVERSITY**, 3261 West State Street Road, PO Box 116, St. Bonaventure, NY 14778, an affiliation agreement for students in the Occupational Therapy program, \$0.00 cost to WCCHS, effective 11/01/2020 – 11/01/2023.
23. **ERIE COMMUNITY COLLEGE (SUNY ERIE)**, 121 Ellicott Street, Room 150, Buffalo, NY 14203, an affiliation agreement for multiple programs as listed in agreement, \$0.00 cost to WCCHS, effective 10/24/2020 – 10/27/2023.
24. **THE COMPLIANCE TEAM, INC.**, PO Box 160, Spring House, PA 19477, a Rural Health Clinic accreditation contract and business associate addendum, a contract for survey and Rural Health Clinic status, not to exceed \$6,000, effective 10/01/2020 – 09/30/2021.
25. **GENERAL PHYSICIAN, PC (GPPC)**, 726 Exchange Street, Buffalo, NY 14210, an outpatient clinic supervisor agreement for reimbursement for 25% of employee time, \$19,213 revenue, effective 11/01/2020 – 10/31/2021.
26. Amend Resolution #WCCHS-19-166 approved on 12/19/2019 with **WARSAW REDEVELOPMENT, LLC and WARSAW DEVELOPMENT STORAGE, LLC**, 401 North Main Street, Warsaw, NY 14569 (Tax Map No. 73.11-1-6.1) and 415 North Main Street, Warsaw, NY 14569 (Tax Map No. 73.11-1-6.2) related to purchase and sale agreement as follows:
  - Change the contracting party to **WARSAW REDEVELOPMENT, LLC** with offices at 2071 Crittenden Road, Alden, NY 14004.
  - Purchase property at 401 North Main Street, SBL #73.11-1-6.1, a 2.17 acre parcel in the amount of \$270,000.
  - Purchase property at 415 North Main Street, SBL #73.11-1-6.2, in the amount of \$150,000.
  - Pending approval by the Wyoming County Board of Supervisors.

