

The regular meeting of the Wyoming County Community Health System (WCCHS) Board of Managers, Wyoming County, New York was held on Tuesday, July 26, 2022

BOARD OF MANAGERS PRESENT/ABSENT

★ *participated remotely*

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

STAFF PRESENT/ABSENT

- | | |
|---|--|
| <input checked="" type="checkbox"/> Connie Almeter (Chief Nursing Officer) | <input checked="" type="checkbox"/> Gaby Kolo (Deputy Director of Human Resources) |
| <input checked="" type="checkbox"/> Ahmed Bayoumi, MD (Medical Staff President) | <input checked="" type="checkbox"/> Mandip Panesar, MD (Hospital Medical Director) |
| <input checked="" type="checkbox"/> Dan Farberman (WC Human Resource Director) | <input checked="" type="checkbox"/> Pam Pettnot (Executive Assistant) |
| <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"/> Mark Wright (Chief Financial Officer) |
| <input checked="" type="checkbox"/> Dave Kobis (Chief Executive Officer) | |

OTHERS PRESENT: Becky Ryan (Chairwoman, Wyoming County Board of Supervisors and Supervisor, Town of Warsaw) and Jerry Davis (Vice Chairman, Wyoming County Board of Supervisors and Supervisor, Town of Covington)

OTHERS PRESENT PARTICIPATED REMOTELY: Michael Roche (Supervisor, Town of Eagle)

CALL MEETING TO ORDER

President Kosmerl called the meeting to order at 5:13pm.

Members of the WCCHS governing body that participate remotely will not count toward a quorum and are not permitted to vote.

EXCUSE MEMBERS NOT PRESENT / QUORUM?

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

- Manager Abbasey

President Kosmerl declared that a quorum was present.

President Kosmerl commented that Manager Shirley was participating remotely but does not count toward a quorum and is not permitted to vote.

The motion was passed upon the following vote:

VOTE								
Salman Abbasey, MD	X	Yes		No		Abstain		Absent
Bryan Kehl	X	Yes		No		Abstain		Absent
Rich Kosmerl	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
Janice Shirley		Yes		No		Abstain	X	Absent
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent
VOTE TOTAL:	8	Yes	0	No	0	Abstain	1	Absent
RESULTS	X	PASS				FAIL		

WCCHS-22-066 CONSENT AGENDA

Motion by Manager Wawrzyniak and seconded by Manager Kehl, 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 June 28, 2022

The motion was passed upon the following vote:

VOTE								
Salman Abbasey, MD	X	Yes		No		Abstain		Absent
Bryan Kehl	X	Yes		No		Abstain		Absent
Rich Kosmerl	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
Janice Shirley		Yes		No		Abstain	X	Absent
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent
VOTE TOTAL:	8	Yes	0	No	0	Abstain	1	Absent
RESULTS	X	PASS				FAIL		

CEO REPORT

Dave Kobis submitted the following report:

FINANCIALS

- Health system loss year to date June 2022 was \$8.2M. Projected year end loss for 2022 is approximately \$19.4M. This number is reduced slightly from June 2022 projected YE loss because of \$2M support funding from County.
- Staffing agency cost in June reduced slightly to \$570K, mainly due to reduced hourly rate dropping to \$140/hr from \$170/hr. earlier in the year. Hiring and recruiting plans in place, but area and regional hospitals all facing same staffing pressures. Progress is slow.
- Hospital volume results continue to be mixed YTD. Material drop in surgery in 2022 vs 2021, as well as significant drop in imaging volumes and other ancillary testing.

OUTPATIENT CLINICS

- With Dr. Dale Deahn’s retirement in July 2022 there will be changes across WCCHS’s clinics including consolidation, job redesign, utilizing centralized scheduling and telecomm systems, and other improvements. These changes will be implemented in the coming months.
- Electronic record interfaces between clinics (Medent) and hospital (CPSI) are in progress and anticipated for completion by year end.
- WCCHS will be consolidating billing under one company. Currently three billing vendors are under contract. One proposal received to date and another is pending. Transition is anticipated to occur by year end.
- Reporting capability for the clinics is challenging and as a result information has not been shared with providers in some time. Further, the health system has been unable to fully assess the performance of individual practices and services. We are working with an outside group (Azalea) to assist with the development of performance dashboards (MD Dashboards) that will be shared routinely with all providers and staff. Reports should be available in several months.

QUALITY/PATIENT SAFETY/REGULATORY

- Hospital accreditation survey window with The Joint Commission is currently open and we have secured an outside group to conduct a mock survey in October 2022 to help prepare WCCHS for the survey – anticipated to occur in early 2023.
- WCCHS received a complimentary letter from a patient (see attached).

