

The regular meeting of the Wyoming County Community Health System (WCCHS) Board of Managers, Wyoming County, New York was held on Tuesday, August 24, 2022

BOARD OF MANAGERS PRESENT/ABSENT

★ *participated remotely*

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Salman Abbasey, MD | <input checked="" type="checkbox"/> Steve Perkins | <input 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 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"/> Dawn James (Chief Operating Officer) |
| <input checked="" type="checkbox"/> Justin Bayliss (NF Administrator) | <input checked="" type="checkbox"/> Dave Kobis (Chief Executive Officer) |
| <input checked="" type="checkbox"/> Ahmed Bayoumi, MD (Medical Staff President) ★ | <input type="checkbox"/> Gaby Kolo (Deputy Director of Human Resources) |
| <input checked="" type="checkbox"/> Brittany Coffta (Director of Clinic Operations) | <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"/> Mark Wright (Chief Financial 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: Erica Kilian

CALL MEETING TO ORDER

Manager Perkins, in the absence of President Kosmerl, called the meeting to order at 5:07pm.

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

- President Kosmerl
- Manager Reagan
- Manager Shirley

Manager Perkins declared that a quorum was present.

Manager Perkins commented that Manager Reagan 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		Yes		No		Abstain	X	Absent	
Laura Paolucci	X	Yes		No		Abstain		Absent	
Steve Perkins	X	Yes		No		Abstain		Absent	
J. Thomas Reagan, MD		Yes		No		Abstain	X	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:	6	Yes	0	No	0	Abstain	3	Absent	
RESULTS	X	PASS					FAIL		

WCCHS-22-074 CONSENT AGENDA

Motion by Manager Paolucci 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 July 26, 2022

Plant and Equipment Committee (August 9, 2022)

- Approve the purchase of two new patient beds for the SNF at an estimated cost of \$2,600 each, total \$5,200
- Approve the quote from Ed Hulme, Inc. to remove the glass block wall in the R-stairwell and frame and close in the area in the amount of \$27,335 or other lowest responsive quote.

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		Yes		No		Abstain	X	Absent	
Laura Paolucci	X	Yes		No		Abstain		Absent	
Steve Perkins	X	Yes		No		Abstain		Absent	
J. Thomas Reagan, MD		Yes		No		Abstain	X	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:	6	Yes	0	No	0	Abstain	3	Absent	
RESULTS	X	PASS					FAIL		

CEO REPORT

Dave Kobis submitted the following report:

FINANCIALS

- Health system loss year to date July 2022 was \$9.4M. Projected year end loss for 2022 is approximately \$19.2M. This number is reduced slightly from June 2022 projected year-end of \$19.4M primarily due to the downward trend in operating expenses.
- The financial improvement plan is in progress encompassing numerous components of the health system including nursing agency expense reduction, workforce planning, payor contracting, clinic integration, provider recruitment, and operational efficiency initiatives. Target dates for implementation of different initiatives range from immediate to 12 months or more.
- Staffing agency cost in July 2022 reduced slightly to \$472K, mainly due to a reduction agency hours used to support the acute services. Hiring and recruiting plans in place, but area and regional hospitals are all facing same staffing pressures. Progress remains slow.
- Hospital volume results continue to be mixed YTD. Acute inpatient, mental health and skilled nursing facility volumes up YTD compared to 2021. Surgery, imaging volumes and ancillary testing continue to experience a significant drop YTD compared to 2021.

WYOMING COUNTY HEALTH SYSTEM IMPACT (Handout)

- Economic and community benefit analysis from the Hospital Association of New York State (HANYS) published in February 2022 (data from 2020) identified economic benefit to Wyoming County from WCCHS. Highlights:
 - \$148M economic activity.
 - 1,100 jobs generated.
 - \$48M payroll expenditures.
 - \$14M in tax dollars generated.
- Patients served in Wyoming County and other services areas include:
 - 63,000 total patients treated.
 - 11,000 ED patients.
 - 2,000 patients treated in the hospital
 - 200 babies delivered.

OUTPATIENT CLINICS

- Integration efforts are underway across the WCCHS clinics including space consolidation, job redesign, centralized scheduling and new telecomm processes. We anticipate these changes will be completed by the end of the year. Other changes include:
 - Electronic record interfaces between clinics (Medent) and hospital (CPSI) are in progress and anticipated for completion by year end.
 - Consolidating billing under one company is anticipated to occur by year end.
 - Monthly meetings with providers to share performance information has commenced.
 - Provider reporting capabilities should be complete in 30 days.
- Physician recruitment efforts are ongoing. Recent interviews for Family Medicine, GI, and Orthopedics.
- Marketing efforts for all providers has commenced.
- A clinic operations supervisor position was established for all WCCHS clinics. This position has been filled by Charlene Sands and eliminates the need for clinic specific office manager positions.
- The health system has retained the support of an experienced practice management consultant to conduct a comprehensive review of all clinic operations, finances, and contracting. Work will be completed by year end.

