

The regular meeting of the Wyoming County Community Health System (WCCHS) Board of Managers, Wyoming County, New York was held on Monday, December 22, 2020.

BOARD OF MANAGERS PRESENT/ABSENT

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

STAFF PRESENT/ABSENT

<input checked="" type="checkbox"/> Connie Almeter (Chief Nursing Officer)	<input checked="" type="checkbox"/> Dawn James (NF Administrator)
<input 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 type="checkbox"/> Craig Woodworth (Director of Plant Operations)

OTHERS PRESENT: Becky Ryan (Chairwoman, Wyoming County Board of Supervisors and Supervisor, Town of Warsaw), Jerry Davis (Supervisor, Town of Covington), Michael Roche (Supervisor, Town of Eagle), and Don Eichenauer (Consultant)

CALL MEETING TO ORDER

President Kosmerl called the meeting to order 4:51pm.

This meeting was held 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-20-102 CONSENT AGENDA

Motion Manager Elbow 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 November 24, 2020
- Approve Special BOM minutes December 15, 2020

Credentials Committee (December 14, 2020)

- Approve Medical Staff appointmentsAs follows

DEPARTMENT OF MEDICINE

Joseph Gomez, MD – Cardiology – is applying for Active staff status

Kelsey Adams, PA – Cardiology – is applying for Allied Health Professional staff status

Edwin Anand, MD – Nephrology – is applying for Consulting staff status

The motion was passed upon the following vote:

VOTE								
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
Steve Perkins	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
VOTE TOTAL:	X	Yes		No		Abstain		Absent
RESULTS	11	PASS				FAIL		

NF ADMINISTRATOR REPORT

Dawn James reported on the following items:

- The nursing facility had one staff member test positive for COVID-19, which required us to test all residents and staff weekly for 14 days. We completed testing and all residents and staff are negative.
- Staff continue to be tested weekly. On Monday, December 21, 2020, all residents and staff (who consented) will be vaccinated. There will be two subsequent vaccination times one in January 2021 and one in February 2021. We are not sure if this will end our weekly swabbing or how long that will continue after vaccines.
- After completing our Certified Nursing Assistant (CNA) class, we only ended up with two aides. We will be looking to have another class early in the New Year. Licensed Practical Nursing (LPN) staff continues to be a challenge including through agencies as many facilities are paying crisis pay and the available staff are taking those assignments instead.
- Census remains strong in the nursing facility and is up this month. Many other organizations continue to struggle with capacity at 80% while we have remained 95% or above.
- It has been 22 months since our last NYSDOH survey. The State could come at any time; however, we are unsure of when they will arrive with the increasing COVID-19 cases. The State's focus is on the homes with COVID-19 cases as they are required to do an infection control survey if they have positives. We are also unsure if they will be counting the infection control survey we had as one of our surveys.
- 90% of the residents and 82 SNF and ancillary staff received the first of two COVID-19 vaccines on 12/21/2020. The second dose will be administered on 01/11/2021.

CHIEF NURSING OFFICER REPORT

Connie Almeter reported on the following items:

1. High Reliability – In an effort to continue to aim for zero harm, we have been conducting more root cause analyses. These may not be required but more to improve processes. In addition, monthly in-services have been being sent out on different patient safety related topics.
2. LEAN Training – As COVID-19 continues to increase, the instructor has offered to set up Zoom meetings. At this time, the December 2020 class was cancelled due to an increase in positive cases. The participants continue to work on projects and will be carried over into 2021.
3. Stroke Certification – No update. Will resume efforts once pandemic improves.
4. Age Friendly Health System – No update. 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 – No update. 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 – No update. 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 ED or on call hospitalist.
7. EMS Partnerships – During December 2020, the group met and discussed Monroe Ambulance's ability to have additional trained personnel to care for and transport both ventilated patients and patients with critical IV drips. We did experience a couple of situations in which WCCHS respiratory therapy and nursing personnel had to assist with the transports.
8. Joint Commission – No update. We continue with the waiver for the door handles in mental health and monthly updates are submitted on the progress of completion of the project.

Coronavirus Update:

- Visitation has ceased with few exceptions based on NYSDOH regulations
- Numerous bed and weekly supply surveys continue
- Daily employee and visitor/outpatient screenings continue
- Frequent assessments of personal protective equipment (PPE) being done
- COVID wing continues on the Med/Surg unit (capacity of 11 patients)
 - a. Additional COVID wing established (capacity of 5 patients)
- Inpatient positives:
 - a. 03/14/2020 - 04/22/2020 – 7 patients
 - b. 08/19/2020 – 1 patient
 - c. 10/05/2020 – present – 76 patients
 - d. Ventilated/respirator – 3 patients
 - e. Transfers – 3
 - f. Deaths – 8
- Positive nursing staff – 14 (6 have returned to work)
- Staffing continues to be a struggle with the ongoing use of donning and doffing PPE with potential and/or actual COVID-19 positive patients. In addition, care of the inpatient COVID-19 positive patient is quite extensive.

Root Cause Analysis:

Return of a Nursing Home resident from the Emergency Department.

CORPORATE COMPLIANCE REPORT

No report.

DIRECTOR OF MENTAL HEALTH REPORT

Bridget Givens reported on the following items:

- The unit has been consistently busy and full most every day.
- In November 2020, the unit admitted 35 patients with 333 patient days. Top three counties for admission in this month were Wyoming, Livingston and Genesee County.
- Total of 92 psychiatric evaluations through the Emergency Department and an additional 26 through ICU.
- The Crisis Outreach Program served 188 individuals with 205 contacts.
- The Jail Program Coordinator served 19 inmates with 84 contacts and 6 with medication monitoring.
- The Forensic Case Management Program Served 35 inmates.
- The application to bill Medicaid for the Collaborative Care Program was submitted, awaiting approval. Primary offices will be the Perry and Warsaw locations.

CHIEF FINANCIAL OFFICER (CFO) REPORT

No report.

COUNTY HUMAN RESOURCE DIRECTOR REPORT

Dan Farberman reported that the collective bargaining agreements with CSEA are due to expire on December 31, 2020 and no correspondence has been received to negotiate new agreements.

DIRECTOR OF PLANT OPERATIONS

No report.

INFORMATION TECHNOLOGY DIRECTOR REPORT

No report.

MEDICAL DIRECTOR REPORT

Mandip Panesar, MD reported that the medical staff continues to meet weekly to review the contingency plan and have not had to activate the plan as of yet.

MEDICAL STAFF PRESIDENT REPORT

No report.

CHIEF MEDICAL OFFICER REPORT

Paul Mason, MD reported on the following items:

- Orthopaedic department is seeing less trauma patients
- 130 joints in 2020, 131 joints in 2021
- Good year despite COVID-19

CHIEF OPERATING OFFICER (COO) REPORT

Mike Corcimiglia reported on the following items:

Outpatient Clinical Services DivisionGeneral

Each clinic is equipped with necessary personal protective equipment (PPE) and have the capabilities to do COVID-19 testing, three sites have the ability to do antigen testing which is a nasal swab test with results in 15 minutes. Due to the increase of COVID 19 in Wyoming County, all clinics are experiencing a higher than normal amount of cancellations. We have experienced multiple staffing issues due to staff or family members testing positive for COVID-19, it has been difficult at times but staff have persevered.

Rural Health Center Designation

Required policies are in process of being finalized. Minor required construction in the office is scheduled to start December 28, 2020

Working with assigned consultant on completing all necessary documentation for an official survey.

O'Dell Clinic Office

Administrative Certificate of Need (CON) has been approved by the NYSDOH pending contingencies, additional minor construction. All required supporting documents are in process for completion. Final inspection with the NYSDOH has not yet been scheduled.

Perry Clinic Office

Site has been welcomed by the community, patients that have been to the site are extremely pleased with the ease of entering and the clinic office space. Jackie Janes, NP is now at this location to accommodate the increase in volume.