PROVIDER RECRUITMENT

- Discussions are ongoing with several recruiting firms for providers, including: general surgery, orthopedics, gastroenterology (GI), urology, and primary care. Typical time to recruit a provider is usually 6 to 12 months.
- GI physician coming to interview onsite at WCCHS on July 29, 2022.
- A locums orthopedic surgeon has expressed interest in working at WCCHS on a part time (2 weeks/month) basis and we will be negotiating with him shortly.
- There are several more physicians in the pipeline for evaluation.

ANESTHESIA

- There is a national shortage of anesthesia providers, similar to the agency nursing crisis. Many rural hospitals cannot secure sufficient coverage and are closing and reducing programs and services.
- We are projecting to spend approximately \$1.2M in 2022 on anesthesia support.
- WCCHS engaged a new anesthesia group in January 2022. The group (Novus) has struggled to provide consistent coverage to the hospital since they started. Further, Novus cannot hire permanent providers and is charging WCCHS expensive locums rates.
- Critical that WCCHS has consistent anesthesia coverage to operate the facility safely and effectively.
- The hospital will be exploring alternatives for long term anesthesia support going forward.

MARKETING

- WCCHS has a long standing arrangement for marketing support from Brentwood Communication, Inc (BCI). The group specializes in promoting rural hospitals and health systems. They provide website support, print and digital advertising, and other services. Given the events occurring over the last year at WCCHS the decision was made in early 2022 to suspend marketing of the hospital and providers.
- We will be aggressively restarting marketing efforts in Wyoming County to promote all of the programs and services offered by WCCHS. These include: a new hospital website, search engine optimization (SEO) for internet searches, print and digital advertising, and several other promotional strategies.

BEHAVIORAL HEALTH

- Inpatient-continues to be strong for the month of June 2022 with 96% occupancy and 91 psychiatric evaluations completed in the emergency department
- Outpatient forensic program-a total of 79 inmates served in the month of June 2022.
- Outpatient clinic collaborative care-working with the coding and billing company (practice first) to organize the billing structure solely through practice first. Month to date, the program is showing profitability. Continues to be well received and helpful to the community, especially with the outpatient behavioral health services having an extended wait for services.

INFORMATION TECHNOLOGY

- The New York State Division of Homeland Security and Emergency Service (NYS DSHES) will be funding Endpoint Detection and Response (EDR) for 2023.
 - Lower cyber security risk by having an additional layer of security
 - Helps obtain cyber security insurance.
 - Lower current cyber security expenses

PLANT OPERATIONS**Construction Projects**

- Boiler Room Electric Panel Replacement – The first distribution panel (MDLC/F) has been replaced and all sub-panels are crossed over. Plans to perform the same work on distribution panel GPLA are scheduled for the end of July 2022.
- Wyoming County Family Medicine - Attica & Castile Clinic's – The Attica fire panel installation is completed. IT is arranging for two phone lines to be connected to the panel permitting monitoring of the panel 24/7. This is the last scope of work for this project to move forward with the DOH inspection. The Castile clinic fire panel components are on site. An installation date is being arranged with the clinic. The new doors, hardware, and remaining construction material is ready to be shipped to WCCHS. Available construction dates are being reviewed to start this work.
- Hospital Fire Panel Upgrade – The material is ordered and the expected delivery date is September – November 2022.
- Lab Renovations – The contractors continue to work on their punchlist. Training on the new equipment, as-built drawings, and closeout documentation is still pending from each prime contractor. A new managers office for PFS will be built by maintenance staff.

- Energy Management System Upgrade – Material is on order with an expected install date of October 2022.
- Parking Lot Sealing – The contractor has the PO and dates are being discussed to perform this work while minimizing impact to staff and patients.