CONTRACT NEGOTIATIONS

- Contract negotiations with WNY commercial payors is underway. Contracts expire at the end of the year. WCCHS has retained an outside consultant to assist with these negotiations. Preliminary results indicate a potential increase in commercial rates for 2023 of more than \$1M.
- Negotiations for ED physician services, hospitalist services, and other hospital-based provider services will be commencing shortly and will be completed by year end.

OBSTETRICS PROGRAM UPDATE

- WCCHS had 13 births for July 2022 which annualizes to 170 for 2022. As discussed at the July 2022 BOM meeting there are quality and patient safety risks associated with low volume obstetrical programs at rural hospitals (those with annual births less than 200).
- There are two article handouts this month relating to rural OB program risks and best practice recommendations for continued operation of such programs
 - *American College of Obstetricians and Gynecologist* – “Practice Considerations for Rural and Low-Volume Obstetric Settings”
 - *University of Minnesota Rural Health Research Center* – “Rural Hospital Administrators’ Beliefs on Offering Obstetric Care”

MARKETING

The hospital’s marketing vendor is updating the WCCHS website currently and is expected to conclude by the end of the year. Advertisements to support the health care facility and providers will be coming out later this month. The first campaign roll out will be focused on promoting our Primary Care Providers. There are sample advertisements attached at the end of the CEO board report.

CONNIE ALMETER RETIREMENT

As you are aware Connie Almeter will be retiring from WCCHS as the Chief Nursing Officer effective September 17, 2022. As many of you know Connie’s worked at the hospital for more than 38 years in numerous capacities. Her contributions are many and the organization owes her a debt of gratitude for her leadership, dedication, and loyalty to the facility and community. Connie started at WCCHS as an LPN in the Skilled Nursing Facility before obtaining her RN degree as well as her Master’s degree in nursing. She’s been the Chief Nurse at the hospital for the last seven years, but has worked in numerous departments throughout the health system during her career including the ED, Workplace Health, Infection Control, and Nursing Education. Additionally, Connie was a leader of many acute quality initiatives, was instrumental in achieving advanced total hip and total knee replacement certification, and coordinated the last successful Joint Commission survey and accreditation. Furthermore, Connie has been an active leader and participant in EMS activities in North Java for many years.

WCCHS thanks Connie for her leadership and commitment to the organization, the community, and most of all our patients and their families. We wish her well as she enters the next chapter of her life. There will be a retirement event for Connie in September 2022.

BEHAVIORAL HEALTH

- Inpatient remains strong for the month of July 2022 with 92% bed occupancy.
- Over budget for the month of July 2022.
- Staffing continues to remain stable with no overtime and/or agency usage. This is attributed to a full staff and no open positions.
- A total of 107 psychiatric evaluations were completed by the psychiatric assessment officers within the month of July 2022.
- Outpatient Forensic services - 57 inmates served and 30 of those had medication changes.
- Outpatient Collaborative Care Program
 - Mondays located in Perry
 - Thursdays located in Arcade
 - Fridays located in Warsaw.
 - Warsaw Pediatric office continues to offer the program through the UB Grant.

PLANT OPERATIONS

Construction Projects

- Boiler Room Electric Panel Replacement – Both distribution panels (MDLC/F & GPLA) were replaced and all sub-panels are crossed over. Coordinating the work with hospital staff and accommodating each department's power needs during the project went smooth.
- 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 NYSDOH 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 punchlists. 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 – Sealing/crack filling will take place September 10 and 11, 2022 to minimize staff/patient interruptions.
- Electric Panel Replacement – Pre-bid, bid opening, and contract documentation is completed and awaiting final approval. The low bid contractor was DJ Beardsley & Sons Inc. at a cost of \$41,500.00
- AHU Replacement – The bid drawings and specifications for the two new air handlers on SNF and Mental Health Unit roof are in my possession. Pre-bid and bid opening dates will be established within the near future to start this project.

Maintenance Projects

- The Wyoming County Family Medicine - Perry clinic air handlers are expected to arrive any day. 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. Installation is taking place with one room at a time to minimize the patient impact. 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. A total of four (4) rooms are completed at this time.
- The maintenance staff worked with NYMIR to perform a facility inspection of SNF and hospital. The inspector spent 1-1/2 days reviewing the buildings, our preventative maintenance program and work order system to address staff/patient concerns. The inspector found no major discrepancies during her visit.

NURSING

- Agency Use -

Obstetrics:	2 FT RNs
Medical/Surgical:	8 FT RNs
Intensive Care:	2 FT RNs
Emergency:	5 FT RNs
 Total:	 14 FT RNs

This total is down 6 FT RN agency from the July 2022 board meeting. We anticipate decreasing by another 3 RN agency by September 10, 2022.

- Joint Commission -
 - Nurse mock survey is scheduled for October 3 and 4, 2022.
 - Meetings established with different managers to review standards.
- Clinical Staffing Committee -
 - Nurse staffing plan has been established and submitted to NYSDOH both in hard copy and through the Health Commerce.
 - Committee will need to reconvene as we move towards the Team Nursing as below.
- Team Nursing -
 - WCCHS is moving towards the Team Nursing Model. This is not a new model, just a different model for our med/surg floor. Educational sessions are being held for the nursing staff.
 - The teams will consist of RNs, LPNs, and hospital aides. The use of increased LPNs will assist in decreasing agency and associated costs, while still providing good quality care.

