

The regular meeting of the Wyoming County Community Health System (WCCHS) Board of Managers, Wyoming County, New York was held on Tuesday, December 28, 2021

**BOARD OF MANAGERS PRESENT/ABSENT**

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

**STAFF PRESENT/ABSENT**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Connie Almeter (Chief Nursing Officer)                                      | <input checked="" type="checkbox"/> Merlyn Knapp (Interim Chief Financial Officer)      |
| <input checked="" type="checkbox"/> Ahmed Bayoumi, MD (Medical Staff President)                                 | <input type="checkbox"/> Paul Mason, MD (Chief Medical Officer of Orthopaedic Services) |
| <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"/> Bill Sikes (County IT Director)                     |
| <input checked="" type="checkbox"/> Dawn James (NF Administrator)   | <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), Jerry Davis (Vice Chairman, Wyoming County Board of Supervisors and Supervisor, Town of Covington), Michael Roche (Supervisor, Town of Eagle), and Karin Rice (RN Operating Room)

**CALL MEETING TO ORDER**

President Kosmerl called the meeting to order at 4:53pm.

***This meeting was held in-person 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. In a special session of the State Legislature on September 1, 2021, Governor Hochul, among other business, extends any state or local public body to hold virtual public meetings until January 15, 2022.***

**EXCUSE MEMBERS NOT PRESENT / QUORUM?**

Motion by Manager Merrill and seconded by Manager Paolucci, the following member(s) are hereby excused:

- Manager Wawrzyniak

President Kosmerl declared that a quorum was present.

The motion was passed upon the following vote:

| <b>VOTE</b>          |          |             |   |    |   |             |   |        |
|----------------------|----------|-------------|---|----|---|-------------|---|--------|
| Salman Abbasey, MD   | 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 |
| Larry Rogers         | X        | Yes         |   | No |   | Abstain     |   | Absent |
| James Wawrzyniak, DC |          | Yes         |   | No |   | Abstain     | X | Absent |
| <b>VOTE TOTAL:</b>   | 9        | Yes         | 0 | No | 0 | Abstain     | 1 | Absent |
| <b>RESULTS</b>       | <b>X</b> | <b>PASS</b> |   |    |   | <b>FAIL</b> |   |        |

**WCCHS-21-086 CONSENT AGENDA**

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

- Approve BOM meeting minutes ..... November 23, 2021

**Executive Committee (12/03/2021)**

- Approve Disaster Declaration and Authority
- Approve Contracts:
  1. **THE VILLAGE NP**, 6 Main Street, Wyoming, NY 14591, an Asset Purchase Agreement to purchase active patient medical records, not to exceed \$20,000 and payable in 2022, effective 01/01/2022.
  2. **WESTERN NEW YORK PHYSICIANS, PLLC**, 2261 Route 19 North, Warsaw, NY 14569, an Asset Purchase Agreement to purchase active patient medical records of the Attica, NY office, not to exceed \$50,000, \$25,000 payable in 2022, \$25,000 payable in 2023, effective 01/01/2022.

**Credentials Committee (12/15/2021)**

- Approve Medical Staff Appointments

**DEPARTMENT OF MEDICINE**

Thomas Smith Jr., MD – Cardiologist – is applying for Active staff status in the Department of Medicine

**DEPARTMENT OF OB/GYN**

Kari Beardsley, NP – OB/GYN – is applying for Allied Health Professional staff status in the Department of OB/GYN  
 Kelly Shea, NP – OB/GYN – is applying for Allied Health Professional staff status in the Department of OB/GYN

**DEPARTMENT OF SURGERY**

Gene Yang, MD – General Surgeon – is applying for Active staff status in the Department of Surgery  
 Katie Konesky, MD – General Surgeon – is applying for Active staff status in the Department of Surgery

The motion was passed upon the following vote:

| <b>VOTE</b>          |          |             |   |    |   |             |   |        |
|----------------------|----------|-------------|---|----|---|-------------|---|--------|
| Salman Abbasey, MD   | 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 |
| Larry Rogers         | X        | Yes         |   | No |   | Abstain     |   | Absent |
| James Wawrzyniak, DC |          | Yes         |   | No |   | Abstain     | X | Absent |
| <b>VOTE TOTAL:</b>   | 9        | Yes         | 0 | No | 0 | Abstain     | 1 | Absent |
| <b>RESULTS</b>       | <b>X</b> | <b>PASS</b> |   |    |   | <b>FAIL</b> |   |        |

**NF ADMINISTRATOR REPORT**

Dawn James submitted the following report:

- Visiting remains completely open for the nursing facility. At first, families did not comply with mask wearing, but this has improved over time.
- The Trainee Nursing Assistants (TNA) program:
  - Our initial class of seven (7) TNA's have completed all of their course work and tested. Six (6) of them passed and they will be transferred into open Certified Nursing Assistant (CNA) positions.

- We held an open interview session on December 6, 2021 and we were able to sign ten (10) additional TNA's for our program. The class for this group will begin on December 27, 2021. They are required to have 30 days or 150 hours of work and they can then move to the next CNA class. We will be looking at an end of January to mid-February timeframe for this class that will be four (4) weeks in length. We are hoping for an additional 10 CNA's when they complete training.
- Occupancy is low due to our staffing levels; we are beginning to bring in new staff with the TNA program and are hoping for some LPN staff as well. We are still on target to improve our census at the beginning of the year to a more profitable level; we will concentrate on rehab patients for admissions. Many nursing facilities still have closed units and/or are not accepting admissions.
- It has been 33 months since our last NYSDOH survey. We are top on the list in the region for the longest since most recent full survey. Preparation is ongoing and a challenge for the facility. If they follow the guidance released last month, we will look to have our survey at the same time as our previous survey, which was February.

### **CHIEF NURSING OFFICER REPORT**

Connie Almeter submitted the following report:

1. High Reliability – Due to the ongoing pandemic and staffing crisis, the second round of the LEAN program has been postponed until February 2022.
2. Age-Friendly – We are proud to share that we have applied and been awarded a \$10,000 grant to enhance our Age-Friendly program and continue to work towards the “Committed to Care Excellence” certification. Presently, we are recognized as an Age-Friendly Health System Participant. Deb Snow, Director of Medical/Surgical and Intensive Care, submitted the grant and will lead the initiative in collaboration with the Patient/Family Advisory Council and the nursing staff.
3. Staffing – Staffing remains a challenge. We have had some success in bringing in agency nurses to support the night shift.
4. Annual Sportsman Gun/Cash Raffle – On January 29, 2022, the Wyoming Community Hospital Foundation will hold its annual raffle. The event will again be held virtual due to the pandemic. Please contact Connie Almeter, if interested in supporting this event and purchasing a ticket for \$20.00.
5. COVID-19 Update – After a significant surge of COVID-19 positive patients during November and into December 2021, we presently have only a couple of positive patients in-house. Although the nursing staff are a strong group of individuals this surge coupled with the staffing crisis has had an impact, particularly with the deaths associated with it.