Maintenance Projects

- The Wyoming County Family Medicine - Perry clinic air handlers are expected to arrive in late July 2022. The installation will take approximately 2 days considering the utilities, duct work, and mechanical pad are already in place.
- The 30 fan coil units for the hospital 3rd floor patient rooms are on site. The new valves, thermostats, and other accessories are being prepared beforehand to expedite the installation. The maintenance staff will remove the existing 1977 fan coil units, plumb each room with shut offs, eliminate the pneumatic controls, install a new electronic thermostat and finally install the new fan coil unit.
- The fire extinguishers at the hospital, SNF, Thomson Hall, 408 North Main Medical Building and all surrounding clinics underwent their annual inspection. Only four (4) extinguishers needed to be replaced.
- The engineering and bid drawings are completed for the replacement of the three (3) electrical panels within the hospital. The bid documents are completed, a pre-bid meeting occurred last week with a bid opening date of July 25, 2022 is scheduled for this project.
- The corridor flooring outside dietary received new Marmoleum flooring. The area outside the boiler room will have new LVT flooring matching the existing color scheme. This work will be completed by maintenance staff.
- Our annual inspection of the medical gas, vacuum, and compressors took place. A total of ten (10) med gas ports required maintenance as a result of the inspection. The maintenance department conducted all the repairs to save on contractual costs. There are no outstanding discrepancies remaining as a result of the inspection.
- The annual fire panel, devices, strobes, and elevators underwent our annual testing per NFPA. The testing was conducted over 1-week resulting in a list of devices that failed over the inspection. These devices are already earmarked to be replaced in the Fall of 2022 as part of the fire panel upgrade. This should resolve any open issues we currently have with the older field devices.
- The iChlor potable water and boiler water treatment system were inspected in July 2022. The boiler treatment test results were found to be within range. The iChlor system is working perfectly with water quality readings all within range. Potable water sources at random rooms throughout the hospital were tested ensuring acceptable chlorine levels were present.
- Maintenance staff completed 1,084 work orders since the last BOM meeting at a completion rate of 36.13 work orders per day. A total of 1033 man-hours were logged for the specified time period.

MEDICAL DIRECTOR

- Delinquent Medical Records
 - Verbal orders
 - As of 07/19/2022, there are 207 unsigned verbal orders
 - One provider has the vast majority of the orders
 - Continued efforts to contact providers are underway
 - One of the providers who left the organization returned to sign off on his delinquent orders
 - Inpatient charts
 - One provider still owes signatures from April 2022.
 - One provider still owes one signature from May 2022.
 - Three providers who owe a signature from June 2022.
- Anesthesia Service Line
 - Meeting to be held with a Physician Lead from ECMC to discuss coverage
- Medical Staff Bylaws
 - Awaiting final version from legal
 - Plan is to send to vote in September 2022

NURSING

- Agency Use:

○ Obstetrics:	2 FT RNs	2 per diem RNs
○ Medical/Surgical:	10 FT RNs	
○ Intensive Care:	3 FT RNs	1 per diem RN
○ Emergency:	5 FT RNs	
○ Total:	20 FT RNs	(down 2 FTs from last board meeting time)

- Anesthesia/surgery Concerns:
 - Cancelled cases/patient complaints
 - Back log of surgeries
 - Unhappy surgeons
 - HVAC issues – inability to perform surgery, DOH reportable
- Joint Commission:
 - Nurse mock survey on October 3 and 4, 2022
 - Total hip and knee replacement program/certification will officially be done at the end of July 2022
 - Intracycle Monitoring Profile/Focused Assessment is open for review on the Joint Commission site. This is an opportunity to review all the standards, make comments, and develop a plan of action if not meeting the standard. This information is not viewable by the Joint Commission and is more for internal use. Anticipate sitting with appropriate individuals for the different chapters and go over the standards.
- Clinical Staffing Committee:
 - The hospital staffing plan was updated and approved for all patient care areas to include obstetrics, med/surg, ICU, surgery, ED, and mental health by the Clinical Staffing Committee and submitted to DOH as per the regulation.
 - Part two of the regulation is to submit tedious supplemental information into the Health Commerce by August 10, 2022.
- Respite/Observation/Swing bed/Drop off's:
 - A workgroup has been established to review our processes with patients entering the facility for varying levels of care. The ultimate goal is to assure the patients have a safe transition during progression of care, while being fiscally prudent.

SKILLED NURSING FACILITY

- The Nursing Facility remains fully open to all visitors with a negative COVID-19 test within 24 hours.
- We have completed an application for conducting an on-site Certified Nursing Assistant class in the facility. We await approval.
- Occupancy is above budget running near full, today is 137. We still our very challenged for staffing LPN's. This will continue to affect how many residents and the complexity of cases we can take. LPN agency rates have come down and we have negotiated around \$50-\$60/hour for recent hires.
- We have six (6) TNA's starting the final class July 26, 2022. Community Action is funding all six and the program will be held at BOCES. This will be the final Training Nursing Assistant (TNA) class. They have not approved an extension for this waiver and all TNA's must be certified by October 6, 2022 or be released from work.

MEDICAL DIRECTOR REPORT

No report.

MEDICAL STAFF PRESIDENT REPORT

No report.

WCCHS-22-067 PREAUTHORIZED ACCOUNTS AND ACCOUNTS PAYABLE

Motion by President Kosmerl and seconded by Manager Wawrzyniak, the preauthorized accounts and accounts payable processed totaling \$4,039,373.20 be hereby approved as presented.