MEDICAL DIRECTOR

- By-Laws Committee to meet August 24, 2022 to review rules/regulations, likely will need 2 meetings.
- Final By-Laws and rules/regulations will be sent to the Medical Staff on September 6, 2022 for a 30 day review period.
- President of Medical Staff to call a special meeting on October 12, 2022 to discuss and vote on the new By-Laws/rules/regulations.

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 remain very challenged for staffing LPN's. This will continue to affect how many residents and the complexity of cases we can accept. LPN agency rates have come down and we have negotiated around \$50-\$60/hour for recent hires.
- Six (6) Training Nursing Assistant's (TNA's) started the final class on July 26, 2022. Wyoming County Community Action is funding all six and the program is being held at BOCES. This will be the final 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.

Facebook Ad



Digital Sign out Front of Hospital



Pennysaver Ad

Primary Care is Our Primary Focus!

For more information visit
wcchs.net/familymedicine
or contact one of our clinics to
schedule an appointment!

- Arcade • 401 Main Street, Arcade, NY 14009 • 585-492-5088
- O'Dell • 263 Liberty Street, Suite 2, Arcade, NY 14009 • 585-496-5007
- Attica • 35 Main Street, Attica, NY 14011 • 585-591-2186
- Castile • 5596 Route 19A, Castile, NY 14427 • 585-493-9230
- Perry • 1 Parker Lane, Perry, NY 14530 • 585-969-5335
- Warsaw • 34 Duncan Street, Warsaw, NY 14569 • 585-786-2290



At WCCHS, we believe it's important for everyone to have a primary care provider they know and trust. That's why our providers take the time to get to know their patients, so they can understand the best way to care for each person based on their individual healthcare needs.

Our providers see patients of all ages, specializing in the prevention, diagnosis, and treatment of a variety of health issues. From asthma, arthritis, cold and flu to immunizations and health screenings, and everything in between, we've got you covered!

www.wcchs.net • 585-786-2233 • 400 N. Main Street • Warsaw, NY 14569
This institution is an equal opportunity provider and employer. TDD: 1-800-662-1220



Attica Pharmacy Prescription Bags



WYOMING COUNTY COMMUNITY HOSPITAL

Keeping You Well, Close to Home

<p>Behavioral Health Center - Mark Varallo, MD; Peter Coggiola, PMHNP <i>Helping patients regain their sense of mental and emotional balance.</i></p> <p>Cardiac Care and Pulmonary Rehabilitation - Joseph Gomez, MD <i>Assisting patients in the recovery of a variety of heart ailments.</i></p> <p>Dialysis Center - Edwin Anand, MD <i>Providing outpatient renal dialysis treatment.</i></p> <p>Endocrinology - Amrutha Idupuganti, MD <i>Studying the glands and hormones of the body.</i></p> <p>ENT - Kevin O'Connell, MD <i>Guiding the medical and surgical treatment of the ear, nose, throat, head and neck.</i></p> <p>Gastroenterology - Abdul Chaudry, MD <i>Providing screenings, diagnosis and treatment for a variety of gastrointestinal concerns.</i></p> <p>Internal Medicine - Salman Abbasey, MD; Ahmed Bayoumi, MD; Ripple Marfatia, MD; Debra Brown, NP <i>Providing care from general wellness and screenings to treatment of illness or injury.</i></p> <p>Neurology - Andrew Hilburger, MD <i>Treating pain and other issues related to the brain and nervous system.</i></p>	<p>Nephrology - Edwin Anand, MD <i>Focusing on a variety of ailments related to the kidneys.</i></p> <p>Orthopedics & Podiatry - Zerah Ali, DPM; Lindsey Clark, MD; David Privitera, MD; Christopher Zielinski, PA <i>Providing care for the joints, shoulders, hips and knees.</i></p> <p>Pediatrics - Jeril Kannampuzha, MD <i>Caring for the health needs of newborns, infants and adolescents.</i></p> <p>Primary Care - Dean Brewer, DO; Sydney Domanowski, DO; Ashley Bartz, PA; Jacquelyn Janes, NP; Lisa Kemp, NP; Angela Potter, PA <i>Offering care for annual wellness exams, sports physicals, immunizations, cold/flu, arthritis, and much more.</i></p> <p>Surgical Services - Ronald Weissenberg, DO; Andrea Zucchiatti, MD <i>Offering a variety of surgical solutions including pre and post-operative care.</i></p> <p>Women's Health and Maternity - Farkad Balaya, MD; Valerie Um, DO; Kari Beardsley, NP; Kelly Shea, NP <i>Caring for the overall health of women - from gynecological needs to maternity to menopause.</i></p>
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 Wyoming County Community Health System

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 This institution is an equal opportunity provider and employer. TDD: 1-800-662-1220

MEDICAL DIRECTOR REPORT

Mandip Panesar, MD reported on the following items:

- By-Laws Committee to meet August 24, 2022 to review rules/regulations, likely will need 2 meetings.
- Final By-Laws and rules/regulations will be sent to the Medical Staff on September 6, 2022 for a 30 day review period.
- President of Medical Staff to call a special meeting on October 12, 2022 to discuss and vote on the new By-Laws/rules/regulations.