Thank you all for your ongoing support and wishing you all happy and healthy holidays!

### **CORPORATE COMPLIANCE REPORT**

No report.

### **DIRECTOR OF MENTAL HEALTH REPORT**

Bridget Givens submitted the following report:



#### **In Patient Behavioral Health Unit**

In November 2021, the unit admitted 40 patients with 44 discharges, 307 patient days. Staff completed 13 psychiatric consults throughout the facility. Top three counties for admission this month were Wyoming, Livingston and Genesee County.

#### **Unit Crisis Service Program**

167 individuals were served through contacting them after admission and/or they called for support following admit/evaluation.

#### **Emergency Room Mental Health Services**

Total of 79 psychiatric evaluations through the Emergency Department.

Collaborative Care Program

The collaborative care program in the primary care office continues to grow and do well within the community. Currently, 169 patients enrolled in the program with 42 prescribed psychotropic medications.

Jail Mental Health Services

The jail program served 49 inmates with 43 of them having medications prescribed. Groups continued to be offered at the jail by mental health therapy aides twice a week, groups focus on addiction and mental health issues, symptoms, supports, triggers and coping interventions.

**CHIEF FINANCIAL OFFICER (CFO) REPORT**

No report.

**COUNTY HUMAN RESOURCE DIRECTOR REPORT**

Dan Farberman reported that a tentative agreement has been reached with CSEA, a successor collective bargaining agreement. The term of that agreement is 4 years, 1 year retrospective and 3 years prospective and due to expire on 12/31/2024. The terms and details of the contract remain confidential until ratified by the membership. A ratification vote is expected the first week of January 2022. Details will be shared with the BOM at the regular BOM meeting scheduled on January 25, 2022 meeting.

**DIRECTOR OF PLANT OPERATIONS**

Craig Woodworth submitted the following report:

Construction Projects

- Rooftop Unit Replacement – The air handlers are in storage awaiting electrical breakers and motor starters. Both items are in short supply and impacting the start date of the project.
- Mt. Morris Dialysis – All construction activities related to the dialysis certification were completed prior to the NYSDOH inspection. The inspector found no issues with the construction and renovations of the facility. All necessary NYSDOH documentation was submitted related to test reports and product information.
- Electric Panel Replacement – Product submittals have been sent to the engineer and approved. Several key components are on order and scheduled for a late spring delivery.
- Fire Alarm Control Panel and Devices – The contractor plans to submit the fire panel and devices within the next two weeks for both Castile and Arcade clinic.
- HVAC Work – The bid opening for this scope took place. WCCHS maintenance staff is looking to perform alternative mechanical options to eliminate contractual costs while still achieving the necessary cubic feet of air moved per minute designed for specific rooms per the construction drawings.

Maintenance Projects

- Contractor was on site to perform the semi-annual preventative maintenance on all the ice machines within the hospital and SNF. This includes cleaning each unit internally.
- Reinsulating the dual temp lines on the SNF ground floor due to excessive condensation build-up has started. The new insulation will have an increased R-value eliminating future concerns with the piping being compromised by high humidity within the space. The Pharmacy clinic will be included in this scope of work due to ongoing issues.
- New actuators for the SNF dual temp change over valves are scheduled to be replaced in early January 2022. The valves routinely failed to modulate during the conversion from heating to cooling season creating temperature concerns for the SNF residents.
- NYS inspection of Behavioral Health Unit requires new ligature free light fixtures for patient occupied bedrooms. A restroom sprinkler head was identified during the inspection and will be replaced. Both items have been researched and purchase orders are submitted for the material and labor.
- The iChlor potable water and boiler water treatment system were inspected this month. The boiler treatment pumps were adjusted to accommodate the test results to ensure everything is within acceptable ranges. The iChlor system is working perfectly with water quality readings all within range. Potable water sources at random rooms throughout the hospital were tested to ensure acceptable chlorine levels which were all within range.
- A dietary drain line has deteriorated and requires partial excavation to replace the drain basin and piping. A finalized quote for the work is forthcoming.
- Maintenance staff completed 786 work orders over the last 30 days at a completion rate of 34.17 work orders per day. A total of 483 man-hours were logged for the specified time period.

**INFORMATION TECHNOLOGY DIRECTOR REPORT**

No report.

**MEDICAL DIRECTOR REPORT**

Mandip Panesar, MD reported on the following items:

- Delinquent inpatient records – we are doing extremely well. For the month of November 2021, there is only a couple of charts that need to be signed. Medical Records staff continues to work with those providers.
- Delinquent outpatient records – 1 provider had a large number of delinquent charts. This has been resolved and will be monitored over the next few weeks.
- Hybrid charts – still several processes that remain on paper. Working very closely with the Medical Executive team to change processes to an electronic format. Goal in 2022 to get away from hybrid charts.

**MEDICAL STAFF PRESIDENT REPORT**

No report.

**CHIEF MEDICAL OFFICER OF ORTHOPAEDIC SERVICES REPORT**

No report.

**CHIEF OPERATING OFFICER (COO) REPORT**

Mike Corcimiglia submitted the following report:

**Outpatient Clinical Services Division****Outpatient Clinical Services General**

Kelly Shea, Nurse Practitioner, has been on boarded and is now seeing patients in the Women's Health Clinic. Effective January 1, 2022, the following practices will become part of WCCHS, approximately 5,000 patients:

Sarah Schaffer, NP

Marie Lowe, NP

Wyoming County Family Planning

**Rural Health Center Designation**

We are still moving forward with the Family Medicine - Perry and Arcade offices, working with the Compliance Team in preparing necessary documentation and education of Perry and Arcade staff prior to scheduling an onsite inspection.

Application for the Pediatric Clinic office is in process and will be filed once approved by the BOM.

**Outpatient Dialysis**

Onsite inspection occurred on December 16, 2021 with the NYS Department of Health Bureau of Architecture and Engineering and NYS Department of Health Clinical Department. We officially have been approved by the NYSDOH as of December 20, 2021. Next step is to start with one dialysis patient and to apply to the National Dialysis Accreditation Commission (NDAC) for inspection. The application with NDAC has been submitted.