The motion was passed upon the following vote:

VOTE								
Salman Abbasey, MD	X	Yes		No		Abstain		Absent
Bryan Kehl	X	Yes		No		Abstain		Absent
Rich Kosmerl	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
Janice Shirley		Yes		No		Abstain	X	Absent
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent
VOTE TOTAL:	8	Yes	0	No	0	Abstain	1	Absent
RESULTS	X	PASS				FAIL		

WCCHS-22-068 APPROVE WRITE-OFFS, DENIED CLAIMS, AND BAD DEBT

Motion by Manager Rogers and seconded by Manager Perkins, the write-offs/denied claims/bad debt totaling \$384,176.13 be hereby approved as presented.

The motion was passed upon the following vote:

VOTE								
Salman Abbasey, MD	X	Yes		No		Abstain		Absent
Bryan Kehl	X	Yes		No		Abstain		Absent
Rich Kosmerl	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
Janice Shirley		Yes		No		Abstain	X	Absent
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent
VOTE TOTAL:	8	Yes	0	No	0	Abstain	1	Absent
RESULTS	X	PASS				FAIL		

WCCHS-22-069 APPROVAL TO REQUEST TRANSFER OF FUNDS FROM WYOMING COUNTY TREASURER

Motion by President Kosmerl and seconded by Manager Perkins, the CEO and CFO be hereby authorized to request a transfer of funds from the Wyoming County Treasurer in the amount of \$2 million for the month of October 2022, \$2 million for the month of November 2022, and \$3 million for the month of December 2022 to cover projected shortfalls.

The motion was passed upon the following vote:

VOTE								
Salman Abbasey, MD	X	Yes		No		Abstain		Absent
Bryan Kehl	X	Yes		No		Abstain		Absent
Rich Kosmerl	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
Janice Shirley		Yes		No		Abstain	X	Absent
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent
VOTE TOTAL:	8	Yes	0	No	0	Abstain	1	Absent
RESULTS	X	PASS				FAIL		

WCCHS-22-070 APPROVE DRAFT 2021 AUDITED FINANCIAL REPORT

Elizabeth Krause and Jill Johnson from Lumsden & McCormick, LLP reviewed the contents of the draft 2021 audited financial report with attendees at the BOM Finance and Personnel Committee meeting prior to this meeting.

It was noted that the audit of the financial statements for the year ended December 31, 2021 went well but that delays were encountered in receiving requested information to perform the audit. No deficiencies in internal control were identified that would be considered a material weakness. A significant deficiency was noted that certain key balance sheet accounts were not reconciled at December 31, 2021 or the reconciliations contained variances. This was due, in part, to staff turnover. As a result, several significant audit adjustments were necessary.

It was also noted that certain consent forms selected for testing could not be located. It was recommended that management review the medical record process to ensure all necessary documentation is obtained and properly maintained.

Adjustments recognized during the audit related to accounts receivable and estimated third-party payor settlements, workers' compensation liability and employee benefits expense, grants receivable and related revenue, accrued compensation and payroll taxes and related expenses, deferred outflows of resources, net pension liability, deferred inflows of resources and employee benefits expenses.

There was further emphasis-of-matter regarding going concern. During the three year period ended December 31, 2021, the System incurred a loss from operations of \$18,878,000. At December 31, 2021, current liabilities exceeded current assets by \$1,153,000. These conditions raise substantial doubt about the System's ability to continue as a going concern. During 2021 and 2020, the System received \$1,569,000 in assistance from NYSDOH each year to help stabilize and significantly improve its sustainability. Management expects to receive similar funding to subsidize operations in the future; however, it is uncertain whether this will occur.

Motion by President Kosmerl and seconded by Manager Paolucci, the draft 2021 audited financial report be hereby accepted as presented. In addition, the BOM hereby acknowledges the auditor's notes related to the substantial doubt about the System's ability to continue as a going concern in terms of long-term viability and the recommendation to ensure all necessary medical record documentation is obtained and properly maintained due to the inability to locate selected patient consent forms during the audit (prior year note). A copy of the report is on file in Administration.