MEDICAL STAFF PRESIDENT REPORT

No report.

WCCHS-22-075 PREAUTHORIZED ACCOUNTS AND ACCOUNTS PAYABLE

Motion by Manager Rogers and seconded by Manager Abbasey, the preauthorized accounts and accounts payable processed totaling \$3,962,691.82 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		Yes		No		Abstain	X	Absent
Laura Paolucci	X	Yes		No		Abstain		Absent
Steve Perkins	X	Yes		No		Abstain		Absent
J. Thomas Reagan, MD		Yes		No		Abstain	X	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:	6	Yes	0	No	0	Abstain	3	Absent
RESULTS	X	PASS				FAIL		

WCCHS-22-076 APPROVE WRITE-OFFS, DENIED CLAIMS, AND BAD DEBT

Motion by Manager Wawrzyniak and seconded by Manager Rogers, the write-offs/denied claims/bad debt totaling \$222,091.77 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		Yes		No		Abstain	X	Absent
Laura Paolucci	X	Yes		No		Abstain		Absent
Steve Perkins	X	Yes		No		Abstain		Absent
J. Thomas Reagan, MD		Yes		No		Abstain	X	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:	6	Yes	0	No	0	Abstain	3	Absent
RESULTS	X	PASS				FAIL		

WCCHS-22-077 APPOINT WCCHS BANK SIGNATORIES

Motion by Manager Kehl and seconded by Manager Paolucci, David A, Kobis and Mark J. Wright be hereby appointed as signatories on WCCHS bank accounts, effective immediately.

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		Yes		No		Abstain	X	Absent
Laura Paolucci	X	Yes		No		Abstain		Absent
Steve Perkins	X	Yes		No		Abstain		Absent
J. Thomas Reagan, MD		Yes		No		Abstain	X	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:	6	Yes	0	No	0	Abstain	3	Absent
RESULTS	X	PASS				FAIL		

WCCHS-22-078 APPROVE PERSONNEL REQUISITIONS IN PROCESS AND PROPOSED PERSONNEL CHANGES/FINANCIAL IMPACT

Motion by Manager Wawrzyniak 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)											
August 23, 2022											
Proposed Positions for Approval											
Senior Manager	Title/Department	FTE	Schedule	Vacating Employee	Hourly Rate	Annual Salary	Benefits	Proposed Hourly	Proposed Annual	Benefits	
Wright:	Senior Account Clerk/12.801	1.00	WCCH	Melanie Hulme 09/03/2022	\$20.94	\$40,833	\$19,147	\$18.68	\$36,426	\$17,080	
James:	Patient Information Specialist Per Diem/12.805	0.00	WCCH	Arrianna Wright 08/09/2022	\$17.75	\$3,461	\$265	\$17.38	\$3,389	\$259	
	Patient Information Specialist Per Diem/12.722	0.00	WCCH	Hannah Kendall 08/09/2022	\$19.40	\$3,783	\$289	\$17.38	\$3,389	\$259	
	LPN/04.167	1.00	WCCH	Kaleigh Waldo 08/10/2022	\$24.84	\$48,438	\$22,713	\$22.03	\$42,959	\$3,286	
	LPN/04.847	1.00	WCCH	Rebecca Logsdon 06/09/2022	\$25.46	\$52,957	\$24,831	\$22.03	\$42,959	\$3,286	
Bayliss:	Student Aide/09.100	0.40	Student	Autum Bosworth 06/14/2022	\$13.25	\$10,335	\$791	\$13.25	\$10,335	\$791	
	Social Work Assistant/06.923	1.00	WCCH	Michael Drum 08/25/2022	\$24.35	\$47,483	\$22,265	\$21.30	\$41,535	\$19,476	

PROPOSED PERSONNEL CHANGES/FINANCIAL IMPACT				
August 23, 2022				
POSITION	ANNUAL SALARY PROPOSED	BENEFIT PACKAGE	BUDGETED SALARY	BUDGETED BENEFITS
Sr. Manager - C. Almeter				
Delete 1 - 1.00 FTE Director of Maternity & Women's Health (Cost Center 325)/01.177.644 Schedule C Salary To Be Determined Effective date: August 24, 2022	\$0	\$0	\$0	\$0
Delete 1 - 1.00 FTE Director of Medical/Surgical, ICU (Cost Center 302)/01.170.558 Schedule C \$102,500.00 Effective date: 09/03/2022	\$0	\$0	\$102,500	\$48,062
Delete 1 - 0.00 FTE Nursing Supervisor Per Diem (Cost Center 865)/02.153.502 Schedule C \$240/4-HR Shift Effective date: August 24, 2022	\$0	\$0	\$960	\$73
Delete 1 - 0.00 FTE Emergency Patient Care Technician Per Diem (Cost Center 371)/05.510 Schedule WCCH, Grade 6 \$17.38 - \$19.40/Hr. Effective date: August 24, 2022	\$0	\$0	\$3,389	\$259
Delete 1 - 0.00 FTE Sterile Processing Technician Per Diem (Cost Center 404)/06.905 Schedule WCCH, Grade 7 \$18.46/Hr. Effective date: August 24, 2022	\$0	\$0	\$3,600	\$275
Delete 1 - 1.00 FTE RPN 1st Assistant (Cost Center 404)/03.222 Schedule WCCH, Grade 20A \$42.69/Hr. Effective date: August 24, 2022	\$0	\$0	\$83,246	\$39,034
Delete 1 - 1.00 FTE RPN 1st Assistant (Cost Center 404)/03.163 Schedule WCCH, Grade 20A \$45.76/Hr. Effective date: August 24, 2022	\$0	\$0	\$89,232	\$41,841