27. Amend Resolution #WCCHS-17-107 approved on 11/28/2017 with **LUMSDEN & MCCORMICK, LLP**, Cyclorama Building, 256 Franklin Street, Buffalo, NY 14202 related to accounting and external audit services as follows:
- Extend the term of the agreement from 01/01/2018 – 12/31/2020 through **01/01/2021 – 12/31/2025**.
  - Covered fiscal years include 2020, 2021, 2022, 2023, and 2024.
  - Increase the amount from not to exceed \$135,000 for 3-year period to **an amount not to exceed \$204,000 per 5-year period**. [This is a savings of \$4,200 per year.]
  - All else remains the same.
  - Pending approval by the Wyoming County Board of Supervisors [Resolution #17-542 approved on 12/12/2017 and Resolution #18-037 approved on 01/16/2018].
28. **HUDSON HEADWATERS 340B**, 333 Glen Street, 7<sup>th</sup> Floor, Glens Falls, NY 12801, a 340B management services agreement providing technical and administrative support for Section 340B program, not to exceed \$340,000, effective 11/01/2020 – 10/31/2021, pending approval by the Wyoming County Board of Supervisors.
29. Amend Resolution #WCCHS-17-096 approved on 10/24/2017 and a resolution approved on 09/22/2015 with **GREATER ROCHESTER HEALTH HOME NETWORK, LLC**, 259 Monroe Avenue, Suite 300 level B, Rochester, NY 14607 related to clinical service provider agreement as follows:
- Extend the term of the agreement from 10/01/2017 – 10/01/2020 to **10/01/2020 – 10/01/2023**.
  - All else remains the same.
30. Amend Resolution #WCCHS-18-127, approved on 11/27/2018 with **TRUBRIDGE, LLC**, 3725 Airport Boulevard, Suite 208A, Mobile, AL 36608 related to contract management software application contract as follows:
- Terminate the existing contract management software application contract with an original term of 12/01/2018 – 11/30/2021, effective 10/31/2020, recognizing a cost savings of \$1,375 per month.
  - Pending approval by the Wyoming County Board of Supervisors [Resolution #18-576 approved on 12/11/2018].
31. Amend Resolution #WCCHS-17-042, approved on 04/13/2017 with **TRUBRIDGE, LLC**, 3725 Airport Boulevard, Suite 208A, Mobile, AL 36608 related to revenue cycle management software contract as follows:
- Extend the term from 05/01/2017 – 05/01/2020 through **05/01/2020 – 10/31/2020**.
  - Extend the term from 05/01/2020 – 10/31/2020 through **11/01/2020 – 03/11/2022**.
  - Increase the estimated cost from \$2,280 per month to **\$3,030 per month with a not to exceed \$36,360 per year**.
  - Pending approval by the Wyoming County Board of Supervisors.
32. Amend Resolution #WCCHS-20-007, approved on 01/28/2020 with **QUORUM HEALTH RESOURCES, LLC**, 1573 Mallory Lane, Suite 200, Brentwood, TN 37027 related to managed care contracting support services agreement as follows:
- Add contract management software application to monitor and evaluate contracts to ensure appropriate reimbursement as well as pricing transparency, effective 11/01/2020 – 01/31/2022.
  - Increase from \$3,800 per month to **\$5,175 per month**.
  - Pending approval by the Wyoming County Board of Supervisors [Resolution #20-096 approved on 02/11/2020].
33. Amend Resolution #WCCHS-17-054 approved on 06/27/2017 with **AMERICAN COLLEGE OF EMERGENCY PHYSICIANS (ACEP)**, PO Box 619911, Dallas, TX 75261-9911, related to ED level coding guidelines to use copyright material for coding guidelines from ACEP, \$0.00 cost to WCCHS as follows:
- Extend the term from 07/01/2017 – 07/01/2020 through **07/01/2020 – 07/01/2023**.
  - All else remains the same.
34. **WYOMING COUNTY DEPARTMENT OF SOCIAL SERVICES**, 466 North Main Street, Warsaw, NY 14569, a one (1) year agreement renewal for Workplace Health Services to provide client physicals for work clearance, \$0.00 cost to WCCHS, revenue of \$750/year, effective 01/01/2021 – 12/31/2021.

The motion was passed upon the following vote:

<b>VOTE</b>								
Salman Abbasey, MD	X	Yes		No		Abstain		Absent
Doug Berwanger	X	Yes		No		Abstain		Absent
Cynthia Elbow	X	Yes		No		Abstain		Absent
Bryan Kehl	X	Yes		No		Abstain		Absent
Rich Kosmerl	X	Yes		No		Abstain		Absent
Mark Merrill	X	Yes		No		Abstain		Absent
Laura Paolucci	X	Yes		No	**	Abstain		Absent
J. Thomas Reagan, MD	X	Yes		No		Abstain		Absent
Frank Vitagliano	X	Yes		No		Abstain		Absent
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>								
	10	Yes	0	No	0	Abstain	0	Absent
<b>RESULTS</b>								
	<b>X</b>	<b>PASS</b>				<b>FAIL</b>		

**\*\* Manager Paolucci abstained from items #20 and #21 above related to the Wyoming County Health Department contracts.**

**WCCHS-20-091 PERMISSION TO DECLARE ITEMS AS SURPLUS**

Motion by Manager Wawrzyniak and seconded by Manager Merrill, the list of items included in the agenda packet Pages 34-37 and attached be hereby approved as excess equipment and declared as surplus. In addition, the CEO is authorized to accept the highest offer to purchase, transfer to other Wyoming County departments, transfer to other facilities, or to dispose, as appropriate.

The motion was passed upon the following vote:

<b>VOTE</b>								
Salman Abbasey, MD	X	Yes		No		Abstain		Absent
Doug Berwanger	X	Yes		No		Abstain		Absent
Cynthia Elbow	X	Yes		No		Abstain		Absent
Bryan Kehl	X	Yes		No		Abstain		Absent
Rich Kosmerl	X	Yes		No		Abstain		Absent
Mark Merrill	X	Yes		No		Abstain		Absent
Laura Paolucci	X	Yes		No		Abstain		Absent
J. Thomas Reagan, MD	X	Yes		No		Abstain		Absent
Frank Vitagliano	X	Yes		No		Abstain		Absent
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>								
	10	Yes	0	No	0	Abstain	0	Absent
<b>RESULTS</b>								
	<b>X</b>	<b>PASS</b>				<b>FAIL</b>		

**BOARD ASSIGNED PROJECTS REPORT**

Don Eichenauer briefly reviewed his project report as included in the agenda packet Pages 38-41.