Dialysis Center

Administrative Certificate of Need (CON) submitted to the NYSDOH. The NYSDOH Bureau of Architecture and Engineering have requested additional documents and drawings. The Bureau of Nursing Home Licensure and Certification are requesting additional safety information. All requested information has been submitted and the CON is under review.

The Dialysis RN staff are finishing their 4th week of competency training.

Laboratory Renovation-Transformation Grant \$3.1Million

Limited Certificate of Need (CON) submitted to the NYSDOH for approval has been submitted. The NYSDOH has submitted requests for additional information. All requested information has been submitted and the CON is under review.

Meeting has taken place with all award winning bidders. Preliminary construction is expected to start December 28, 2020.

Workplace Health

Workplace Health Services has been absorbed in a response to COVID-19 since March 2020. Current volumes are heavy as the number of COVID 19 cases rise in Wyoming County and surrounding Counties. Activities have evolved over time with our current focus on testing related to influenza-like illness, returns from quarantine and isolation, staff travel, and counseling worried staff. Grateful that we are moving with the beginning of COVID-19 immunizations.

Pharmacy

Working with pharmacies such as Walmart, Rite Aid, Walgreens and Sinclair's on a 340B drug savings plan, a majority of the clinics are registered and will begin program January 1, 2021. We should start to receive the benefits from the program at the end first quarter.

Have been successful in obtaining cutting edge pharmaceuticals through the Department of Health and Human Services and the CDC.

Respiratory Therapy

Respiratory Therapy department has been able to extend their hours until 11pm. With the increase in COVID-19 patients and the extension of hours, they have assisted in numerous codes, increased BiPAP setups, and increased treatments. Staff have provided additional assistance in the emergency room with critically ill patients and are proactively assessing patients. Staff are also educating Hospitalists and nursing on how to use respiratory equipment and what to look for in their absence.

Laboratory

Laboratory continues to process all rapid COVID-19 tests for the Health System. This processing includes patients from the Emergency Room, surgical patients, medical surgical patients, Nursing Home staff and residents, and testing of people from Workplace Health. This equates to over 600 tests per week, we have 24 test readers.

COVID-19 Vaccine

First round of Pfizer COVID-19 vaccination to staff and medical staff is to be held on December 21, 2020. WCCHS was allotted 100 doses, to be administered at Newark-Wayne Community Hospital by WCCHS staff. NYS delivered vaccines to certain facilities within each region and assigned a certain number of vaccines to each hospital. Hospitals were assigned to the Hospital that received the vaccine. WCCHS was assigned to Newark-Wayne Community Hospital. The vaccines cannot be moved, staff must travel to the vaccine. Staff that choose to go to Newark-Wayne Community Hospital will be required to return in 21 days for the required booster.

WCCHS received notification that 600 doses of the Moderna vaccine will be shipped to WCCHS. It is not clear when the vaccine will arrive. The Moderna vaccine requires a booster 28 days later.

Workplace Health, Nursing, Pharmacy and Clinic Operations are working operationally on how we are going to vaccinate all staff that voluntarily want to be vaccinated.

PRESENTATION 2021 OPERATING BUDGET

Amy Chase made a presentation (copy on file in Administration) to review the 2021 proposed operating budget that outlined:

- Profit and loss statement
- Volume assumptions
- Government and County funding
- Projected 2020 and budgeted 2021 operating revenue, non-operating revenue, operating expenses, salary expense, benefits, professional fees, purchased services, supplies and other
- Cash flow projection
- 2021 budget with reduction plan

WCCHS-20-103 ADOPT 2021 OPERATING BUDGET

Motion by Manager Perkins and seconded by Manager Elbow, the 2021 operating budget be hereby approved as presented and on file in Administration.

The motion was passed upon the following vote:

VOTE								
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
Steve Perkins	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
VOTE TOTAL:	X	Yes		No		Abstain		Absent
RESULTS	11	PASS				FAIL		

WCCHS-20-104 PREAUTHORIZED ACCOUNTS AND ACCOUNTS PAYABLE

Motion by President Kosmerl and seconded by Manager Elbow, the preauthorized accounts and accounts payable processed totaling \$7,563,015.68 be hereby approved as presented.

The motion was passed upon the following vote:

VOTE								
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
Steve Perkins	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
VOTE TOTAL:	X	Yes		No		Abstain		Absent
RESULTS	11	PASS				FAIL		

WCCHS-20-105 APPROVE WRITE-OFFS, DENIED CLAIMS, AND BAD DEBT

Motion by President Kosmerl and seconded by Manager Wawrzyniak, the write-offs/denied claims/bad debt totaling \$192,264.88 be hereby approved as presented.

The motion was passed upon the following vote:

VOTE								
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
Steve Perkins	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
VOTE TOTAL:								
	X	Yes		No		Abstain		Absent
RESULTS	11	PASS				FAIL		

WCCHS-20-106 APPROVE PERSONNEL REQUISITIONS IN PROCESS AND PROPOSED PERSONNEL CHANGES/FINANCIAL IMPACT

Motion by Manager Paolucci and seconded by Manager Perkins, 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)									
December 22, 2020									
Proposed Positions for Approval									
Senior Manager	Title/Department	FTE	Vacating Employee	Hourly Rate	Annual Salary	Benefits	Proposed Hourly	Proposed Annual	Benefits
James:	LPN/04.143	1.00	Bernadette Delecki 12/08/2020	\$20.85	\$40,658	\$19,442	\$18.22	\$35,529	\$16,990
	LPN/04.511	1.00	Christine Enke 11/14/2020	\$20.85	\$40,658	\$19,442	\$18.22	\$35,529	\$16,990
	LPN/04.551	1.00	Joy Stiles 12/12/2020	\$22.95	\$44,753	\$21,401	\$18.22	\$35,529	\$16,990
	Nursing Assistant/05.428	1.00	Karlie Buchan 07/21/2020	\$15.41	\$30,050	\$14,370	\$15.41	\$30,050	\$14,370
Chase:	Occupational Therapist Per Diem/06.107	0.00	Megan Wardell 11/12/2020	\$35.66	\$6,954	\$532	\$34.05	\$6,640	\$508
	Patient Information Specialist Per Diem/12.875	0.00	Jennifer Elliott 12/26/2020	\$17.21	\$3,356	\$257	\$16.36	\$3,190	\$244
Corcimiglia:	Phlebotomist Per Diem/05.722	0.00	Nichole Dean 10/28/2020	\$16.95	\$3,305	\$253	\$16.95	\$3,305	\$253
	Cleaner/08.205	1.00	Jennifer Ebner 12/02/2020	\$14.03	\$27,359	\$13,083	\$12.24	\$23,868	\$11,414
	Food Service Helper/08.301	1.00	Kimberly Mills 12/11/2020	\$15.45	\$30,128	\$14,407	\$12.24	\$23,868	\$11,414
	Food Service Helper/08.314	0.40	Amanda Henderson 11/23/2020	\$13.46	\$10,499	\$803	\$13.46	\$10,499	\$803
	Building Maintenance Worker Per Diem/08.751	0.00	Michael Simpson 11/30/2006	\$12.45	\$2,428	\$186	\$20.38	\$3,974	\$304
	Cleaner Per Diem/08.801	0.00	Kim Ray 12/12/2020	\$13.46	\$2,625	\$201	\$13.46	\$2,625	\$201
	Student Aide/09.108	0.40	Chad Hallopeter 10/03/2020	\$11.80	\$9,204	\$704	\$11.80	\$9,204	\$704
Almeter:	RPN/03.529	0.60	Stephanie Mark 12/12/2020	\$32.41	\$37,920	\$10,879	\$23.52	\$27,518	\$7,895
	RPN Per Diem/03.840	0.00	Stephanie Jedrzek 11/03/2020	\$30.90	\$6,026	\$461	\$25.87	\$5,045	\$386
	RPN Per Diem/03.868	0.00	Brandon Richards 12/26/2020	\$34.19	\$6,667	\$510	\$25.87	\$5,045	\$386
	Sterile Processing Technician Per Diem/06.905	0.00	Sandra Earle 06/29/2020	\$18.46	\$3,600	\$275	\$17.62	\$3,436	\$263
	ED Unit Clerk/12.204	1.00	Anne Nowicki 12/31/2020	\$17.21	\$33,560	\$16,048	\$15.41	\$30,050	\$14,370