POSITION	ANNUAL SALARY PROPOSED	BENEFIT PACKAGE	BUDGETED SALARY	BUDGETED BENEFITS
Delete 1 - 0.60 FTE RPN Cost Center 302)03.661 Schedule WCCH, Grade 20 - 20F \$45.55/Hr. Effective date: August 24, 2022	\$0	\$0	\$53,294	\$14,991
Delete 1 - 0.00 FTE RPN Per Diem (Cost Center 371)03.817 Schedule WCCH, Grade 20 \$48.65/Hr. Effective date: August 24, 2022	\$0	\$0	\$9,487	\$726
Delete 1 - 1.00 FTE RPN (Cost Center 302)03.126 Schedule WCCH, Grade 20 - 20F \$43.50/Hr. Effective date: August 24, 2022	\$0	\$0	\$84,825	\$39,774
Delete 1 - 1.00 FTE RPN (Cost Center 302)03.199 Schedule WCCH, Grade 20 - 20F \$29.14/Hr. Effective date: August 24, 2022	\$0	\$0	\$56,823	\$26,644
Delete 1 - 1.00 FTE RPN (Cost Center 325)03.160 Schedule WCCH, Grade 20 - 20F \$32.54/Hr. Effective date: August 24, 2022	\$0	\$0	\$63,453	\$29,753
Delete 1 - 0.00 FTE RPN Per Diem (Cost Center 331)03.873 Schedule WCCH, Grade 20 \$48.65/Hr. Effective date: August 24, 2022	\$0	\$0	\$9,487	\$726
Create 8 - 1.00 FTE LPN (Cost Center 302) Schedule WCCH, Grade 14B - 14E \$22.03 - \$27.84/Hr. Available date: August 24, 2022	\$343,668	\$161,146	\$0	\$0
Create 1 - 1.00 FTE Assistant Director of Nursing (Cost Center 865) Schedule C <i>Salary To Be Determined</i> Available date: August 24, 2022	\$0	\$0	\$0	\$0
Sr. Manager - B. Givens				
Delete 1 - 0.00 FTE Psychiatric Assessment Officer Per Diem (Cost Center 373)06.754 Schedule WCCH, Grade 18 \$29.61/Hr. Effective date: August 24, 2022	\$0	\$0	\$5,774	\$442
Delete 1 - 1.00 FTE Director of Utilization Review (Cost Center 720)01.175.628 Schedule C \$98,800/Yr. Effective date: 09/19/2022	\$0	\$0	\$98,800	\$46,327
Delete 1 - 1.00 FTE RPN (Cost Center 720)03.119 Schedule WCCH, Grade 20 - 20F \$44.45/Hr. Effective date: 10/01/2022	\$0	\$0	\$86,678	\$40,643
Delete 1 - 1.00 FTE RPN (Cost Center 720)03.120 Schedule WCCH, Grade 20 - 20F \$45.55/Hr. Effective date: 10/01/2022	\$0	\$0	\$88,823	\$41,649
Delete 1 - 1.00 FTE RPN (Cost Center 720)03.175 Schedule WCCH, Grade 20 - 20F \$44.45/Hr. Effective date: 10/01/2022	\$0	\$0	\$86,678	\$40,643
Delete 1 - 1.00 FTE RPN (Cost Center 720)03.210 Schedule WCCH, Grade 20 - 20F \$45.55/Hr. Effective date: 10/01/2022	\$0	\$0	\$88,823	\$41,649
Create 2 - 1.00 FTE Discharge Care Manager (Cost Center 720) Schedule WCCH, Grade 12A \$21.30 - 24.35/Hr. Available date: August 24, 2022	\$83,070	\$38,952		
Create 2 - 1.00 FTE Utilization Review RN (Cost Center 720) Schedule WCCH, Grade 20 \$32.54 - 40.54/Hr. Available date: August 24, 2022	\$126,906	\$59,506		
Sr. Manager - J. Bayliss				
Delete 1 - 0.00 FTE Activity Leader Per Diem (Cost Center 705)05.351 Schedule WCCH, Grade 3 \$17.73/Hr. Effective date: August 24, 2022	\$0	\$0	\$3,457	\$264
Delete 1 - 0.00 FTE Medical Receptionist Per Diem (Cost Center 361)12.139 Schedule WCCH, Grade 5 \$17.15/Hr. Effective date: August 24, 2022	\$0	\$0	\$3,344	\$256
Delete 1 - 1.00 FTE Director of Reimburse/Quality & SNF Rehab (Cost Center 795)02.204.531 Schedule C \$106,092/Yr. Effective date: August 24, 2022	\$0	\$0	\$106,092	\$49,747
Delete 1 - 0.00 FTE Certified Occupational Therapy Assistant Per Diem (Cost Center 057)06.825 Schedule WCCH, Grade 11 \$24.51/Hr. Effective date: August 24, 2022	\$0	\$0	\$4,779	\$366