**BOARD PRESIDENT REPORT**

President Kosmerl reported on the following items:

- Looking for volunteers from the Board to review the annual Point of Care / Scope of Services document. Manager Wawrzyniak, President Kosmerl, and Manager Reagan volunteered. Review needs to be completed before the BOM Acute Quality Committee meeting scheduled for November 18, 2020.
- Will also need to approve the 2021 Performance Improvement Plan at the BOM Acute Quality Committee meeting scheduled for November 18, 2020.
- Announced that the terms of the following members appointed to the BOM are due to expire 12/31/2020. Written notification should be made to the BOS, if interested in being considered for reappointment by November 3, 2020.
  - Manager Elbow
  - Manager Kehl
  - Manager Merrill
  - Manager Reagan
- Acknowledged receipt of letter to the Board of Managers from Frank Cohen, MD, dated 10/12/2020

- Acknowledged receipt of letter to the Board of Managers from Frank Cohen, MD, dated 10/19/2020. Dr. Cohen indicated that this letter replaced his 10/12/2020 letter and asked that it be used as his input. President Kosmerl indicated the BOM would accept his request.
- Acknowledged receipt of letter to the Board of Managers from Farkad Balaya MD, Robert Brown MD, Lindsey Clark MD, Kim Danser CNM, Dale Deahn MD, Sydney Domanowski DO, Tracy Fabian DO, Kimberly Heeb CNM, Andrew Hilburger MD, John Karpie MD, Michael Loy DO, Paul Mason MD, Kevin O'Connell MD, James O'May RPA-C, and David Privitera MD, undated (received 10/26/2020)
- Acknowledged the attendance of members of the WCCHS medical staff

In accordance with Public Officers Law, Article 7, Open Meetings Law, President Kosmerl briefed attendees on the ground rules of the meeting and what is permitted topics for discussion in an open meeting versus executive session.

**WCCHS-20-092 REQUEST FOR PRIVILEGE OF THE FLOOR**

In accordance with the BOM by-laws dated March 26, 2019, Page 11 of 25, Section 8, Paragraph 2, "The privilege of the floor may be granted to a spectator for factual statements by a two thirds vote of the Managers present. Spectators shall present their viewpoints or statements as concisely and clearly as possible, and in an orderly manner. The presenter shall state their name, address, and occupation and the time allotment will be determined by the President based on the agenda."

Motion by Manager Reagan and seconded by Manager Vitagliano, the request for privilege of the floor by multiple members of the WCCHS medical staff be hereby approved.

The motion was passed upon the following vote:

<b>VOTE</b>								
Salman Abbasey, MD	X	Yes		No		Abstain		Absent
Doug Berwanger	X	Yes		No		Abstain		Absent
Cynthia Elbow	X	Yes		No		Abstain		Absent
Bryan Kehl	X	Yes		No		Abstain		Absent
Rich Kosmerl	X	Yes		No		Abstain		Absent
Mark Merrill	X	Yes		No		Abstain		Absent
Laura Paolucci		Yes	X	No		Abstain		Absent
J. Thomas Reagan, MD	X	Yes		No		Abstain		Absent
Frank Vitagliano	X	Yes		No		Abstain		Absent
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>	9	Yes	1	No	0	Abstain	0	Absent
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>				<b>FAIL</b>		