The motion was passed upon the following vote:

VOTE								
Salman Abbasey, MD	X	Yes		No		Abstain		Absent
Bryan Kehl	X	Yes		No		Abstain		Absent
Rich Kosmerl	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
Janice Shirley		Yes		No		Abstain	X	Absent
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent
VOTE TOTAL:	8	Yes	0	No	0	Abstain	1	Absent
RESULTS	X	PASS				FAIL		

WCCHS-22-071 APPROVE PERSONNEL REQUISITIONS IN PROCESS AND PROPOSED PERSONNEL CHANGES/FINANCIAL IMPACT

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

PERSONNEL REQUISITIONS IN PROCESS - (RECOMMENDED)										
July 26, 2022										
Proposed Positions for Approval										
Senior Manager	Title/Department	FTE	Schedule	Vacating Employee	Hourly Rate	Annual Salary	Benefits	Proposed Hourly	Proposed Annual	Benefits
Kobis:	Nursing Facility Administrator/01.120	1.00	C	Dawn James 07/13/2022	\$68.99	\$143,500	\$67,287	\$68.99	TBD	\$0
Wright:	Patient Information Specialist Per Diem/12.807	0.00	WCCH	Christa Gardner 06/25/2022	\$19.40	\$3,783	\$289	\$17.38	\$3,389	\$259
James:	Speech Pathologist/06.742	0.80	WCCH	Jacqueline Morgante 07/22/2022	\$42.92	\$66,955	\$25,115	\$38.18	\$59,561	\$22,341
	LPN/04.550	0.80	WCCH	Christina Burton 07/06/2022	\$25.46	\$39,718	\$14,898	\$22.03	\$34,367	\$12,891
	Nursing Assistant/05.446	1.00	WCCH	Makayla McClurg 07/01/2022	\$18.68	\$36,426	\$17,080	\$18.68	\$36,426	\$17,080
	Nursing Assistant/05.422	1.00	WCCH	Donna Esten 07/02/2022	\$20.94	\$40,833	\$19,147	\$18.68	\$36,426	\$17,080
	RPN Per Diem/03.816	0.00	WCCH	Charlotte Hamon 07/14/2022	\$48.65	\$9,487	\$726	\$47.05	\$9,175	\$702
	Administrative Assistant/12.226	1.00	C	Sally Hare 07/29/2022	\$22.78	\$47,382	\$22,218	\$22.78	\$47,382	\$22,218
Almeter:	ED Unit Clerk/12.203	1.00	WCCH	Allison Robb 08/05/2022	\$16.90	\$32,955	\$15,453	\$15.80	\$30,810	\$14,447
	ER Patient Care Technician Per Diem/05.505	0.00	WCCH	Lauren Murphy 06/30/2022	\$17.75	\$3,461	\$265	\$17.38	\$3,389	\$259
	RPN/03.110	1.00	WCCH	Alexandria Mann-Greil 07/09/2022	\$44.90	\$87,555	\$41,055	\$32.54	\$63,453	\$29,753