PROPOSED PERSONNEL CHANGES/FINANCIAL IMPACT				
December 22, 2020				
POSITION	ANNUAL SALARY PROPOSED	BENEFIT PACKAGE	BUDGETED SALARY	BUDGETED BENEFITS
Sr. Manager - M. Corcimiglia				
Delete 1 - 0.80 FTE Medical Receptionist/12.188 Schedule X \$17.39/Hr. Effective Date: November 1, 2020	\$0	\$0	\$0	\$0
<i>Withdrawn</i>				
Sr. Manager - A. Chase				
Delete 1 - 1.00 FTE Medical Biller 12.867 Schedule A, Grade 4 \$18.82/Hr. Effective Date: January 9, 2021	\$0	\$0	\$36,699	\$17,549
Delete 1 - 1.00 FTE Senior Account Clerk 12.695 Schedule A, Grade 6 \$19.98/Hr. Effective Date: November 29, 2020	\$0	\$0	\$38,961	\$18,631
Create 1 - 1.00 FTE Credit Collections and Remittance Clerk Schedule A, Grade 6 \$17.92 - \$19.98/Hr. Available date: January 10, 2021	\$38,961	\$18,631	\$0	\$0
Sr. Manager - B. Givens				
Create 1 - 1.00 FTE Behavioral Health Care Manager Schedule C \$60,000/Yr. Available date: January 1, 2021 <i>Position 100% grant funded</i>	\$60,000	\$28,692	\$0	\$0
TOTALS	\$98,961	\$47,323	\$75,660	\$36,181
TOTAL ANNUAL INCREASE:				\$34,444

The motion was passed upon the following vote:

VOTE								
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
Steve Perkins	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
VOTE TOTAL:	X	Yes		No		Abstain		Absent
RESULTS	11	PASS				FAIL		

WCCHS-20-107 APPROVE CONTRACTS AND/OR GRANTS

Motion by Manager Merrill and seconded by Manager Berwanger, the CEO and President of the Board of Managers, 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. Amend Resolution #WCCHS-20-035 approved on 04/28/2020 with **CAMPUS CONSTRUCTION MANAGEMENT**, 6225 Sheridan Drive, Suite 100, Williamsville, NY 14221, related to construction manager services contract for WCCHS laboratory renovation project as follows:
 - Increase the contract amount from \$218,000 by \$1,910.10 related to pay application #7 for Avalon for a new contract amount not to exceed \$219,910.10.
 - Pending approval by the Wyoming County Board of Supervisors [Resolution #20-243 approved on 05/12/2020].
2. **LETCHWORTH AREA PRIMARY CARE CENTER, INC. d/b/a SOUTHERN WYOMING COUNTY COMMUNITY MEDICAL CENTER**, PO Box 33, Castile, NY 14427, a lease agreement for 2,654 (1,134 and 1,520 sq. ft.) square feet of office space located on the first floor of 5596 Gainesville Road, Castile, NY, \$16,800 per year, effective 01/01/2021 – 12/31/2024, pending approval by the Wyoming County Board of Supervisors.
3. **D.V. BROWN & ASSOCIATES, INC.**, 567 Vickers Street, Tonawanda, NY 14150, an agreement to insulate the piping in the PEET mechanical room to eliminate condensation from dripping on the components and piping below causing deterioration, \$2,296.74, effective 12/01/2020 – 01/30/2021.
4. **M/E ENGINEERING**, 60 Lakefront Boulevard, Suite 320, Buffalo, NY 14202, an agreement for HVAC and electrical engineering design for the replacement of two rooftop HVAC units (AHU #2 and RTU #3), \$16,600, effective 01/01/2021 – 10/15/2021.
5. **TELCO CONSTRUCTION, INC.**, 500 Buffalo Road, East Aurora, NY 14052, an agreement to provide labor to install new LVT flooring at WCFM – Arcade clinic. WCCHS will provide LVT flooring, cove base, transition strips, and adhesives to contractor to complete the job, \$1,500 estimated cost of owner supplied materials, \$1,800, effective 12/15/2020 – 02/15/2021.
6. Amend Resolution #WCCHS-20-059 approved on 06/23/2020 and Resolution #WCCHS-19-065 approved on 05/28/2019 with **FARKAD M. BALAYA, MD PC**, 155 Main Street, Hamburg, NY 14075 related to a personal services agreement for OB/GYN services as follows:
 - Reduce the not to exceed amount from \$880,000 per year to an amount **not to exceed \$800,000 per year**, effective 01/01/2021 – 06/30/2023.
 - Pending approval by the Wyoming County Board of Supervisors [Resolution #20-308 approved on 07/14/2020 and Resolution #19-278 approved on 06/12/2019].
7. Amend Resolution #WCCHS-20-035 approved on 04/28/2020, Resolution #WCCHS-19-017 approved on 02/26/2019, Resolution #WCCHS-17-027 approved on 03/28/2017 and Resolution #WCCHS-17-012 approved on 01/24/2017 with **GENERAL PHYSICIAN, PC (GPPC)**, 726 Exchange Street, Suite 516, Buffalo, NY 14210 related to a professional services agreement for otolaryngology (ear, nose, and throat) services and allergy medicine as follows:
 - Reduce hours by 1 day per week and reduce not to exceed amount from \$370,000 per year to an amount **not to exceed \$246,670 per year**, effective 01/01/2021 – 04/17/2021.
 - Pending approval by the Wyoming County Board of Supervisors [Resolution #20-240 approved on 05/12/2020, Resolution #19-162 approved on 03/12/2019, Resolution #17-201 approved on 04/11/2017, and Resolution #17-076 approved on 02/14/2017].

8. Amend Resolution #WCCHS-19-072 approved on 06/25/2019 with **DALE L. DEAHN, MD PC**, 401 Main Street, Arcade, NY 14009 related to personal services agreement for medical services as follows:
 - Reduce clinical hours from 0.7 FTE to 0.5 FTE per week and reduce not to exceed amount from \$275,000 per year to an amount **not to exceed \$220,005 per year**, effective 02/01/2021.
 - Pending approval by the Wyoming County Board of Supervisors [Resolution #19-315 approved on 07/09/2019].
9. ~~**SALMAN ABBASEY, MD**, 2259 Saltvale Road, Warsaw, NY 14569, an employment agreement to provide internal medicine services, \$300,000 per year and amend Salary Schedule P to set the salary accordingly, effective 04/01/2021, pending approval by the Wyoming County Board of Supervisors. WITHDRAWN~~
10. ~~**ABBASEY MEDICAL, PLLC**, 4263 Lakeville Road, Geneseo, NY 14454, an asset purchase agreement to purchase substantially all tangible and intangible assets including, without limitations, medical and office equipment, furnishings, computers, software, telephone numbers, website, medical, pharmaceutical and office supplies and active patient medical records, \$230,000, subject to the receipt of an acceptable valuation report substantiating the fair market value and commercial reasonableness, effective 04/01/2021, pending approval by the Wyoming County Board of Supervisors. WITHDRAWN~~
11. Amend Resolution #WCCHS-20-007 approved on 01/28/2020 with **COMMUNITY CARE OF WESTERN NEW YORK, INC. dba HOMECARE & HOSPICE**, 1225 West State Street, Olean, NY 14760, related to the revenue agreement and Hospice services within the facility as follows:
 - Extend the term of the agreement from 01/01/2020 – 12/31/2020 through **10/01/2020 – 09/30/2021** to coincide with the term of the new rate schedule, payable to WCCHS.
12. **COMMUNITY FOUNDATION FOR GREATER BUFFALO AND THE WILLIAM H. THIEL TRUST**, 726 Exchange Street, Suite 535, Buffalo, NY 14210, the Thiel grant application to fund for telemetry equipment, minimum amount of \$220,000, effective 01/01/2021.
13. **WYOMING COUNTY MENTAL HEALTH DEPARTMENT**, 460 North Main Street, Warsaw, NY 14569, an 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, revenue in the sum not to exceed \$243,980 per term, effective 01/01/2021 – 12/31/2021.
14. **PRESTIGE MEDICAL IMAGING**, 1 D'Alfonso Road, Newburgh, NY 12550, an agreement to purchase a Carestream DR-FIT Radiographic Suite replacing a 1993 unit that was declared end of life in 2009, includes a 36-month warranty, \$149,900 [funding provided through grant monies], effective 11/23/2020 – 12/23/2020, pending approval by the Wyoming County Board of Supervisors.
15. **HOBART SERVICE, ITW FOOD EQUIPMENT GROUP, LLC**, PO Box 2517, Carol Stream, IL 60132, a service agreement for maintenance of all pieces of equipment in the Cooks Island, \$11,497.82, effective 01/01/2021 – 12/31/2021.
16. **SWISSLOG HEALTHCARE**, 11325 Main Street, Broomfield, CO 80020, a master purchase and services agreement for labor, material, and installation of new two station expandable pneumatic tube system, not to exceed \$195,925, effective 01/01/2021 – 02/28/2022, pending approval by the Wyoming County Board of Supervisors.
17. **WCJW RADIO**, 3258 Merchant Road, PO Box 251, Warsaw NY 14569, a radio advertising agreement, \$900 per month, effective 01/01/2021 – 12/31/2021.