**DISCUSSION SURROUNDING LETTER RECEIVED FROM DR. COHEN**

President Kosmerl commented that Dr. Cohen is an employee of the University at Buffalo Surgeons, Inc. (USI) and that the professional services agreement is between USI and WCCHS. The current agreement with USI expires as of 12/31/2020. At the 09/22/2020 regular BOM meeting, Joe McTernan provided an economic analysis of this agreement and recommended the facility go a different direction and negotiate a new agreement with USI based on financial circumstances. Based on Joe's recommendation, the BOM approved a new professional services agreement to provide general surgery services with University at Buffalo Surgeons, Inc. at the 09/22/2020 regular BOM meeting. The new agreement was awaiting approval by the Wyoming County Board of Supervisors at their 10/06/2020 and 10/13/2020 meetings prior to being signed. Upon receipt of Dr. Cohen's letter dated 10/12/2020, President Kosmerl asked Joe to postpone signing the new agreement until it could be discussed again at the 10/27/2020 regular BOM meeting (today). President Kosmerl reminded the BOM that unless amended or rescinded at this meeting, Resolution #WCCHS-20-084 approved on 09/22/2020 with USI would remain in effect and would be executed in the following days.

Joe McTernan commented that he looked at 2018, 2019, and 2020 financials, productivity measures, revenue, growth and projected growth of service and felt that from a financial perspective it was best to renegotiate an alternative with USI. Joe further commented that WCCHS has an agreement with USI and that USI has an agreement with Dr. Cohen confirming that Dr. Cohen is neither an employee of WCCHS nor a direct contractor with WCCHS. Dr. Cohen is employed by USI. As a result of renegotiated terms with USI, WCCHS will see a \$130,000 per year cost savings.

Board members were given an opportunity to ask questions, then President Kosmerl opened the floor to members of the WCCHS medical staff in attendance.

Paul Mason MD, David Privitera MD, Farkad Balaya MD, and Stefan Lucas MD expressed their support for Frank Cohen MD and conveyed their concerns with not having a surgeon readily available to provide vascular assistance when needed, the concern over having a known entity versus a large group with multiple providers and loss of trust, continuity, teamwork, and confidence, and concern for not being included in conversations and decisions that affected their own surgeries/services.

Manager Vitagliano, Manager Wawrzyniak, Manager Kehl, Manager Berwanger, and Manager Paolucci thanked the members of the medical staff who attended the meeting and commented that further discussion surrounding the financial situation and whether or not the new agreement with USI should be amended or rescinded would take place in executive session.

#### **DISCUSSION SURROUNDING LETTER RECEIVED FROM MEMBERS OF THE MEDICAL STAFF**

President Kosmerl commented that he received a letter on behalf of the BOM from members of the medical staff concerning the current state of WCCHS and distributed said letter to the board members. He provided an overview of the topics included in the letter and felt that all topics except one had been previously addressed or would be further addressed in an executive session later in the meeting.

President Kosmerl directed the Board's attention to Paragraph 2 that referenced unspecified concerns regarding WCCHS's environment since January 1, 2020. President Kosmerl acknowledged the importance of the accusations but explained that the letter lacked detail as written; therefore, no action could be taken at this meeting. He recommended that each of the 15 providers that signed the letter individually report to the BOM with specific examples and details related to the items in Paragraph 2 based on personal and direct experiences (no second hand information or hearsay). Those reports will be reviewed and considered at the regular BOM meeting scheduled for November 24, 2020.

Paul Mason MD, David Privitera MD, Farkad Balaya MD, and Sydney Domanowski DO, each shared their own perspective related to changes in WCCHS's Administration and environment since January 1, 2020.

Chairwoman Ryan provided a grim overview of County finances and discussed reduced fund balance, declines in sales tax revenue, and property owners' inability to pay taxes because they're not getting paid by business owners or tenants as a result of the COVID crisis. She explained some of the challenges and sacrifices the County is facing as a whole. She expressed encouragement that the members of the medical staff in attendance this evening are willing to tighten up their belts to make this work and are further encouraged that we can work together and all share some of the sacrifices.