PROPOSED PERSONNEL CHANGES/FINANCIAL IMPACT				
July 26, 2022				
POSITION	ANNUAL SALARY PROPOSED	BENEFIT PACKAGE	BUDGETED SALARY	BUDGETED BENEFITS
Sr. Manager - D. Kobis				
Amend Salary Schedule - 1.00 FTE Chief Operating Officer (Cost Center 790) Schedule C From \$190,000/Yr. To \$143,500/Yr. Effective date: July 13, 2022 <i>Rescinding entry per Resolution No. WCCHS-22-065</i>	\$143,000	\$65,966	\$190,000	\$87,647
Amend Salary Schedule - 1.00 FTE Chief Operating Officer (Cost Center 790) Schedule C From \$143,500/Yr. To \$190,000/Yr. Effective date: August 7, 2022	\$190,000	\$87,647	\$143,500	\$66,197
Set Stipend - 1.00 FTE Nursing Facility Administrator (Cost Center 795)01.120 Schedule C \$3,219.23 Available date: August 6, 2022 <i>One time payment for time period of 07/13/2022 - 08/06/2022</i>	\$3,219	\$1,509	\$0	\$0
Sr. Manager - D. James				
Creates 1 - 0.00 FTE Administrative Assistant (Cost Center 795) Schedule C \$25.05/Hr. Available date: August 7, 2022	\$4,885	\$374	\$0	\$0
Creates 1 - 1.00 FTE Family Practice Physician Provider (Cost Center 630) Schedule P \$250,000.00/Yr. Available date: July 26, 2022	\$250,000	\$117,225	\$0	\$0
Creates 3 - 1.00 FTE Certified Registered Nurse Anesthetist (Cost Center 404) Schedule P \$350,000.00/Yr. Available date: July 26, 2022	\$1,050,000	\$492,345	\$0	\$0
Creates 1 - 1.00 FTE Operations Supervisor (Cost Center 677) Schedule C \$60,000.00/Yr. Available date: July 26, 2022	\$60,000	\$28,134	\$0	\$0
Delete 1 - 1.00 FTE Medical Office Assistant (Cost Center 664)12.881 Schedule WCCH, Grade 6 \$15.80 - 17.64/Hr. Effective date: August 7, 2022	\$0	\$0	\$32,864	\$15,410
Delete 1 - 0.00 FTE Medical Office Assistant Per Diem (Cost Center 664)12.831 Schedule WCCH, Grade 6 \$18.14/Hr. Effective date: August 7, 2022	\$0	\$0	\$3,537	\$271
Delete 1 - 0.80 FTE Orthopedic Patient Care Coordinator (Cost Center 671)03.220 Schedule WCCH, Grade 18A \$33.17/Hr. Effective date: August 7, 2022	\$0	\$0	\$51,745	\$19,410
Delete 1 - 1.00 FTE Medical Receptionist (Cost Center 671)12.180 Schedule WCCH, Grade 5 \$16.58/Hr. Effective date: August 7, 2022	\$0	\$0	\$32,331	\$15,160
Delete 1 - 1.00 FTE Medical Receptionist (Cost Center 671)12.212 Schedule WCCH, Grade 5 \$16.99/Hr. Effective date: August 7, 2022	\$0	\$0	\$33,131	\$15,535
Delete 1 - 1.00 FTE RPN (Cost Center 650)03.561 Schedule WCCH, Grade 20 \$29.01/Hr. Effective date: August 7, 2022	\$0	\$0	\$56,570	\$26,525
Delete 1 - 1.00 FTE RPN (Cost Center 630)03.880 Schedule WCCH, Grade 20 \$32.54/Hr. Effective date: August 7, 2022	\$0	\$0	\$67,683	\$31,737
Delete 1 - 1.00 FTE Physicians Assistant (Cost Center 630)17.114 Schedule P \$100,000.00/Yr. Effective date: August 7, 2022	\$0	\$0	\$100,000	\$46,890
Delete 1 - 1.00 FTE RPN (Cost Center 689)03.907 Schedule WCCH, Grade 20 \$32.54 - 40.54/Hr. Effective date: August 7, 2022	\$0	\$0	\$67,683	\$31,737
Delete 1 - 1.00 FTE Medical Biller (Cost Center 630)12.185 Schedule WCCH, Grade 8 \$18.52/Hr. Effective date: August 7, 2022	\$0	\$0	\$38,522	\$18,063
TOTALS	\$1,701,104	\$793,200	\$817,566	\$374,590
TOTAL ANNUAL INCREASE:				\$1,302,158

The motion was passed upon the following vote:

VOTE								
Salman Abbasey, MD	X	Yes		No		Abstain		Absent
Bryan Kehl	X	Yes		No		Abstain		Absent
Rich Kosmerl	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
Janice Shirley		Yes		No		Abstain	X	Absent
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent
VOTE TOTAL:								
	8	Yes	0	No	0	Abstain	1	Absent
RESULTS								
	X	PASS				FAIL		

WCCHS-22-072 APPROVE CONTRACTS AND/OR GRANTS

Motion by Manager Wawrzyniak and seconded by Manager Rogers, the CEO (or designee) with the approval of the County Attorney, Costello, Cooney and 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. **RONALD S. MORNELLI**, 8586 Greenway Court, East Amherst, NY 14051, a consultant agreement to provide payor contracting and provider recruitment support, not to exceed \$40,000 per year, effective 07/26/2022 – 07/25/2023.
2. **MJ MECHANICAL SERVICES, INC.**, 4550 Genesee Street, Geneseo, NY 14454, a preventive maintenance and service agreement to clean and sanitize ice machines, \$4,950 [\$4,690 previous agreement], effective 08/01/2022 – 07/31/2023.
3. **STRONG MEMORIAL HOSPITAL**, 601 Elmwood Avenue, Box PSYCH, Rochester, NY 14642, an agreement for telepsychiatry services, \$0.00 cost to WCCHS, grant funded, effective 08/01/2022 – 07/31/2026.
4. **HEALTHTECH MANAGEMENT SERVICES, INC., d/b/a Health Tech**, 5110 Maryland Way, Suite 200, Brentwood, TN 37027, a master services agreement to provide mock survey services, \$6,000 per year plus reimbursable expenses, effective 07/07/2022 – 07/06/2023.
5. **UNIVERSITY AT BUFFALO SURGEONS, INC.**, 100 High Street, Buffalo, NY 14203, a professional services agreement to provide general surgery services, not to exceed \$450,000 per year, effective 09/01/2022 – 08/31/2023, pending approval by the Wyoming County Board of Supervisors.
6. **JACK SPROUL MD**, W8589 US Hwy 8, Dunbar WI 54119, an agreement to provide orthopedic services, not to exceed \$260,000 per year, effective 09/01/2022 – 08/31/2023, pending approval by the Wyoming County Board of Supervisors.
7. **SYSTEMS PERSONNEL, INC.**, 4154 Seneca Street, West Seneca, NY 14224, a contingency agreement for recruiting services of Senior Accountant and Director of Special Projects positions, not to exceed \$50,000 (\$25,000 per position), effective 07/26/2022 – 07/25/2023.
8. **WYOMING COUNTY HEALTH DEPARTMENT**, 5362 Mungers Mill Road, Building A, Silver Springs, NY 14550, a memorandum of understanding for WCCHS to provide laboratory analysis of clinical samples collected by Wyoming County Health Department, Revenue, WCCHS to bill WCHD for services, paid by grant monies, effective 07/01/2022 – 06/30/2027.
9. **STROUDWATER ASSOCIATES**, 1685 Congress Street, Suite 202, Portland, ME 04102, a professional services agreement to provide project management and support, not to exceed \$25,000 plus reimbursable expenses, effective 07/20/2022 – 07/19/2023.