18. Amend Resolution #WCCHS-20-019 approved on 02/25/2020, Resolution #WCCHS-20-013, approved on 01/28/2020, and Resolution #WCCHS-18-137 approved on 12/18/2018 with **WESTERN NEW YORK PHYSICIANS, PLLC**, 2261 Route 19 North, Warsaw, NY 14569 related to hospitalist services contract as follows:

- Add hospitalist nurse practitioner services for 28 hours of additional weekly coverage to assist with COVID-19 surge, in an amount not to exceed \$15,400, effective 12/27/2020 – 03/06/2021.
- Pending approval by the Wyoming County Board of Supervisors [Resolution #19-038 approved on 01/08/2019, Resolution #20-101 approved on 02/11/2020, and Resolution #20-141 approved on 03/01/2020].

The motion was passed upon the following vote:

VOTE								
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
Steve Perkins	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
VOTE TOTAL:	X	Yes		No		Abstain		Absent
RESULTS	11	PASS				FAIL		

WCCHS-20-108 APPROVE SETTLEMENT AGREEMENT AND RELEASE

Joe McTernan explained that the family of a past Skilled Nursing Facility resident failed to apply for Medicaid in a timely manner that resulted in unpaid charges to WCCHS in an amount of \$42,047.29, plus interest. The resident transferred to another facility and now owes funds to both facilities. The resident's family member reports that he has roughly \$25,000 dollars from his mother's assets to settle the past bill. The parties desire to settle and in accordance with the Settlement Agreement and Release, the Defendant agrees to pay WCCHS a lump sum of \$25,000 to settle the account.

Motion by Manager Wawrzyniak and seconded by Manager Elbow, the CEO be hereby authorized to sign a settlement agreement and release related to Wyoming County Skilled Nursing Facility Point Click Care Medical Record #10223044 to collect a lump sum of \$25,000 to satisfy unpaid charges due to WCCHS.

The motion was passed upon the following vote:

VOTE								
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
Steve Perkins	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
VOTE TOTAL:	X	Yes		No		Abstain		Absent
RESULTS	11	PASS				FAIL		

WCCHS-20-109 AMEND SALARY SCHEDULE P

Motion by Manager Perkins and seconded by Manager Merrill, Salary Schedule P be hereby amended as follows, pending approval by the Wyoming County Board of Supervisors:

- Add a one-time stipend for **Mid-Level Provider (0.6 FTE)** (Position Code #17.110.443) under PEDIATRIC CLINIC in the amount of \$3,761.24, effective 11/30/2020
- Add a one-time stipend for **Certified Nurse Midwife, FT** (Position Code #17.108.519) under OB CLINIC in the amount of \$961.44, effective 12/04/2020

The motion was passed upon the following vote:

VOTE								
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
Steve Perkins	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
VOTE TOTAL:	X	Yes		No		Abstain		Absent
RESULTS	11	PASS				FAIL		

WCCHS-20-110 PERMISSION TO DECLARE ITEMS AS SURPLUS

Motion by Manager Wawrzyniak and seconded by Manager Paolucci, the list of items included in the agenda packet Pages 35-36 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:

VOTE								
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
Steve Perkins	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
VOTE TOTAL:	X	Yes		No		Abstain		Absent
RESULTS	11	PASS				FAIL		

WCCHS-20-111 APPROVE MEMORANDUM OF UNDERSTANDINGS (MOUs) WITH CSEA SIGNED BETWEEN 04/03/2017 – 12/14/2020

Motion by Manager Elbow and seconded by Manager Wawrzyniak, the memorandum of understandings between the County of Wyoming and the Civil Service Employees Association, Local 1000, AFSCME, AFL-CIO signed between 04/03/2017 – 12/14/2020 related to CNA and LPN staffing crisis, shift bonuses, extended and non-traditional shifts, CNA from Grade 3A to Grade 6, night shift recruiting incentive, medical technologists and senior medical technologists, and SNF alternative disciplinary procedure be hereby approved as presented and attached, pending approval by the Wyoming County Board of Supervisors.

The motion was passed upon the following vote:

VOTE								
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
Steve Perkins	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
VOTE TOTAL:	X	Yes		No		Abstain		Absent
RESULTS	11	PASS				FAIL		

BOARD ASSIGNED PROJECTS REPORT

Don Eichenauer briefly reviewed his project report including marketing for the WCFM – Perry clinic, Elizabeth Kermis, DO, and some orthopaedic testimonials.

BOARD PRESIDENT REPORT

President Kosmerl reported on the following items:

- Received notification from the BOS about the following BOM appointments:

Members

Five (5) year term effective January 1, 2021 through December 31, 2025

- Mark Merrill
- J. Thomas Reagan, MD

Unexpired vacant five (5) year term effective through December 31, 2023

- Steve Perkins

Wyoming Community Hospital Foundation Member

One (1) year term; effective January 1, 2021 through December 31, 2021

- Cynthia Elbow

- Reviewed the 2021 BOM committee assignments

BOARD COMMITTEE CHAIR REPORTS

Acute Quality Committee

No report.

SNF Quality Committee

No report.

Finance/Personnel Committee

No report.

Plant and Equipment Committee

Bryan Kehl reported that the Plant and Equipment Committee met on December 8, 2020 to review the details of the 2021 capital budget. The next meeting is scheduled for January 12, 2021.

Communications Committee

No report.

Information Technology

No report.

Governance Committee

Manager Wawrzyniak reported on the following items:

- Manager Wawrzyniak asked that the BOM Self-Assessment evaluation, President of the Board of Managers evaluation, and CEO evaluation, including an update to the Strategic Plan Scorecard presented in May 2020 be sent to each member of the BOM for completion. Entries and comments should be returned to Pam Pettnot by January 19, 2021 for review and discussion at the regular BOM meeting scheduled for January 26, 2021.
- As included in the BOM By-Laws, the BOM members shall each complete a self-evaluation of his/her performance annually and the results will be shared with the entire BOM. Furthermore, as included in Article VII, Committees, Section 21, the Governance Committee shall have the responsibility of recommending policies and procedures that provide for effective Board management to include an evaluation of the Board and Chairperson.
- In accordance with Article VIII, Administration, the BOM shall assure the CEO's effective performance through ongoing documented monitoring and evaluation of that performance against written criteria developed for the position.