President Kosmerl addressed the providers in the room - the real reason you are here is because there are patients in this community that need your services. Every practice contributes to the bottom line and absorbs overhead, we need the incomes to support overhead. Don Eichenauer put together a plan to do a strategic expansion of services that included quality improvement and Joe McTernan has accelerated the plan and come up with more plans (e.g., dialysis, shared services with Livingston County, etc.). That strategic plan has not changed. It is the responsibility of the BOM to look out for the financial interests of the hospital, patient care that is provided, the community and the mission of the hospital. We're in a tough economic time. The State and Federal governments have cut subsidies and the hospital is running negatives. The County has done a great job supporting the hospital but we all need to work further to get where we need to be.

Manager Vitagliano responded to the providers in the room - we hear you, we understand you and we appreciate you. Our mission is to provide outstanding healthcare services and to have a positive impact on the health of our rural community. We won't deviate from the mission. We have some issues and we all need to be a part of solving those issues. Several years ago taxpayers responded to a survey that they wanted good health services in Wyoming County – we have that and we won't abandon great health care now.

President Kosmerl concluded by asking each of the providers that signed the letter to individually report to the BOM with specific examples and details related to the items in Paragraph 2 based on personal and direct experiences (no second hand information or hearsay). Those reports should be sent to the [boardofmgr@wcchs.net](mailto:boardofmgr@wcchs.net) email account within 2 weeks allowing time for compilation for review and consideration at the regular BOM meeting scheduled for November 24, 2020. All parties were in agreement.



**BOARD COMMITTEE CHAIR REPORTS****Acute Quality Committee**

No report. The next meeting is scheduled for November 18, 2020.

**SNF Quality Committee**

No report. The next meeting is scheduled for November 18, 2020.

**Finance/Personnel Committee**

No report.

**Plant and Equipment Committee**

No report.

**Communications Committee**

Manager Elbow commented that she'd like to have a Communications Committee meeting in the near future.

**Information Technology**

No report.

**Governance Committee**

Manager Wawrzyniak suggested conducting the annual BOM self-evaluation, annual evaluation of the BOM President, and the annual evaluation of the CEO prior to year-end. The consensus of the Board was to push out the evaluations until the first quarter of 2021.

**UNIT-WIDE BASE PAY ADJUSTMENT**

Dan Farberman reported that due to financial challenges, all County and Health System employees will be asked to receive zero pay increases come January 1, 2021.

**EMPLOYMENT CONTRACT FOR HOSPITAL ADMINISTRATOR**

Manager Paolucci initiated a discussion about the need for an employment contract for Joe McTernan. President Kosmerl appointed an ad-hoc committee including Manager Paolucci (Chairwoman), Manager Merrill, Manager Kehl, Dan Farberman, and Joe McTernan to develop an employment contract and to provide a status at the regular BOM meeting scheduled for November 24, 2020.

**LETTER OF SUPPORT**

Ahmed Bayoumi MD commented that he, Greg Collins DO, and Daniel Fahey MD (officers of the medical staff) co-authored a letter addressed to the Wyoming County Board of Supervisors and the Wyoming County Community Health System Board of Managers. The letter is in support of CEO, Joe McTernan, for his efforts and hard work in keeping the Medical Staff and employees safe and for keeping the Health System financially stable during the COVID-19 pandemic. The letter also expresses appreciation for diligence in opening new services (e.g., endocrinology, dialysis, neurology, and family practice).

**Nominating Committee**

In accordance with the BOM by-laws, Manager Wawrzyniak (Chairman of the Nominating Committee) announced that the Nominating Committee proposed the following nomination of officers for consideration at the November 24, 2020 regular meeting. The election shall be by written ballot, unless waived by unanimous consent of the BOM. It is understood that nominations for Officers may also be made from the Floor.

**OFFICE**

President  
Vice President  
Secretary

**NOMINATED**

Rich Kosmerl  
Mark Merrill  
Frank Vitagliano

**Compensation Committee**

No report.

**Credentials Committee**

No report.