**Primary Care Steering Committee**

Primary Care Steering Committee met on November 18, 2021. The agenda included a policy on narcotics, 2020 MIPS score, COVID-19 update and discussion regarding Dashboard MD reporting. Next scheduled meeting is January 20, 2022.

**Hospital Services****Hospital Services General**

Dietary and Housekeeping continue to be extremely short staffed. It has become necessary to cut back on services that are appropriate to cut back on at this time.

**Respiratory**

Respiratory Department is extremely short staffed. It has become necessary to look for travelers to meet demand and have 24/7 coverage.

Pulmonary Rehab volume has grown from 36 visits in 2019 to 413 visits to date in 2021 (note rehab was closed for 3 months in 2021).

Pulmonary Rehab has started a COVID-19 rehab clinic which is part of the growth, currently have 13 patients.

Pulmonary function testing has grown from 137 visits in 2019 to 301 visits to date in 2021.

**Inpatient Dialysis**

Services have started and we have had a patients for several weeks requiring dialysis.

Laboratory Renovation-Transformation Grant \$3.1Million

Phase two, back half of the laboratory has started. Phase two will include demolition, asbestos abatement, and new dry wall, electrical and setting up office space for Patient Family Services.

Vouchers for reimbursement through New York State are being submitted on a monthly basis.

Project is on schedule, completion date is March 2022.

Workplace Health

Holding flu shot clinics for staff and medical staff. Continue to manage COVID-19 staff situations including return to work. Continue to monitor County employee COVID-19 testing and physicals. Continue to do local fire department physicals.

**Grants**

On behalf of the Wyoming Community Hospital Foundation, WCCHS has submitted to the Community Foundation for Greater Buffalo William H. Thiel grant a request for new anesthesia machines, \$102,000.

Submitted voucher for 2021 Rural Health Center grant for a new C-arm, \$125,784.

Due to Dietary staff shortages and reduce cafeteria hours, Cindy Elbow inquired if food trucks could be brought on-site to provide services to second shift staff.

Bridget Givens commented that a Behavioral Health Unit Performance Improvement project is to boost employee morale and in doing so will have fish fries available to staff, cost of \$13, each Friday during the month of January 2022 from 4pm to 8:30pm.

**PRESENTATION 2022 OPERATING BUDGET**

Merlyn Knapp made a presentation (copy on file in Administration) to review the 2022 proposed operating budget that outlined:

- Net revenue, operating expense, non-operating income, net income (loss), earnings before interest, taxes, depreciation, and amortization (EBITDA), interest expense, and adjusted EBITDA gap.

**WCCHS-21-087 ADOPT 2022 OPERATING BUDGET**

Motion by President Kosmerl and seconded by Manager Perkins, the tentative 2022 operating budget be hereby approved as presented with the stipulation that Administration return with a plan to address the nearly \$4.2 million gap at the January 25, 2022 BOM meeting

The motion was passed upon the following vote:

| <b>VOTE</b>          |          |             |          |           |          |                |             |               |  |
|----------------------|----------|-------------|----------|-----------|----------|----------------|-------------|---------------|--|
| Salman Abbasey, MD   | 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        |  |
| Larry Rogers         | X        | Yes         |          | No        |          | Abstain        |             | Absent        |  |
| James Wawrzyniak, DC |          | Yes         |          | No        |          | Abstain        | X           | Absent        |  |
| <b>VOTE TOTAL:</b>   | <b>9</b> | <b>Yes</b>  | <b>0</b> | <b>No</b> | <b>0</b> | <b>Abstain</b> | <b>1</b>    | <b>Absent</b> |  |
| <b>RESULTS</b>       | <b>X</b> | <b>PASS</b> |          |           |          |                | <b>FAIL</b> |               |  |

**WCCHS-21-088 PREAUTHORIZED ACCOUNTS AND ACCOUNTS PAYABLE**

Motion by President Kosmerl and seconded by Manager Rogers, the preauthorized accounts and accounts payable processed totaling \$\$4,695,882.86 be hereby approved as presented.

The motion was passed upon the following vote:

| <b>VOTE</b>          |          |             |   |    |   |             |   |        |
|----------------------|----------|-------------|---|----|---|-------------|---|--------|
| Salman Abbasey, MD   | 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 |
| Larry Rogers         | X        | Yes         |   | No |   | Abstain     |   | Absent |
| James Wawrzyniak, DC |          | Yes         |   | No |   | Abstain     | X | Absent |
| <b>VOTE TOTAL:</b>   | 9        | Yes         | 0 | No | 0 | Abstain     | 1 | Absent |
| <b>RESULTS</b>       | <b>X</b> | <b>PASS</b> |   |    |   | <b>FAIL</b> |   |        |

**WCCHS-21-089 APPROVE WRITE-OFFS, DENIED CLAIMS, AND BAD DEBT**

Motion by Manager Merrill and seconded by Manager Kehl, the write-offs/denied claims/bad debt totaling \$158,535.98 be hereby approved as presented.

The motion was passed upon the following vote:

| <b>VOTE</b>          |          |             |   |    |   |             |   |        |
|----------------------|----------|-------------|---|----|---|-------------|---|--------|
| Salman Abbasey, MD   | 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 |
| Larry Rogers         | X        | Yes         |   | No |   | Abstain     |   | Absent |
| James Wawrzyniak, DC |          | Yes         |   | No |   | Abstain     | X | Absent |
| <b>VOTE TOTAL:</b>   | 9        | Yes         | 0 | No | 0 | Abstain     | 1 | Absent |
| <b>RESULTS</b>       | <b>X</b> | <b>PASS</b> |   |    |   | <b>FAIL</b> |   |        |