10. Amend Resolution #WCCHS-21-083 approved on 11/23/2021 with **WYOMING COUNTY MENTAL HEALTH DEPARTMENT**, 460 North Main Street, Warsaw, NY 14569, related to 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 \$247,197 per term, effective 01/01/2022 – 12/31/2022, as follows:
 - Increase the maximum amount of reimbursement to WCCHS *in an amount not to exceed \$254,796*, an increase of \$7,599 from the original contract.
11. **SUNY BROOME COMMUNITY COLLEGE**, 907 Front Street, Binghamton, NY 13905, an agreement to allow students to participate in laboratory internship at WCCHS, \$0.00 cost to WCCHS, effective 06/27/2022 – 07/31/2027.
12. Amend Resolution #WCCHS-21-083 approved on 11/23/2021 with **D.J. BEARDSLEY & SONS, INC.**, 150 West Mill Street, Castile, NY 14427, related to the installation of new fire panel and associated devices for Wyoming County Family Medicine – Castile and Attica clinic locations as identified per the bid documents, work is per NYSDOH requirements to meet Article 28 compliance, not to exceed \$39,700 (\$35,700 base plus \$4,000 contingency), effective 12/15/2021 – 08/15/2022, as follows:
 - Change the term from 12/15/2021 – 08/15/2022 to 12/15/2021 - *through project completion*.
13. Award bid and sign contract related to electrical panel replacement with **D. J. BEARDSLEY & SONS, INC.**, 150 West Mill Street, Castile, NY 14427, to replace panels LP2B, LP3B, and LP4B including the electrical feeders as identified in the project drawings and specifications, \$46,000 (\$41,500 base bid plus \$4,500 contingency), effective 08/09/2022 through project completion.
14. Amend Resolution #WCCHS-21-030 approved on 04/27/2021 and Resolution #WCCHS-20-099 approved on 11/24/2020 with **PARADIGM ENVIRONMENTAL SERVICES INC.**, 1815 Love Road, Grand Island, NY 14072 related to asbestos monitoring services for lab renovation project, \$20,000 (time and material billing), as follows:
 - Increase the amount from an amount not to exceed \$50,000 (time and material billing) *to an amount not to exceed \$70,000 (time and material billing)*.
 - Pending approval by the Wyoming County Board of Supervisors [Resolution #21-251 approved on 05/11/2021 and Resolution #20-542 approved on 12/08/2020].
15. **ALPHA MEDICAL EQUIPMENT**, 10-12 Pine Court, New Rochelle, NY 10801, service agreement for Fluoroscopy unit – Room 1, \$59,952 per year, effective 07/23/2022 – 07/22/2025, pending approval by the Wyoming County Board of Supervisors.
16. Amend Resolution #WCCHS-21-076 approved on 10/26/2021 and Resolution #WCCHS-20-073 approved on 08/25/2020, Resolution #WCCHS-19-085 approved on 07/23/2019 and Resolution #WCCHS-17-064 approved on 07/25/2017 with **UPTODATE, INC.**, 230 Third Avenue, Waltham, MA 02451, related to subscription and license agreement that provides clinicians access to point of care and medical recommendation as follows:
 - Extend term from 08/01/2021 – 07/31/2022 through *08/01/2022 – 07/31/2023*.
 - Increase the annual subscription fee to \$22,875 [previous agreement, \$21,026].
 - The medical staff agreed to pay up to 50% of the cost toward the software.
17. **MATRIX CARE, INC.**, 1550 American Blvd E., Bloomington, MN 55425, master license and services agreement for resident and patient meal tracker, \$4,080 per year, effective 07/06/2022 – 07/05/2027.
18. **INTERNATIONAL MEDICAL PLACEMENT, LTD**, 100 Sylvan Parkway, Suite 300, Amherst, NY 14228, a contingency physician recruitment agreement, not to exceed \$50,000 per year, effective 07/25/2022 – 07/24/2024, 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
Bryan Kehl	X	Yes		No		Abstain		Absent
Rich Kosmerl	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
Janice Shirley		Yes		No		Abstain	X	Absent
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent
VOTE TOTAL:								
	8	Yes	0	No	0	Abstain	1	Absent
RESULTS								
	X	PASS				FAIL		