**CHIEF EXECUTIVE OFFICER (CEO) REPORT**

Joe McTernan reported on the following items:

- COVID
  - Seeing an increase in cases of COVID-19 in the community
  - There is significant stress on the hospital systems in the Southern Tier
  - Rates are highest WCCHS has experienced to date during the pandemic
  - WCCHS is seeing acute admissions from Wyoming and neighboring Counties
  - We are continuously adjusting our operations to meet the need and future need of the community
  - Our goal, as always, is keeping our patients and staff as safe as possible
- Financials
  - No news on New York State budget shortfall, \$16 billion next year or relief from federal government
  - WCCHS continues to work with State, Federal, and industry groups on advocacy
  - For the 2nd year, WCCHS is experiencing significant subsidy cuts
  - Work on hospital 2021 budget continues, knowing this will be a difficult year to project volumes and budget
- Non-COVID related information
  - Wyoming County Family Medicine – Perry – Will open November 2, 2020
  - GPPC acquisition (Dr. Calvin Schierer - Family Medicine and Dr. Ripple Marfatia - Internal Medicine) will go live November 2, 2020
  - GPPC Inpatient Cardiology will begin November 10, 2020
  - Moving forward with UB Neurosurgery stroke program
  - Dialysis – awaiting NYS approve. The organization continues to prepare.
  - Continued work with the senior leadership team on succession planning
    - High potential assessments were completed
    - Currently identifying the needs of the groups and each individual to create a development plan
  - Continue to review electronic medical record systems
    - Completed demonstrations with Meditech and Medhost
    - CPSI will be sending a team to work on improving and optimizing our system

**EXECUTIVE SESSION**

Motion by President Kosmerl and seconded by Manager Vitagliano, for the Board to enter into executive session to discuss the following topic(s) at 7:03pm. Joe McTernan, Pam Pettnot, Amy Chase, Dan Farberman, Paul Mason MD, Mandip Panesar MD, Becky Ryan, and Jerry Davis remained.

- Contract negotiations
  - University at Buffalo Surgeons, Inc. – professional services agreement for general surgery services
  - Lease agreement for Wyoming County Family Medicine - Attica
  - Dale Deahn, MD – personal services agreement
  - General Physician, PC – professional services agreement for Otolaryngology (ear, nose, and throat) and allergy medicine
  - Wyoming County Family Medicine – O'Dell
- Email correspondence received by the Board of Managers related to the performance of one particular medical staff provider
- Grievance from a WCCHS employee appealed to arbitration



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CUR REMOVALS ASSET GL# SEQUENCE

TAG NUMBER	ASSET NUMBER	LOCA.	DESCRIPTION-----	SERIAL NUMBER-----	ACQUIRED MET DATE	PURCHASE VALUE	SALVAGE VALUE	LIFE	DEPREC.	FISCAL DEPREC.	ACCUM DEPR.
077836	11122100		4TH FLOOR BATHER PROJECT		S11/30/98	13707.02	.00	Y 10	.00		13707.02
			ABOVE ITEM REMOVED 10/31/20								
					#ITEMS= 1	13707.02	.00		.00	.00	13707.02
			BEGINNING BALANCE		#ITEMS= 1	13707.02	.00		.00	.00	13707.02
			ASSETS ACQUIRED		#ITEMS=	.00	.00		.00	.00	.00
			ASSETS REMOVED		#ITEMS= 1	13707.02	.00		.00	.00	13707.02
			ENDING BALANCE		#ITEMS=	.00	.00		.00	.00	.00