**WCCHS-21-090 APPROVE PERSONNEL REQUISITIONS IN PROCESS AND PROPOSED PERSONNEL CHANGES/FINANCIAL IMPACT**

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

| PERSONNEL REQUISITIONS IN PROCESS - (RECOMMENDED) |  |                            |          |                                 |                           |               |          |                 |                 |          |
|---|--|----------------------------|----------|---------------------------------|---------------------------|---------------|----------|-----------------|-----------------|----------|
| December 28, 2021                                 |  |                            |          |                                 |                           |               |          |                 |                 |          |
| Proposed Positions for Approval                   |  |                            |          |                                 |                           |               |          |                 |                 |          |
| Senior Manager                                    | Title/Department                               | FTE                        | Schedule | Vacating Employee               | Hourly Rate               | Annual Salary | Benefits | Proposed Hourly | Proposed Annual | Benefits |
| James:  | LPN/04.125                                     | 1.00                       | WCCH     | Katie Day 11/13/2021            | \$20.85                   | \$40,658      | \$18,755 | \$18.22         | \$35,529        | \$16,390 |
|   | Nursing Assistant Per Diem/05.720              | 0.00                       | WCCH     | Lucinda Darby 11/28/2021        | \$18.14                   | \$3,537       | \$271    | \$16.95         | \$3,305         | \$253    |
|   | Nursing Assistant/05.605                       | 1.00                       | WCCH     | Kayla Huppe 12/03/2021          | \$15.41                   | \$30,050      | \$13,862 | \$15.41         | \$30,050        | \$13,862 |
|   | Nursing Assistant Per Diem/05.719              | 0.00                       | WCCH     | Tasha Barclay 11/06/2021        | \$18.54                   | \$3,615       | \$277    | \$16.95         | \$3,305         | \$253    |
|   | Nursing Assistant/05.611                       | 0.80                       | WCCH     | Dori Barnes 11/21/2021          | \$17.35                   | \$27,066      | \$9,987  | \$15.41         | \$24,040        | \$8,871  |
|   | Unit Helper/08.519                             | 1.00                       | WCCH     | Savannah Helm 12/28/2021        | \$12.95                   | \$25,253      | \$11,649 | \$12.50         | \$24,375        | \$11,244 |
|   | Nursing Assistant Trainee/05.934               | 1.00                       | WCCH     | Jamie Bolland 11/10/2021        | \$14.87                   | \$28,997      | \$13,376 | \$14.87         | \$28,997        | \$13,376 |
|   | Nursing Assistant/05.645                       | 1.00                       | WCCH     | Robert Youngers 12/06/2021      | \$17.35                   | \$33,833      | \$15,607 | \$15.41         | \$30,050        | \$13,862 |
|   | Nursing Assistant/05.404                       | 1.00                       | WCCH     | Leslie McGirr 09/27/2021        | \$17.21                   | \$33,560      | \$15,481 | \$15.41         | \$30,050        | \$13,862 |
|   | Supervising LPN/04.203                         | 1.00                       | WCCH     | Melanie Booth 11/19/2021        | \$22.77                   | \$44,402      | \$20,482 | \$20.78         | \$40,521        | \$18,692 |
|   | Nursing Assistant Per Diem/05.801              | 0.00                       | WCCH     | Kara McIntyre 11/22/2021        | \$17.75                   | \$3,461       | \$265    | \$16.95         | \$3,305         | \$253    |
|   | Nursing Assistant/05.651                       | 1.00                       | WCCH     | Jamie Moore 11/22/2021          | \$16.14                   | \$31,473      | \$14,518 | \$15.41         | \$30,050        | \$13,862 |
|   | Nursing Assistant/05.476                       | 1.00                       | WCCH     | Jenna O'Brien 12/21/2021        | \$16.14                   | \$31,473      | \$14,518 | \$15.41         | \$30,050        | \$13,862 |
|   | Nursing Assistant/05.614                       | 1.00                       | WCCH     | Brittany Varnell 11/22/2021     | \$16.64                   | \$32,448      | \$14,968 | \$15.41         | \$30,050        | \$13,862 |
|   | Corcimiglia:                                   | Food Service Helper/08.354 | 0.40     | WCCH                            | Kathryn Holmes 12/11/2021 | \$13.46       | \$10,499 | \$803           | \$13.46         | \$10,499 |
| Medical Receptionist/12.219                       |  | 1.00                       | X        | Jennifer Close 12/21/2021       | \$15.45                   | \$32,136      | \$14,824 | \$15.45         | \$32,136        | \$14,824 |
| Medical Office Assistant/12.904                   |  | 1.00                       | WCCH     | Bethany Hoover 01/13/2021       | \$16.14                   | \$31,473      | \$14,518 | \$15.41         | \$30,050        | \$13,862 |
| Food Service Helper/08.363                        |  | 0.40                       | WCCH     | Lauren Schultz 01/06/2022       | \$13.46                   | \$10,499      | \$803    | \$13.46         | \$10,499        | \$803    |
| RPN/03.561  |  | 1.00                       | WCCH     | Tina Csendom 11/18/2021         | \$28.49                   | \$55,556      | \$25,628 | \$28.49         | \$55,556        | \$25,628 |
| RPN/03.219  |  | 1.00                       | WCCH     | Janet Parfitt 11/22/2021        | \$28.49                   | \$55,556      | \$25,628 | \$28.49         | \$55,556        | \$25,628 |
| RAD Tech I Per Diem/06.835                        |  | 0.00                       | WCCH     | Julie Hall 12/25/2021           | \$23.38                   | \$4,559       | \$349    | \$22.86         | \$4,458         | \$341    |
| DM Sonographer Per Diem/06.820                    |  | 0.00                       | WCCH     | Carrie Broom 11/22/2021         | \$36.49                   | \$7,116       | \$544    | \$29.35         | \$5,723         | \$438    |
| Cleaner/08.262                                    |  | 1.00                       | WCCH     | Nicole Lathrop 11/13/2021       | \$13.13                   | \$25,604      | \$11,811 | \$12.24         | \$23,868        | \$11,010 |
| Cleaner Per Diem/08.803                           |  | 0.00                       | WCCH     | Marlene Treat 12/25/2021        | \$13.46                   | \$2,625       | \$201    | \$13.46         | \$2,625         | \$201    |
| Respiratory Therapist/06.844                      |  | 1.00                       | WCCH     | Farren Jordan 11/05/2021        | \$24.65                   | \$48,068      | \$22,174 | \$21.87         | \$42,647        | \$19,673 |
| Student Aide/09.110                               |  | 0.40                       | Student  | Holly Jordan 12/17/2021         | \$11.80                   | \$9,204       | \$704    | \$11.80         | \$9,204         | \$704    |
| Student Aide/09.106                               |  | 0.40                       | Student  | Hannahrose Woodworth 12/11/2021 | \$11.80                   | \$9,204       | \$704    | \$11.80         | \$9,204         | \$704    |
| Student Aide/09.115                               |  | 0.40                       | Student  | Natasha Wick 12/04/2021         | \$11.80                   | \$9,204       | \$704    | \$11.80         | \$9,204         | \$704    |
| Student Aide/09.105                               |  | 0.40                       | Student  | Payton Howe 12/02/2021          | \$11.80                   | \$9,204       | \$704    | \$11.80         | \$9,204         | \$704    |
| Almeter:  | RPN/03.114                                     | 1.00                       | WCCH     | Patricia Deibel 11/22/2021      | \$33.05                   | \$64,448      | \$29,730 | \$23.52         | \$45,864        | \$21,157 |
|   | RPN/03.111                                     | 1.00                       | WCCH     | Meghan Harding 11/22/2021       | \$33.05                   | \$64,448      | \$29,730 | \$23.52         | \$45,864        | \$21,157 |
|   | Hospital Aide Per Diem/05.832                  | 0.00                       | WCCH     | Serena Woodward 11/26/2021      | \$17.30                   | \$3,374       | \$258    | \$15.54         | \$3,030         | \$232    |
|   | RPN/03.559                                     | 1.00                       | WCCH     | Toni Kirkland 12/06/2021        | \$31.02                   | \$60,489      | \$27,904 | \$23.52         | \$45,864        | \$21,157 |
| Knapp:  | Patient Information Specialist/12.255          | 1.00                       | WCCH     | Sandra Stroud 12/07/2021        | \$16.58                   | \$32,331      | \$14,914 | \$14.87         | \$28,997        | \$13,376 |
|   | Patient Information Specialist Per Diem/12.808 | 0.00                       | WCCH     | Stephanie Francis 12/11/2021    | \$17.12                   | \$3,338       | \$255    | \$16.36         | \$3,190         | \$244    |
| Givens:   | Mental Health Therapy Aide (MHTA)/05.660       | 1.00                       | WCCH     | Joshua Kaack 12/17/2021         | \$22.28                   | \$43,446      | \$20,042 | \$19.76         | \$38,532        | \$17,775 |