Compensation Committee

No report.

Credentials Committee

President Kosmerl, in the absence of Greg Collins, DO, reported that the Credentials Committee met on December 14, 2020 and medical staff appointments were approved as part of the consent agenda.

MOMENT OF SILENCE

President Kosmerl asked for a moment of silence as co-workers and family members gather for a 6:00pm vigil at the Village of Warsaw Park for Todd MacConnell, Wyoming County Information Technology Director, who is battling COVID-19.

CHIEF EXECUTIVE OFFICER (CEO) REPORT

Joe McTernan reported on the following items:

- COVID-19
 - Continue to see an increase in cases of COVID-19 in the community
 - WCCHS continues to see an increase in both volume and severity of COVID-19 Admissions
 - There is a significant strain on the frontline staff
 - Currently 40% of inpatients are COVID-19 positive (12/18/2020)
 - Currently 15 staff members are in isolation or quarantine (12/18/2020)
 - Regionally, there is significant spread and the region is seeing dramatic increases in hospitalizations in both Rochester and Buffalo regions. Regions currently lead NYS in positivity rate.
 - Vaccinations have started for healthcare workers at WCCHS and SNF residents
 - All hospitals in NYS have been directed by Governor Cuomo and NYSDOH to expand capacity by 25% (80 beds) which WCCHS is complying with
 - If continued growth of cases, may need to adjust or reduce inpatient surgeries
- Financials
 - No news on New York State budget shortfall of \$16 billion next year
 - State discussing across the board Medicaid cuts
 - Distribution announced Phase III CARES funding, unknown if WCCHS will receive this funding
 - New package being discussed in Washington, potential of \$35 billion for healthcare including \$7 billion in Rural Hospital Relief
 - WCCHS continues to work with State, Federal, and Industry groups on advocacy
 - Budget challenges continue with lost revenue and increased COVID-19 expenses

- Non-COVID related information
 - Western New York Healthcare Association and Pandion have merged creating a new organization Healthcare Association of Western & Central NY
 - Dialysis – remains awaiting state approval. Dialysis nurses are completing training at ECMC.
 - Continued work with the senior leadership team on succession planning

BOARD OF SUPERVISORS REPORT

Chairwoman Becky Ryan reported that she is advocating for the redistribution of COVID-19 vaccinations from Newark Wayne Community Hospital and Unity Hospital to WCCHS.

GOVERNANCE COMMITTEE CONTINUED

Manager Reagan asked that Governance Committee meet to discuss what information comes to the BOM and by way of what process and discuss the roles and responsibilities of the BOM versus the BOS.

Manager Wawrzyniak asked to have a board member only discussion.

President Kosmerl asked to update the BOM-By-Laws to include a broader statement about seeking information and the roles and responsibilities of the BOM and BOS.

Manager Wawrzyniak commented that he was always under the impression that if anything happened in the hospital that affected any patient, should come to the BOM.

President Kosmerl added, what should come to the board and how should it get there? It's about establishing processes.

Manager Berwanger asked for clarification on the BOM By-Laws, the NYS Ethics Law, and eligibility of a board member to be negotiating a contract with the health system.

COVID-19 VACCINATIONS

Manager Kehl asked about the COVID-19 vaccination administration plan for schools. Joe McTernan and Laura Paolucci both commented that NYS has been very prescriptive about who gets the vaccine and the prioritization matrix. The first New Yorkers to receive the vaccine as part of Phase 1 will be high-risk hospital workers (emergency room workers, ICU staff and Pulmonary Department staff), nursing home residents, nursing home staff, followed by all long-term and congregate care residents and staff, EMS workers, other health care workers, funeral directors, coroners and medical examiners. Phase 2 is expected to include schools.

EXECUTIVE SESSION

Motion by Manager Wawrzyniak and seconded by Manager Paolucci, for the Board to enter into executive session to discuss the following topic(s) at 6:24pm. Joe McTernan, Pam Pettnot, Amy Chase, Mike Corcimiglia, Becky Ryan, Jerry Davis, and Michael Roche remained.

- Contract negotiations:
 - Salman Abbasey, MD Employment Agreement
 - Abbasey Medical, PLLC Asset Purchase Agreement
- Employment status of particular positions/employees/contracts related to the budget reduction plan
- Litigation matters that would compromise protected health information (PHI), if disclosed:
 - NYSDOH Case #NY00264853
 - Claim #1091746

The motion was passed upon the following vote:

VOTE								
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
Steve Perkins	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
VOTE TOTAL:	X	Yes		No		Abstain		Absent
RESULTS	11	PASS				FAIL		

Motion by Manager Elbow and seconded by Manager Paolucci, the Board exit executive session at 7:35pm.

The motion was passed upon the following vote:

VOTE								
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
Steve Perkins	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
VOTE TOTAL:	X	Yes		No		Abstain		Absent
RESULTS	11	PASS				FAIL		

NEXT REGULAR MEETING

The next regular meeting is scheduled for Tuesday, January 26, 2021 immediately following the BOM Finance/Personnel Committee meeting, approximately 5:00pm.

ADJOURN

There being no further business to come before the Board, the meeting duly adjourned at 7:42pm upon motion by Manager Wawrzyniak.

Frank Vitagliano, BOM Secretary _____ Date _____

Pam Pettnot, Recording Secretary _____ Date _____

MEMORANDUM OF UNDERSTANDING
between the
COUNTY OF WYOMING
and the
CIVIL SERVICE EMPLOYEES ASSOCIATION ("Union"), LOCAL 1000, AFSCME, AFL-CIO
WYOMING COUNTY LOCAL 861-9250

SHIFT BONUS

WHEREAS, the Wyoming County Community Health System ("System") is experiencing great difficulty staffing qualified individuals in certain clinical job titles during this COVID 19 global pandemic; and

WHEREAS, the System and the Union have an interest in ensuring the safety, well-being, and high quality care of all patients in the System facilities through appropriate staffing levels;

NOW, THEREFORE, the parties agree to the following terms:

1. Registered Nurses, Licensed Practical Nurses, Hospital Aides, Mental Health Therapy Aides, and Social Work Assistants employed in the System (excluding the SNF) will receive extra shift incentives for each hour worked above their regularly scheduled hours from the period beginning with the signing of this agreement through December 31, 2021, for shifts selected exclusively by Management in order to maintain appropriate staffing levels.
2. Employees in classifications listed herein will be paid an additional hourly incentive of \$12.50 per hour for shifts worked as selected by Management consistent with the provisions of this Memorandum of Understanding.
3. The designation of shifts where employee in the above listed classifications will be eligible for this bonus payment shall be at the sole and independent discretion of Management.
4. In order to be eligible for the above bonus, employees must sign up for and work a minimum of half of the available extra shift. Employees who commit to working at least half of the offered bonus shift shall be entitled to a full shift bonus payment, including in the event the Hospital determines they are not needed to provide appropriate staffing levels and are sent home involuntarily. In the event an employee covered by the provisions of this memorandum is determined by Management to no longer needed to provide additional hours of coverage and leaves work voluntarily they shall be paid bonus for all actual hours worked.
5. A maximum of twelve (12) hours of shift bonus per week will be paid for employees in a full time status (1.0 FTE).

6. This bonus is paid for shifts that are scheduled in addition to the employee's regularly scheduled shifts.
7. Shifts will be offered on a first-come first-served basis following notice to impacted departments and shifts by Management using the same methods of communication to employees utilized for solicitation of overtime within the facility.
8. If an employee signs up for an extra shift covered under this MOU and cannot work that shift, the employee is responsible for finding a replacement to work the shift. If the employee finds someone to work the shift in their place, there will be no occurrence under the time and attendance policy. If the employee does not find someone to cover the shift, then the time and attendance policy shall apply as in the normal course of events.
9. Either party to this agreement may, with 60 calendar day written notice to the other seek to end this incentive agreement and return to the provisions of the Collective Bargaining Agreement.