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CUR REMOVALS		ASSET GL# SEQUENCE		ACQUIRED		PURCHASE		SALVAGE		FISCAL		ACCU	
TAG	ASSET	LOCA.	DESCRIPTION----SERIAL NUMBER-----	MET	DATE	VALUE	VALUE	VALUE	LIFE	DEPREC.	DEPREC.	DEPR.	DEPR.
015876	11125100	302	OVERBED TABLE PVN6933 ABOVE ITEM REMOVED 10/31/20		S02/26/10	321.00	.00	Y	15	1.78	10.68	213.96	
016107	11125100	373	TOSHIBA LAPTOP 8A303532Q ABOVE ITEM REMOVED 10/31/20		S10/11/10	600.00	.00	Y	3	.00		600.00	
016218	11125100	795	TOSHIBA COMPUTE YA415456Q ABOVE ITEM REMOVED 10/31/20		S06/30/11	1659.94	.00	Y	3	.00		1659.94	
017251	11125100	361	2 DOOR/2 DRAWER 120542965 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
017252	11125100	361	2 DOOR/2 DRAWER 120542963 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
017253	11125100	361	2 DOOR/2 DRAWER 120542964 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
017254	11125100	361	2 DOOR/2 DRAWER 120542962 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
017255	11125100	361	2 DOOR/2 DRAWER 120542961 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
017256	11125100	361	2 DOOR/2 DRAWER 120542954 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
017257	11125100	361	2 DOOR/2 DRAWER 120542960 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
017258	11125100	361	2 DOOR/2 DRAWER 120542959 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
017259	11125100	361	2 DOOR/2 DRAWER 120542952 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
017260	11125100	361	2 DOOR/2 DRAWER 120542958 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
017261	11125100	361	2 DOOR/2 DRAWER 120542957 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
017262	11125100	361	2 DOOR/2 DRAWER 120542950 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
017263	11125100	361	2 DOOR/2 DRAWER 120542951 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
017264	11125100	361	2 DOOR/2 DRAWER 120542956 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
017265	11125100	361	2 DOOR/2 DRAWER 120542948 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
017266	11125100	361	2 DOOR/2 DRAWER 120542955 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
017267	11125100	362	2 DOOR/2 DRAWER 120542953 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
017268	11125100	362	2 DOOR/2 DRAWER 120542949 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
017269	11125100	362	2 DOOR/2 DRAWER 120542947 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
017270	11125100	362	2 DOOR/2 DRAWER 120542966 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
017271	11125100	362	2 DOOR/2 DRAWER 120542971 ABOVE ITEM REMOVED 10/31/20		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	

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CUR REMOVALS		ASSET GL# SEQUENCE		ACQUIRED		PURCHASE		SALVAGE		FISCAL		ACCU	
TAG	ASSET	LOC.	DESCRIPTION-----SERIAL NUMBER-----	MET	DATE	VALUE	VALUE	VALUE	LIFE	DEPREC.	DEPREC.	DEPR.	DEPR.
017272	11125100	362	2 DOOR/2 DRAWER 120542970		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
			ABOVE ITEM REMOVED 10/31/20										
017273	11125100	362	2 DOOR/2 DRAWER 120542968		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
			ABOVE ITEM REMOVED 10/31/20										
017274	11125100	362	2 DOOR/2 DRAWER 120542967		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
			ABOVE ITEM REMOVED 10/31/20										
017275	11125100	362	2 DOOR/2 DRAWER 120542969		S12/31/13	591.79	.00	Y	15	3.29	19.74	276.35	
			ABOVE ITEM REMOVED 10/31/20										
017313	11125100	393	SERIES 65 BARIA 179611		S09/30/14	1953.11	.00	Y	10	16.28	97.68	1172.16	
			ABOVE ITEM REMOVED 10/31/20										
			#ITEMS=	29		19328.80	.00			100.31	601.86	10554.81	
			BEGINNING BALANCE	#ITEMS=	29	19328.80	.00			100.31	601.86	10554.81	
			ASSETS ACQUIRED	#ITEMS=		.00	.00			.00	.00	.00	
			ASSETS REMOVED	#ITEMS=	29	19328.80	.00			100.31	601.86	10554.81	
			ENDING BALANCE	#ITEMS=		.00	.00			100.31	601.86	.00	

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TAG NUMBER	ASSET NUMBER	LOCA.	DESCRIPTION	SERIAL NUMBER	ACQUIRED MET DATE	PURCHASE VALUE	SALVAGE VALUE	LIFE	DEPREC.	FISCAL DEPREC.	ACCUM DEPR.
					#ITEMS=	30	33035.82	.00	100.31	601.86	24261.83
BEGINNING BALANCE					#ITEMS=	30	33035.82	.00	100.31	601.86	24261.83
ASSETS ACQUIRED					#ITEMS=		.00	.00	.00	.00	.00
ASSETS REMOVED					#ITEMS=	30	33035.82	.00	100.31	601.86	24261.83
ENDING BALANCE					#ITEMS=		.00	.00	100.31	601.86	.00