| PROPOSED PERSONNEL CHANGES/FINANCIAL IMPACT  |                        |                 |                 |                   |
|--|------------------------|-----------------|-----------------|-------------------|
| December 28, 2021  |                        |                 |                 |                   |
| POSITION   | ANNUAL SALARY PROPOSED | BENEFIT PACKAGE | BUDGETED SALARY | BUDGETED BENEFITS |
| <b>Sr. Manager - M. Corcimiglia</b>  |                        |                 |                 |                   |
| <b>Create 1</b> - 1.00 FTE LPN (Clinic) (Cost Center 650)<br>Schedule WCCH, Grade 8A<br>\$18.22 - 20.85/Hr.<br>Available Date: 12/12/2021  | \$40,658               | \$18,755        | \$0             | \$0               |
| <b>Create 1 and Set Salary</b> - 1.00 FTE Care Coordinator/Manager (Cost Center 630 & 681)<br>Schedule C<br>\$65,000/Yr.<br>Available Date: 12/12/2021                                   | \$65,000               | \$29,985        | \$0             | \$0               |
| <b>Create 1 and Set Salary</b> - 1.00 FTE LPN (Clinic) (Cost Center 692)<br>Schedule X<br>\$20.34/Hr.<br>Available Date: January 3, 2022   | \$42,307               | \$19,516        | \$0             | \$0               |
| <b>Create 1 and Set Salary</b> - 1.00 FTE Medical Office Assistant (Cost Center 692)<br>Schedule X<br>\$17.50/Hr.<br>Available Date: January 3, 2022                                     | \$34,125               | \$15,742        | \$0             | \$0               |
| <b>Delete 1</b> - 0.60 FTE LPN (Clinic) 04.158<br>Schedule WCCH, Grade 8A<br>\$20.85/Hr.<br>Effective Date: December 12, 2021  | \$0                    | \$0             | \$24,395        | \$6,752           |
| <b>Amend Salary Schedule</b> - 0.80 FTE Physician's Assistant 17.116.067 (Cost Center 630)<br>Schedule P<br>\$45.00/Hr.<br>From 0.80 FTE To 1.00 FTE.<br>Effective date: January 1, 2022 | \$93,600               | \$43,178        | \$74,880        | \$27,631          |
| <b>Create 1</b> - 1.00 FTE RAD Tech I (Cost Center 032)<br>Schedule WCCH, Grade 12A<br>\$20.78 - 23.76/Hr.<br>Available Date: 12/12/2021   | \$41,438               | \$19,115        | \$0             | \$0               |
| <b>Sr. Manager - D. James</b>  |                        |                 |                 |                   |
| <b>Delete 1</b> - 0.40 FTE LPN 04.548<br>Schedule A, Grade 8A<br>\$22.95/Hr.<br>Effective Date: November 28, 2021  | \$0                    | \$0             | \$17,901        | \$1,369           |
| <b>TOTALS</b>  | <b>\$41,438</b>        | <b>\$19,115</b> | <b>\$17,901</b> | <b>\$1,369</b>    |
| <b>TOTAL ANNUAL INCREASE:</b>  |                        |                 |                 | <b>\$41,282</b>   |



The motion was passed upon the following vote:

| <b>VOTE</b>          |          |             |   |    |   |         |             |        |  |
|----------------------|----------|-------------|---|----|---|---------|-------------|--------|--|
| Salman Abbasey, MD   | 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 |  |
| Larry Rogers         | X        | Yes         |   | No |   | Abstain |             | Absent |  |
| James Wawrzyniak, DC |          | Yes         |   | No |   | Abstain | X           | Absent |  |
| <b>VOTE TOTAL:</b>   |          |             |   |    |   |         |             |        |  |
|                      | 9        | Yes         | 0 | No | 0 | Abstain | 1           | Absent |  |
| <b>RESULTS</b>       |          |             |   |    |   |         |             |        |  |
|                      | <b>X</b> | <b>PASS</b> |   |    |   |         | <b>FAIL</b> |        |  |

**WCCHS-21-091 APPROVE CONTRACTS AND/OR GRANTS**

Motion by Manager Abbasey and seconded by Manager Rogers, 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:

- NOMAD ENTERPRISES, INC.**, 6270 Abbott Road, Silver Springs, NY 14550, an agreement for snowplowing services at the Wyoming County Family Medicine – Perry location, not to exceed \$2,000, effective 12/01/2021 – 04/30/2022.
- REBEL LINERS**, 3339 Stroh Road, Attica, NY 14011, an agreement for snowplowing services at Wyoming County Family Medicine – Attica location, not to exceed \$3,000, effective 12/01/2021 – 04/30/2022.
- BECKMAN COULTER**, 250 South Kraemer Boulevard, PO Box 8000, Brea, CA 92821-8000, a rental agreement for a new, replacement AS4 system to process bacterial identification and antimicrobial susceptibility, \$138,280.05 over 5 years, effective 01/01/2022 – 12/31/2027, pending approval by the Wyoming County Board of Supervisors.
- WESTANDSTRONG STAFFING, LLC**, 302 Country Lane, Geneseo, NY 14454, a staffing agreement to provide agency staffing, not to exceed \$200,000 per year, effective 12/01/2021 – 11/30/2023, pending approval by the Wyoming County Board of Supervisors.
- LIBERTY HEALTH INC.**, 4032 Chancery Ct. NW, Washington, DC 20007, a master services agreement / recruiting agreement for provider recruitment, not to exceed \$25,000, effective 12/01/2021 – 12/31/2022.
- Amend Resolution #WCCHS-18-067 approved on 07/24/2018 with **SUNBELT STAFFING**, 3687 Tampa Road, Suite 200, Oldsmar, FL 34677, related to a client services agreement for agency staff to provide coverage where needed, not to exceed \$500,000 per year, effective 07/20/2018 – 07/01/2020 as follows:
  - Extend the term of the agreement from 07/20/2018 – 07/01/2020 through **07/02/2020 – 06/30/2023**.
  - Increase the not to exceed amount from \$500,000 per year to an amount **not to exceed \$750,000 per year**.
  - All else remains the same.
  - Pending approval by the Wyoming County Board of Supervisors [Resolution #18-346 approved on 08/14/2018].
- SOLIANT HEALTH, LLC**, 5550 Peachtree Parkway, Suite 500, Peachtree Corners, GA 30092, a client services agreement for agency staff, not to exceed \$250,000 per year, effective 12/01/2021 – 12/31/2024, pending approval by the Wyoming County Board of Supervisors.

8. Amend Resolution #WCCHS-19-097 approved on 08/27/2019, Resolution #WCCHS-19-017 approved on 02/28/2019 and Resolution #WCCHS-18-082 approved on 08/28/2018 with **INTEGRITY LOCUMS**, 5588 Broadcast Court, Sarasota, FL 34240 related to locum tenens physician recruitment as follows:
  - Extend the term of the agreement from 07/27/2018 – 07/26/2021 through **07/27/2021 – 07/26/2024**.
  - All other terms and conditions remain the same.
  - Pending approval by the Wyoming County Board of Supervisors [Resolution #19-157 approved on 03/12/2019 and Resolution # 19-392 approved on 09/10/2019].
9. **AKITABOX, INC.**, 6907 University Drive, Unit 111, Middleton, WI 53562, a master software and services agreement to provide software package that includes asset and room mapping features, a work order module and capital management software package collaborates with all the programs to create active maintenance schedules and specific information for each asset or room to support future work in these locations, total contract amount \$27,273.06 (\$7,000 Year 1, \$10,136.53 Years 2 and 3), [previous agreement \$17,200] effective 12/01/2021 – 12/01/2023.
10. Amend Resolution #WCCHS-21-052 approved on 07/27/2021 with **DCCS dba Surgery Management Improvement Group, Inc.**, 205 Hackney Circle, Wilmington, DE 19803, related to perioperative program interim management agreement to provide surgery program leadership continuity services, not to exceed \$150,000 per term, effective 08/01/2021 – 02/28/2022, as follows:
  - Increase the not to exceed amount from \$150,000 per term to **an amount not to exceed \$200,000 per term**.
  - Extend the term of the agreement from 08/01/2021 – 02/28/2022 through **03/01/2022 – 06/30/2022**.
  - Pending approval by the Wyoming County Board of Supervisors [Resolution #21-365 approved on 08/10/2021].
11. **SPECIAL CARE SYSTEMS, LLC**, 1450 E. Ridge Road, Rochester, NY 14621, an agreement replace the critical alert nurse call system for the SNF Aqua Unit, \$5,382.22, effective 12/20/2021 – 03/30/2022.
12. Amend Resolution #WCCHS-21-057 approved on 08/24/2021 with **AB STAFFING SOLUTIONS, LLC**, 3451 S. Mercy Road, Suite 10, Gilbert, Arizona 85297, related to a supplemental staffing agreement for hard to fill positions to provide coverage where needed, not to exceed \$100,000 per year, effective 08/18/2021 – 07/31/2022, as follows:
  - Increase the not to exceed amount from \$100,000 per year to **an amount not to exceed \$200,000 per year**.
  - Pending approval by the Wyoming County Board of Supervisors [Resolution #21-395 approved on 09/21/2021].
13. **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 01/01/2022 – 12/31/2022.
14. **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, \$11,612 [previous agreement \$11,497.82], effective 01/01/2022 - 12/31/2022.
15. Amend Resolution #WCCHS-21-021 approved on 03/23/2021 with **UNIVERSITY OF WASHINGTON**, 4545 Roosevelt Avenue NE Suite 400, Seattle, WA 98105-4608, related to care management tracking software and data storage agreement, to utilize a tracking system for the new Behavioral Care Manager with the primary care offices to assist in tracking, documenting, and organizing protected health information within the collaborative care model, \$0.00 cost to WCCHS for 1 year, effective 03/01/2021 – 03/01/2022, as follows:
  - Increase the cost of the agreement from \$0.00 in Year 1 to include license fees in the amount of \$1,000 for up to 50 users for the term, effective 01/01/2022 – 12/31/2022.