FOR CSEA:

Celeste Bydeuch 12/14/2020

FOR WYOMING COUNTY:

Paul J. Elmer 12/14/20

MEMORANDUM OF UNDERSTANDING
Between the
COUNTY OF WYOMING
And the
CIVIL SERVICE EMPLOYEES ASSOCIATION, LOCAL 1000, AFSCME, AFL-CIO
WYOMING COUNTY LOCAL 861-9250

Extended & Non-Traditional Shifts

WHEREAS, The parties to the current Collective Bargaining Agreement recognize and agree that a practice exists in the Wyoming County Community Health System (WCCHS) wherein represented employees have been working extended shifts beyond those that exist in the Collective Bargaining Agreement and in prior Memorandums of Understanding; and

WHEREAS, Article Eleven, Section 6 of The Collective Bargaining Agreement only provides for a 37.5 hour work week for employee in the WCCHS and for eight (8) hour shifts, and

WHEREAS, Extended and non-traditional shifts are those shifts that exceed or differ from the traditional eight (8) hour shift thereby may decrease the actual number of days an employee work in a week, and

WHEREAS, Previously the parties had agreed to establish twelve (12) hour work shifts in the Nursing Departments in the Hospital and Nursing Facility for employees classified as Registered Nurses (RN), Licensed Practical Nurses, (LPN), and Certified Nursing Assistants (CNA), and

WHEREAS, The Wyoming County Community Health System (WCCHS) and CSEA desire to identify these extended and non-traditional shifts and to amend the provisions of the Collective Bargaining Agreement with this Memorandum of Understanding and establish recognized extended and non-traditional shifts for the represented employees of the WCCHS as identified in this Memorandum.

NOW THEREFORE, The parties establish the following work schedules:

Twelve and One-Half (12 ½) Hour Shifts:

Employees will work twelve and one-half (12 1/2) hours and be scheduled for twelve and one-half (12 ½) hours per day inclusive of a one-half (1/2) hour paid meal period or thirty-seven and one-half (37 1/2) hours per week for a full time employee over (3) days. Employees working twelve and one-half (12 ½) hour shifts will not be eligible to receive overtime pay in accordance with the provisions of Article 11.6 (b) of the Collective Bargaining Agreement until having worked forty (40) or more hours in a work week. All paid time excluding sick, vacation and the paid meal period shall be counted in the computation of this overtime.

Twelve (12) Hour Shifts:

Employees will work eleven and one-half (11 1/2) hours and be scheduled for twelve (12) hours per day inclusive of a one-half (1/2) hour paid meal period or thirty-six (36) hours per week for a full time employee over three (3) days. Employees working twelve (12) hour shifts will not be eligible to receive overtime pay in accordance with the provisions of Article 11.6 (b) of the Collective Bargaining Agreement until having worked forty (40) or more hours in a work week. All paid time excluding sick, vacation and paid meal time shall be counted in the computation of this overtime.

Ten (10) Hour Shifts:

Employees will work three (3) nine and one-half (9 1/2) hours shifts and be scheduled for ten (10) hours per day inclusive of a one-half (1/2) hour unpaid meal period and one (1) day scheduled and working a nine hour day with no paid meal or thirty-seven and one-half (37 1/2) hours per week for a full time employee. Employees working ten (10) hour shifts will not be eligible to receive overtime pay in accordance with the provisions of Article 11.6 (b) of the Collective Bargaining Agreement until having

worked forty (40) or more hours in a work week. All paid time excluding sick, vacation and paid meal time shall be counted in the computation of this overtime.

Nine and One-Half (9 ½) Hour Shifts:

Employees will work nine (9) hours and be scheduled for nine and one-half (9 ½) hours per day for four (4) days, inclusive of a one-half (1/2) hour unpaid meal period or thirty-six (36) hours per week for a full time employee. Employees working nine and one-half (9 ½) hour shifts will not be eligible to receive overtime pay in accordance with the provisions of Article 11.6 (b) of the Collective Bargaining Agreement until having worked forty (40) or more hours in a work week. All paid time excluding sick, vacation shall be counted in the computation of this overtime.

Seven and One-Half (7 ½) Shifts:

Employees will work seven and one-half (7 1/2) hours and be scheduled for eight (8) hours per day inclusive of a one-half (1/2) hour unpaid meal period or thirty-seven and one-half (37.5) hours per week for a full time employee. Employees working seven and one-half (7 ½) hour shifts will not be eligible to receive overtime pay in accordance with the provisions of Article 11.6 (b) of the Collective Bargaining Agreement until having worked forty (40) or more hours in a work week or greater than eight hours in an individual work day. All paid time excluding sick, vacation shall be counted in the computation of this overtime.

Combined Shifts:

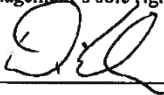

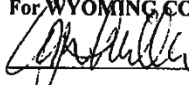
The Parties recognize and agree that there are currently departments and/or units that schedule employees in a combination of seven and one-half (7 ½), eight (8), ten (10), twelve (12), or twelve and one-half (12 ½) hour shifts, as detailed herein above. In these departments and/or units where this combination shift scheduling is occurring employees working these combination shifts will not be eligible to receive overtime pay in accordance with the provisions of Article 11.6 (b) of the Collective Bargaining Agreement until having worked forty (40) or more hours in a work week. All paid time excluding sick, vacation shall be counted in the computation of this overtime.

It is further understood and agreed that this combined shift scheduling shall apply only to departments and/or units and not to individual employees.

The parties agree that if at some time in the future for patient care or operational reasons it should become necessary to make a change in work schedules as defined herein in any department and/or unit the Employer will communicate any such changes in writing to the Union at least two (2) weeks in advance of the date of implementation.

This Memorandum of Understanding replaces and supersedes all prior memorandums, grievance settlements, and recognized past practices that may have been in place effective with the signing of this Memorandum.

Nothing in the Memorandum of Understanding is intended or should be interpreted to limit or modify Management's sole rights as defined in Article 2 of the Collective Bargaining Agreement.

 CCO For WCCHS	7-21-19 Date
 For WYOMING COUNTY:	3/20/19 Date
 For the CSEA:	3/20/19 Date

MEMORANDUM OF UNDERSTANDING
between the
COUNTY OF WYOMING
and the
CIVIL SERVICE EMPLOYEES ASSOCIATION ("Union"), LOCAL 1000, AFSCME, AFL-CIO
WYOMING COUNTY LOCAL 861-9250

NIGHT SHIFT RECRUITING INCENTIVE

WHEREAS, the Wyoming County Community Health System ("System") has great difficulty recruiting and retaining for night shift; and


WHEREAS, the System and the Union have an interest in ensuring the safety, well-being, and high quality care of all patients in the System's facilities through appropriate staffing levels;

NOW, THEREFORE, the parties agree to the following terms:


1. The System shall have the right to offer individuals hired by the System into Registered Nurse, Licensed Practical Nurse, Certified Nursing Aide, Hospital Aide, Nursing Supervisor/Clinical Coordinator, or Mental Health Therapy Aide titles on units and shifts designated by management a three thousand (\$3,000.00) bonus payment, spread over two years in the following way:
 - a. In the first full pay period after 12 months of continuous active service from a candidate's date of hire under this recruitment incentive, they will be eligible for a one thousand (\$1,000.00) dollar lump sum payment.
 - b. In the first full pay period after 24 months of continuous active service from a candidate's date of hire under this recruitment incentive, they will be eligible for a two thousand (\$2,000.00) dollar lump sum payment.
2. For the duration of the 24 month period, individuals hired under this incentive will forgo any right, defined in contract or policy, to transfer off the unit or shift they were hired or transferred onto. Additionally, if any individual hired under this incentive chooses to leave employment during the 24 month incentive period, they will forfeit any future payments under this incentive
3. This incentive will be made available to current employees who are already working on units and shifts that the System, in its sole discretion, deems appropriate for the incentive, as well as current bargaining unit employees who utilize their seniority rights under the provisions of the Collective Bargaining Agreement to transfer to a designated unit and shift eligible for this incentive, during such periods where Management has posted vacancies. The 12 and 24 month periods will run in this case from the beginning of the first full pay period after the employee agrees to the above terms.