*** *Manager Paolucci abstained from contract #8 with Wyoming County Health Department.*

BOARD PRESIDENT REPORT

No report.

BOARD COMMITTEE CHAIR REPORTS

Acute Quality Committee

No report. The next meeting is scheduled for August 17, 2022.

SNF Quality Committee

No report. The next meeting is scheduled for August 17, 2022.

Finance/Personnel Committee

No report.

Plant and Equipment Committee

No report. The next meeting is scheduled for August 9, 2022.

Communications Committee

No report.

Governance Committee

No report.

Compensation Committee

No report.

EXECUTIVE SESSION

Motion by President Kosmerl and seconded by Manager Kehl, for the Board to enter into executive session to discuss the following topic(s) at 6:03pm. Dave Kobis, Pam Pettnot, Dan Farberman, Becky Ryan, and Jerry Davis remained. All other attendees left the meeting room or ended their Zoom session.

- the medical, financial, credit or employment history of a particular person, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person
- update on proposed, pending or current litigation – Notice of Claim received 06/09/2022

The motion was passed upon the following vote:

VOTE									
Salman Abbasey, MD	X	Yes		No		Abstain		Absent	
Bryan Kehl	X	Yes		No		Abstain		Absent	
Rich Kosmerl	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	
Janice Shirley		Yes		No		Abstain	X	Absent	
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	8	Yes	0	No	0	Abstain	1	Absent	
RESULTS									
	X	PASS					FAIL		

Motion by Manager Rogers and seconded by Manager Reagan, the Board exit executive session at 6:18pm.

The motion was passed upon the following vote:

VOTE									
Salman Abbasey, MD	X	Yes		No		Abstain		Absent	
Bryan Kehl	X	Yes		No		Abstain		Absent	
Rich Kosmerl	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	
Janice Shirley		Yes		No		Abstain	X	Absent	
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	8	Yes	0	No	0	Abstain	1	Absent	
RESULTS									
	X	PASS					FAIL		

EXECUTIVE SESSION DISCUSSIONS

President Kosmerl reminded attendees that all information discussed in executive session shall remain confidential and declared that no motions or votes were enacted on during the executive session.

WCCHS-22-073 PERMISSION TO NEGOTIATE FOR SNF ADMINISTRATOR POSITION

Motion by President Kosmerl and seconded by Manager Wawrzyniak, the Human Resource Director be hereby authorized to negotiate with a particular person for the SNF Administrator position with a salary up to \$143,500 per year.

The motion was passed upon the following vote:

VOTE									
Salman Abbasey, MD	X	Yes		No		Abstain		Absent	
Bryan Kehl	X	Yes		No		Abstain		Absent	
Rich Kosmerl	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	
Janice Shirley		Yes		No		Abstain	X	Absent	
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	8	Yes	0	No	0	Abstain	1	Absent	
RESULTS									
	X	PASS					FAIL		

NEXT REGULAR MEETING

The next regular meeting is scheduled for Tuesday, August 23, 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 6:19pm upon motion by Manager Wawrzyniak.

Laura Paolucci, BOM Secretary

Date

Pam Pettnot, Recording Secretary

Date

DRAFT

07/05/2022

WCCH is the only place to be when you are sick. Trust me, I have been in and out of here for 80 years. The doctors are caring and considerate, nurses are fantastic and aides and dietary and the precious housekeepers that smile and talk a bit. Respiratory is in peak form; such great supportive people. Everyone took excellent care of me. Discharge planning good as ever. Missed seeing Mary Bisig.

My husband had cancer and many surgeries on his back, so we had experiences with other hospitals for 30 years; 12 fighting melanoma. The best of all these hospitals cannot match our community hospital. Now, I have to get home and heal up. You did it again, and honestly, I will miss all the cheerful faces. Great traveling nurses and therapists and aides, too. They would be great permanents to help out our regulars.

Thanks again