16. Amend Resolution #WCCHS-21-021 approved on 01/26/2021 and Resolution #WCCHS-18-127 approved on 11/27/2018 with **OPTUM 360 SOLUTION, LLC**, 15 Campus Boulevard, Newton Square, PA 19073 related to the standard CNYHA member services agreement in an amount not to exceed \$35,376, effective 11/15/2020 – 05/15/2022, as follows:
  - Increase the not to exceed amount from \$35,376 to **an amount not to exceed \$38,280 per year**
  - Pending approval by the Wyoming County Board of Supervisors [Resolution #21-087 approved on 02/09/2021 and Resolution #18-576 approved on 12/11/2018].
17. **EHRlich**, 505 Duke Road, Suite 300, Cheektowaga, NY 14225-5142, cluster fly treatment agreement, monthly treatment above operating room ceiling, service glue boards and insect light traps (ILTs) during visit to reduce operating room contamination because of cluster flies, \$3,600 [same cost as previous agreement], effective 02/28/2022 – 10/30/2022.
18. **NEW YORK STATE ASSOCIATION FOR RURAL HEALTH (NYSARH)**, PO Box 653, Canastota, NY 13032, an agreement regarding NYS Rural Health Legislative Appropriation, Aligns with Rural Health Care Access Development Program, funding amount \$26,466, effective 04/01/2021 – 03/31/2022.
19. **FUJI MEDICAL**, 81 Hartwell Avenue, Lexington, MA 02421, a master service agreement on Synapse PACS software, Synapse PACS hardware, Synapse enterprise/radiology information system, \$115,440 per year, effective 01/01/2022 – 12/31/2024, pending approval by the Wyoming County Board of Supervisors.
20. Amend Resolution #WCCHS-20-035 approved on 04/28/2020 and Resolution #WCCHS-19-111 approved on 09/24/2019 and Resolution #WCCHS-19-007 approved on 01/22/2019 with **ARAMARK HEALTHCARE SUPPORT SERVICES, LLC**, 2400 Market Street, Philadelphia, PA 19103 related to management services agreement for housekeeping management services and supplies, as follows:
  - Annual fee adjustment pursuant to the terms of the agreement, increase biweekly fee from \$8,533.11 to **\$8,993.78 bi-weekly, effective 12/01/2021.**
  - Pending approval by the Wyoming County Board of Supervisors [Resolution 20-244 approved on 05/12/2020, Resolution #19-427 approved on 10/08/2019, Resolution #19-085 approved on 02/12/2019, and Resolution #17-362 approved on 09/12/2017].
21. **THE HEALTHCARE EDUCATIONAL AND RESEARCH FUND, INC. (HERF)**, One Empire Drive, Rensselaer, NY 12144, grant application, acceptance and award to support staff time spent on the Age-Friendly Initiative, patient engagement, staff education and materials, data collection, etc. as we work towards the "Committed to Care Excellence" certification, in the minimum amount of \$10,000, effective 01/01/2022 – 10/01/2022.

The motion was passed upon the following vote:

| <b>VOTE</b>          |          |             |   |    |   |             |   |        |
|----------------------|----------|-------------|---|----|---|-------------|---|--------|
| Salman Abbasey, MD   | 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 |
| Larry Rogers         | X        | Yes         |   | No |   | Abstain     |   | Absent |
| James Wawrzyniak, DC |          | Yes         |   | No |   | Abstain     | X | Absent |
| <b>VOTE TOTAL:</b>   | 9        | Yes         | 0 | No | 0 | Abstain     | 1 | Absent |
| <b>RESULTS</b>       | <b>X</b> | <b>PASS</b> |   |    |   | <b>FAIL</b> |   |        |

**WCCHS-21-092 APPROVE MEMORANDUM OF UNDERSTANDING (MOU) WITH CSEA FOR SHIFT BONUS – RESPIRATORY TECHNICIANS, SIGNED 12/16/2021**

Motion by Manager Elbow and seconded by Manager Merrill, the memorandum of understanding between the County of Wyoming and the Civil Service Employees Association, Local 1000, AFSCME, AFL-CIO signed on 12/16/2021 related to shift bonus – respiratory technicians be hereby approved as presented and attached, pending approval by the Wyoming County Board of Supervisors.

The motion was passed upon the following vote:

| <b>VOTE</b>          |          |             |   |    |   |         |             |        |  |
|----------------------|----------|-------------|---|----|---|---------|-------------|--------|--|
| Salman Abbasey, MD   | 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 |  |
| Larry Rogers         | X        | Yes         |   | No |   | Abstain |             | Absent |  |
| James Wawrzyniak, DC |          | Yes         |   | No |   | Abstain | X           | Absent |  |
| <b>VOTE TOTAL:</b>   | 9        | Yes         | 0 | No | 0 | Abstain | 1           | Absent |  |
| <b>RESULTS</b>       | <b>X</b> | <b>PASS</b> |   |    |   |         | <b>FAIL</b> |        |  |

### **BOARD PRESIDENT REPORT**

President Kosmerl reported on the following items:

- Governor Kathy Hochul's Executive Order allowing Zoom meetings is due to expire on 01/15/2022, but is expected to be extended. According to correspondence between the Wyoming County Board of Supervisors and the NYS Committee on Open Government, board members are allowed to attend meetings remotely without opening that board member's location to the public provided the public be allowed to attend remotely as well. All members participating remotely count toward a quorum and are permitted to vote.
- Manager Merrill indicated that he'd prefer to participate in meetings via Zoom going forward provided the Executive Order allows.
- Distributed 2022 BOM committee assignments.
- As of November 1, 2021, Governor Hochul signed into law (S.1150-A/A.1228-A), Chapter 481 of the Laws of 2021, which requires counties and other local governments to make any documents to be discussed at upcoming open meetings available to the public at least 24 hours prior to the open meeting. The WCCHS website is being updated to include meeting agendas and minutes (<https://www.wcchs.net/meeting-agendas-and-minutes/>).
- Larry Rogers was reappointed to the BOM for a term of five (5) years; effective January 1, 2022 through December 31, 2026.

### **BOARD COMMITTEE CHAIR REPORTS**

#### **Acute Quality Committee**

Manager Paolucci reported that the next Acute Quality Committee meeting is scheduled for February 16, 2022.

#### **SNF Quality Committee**

Manager Elbow reported that the next SNF Quality Committee meeting is scheduled for February 16, 2022.

#### **Finance/Personnel Committee**

No report.

#### **Plant and Equipment Committee**

Bryan Kehl reported that the December 14, 2021 Plant and Equipment Committee meeting was canceled. The next meeting is scheduled for January 11, 2022.

#### **Communications Committee**

No report.

#### **Information Technology Committee**

Bill Sikes reported that the December 10, 2021 Information Technology Committee meeting was canceled. The next meeting is scheduled for January 14, 2022.

#### **Governance Committee**

No report.

**Compensation Committee**

Joe McTernan reported that a Compensation Committee meeting will be scheduled prior to the next regular BOM meeting on January 25, 2022.

**Credentials Committee**

No report.

**CHIEF EXECUTIVE OFFICER (CEO) REPORT**

Joe McTernan submitted the following report:

**Staffing**

- The staffing crisis continues in the facility and region.
- There continues to be difficulty placing SNF patients and acute transfers in the region.
- Staffing remains critical and there are ongoing needs to be changes in services to ensure care.
- WCCHS is meeting daily to ensure the continuity of operations for departments within the health system as staffing levels are at critical levels.