4. This MOU shall be revocable, by either party, with 30 days written notice to the other party and will remain in effect until such time. However, this would not limit the ability of either party to make proposals in the future to modify the provisions of this Memorandum or governing the Collective Bargaining Agreement by mutual agreement.

FOR CSEA:

 12/4/18

FOR WYOMING COUNTY:


12/10/18

MEMORANDUM OF UNDERSTANDING
between the
COUNTY OF WYOMING
and the
CIVIL SERVICE EMPLOYEES ASSOCIATION ("Union"), LOCAL 1000, AFSCME, AFL-CIO
WYOMING COUNTY LOCAL 861-9250

SHIFT BONUS

WHEREAS, the Wyoming County Community Health System ("System") has great difficulty staffing qualified individuals in certain clinical job titles during certain periods of the year; and


WHEREAS, the System and the Union have an interest in ensuring the safety, well-being, and high quality care of all patients in the System facilities through appropriate staffing levels;

NOW, THEREFORE, the parties agree to the following terms:

1. Registered Nurses, Hospital Aides, Mental Health Therapy Aides, and Social Work Assistants employed in the System (excluding the SNF) will receive extra shift incentives for each hour worked above their regularly scheduled hours from the period beginning with the signing of this agreement through December 31, 2020 in the amount of \$12.50/hour worked for shifts selected by Management in order to maintain appropriate staffing levels.
2. The designation of shifts where employee in the above listed classifications will be eligible for this bonus payment shall be at the sole and independent discretion of Management.
3. In order to be eligible for the above bonus, employees must sign up for and work a minimum of half of the available extra shift. Employees who commit to working at least half of the offered bonus shift shall be entitled to a full shift bonus payment, including in the event the Hospital determines they are not needed to provide appropriate staffing levels and are sent home involuntarily. In the event an employee covered by the provisions of this memorandum is determined by Management to be no longer needed to provide additional hours of coverage and leaves work voluntarily they shall be paid bonus for all actual hours worked.
4. A maximum of twelve (12) hours of shift bonus per week will be paid for employees in a full time status (1.0 FTE).
5. This bonus is paid for shifts that are scheduled in addition to the employee's regularly scheduled shifts.

6. Shifts will be offered on a first-come first-served basis following notice to impacted departments and shifts by Management using the same methods of communication to employees utilized for solicitation of overtime within the facility.
7. If an employee signs up for an extra shift covered under this MOU and cannot work that shift, the employee is responsible for finding a replacement to work the shift. If the employee finds someone to work the shift in their place, there will be no occurrence under the time and attendance policy. If the employee does not find someone to cover the shift, then the time and attendance policy shall apply as in the normal course of events.

FOR CSEA:

 12/4/18

FOR WYOMING COUNTY:

 12/10/18

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN THE
COUNTY OF WYOMING
AND THE
CIVIL SERVICE EMPLOYEES ASSOCIATION
LOCAL 1000, AFSCME, AFL-CIO**

WHEREAS, the County of Wyoming ("County") and the Civil Service Employees Association, Local 1000, AFSCME, AFL-CIO ("CSEA") have discussed the modification of the progressive disciplinary procedure as contained in Article 4, section 8 of the current Collective Bargaining Agreement for employee covered by this agreement assigned to the Wyoming County Community Health System (WCCHS) Skilled Nursing Facility (SNF); and,

WHEREAS, the County of Wyoming and The Wyoming County Community Health System has proposed the establishment of a disciplinary suspension whereby the employee is not required by management to serve a unpaid time off penalty, and

WHEREAS, the parties have discussed and agree that due to the staffing requirements that exist in the Skilled Nursing Facility (SNF) such a non-time off disciplinary step would serve to both limit potential staffing issues as well as serve to be the necessary notice to employees to remediate their performance, and


NOW, THEREFORE, Wyoming County, The Wyoming County Community Health System and the CSEA hereby agree to the establishment a new disciplinary step of a suspension where the employee is not required to serve any time off penalty, and that such a suspension shall be considered equal in all respects as a traditional disciplinary suspension where a un-paid time off is served. This new disciplinary step shall be exclusive to bargaining unit employees assigned to working in the WCCHS Skilled Nursing Facility and shall not be the grounds of any unequal or unfair treatment claim or grievance of any kind by other bargaining unit employees working in other departments covered by this Collective Bargaining Agreement.

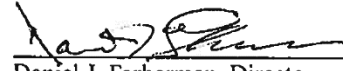
Additionally, in the event the Union files a grievance protesting the issuance of such a disciplinary suspension wherein the employee is not required to serve a time off penalty, and such grievance proceeds to arbitration, the parties have agreed herein in limit the powers of the arbitrator in such cases to consider such non-time off suspension equally in all aspects as traditional time off suspensions.

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Page 2

The Parties further agree that either the CSEA or Wyoming County Community Health System, with sixty (60) calendar days written notice may cancel this Memorandum of Understanding and the employees working in the Skilled Nursing Facility issued disciplinary suspensions must be in accordance with the terms and requirements of Article 4 of the Collective Bargaining

FOR CSEA:

Lynn MillerDated: 11/5/18**FOR THE COUNTY:**

Daniel J. Farberman, Director
Human ResourcesDated: 11/5/18

{113141731.1}

MEMORANDUM OF UNDERSTANDING
Between the
COUNTY OF WYOMING
And the
CIVIL SERVICE EMPLOYEES ASSOCIATION, LOCAL 1000, AFSCME, AFL-CIO
WYOMING COUNTY LOCAL 861-9250

WHEREAS, there is a crisis in staffing qualified Certified Nursing Assistants (CNA's) and Licensed Practical Nurses (LPN's) during the days and shifts listed below;

WHEREAS, Wyoming County and CSEA have reached an agreement to ensure the safety, well-being and high quality of care to all patients in the Nursing Facility.

THEREFORE, the parties whose names are affixed hereto agree to the following terms;

1. Certified Nursing Assistants and Licensed Practical Nurses (LPN's) who are fulltime or part-time within the Nursing Facility will receive extra shift incentives for each scheduled consecutive four (4) hours worked from the period beginning 7 a.m. October 10, 2017 through 7 a.m. ~~June 30, 2018~~ ^{10-10-17 (17-504)}
according to the schedule below: ⁶⁻³⁰⁻¹⁸

1. Thirty-five dollars (\$35.00) for four (4) hours per pay period
 2. Seventy dollars (\$70.00) for eight (8) hours per pay period
 3. One hundred and five dollars (\$105.00) for twelve (12) hours per pay period.
2. A maximum of twelve (12) hours per week will be paid for employees in a full time status (1.0 FTE).
3. This bonus is paid for shifts that are scheduled in addition to the employee's regularly scheduled shifts.
4. Shifts will be offered on a first-come first-served basis.
5. If an LPN or CNA signs up for an extra shift and finds she or he cannot work it for whatever reason, he or she would be responsible for finding someone to work the shift. If he/she DOES find someone to cover the shift, there is NO occurrence on the attendance record. If she/he does not find someone to cover the shift, then the attendance policy will apply.
6. This Memorandum of Understanding shall not create a precedent or waiver for any other case.
7. This Memorandum of Understanding shall expire December 31, 2020 at 7 a.m.