POSITION	ANNUAL SALARY PROPOSED	BENEFIT PACKAGE	BUDGETED SALARY	BUDGETED BENEFITS
Delete 1 - 1.00 FTE Nursing Assistant Trainee (Cost Center 363)/05.936 Schedule WCCH, Grade 5 \$15.59/Hr. Effective date: August 24, 2022	\$0	\$0	\$30,401	\$14,255
Delete 1 - 0.80 FTE Speech Pathologist (Cost Center 058)/06.742 Schedule WCCH, Grade 18C \$42.92/Hr. Effective date: August 24, 2022	\$0	\$0	\$66,955	\$25,115
Delete 1 - 0.00 FTE LPN Per Diem (Cost Center 363)/04.702 Schedule WCCH, Grade 14B \$30.55/Hr. Effective date: August 24, 2022	\$0	\$0	\$5,957	\$456
Delete 1 - 0.00 FTE Nursing Assistant Per Diem (Cost Center 363)/05.801 Schedule WCCH, Grade 8A \$17.75/Hr. Effective date: August 24, 2022	\$0	\$0	\$3,461	\$265
Delete 1 - 0.00 FTE Nursing Assistant Per Diem (Cost Center 363)/05.718 Schedule WCCH, Grade 8A \$17.33/Hr. Effective date: August 24, 2022	\$0	\$0	\$3,379	\$259
Delete 1 - 0.00 FTE Nursing Assistant Per Diem (Cost Center 364)/05.805 Schedule WCCH, Grade 8A \$18.14/Hr. Effective date: August 24, 2022	\$0	\$0	\$3,537	\$271
Delete 1 - 0.00 FTE Nursing Assistant Per Diem (Cost Center 363)/05.717 Schedule WCCH, Grade 8A \$16.95/Hr. Effective date: August 24, 2022	\$0	\$0	\$3,305	\$253
Delete 1 - 1.00 FTE Nursing Assistant Trainee (Cost Center 363)/05.934 Schedule WCCH, Grade 5 \$15.24/Hr. Effective date: August 24, 2022	\$0	\$0	\$29,718	\$13,935
Delete 1 - 1.00 FTE Nursing Assistant Trainee (Cost Center 363)/05.935 Schedule WCCH, Grade 5 \$15.24/Hr. Effective date: August 24, 2022	\$0	\$0	\$29,718	\$13,935
Delete 1 - 1.00 FTE Nursing Assistant Trainee (Cost Center 363)/05.945 Schedule WCCH, Grade 5 \$15.24/Hr. Effective date: August 24, 2022	\$0	\$0	\$29,718	\$13,935
Delete 1 - 1.00 FTE Nursing Assistant Trainee (Cost Center 364)/05.949 Schedule WCCH, Grade 5 \$15.24/Hr. Effective date: August 24, 2022	\$0	\$0	\$29,718	\$13,935
Delete 1 - 1.00 FTE Nursing Assistant Trainee (Cost Center 362)/05.943 Schedule WCCH, Grade 5 \$15.24/Hr. Effective date: August 24, 2022	\$0	\$0	\$29,718	\$13,935
Delete 1 - 0.00 FTE Medical Receptionist Per Diem (Cost Center 361)/12.139 Schedule WCCH, Grade 5 \$17.15/Hr. Effective date: August 24, 2022	\$0	\$0	\$3,344	\$256
Delete 1 - 1.00 FTE Nursing Assistant Trainee (Cost Center 361)/05.941 Schedule WCCH, Grade 5 \$15.24/Hr. Effective date: August 24, 2022	\$0	\$0	\$29,718	\$13,935
Sr. Manager - D. James				
Delete 1 - 1.00 FTE Biomedical Equipment Technician II (Cost Center 735)/06.949 Schedule WCCH, Grade 18C \$31.72 - \$42.92/Hr. Effective date: August 24, 2022	\$0	\$0	\$61,854	\$29,003
Delete 1 - 0.00 FTE Building Maintenance Worker Per Diem (Cost Center 730)/08.751 Schedule WCCH, Grade 14B \$24.23/Hr. Effective date: August 24, 2022	\$0	\$0	\$4,725	\$361
Delete 1 - 1.00 FTE Phlebotomist (Cost Center 021)/05.726 Schedule WCCH, Grade 6 \$17.27/Hr. Effective date: August 24, 2022	\$0	\$0	\$33,677	\$15,791
Delete 1 - 0.00 FTE Phlebotomist Per Diem (Cost Center 021)/05.724 Schedule WCCH, Grade 6 \$18.59/Hr. Effective date: August 24, 2022	\$0	\$0	\$3,625	\$277
Delete 1 - 0.00 FTE Physical Therapist Per Diem (Cost Center 051)/06.750 Schedule WCCH, Grade 18C \$34.89 - \$47.21/Hr. Effective date: August 24, 2022	\$0	\$0	\$6,804	\$520
Delete 1 - 0.00 FTE Respiratory Therapist Per Diem (Cost Center 042)/06.839 Schedule WCCH, Grade 14C & 15A \$27.68/Hr. Effective date: August 24, 2022	\$0	\$0	\$5,398	\$413
Delete 1 - 0.00 FTE Respiratory Therapist Per Diem (Cost Center 042)/06.430 Schedule WCCH, Grade 18B & 18C \$27.68/Hr. Effective date: August 24, 2022	\$0	\$0	\$5,398	\$413