**COVID-19**

- COVID-19 hospital and community rates had risen to high levels, seems to have reached a plateau.
- We meet daily regarding COVID-19, staffing, and capacity.
- There is concern that COVID-19 in the staff will continue to exacerbate underlying staffing issues.
- Hospital was at high capacity, had an episode of diversion, and NYS mandated WCCHS to stop elective surgery. Capacity is currently at better levels, received approval to restart elective surgeries effective 12/30/2021- one operating room per day.
- Concerned about a post-holiday spike – indicators are more concerning. On surveillance of clinics, we're seeing more influenza like illness and more testing. Wyoming County 7-day rolling average remains above 10%, starting to see some staff illness.
- NYS has implemented a load balancing program – if a hospital becomes overrun, patients will be moved from one area to another area, predeployed transport teams throughout the State to help assist with load balancing, closest teams are Syracuse and Batavia. Within the past 48 hours, WCCHS received requests for load balancing for two patients (one from Syracuse, one from Cortland), concern for response goes beyond the Western New York and Finger Lakes regions – now statewide.

**Financials**

- Finances remain very tight, we are continuing savings reductions and revenue enhancement projects, with additional cost through contract labor.
- WCCHS has received \$1.8 million from federal funding.
- COVID-19 and staffing has increased expenses, working to bring funds to the hospital.
- BOS has agreed for a due to due from agreement regarding FEMA money and has transferred \$2 million to WCCHS reserve account.
- December 2021 pension payment to New York State and Local Retirement System (NYSLRS) of \$3.8 million was made.

**Non-COVID-19 related information**

- The NYSDOH survey at the Mount Morris Dialysis Center was completed and passed. Thank you to COO, Mike Corcimiglia, Dr. Edwin Anand, MD, and the dialysis team. Next step is starting first outpatient and having NDAC accreditation.
- Lab renovation project scheduled for first quarter 2022 completion.
- WCCHS received visits from Governor Kathy Hochul and Senator Charles Schumer in December 2021.
- Participated on county-wide meeting for the future of emergency medical services.
- Actively recruiting for 96 positions within the Health System, response has been minimal.

**Strategic Philanthropy Planning**

- Met with the new officers of the Wyoming Community Hospital Foundation
- Developed a broad strategy for philanthropy
  - Creation of an endowment
  - Scholarships for nursing education
  - Grant writing
  - Specific purpose funding

**ANY OTHER BUSINESS BROUGHT BEFORE THE BOARD**

Manager Reagan commented on the following items:

- That he received an email complaint from Ronald Weissenberg DO, a member of the WCCHS medical staff, regarding canceling of the December annual medical staff meeting.
- Concerned about the delay in finalizing and issuing the revision to the Medical Staff By-Laws.
- Concerned about letters received by some members of the medical staff related to changes to their medical staff status based on hospital/inpatient activity.

President Kosmerl suggested that the Joint Conference Committee convene to research how Kaleida and the University of Rochester Medical Center govern the oversight of the medical quality of external clinics.

**EXECUTIVE SESSION**

Motion by Manager Paolucci and seconded by Manager Kehl, for the Board to enter into executive session to discuss the following topic(s) at 6:04pm. Dan Farberman, Joe McTernan, Pam Pettnot, Ahmed Bayoumi, MD, Mandip Panesar, MD, Becky Ryan, and Jerry Davis remained. All other attendees left the meeting room or ended their Zoom session.

- Pending litigation regarding a complaint filed with The U.S. Equal Employment Opportunity Commission (EEOC) claiming unlawful discrimination
- Pending, proposed or current litigation involving Buffalo Bone and Joint Surgery, PLLC
- The medical, financial, credit or employment of a particular person or to matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person employed under contract with WCCHS – Mandip Panesar, MD
- Matters leading to the appointment, employment, promotion, demotion, discipline, suspension, of persons within the medical staff and application of the Medical Staff By Laws in concert with an existing COVID-19 Emergency Declaration – Medical Staff Executive Committee.

The motion was passed upon the following vote:

| <b>VOTE</b>          |          |             |   |    |   |         |             |        |  |
|----------------------|----------|-------------|---|----|---|---------|-------------|--------|--|
| Salman Abbasey, MD   | 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 |  |
| Larry Rogers         | X        | Yes         |   | No |   | Abstain |             | Absent |  |
| James Wawrzyniak, DC |          | Yes         |   | No |   | Abstain | X           | Absent |  |
| <b>VOTE TOTAL:</b>   | 9        | Yes         | 0 | No | 0 | Abstain | 1           | Absent |  |
| <b>RESULTS</b>       | <b>X</b> | <b>PASS</b> |   |    |   |         | <b>FAIL</b> |        |  |

Motion by Manager Rogers and seconded by Manager Abbasey, the Board exit executive session at 6:30pm.

The motion was passed upon the following vote:

| <b>VOTE</b>          |   |             |   |    |   |         |             |        |  |
|----------------------|---|-------------|---|----|---|---------|-------------|--------|--|
| Salman Abbasey, MD   | 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 |  |
| Larry Rogers         | X | Yes         |   | No |   | Abstain |             | Absent |  |
| James Wawrzyniak, DC |   | Yes         |   | No |   | Abstain | X           | Absent |  |
| <b>VOTE TOTAL:</b>   |   |             |   |    |   |         |             |        |  |
|                      | 9 | Yes         | 0 | No | 0 | Abstain | 1           | Absent |  |
| <b>RESULTS</b>       |   |             |   |    |   |         |             |        |  |
|                      | X | <b>PASS</b> |   |    |   |         | <b>FAIL</b> |        |  |

**EXECUTIVE SESSION DISCUSSIONS**

President Kosmerl declared that no motions or votes were enacted on during the executive session.

**NEXT REGULAR MEETING**

The next regular meeting is scheduled for Tuesday, January 25, 2022 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 6:31pm upon motion by Manager Merrill.

\_\_\_\_\_  
J. Thomas Reagan, MD, 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 – Respiratory Technicians**  
**(REVISED 12/17/21)**

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. Respiratory Technicians (RT's) employed in the System covered under the provisions of the Collective Bargaining Agreement (excluding the SNF) will be eligible to 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, 2022 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 Respiratory Technicians (RT's) System covered under the provisions of the Collective Bargaining Agreement 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 System covered under the provisions of the Collective Bargaining Agreement 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.
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. Eligible shifts must be offered by Management to bargaining unit Respiratory Technicians (RT's) before offering to Respiratory Technicians (RT's) not covered by the provisions of the Collective Bargaining Unit in all cases.
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 agreement and return to the provisions of the Collective Bargaining Agreement.

FOR CSEA:

Celeste Bzduch 12/16/2021

FOR WYOMING COUNTY:

David J. Gunn 12/16/21