CSEA:

[Signature] 11/5/18

WYOMING COUNTY:

[Signature] 11/5/18

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN THE
COUNTY OF WYOMING
AND THE
CIVIL SERVICE EMPLOYEES ASSOCIATION
LOCAL 1000, AFSCME, AFL-CIO**

WHEREAS, the County of Wyoming ("County") and the Civil Service Employees Association, Local 1000, AFSCME, AFL-CIO ("CSEA") have discussed the establishment of a extended non-traditional work shift in the Wyoming County Community Health System Laboratory Department; and,

WHEREAS, the County of Wyoming and The Wyoming County Community Health System has proposed the establishment of a twelve and one-half (12 1/2) hour work shift for employees classified as Medical Technologists and Senior Medical Technologists; and,

WHEREAS, the parties agree that the Lead Medical Technologist will continue to be assigned and work the existing work schedule consisting of a seven and one-half hour work day; and,

NOW, THEREFORE, Wyoming County, The Wyoming County Community Health System and the CSEA hereby agree to the establishment of a twelve and one-half (12 1/2) hour work shift for employees classified as Medical Technologists and Senior Medical Technologists working in the WCCHS Laboratory Department effective beginning on or about May 16, 2018.

Employees classified as Medical Technologists and Senior Medical Technologists working in the WCCHS Laboratory Department will work twelve and one-half (12 1/2) hours and be scheduled for twelve and one-half (12 1/2) hours per day inclusive of a one half (1/2) hour paid meal period or thirty-seven and one-half (37 1/2) hours per week for a full time employee over (3) days. Employees working twelve and one-half (12 1/2) hour shifts will not be eligible to receive overtime pay in accordance with the provisions of Article 11.6 (b) of the Collective Bargaining Agreement until having worked forty (40) or more hours in a work week. All paid time excluding sick, vacation and the paid meal period shall be counted in the computation of this overtime.

The Parties further agree that either the CSEA or Wyoming County Community Health System, with sixty (60) calendar days written notice may cancel this Memorandum of Understanding and the Employees classified as Medical Technologists and Senior Medical Technologists working in the WCCHS Laboratory Department will revert back to their prior work schedules.

{H3141731.1}


Page 2

FOR CSEA:


Celeste Bzduch

Dated: 05/17/18

FOR THE COUNTY:


Danfel J. Farberman, Director
Human Resources

Dated: 05/17/18

{H3141731.1}

MEMORANDUM OF UNDERSTANDING
Between the
COUNTY OF WYOMING
And the
CIVIL SERVICE EMPLOYEES ASSOCIATION, LOCAL 1000, AFSCME, AFL-CIO
WYOMING COUNTY LOCAL 861-9250

WHEREAS, there is a crisis in staffing qualified Certified Nursing Assistants (CNA's) and Licensed Practical Nurses (LPN's) during the days and shifts listed below;

WHEREAS, Wyoming County and CSEA have reached an agreement to ensure the safety, well-being and high quality of care to all patients in the Nursing Facility.

THEREFORE, the parties whose names are affixed hereto agree to the following terms;

1. Certified Nursing Assistants and Licensed Practical Nurses (LPN's) who are fulltime or part-time within the Nursing Facility will receive extra shift incentives for each scheduled consecutive four (4) hours worked from the period beginning Monday, July 11, 2017 through 7 a.m. Monday, October 9, 2017 according to the schedule below:
 1. Thirty-five dollars (\$35.00) for four (4) hours
 2. Seventy dollars (\$70.00) for eight (8) hours
 3. One hundred and five dollars (\$105.00) for twelve (12) hours

A maximum of twelve (12) hours per week will be paid for employees in a fulltime status (1.0 FTE).
2. This bonus is paid for shifts that are scheduled in addition to the employee's regularly scheduled shifts.
3. Shifts will be offered on a first-come first-served basis.
4. If an LPN or CNA signs up for an extra shift and finds she or he cannot work it for whatever reason, he or she would be responsible for finding someone to work the shift. If he/she DOES find someone to cover the shift, there is NO occurrence on the attendance record. If she/he does not find someone to cover the shift, then the attendance policy will apply.
5. This Memorandum of Understanding shall not create a precedent or waiver for any other case.
6. This Memorandum of Understanding shall expire October 9, 2017 at 7 a.m.

CSEA:


Lynn Miller, LRS

 6/30/17
Date

WYOMING COUNTY:


A.D. Berwanger, Chairman

 7/19/17
Date

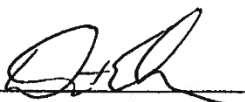
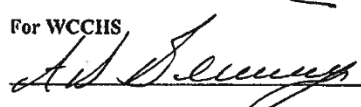
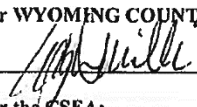
MEMORANDUM OF UNDERSTANDING
Between the
COUNTY OF WYOMING
And the
CIVIL SERVICE EMPLOYEES ASSOCIATION, LOCAL 1000, AFSCME, AFL-CIO
WYOMING COUNTY LOCAL 861-9250

WHEREAS, there is a crisis in staffing in the Nursing Facility of the Wyoming County Community Health System;

WHEREAS, Wyoming County and CSEA recognize that the operations of the WCCHA Nursing Facility must continue its efforts to provide nursing care to residents in the Nursing Facility, have reached an agreement to ensure that Certified Nursing Assistants must be adequately compensated and that the provision of residential care must continue;

THEREFORE, the parties whose names are affixed hereto agree to the following terms:

1. The bargaining unit position of Certified Nursing Assistant will be re-allocated from Salary Grade 3A to Salary Grade 6 within the current collective bargaining agreement.
2. Employees within this bargaining unit position shall be re-allocated into the new Salary Grade according to the provisions of Section 10.7 of the current collective bargaining agreement.
3. This Memorandum of Understanding shall be subject to review and approval of the Wyoming County Board of Supervisors
4. This Memorandum of Understanding shall not be retroactive and shall not create any precedent.
5. This Memorandum of Understanding shall become effective July 16, 2017

 _____ For WCCHS	<u>7-15-17</u> _____ Date
 _____ For WYOMING COUNTY:	<u>7-14-17</u> _____ Date
 _____ For the CSEA:	<u>8/30/17</u> _____ Date

Resolution# _____

Originals: Board of Supervisors
 CSEA
 County Attorney

cc: Human Resources

2016-19

MEMORANDUM OF UNDERSTANDING
Between the
COUNTY OF WYOMING
And the
CIVIL SERVICE EMPLOYEES ASSOCIATION, LOCAL 1000, AFSCME, AFL-CIO
WYOMING COUNTY LOCAL 861-9250

WHEREAS, there is a crisis in staffing qualified Certified Nursing Assistants (CNA's) and Licensed Practical Nurses (LPN's) during the days and shifts listed below;

WHEREAS, Wyoming County and CSEA have reached an agreement to ensure the safety, well-being and high quality of care to all patients in the Nursing Facility.

THEREFORE, the parties whose names are affixed hereto agree to the following terms:

1. Certified Nursing Assistants and Licensed Practical Nurses (LPN's) who are fulltime or part-time within the Nursing Facility will receive extra shift incentives for each scheduled consecutive four (4) hours worked from the period beginning Monday, April 10, 2017 through 7 a.m. Monday, July 10, 2017 according to the schedule below:

1. Thirty-five dollars (\$35.00) for four (4) hours
2. Seventy dollars (\$70.00) for eight (8) hours
3. One hundred and five dollars (\$105.00) for twelve (12) hours

A maximum of twelve (12) hours per week will be paid for employees in a fulltime status (1.0 FTE).

2. This bonus is paid for shifts that are scheduled in addition to the employee's regularly scheduled shifts.
3. Shifts will be offered on a first-come first-served basis.
4. If an LPN or CNA signs up for an extra shift and finds she or he cannot work it for whatever reason, he or she would be responsible for finding someone to work the shift. If he/she DOES find someone to cover the shift, there is NO occurrence on the attendance record. If she/he does not find someone to cover the shift, then the attendance policy will apply.
5. This Memorandum of Understanding shall not create a precedent or waiver for any other case.
6. This Memorandum of Understanding shall expire July 10, 2017 at 7 a.m.

CSEA:

Lynn Miller, LRS

Date

WYOMING COUNTY:

A.D. Berwanger, Chairman

Date