POSITION	ANNUAL SALARY PROPOSED	BENEFIT PACKAGE	BUDGETED SALARY	BUDGETED BENEFITS
Delete 1 - 0.00 FTE Physical Therapist Assistant Per Diem (Cost Center 051)/06.842 Schedule WCCH, Grade 11 \$22.29/Hr. Effective date: August 24, 2022	\$0	\$0	\$4,347	\$333
Delete 1 - 0.00 FTE Physician Assistant Per Diem (Cost Center 679)/17.126.067 Schedule P \$83.13/Hr. Effective date: August 24, 2022	\$0	\$0	\$16,210	\$1,240
Delete 1 - 1.00 FTE Nurse Practitioner (Cost Center 650)/17.128.311 Schedule P \$100,000/Yr. Effective date: August 24, 2022	\$0	\$0	\$100,000	\$46,890
Delete 1 - 0.50 FTE Medical Office Assistant (Cost Center 630)/12.181 Schedule WCCH, Grade 6 \$19.00/Hr. Effective date: August 24, 2022	\$0	\$0	\$19,760	\$1,512
Delete 1 - 1.00 FTE Medical Records Specialist II (Cost Center 855)/12.509 Schedule WCCH, Grade 14B \$24.22/Hr. Effective date: August 24, 2022	\$0	\$0	\$47,229	\$22,146
Delete 1 - 0.60 FTE Cleaner (Cost Center 745)/08.816 Schedule WCCH, Grade 6 \$15.80/Hr. Effective date: August 24, 2022	\$0	\$0	\$18,486	\$5,200
Delete 1 - 1.00 FTE Cleaner (Temporary) (Cost Center 745)/08.263 Schedule WCCH, Grade 6 \$15.80/Hr. Effective date: August 24, 2022	\$0	\$0	\$30,810	\$2,357
Delete 1 - 1.00 FTE Food Service Helper (Cost Center 090)/08.302 Schedule WCCH, Grade 5 \$15.59/Hr. Effective date: August 24, 2022	\$0	\$0	\$30,401	\$14,255
Delete 1 - 0.00 FTE Food Service Helper Per Diem (Cost Center 090)/08.370 Schedule WCCH, Grade 5 \$16.76/Hr. Effective date: August 24, 2022	\$0	\$0	\$3,268	\$250
Delete 1 - 0.00 FTE Medical Receptionist Per Diem (Cost Center 032)/12.803 Schedule WCCH, Grade 5 \$18.24/Hr. Effective date: August 24, 2022	\$0	\$0	\$3,557	\$272
Delete 1 - 1.00 FTE Medical Receptionist (Cost Center 698)/12.215 Schedule WCCH, Grade 5 \$15.59/Hr. Effective date: August 24, 2022	\$0	\$0	\$32,427	\$15,205
Delete 1 - 0.00 FTE LPN Per Diem (Cost Center 397)/04.833 Schedule WCCH, Grade 14B \$25.02/Hr. Effective date: August 24, 2022	\$0	\$0	\$4,879	\$373
Delete 1 - 1.00 FTE Senior Food Service Helper (Cost Center 090)/08.369 Schedule WCCH, Grade 6 \$17.64/Hr. Effective date: August 24, 2022	\$0	\$0	\$34,398	\$16,129
Delete 1 - 0.00 FTE Food Service Helper Per Diem (Cost Center 090)/08.813 Schedule WCCH, Grade 5 \$18.69/Hr. Effective date: August 24, 2022	\$0	\$0	\$3,645	\$279
Delete 1 - 1.00 FTE Food Service Helper (Cost Center 090)/08.368 Schedule WCCH, Grade 5 \$16.99/Hr. Effective date: August 24, 2022	\$0	\$0	\$33,131	\$15,535
Delete 1 - 0.40 FTE Food Service Helper (Cost Center 090)/08.374 Schedule WCCH, Grade 5 \$16.76/Hr. Effective date: August 24, 2022	\$0	\$0	\$13,073	\$1,000
Delete 1 - 0.40 FTE Student Aide (Cost Center 090)/09.110 Student \$13.25/Hr. Effective date: August 24, 2022	\$0	\$0	\$10,335	\$791
Delete 1 - 0.00 FTE Student Aide Per Diem (Cost Center 090)/09.702 Student \$13.25/Hr. Effective date: August 24, 2022	\$0	\$0	\$2,584	\$198
Delete 1 - 0.00 FTE Senior Medical Technologist Per Diem (Cost Center 021)/06.482 Schedule WCCH, Grade 18C \$34.89/Hr. Effective date: August 24, 2022	\$0	\$0	\$6,804	\$520
Delete 1 - 0.00 FTE RAD Tech I Per Diem (Cost Center 032)/06.835 Schedule WCCH, Grade 12A \$23.38/Hr. Effective date: August 24, 2022	\$0	\$0	\$4,559	\$349
Delete 1 - 0.00 FTE Diagnostic Medical Sonographer Per Diem (Cost Center 035)/06.820 Schedule WCCH, Grade 18A \$30.09/Hr. Effective date: August 24, 2022	\$0	\$0	\$5,868	\$449
TOTALS	\$553,644	\$259,604	\$1,979,437	\$820,943
TOTAL ANNUAL INCREASE:				-\$1,987,132

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		Yes		No		Abstain	X	Absent	
Laura Paolucci	X	Yes		No		Abstain		Absent	
Steve Perkins	X	Yes		No		Abstain		Absent	
J. Thomas Reagan, MD		Yes		No		Abstain	X	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:									
	6	Yes	0	No	0	Abstain	3	Absent	
RESULTS									
	X	PASS					FAIL		

WCCHS-22-079 APPROVE CONTRACTS AND/OR GRANTS

Motion by Manager Rogers and seconded by Manager Wawrzyniak, 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. Amend Resolution #WCCHS-22-072 approved on 07/26/2022 with **JACK SPROUL MD**, W8589 US Hwy 8, Dunbar WI 54119, related to an agreement to provide orthopedic services, not to exceed \$260,000 per year, effective 09/01/2022 – 08/31/2023, as follows:
 - Change the term of the agreement from 09/01/2022 – 08/31/2023 to **10/01/2022 – 12/31/2023**.
 - Increase the amount from not to exceed \$260,000 per year to an amount **not to exceed \$350,000 per year** to include the cost of malpractice insurance.
 - Pending approval by the Wyoming County Board of Supervisors [Resolution #22-423, approved 08/16/2022].
2. Amend Resolution #WCCHS-22-024 approved on 03/22/2022 with **WEATHERBY LOCUMS, INC.**, 6451 N. Federal Highway, Suite 800, Ft. Lauderdale, FL 33308, related to an agreement for physician locum tenens coverage, not to exceed \$200,000, effective 03/02/2022 – 03/21/2023, as follows:
 - Increase the amount from not to exceed \$200,000 to an amount **not to exceed \$220,000**.
 - Pending approval by the Wyoming County Board of Supervisors [Resolution #22-250 approved on 04/12/2022].
3. **GENERAL PHYSICIAN PC (GPPC)**, 726 Exchange Street, Buffalo, NY 14210, an independent contractor agreement to reimburse a portion of WCCHS’s outpatient clinic supervisor salary, \$19,964 per year [revenue], effective 07/01/2022 – 06/30/2025.
4. Amend Resolution #WCCHS-21-030 approved on 04/27/2021 and Resolution #WCCHS-20-054 approved on 06/23/2020 with **UBMD INTERNAL MEDICINE**, Buffalo General Medical Center, 100 High Street, D2-76, Buffalo, NY 14203 related to outpatient endocrine physician services (Amrutha Idupuganti, MD), \$79,200 per year, as follows
 - Extend the term of the agreement from 08/01/2021 – 07/31/2022 through **08/01/2022 – 07/31/2023**.
 - Pending approval by the Wyoming County Board of Supervisors [Resolution #21-247 approved on 05/11/2021 and Resolution #20-304 approved on 07/14/2020].
5. Negotiate a professional services or employment agreement with a physician to provide orthopedic services, not to exceed \$700,000 per year, effective xx/xx/xxxx – xx/xx/xxxx, pending approval by the Wyoming County Board of Supervisors.
6. Negotiate a professional services agreement to provide radiology services, not to exceed \$100,000 per year, effective xx/xx/xxxx – xx/xx/xxxx, pending approval by the Wyoming County Board of Supervisors.

7. Amend Resolution #WCCHS-22-054 approved on 05/24/2022, Resolution #WCCHS-22-007 approved on 01/25/2022 and Resolution #WCCHS-21-030 approved on 04/27/2021 with **GARFUNKEL WILD, PC**, 111 Great Neck Road, Great Neck, NY 11021, related to a legal engagement to retain firm to provide legal advice and related services in connection with general regulatory matters, routine business transactions, and other routine general healthcare matters, not to exceed \$10,000 per month effective 01/01/2022 – 12/31/2022, as follows:
 - Increase the contract amount an additional **\$38,893** to include invoices received for services rendered for the period February 1, 2022 through May 31, 2022. These services fall under Exhibit A, Fee Proposal, Section B, Hourly Billing Matters classification and are outside the scope of the monthly general retainer.
 - Pending approval by the Wyoming County Board of Supervisors [Resolution #22-344 approved on 06/14/2022, Resolution #22-099 approved on 02/08/2022 and Resolution #21-243 approved on 05/11/2021].
8. Amend Resolution #WCCHS-19-048 approved on 04/23/2019 with **ST. BONAVENTURE UNIVERSITY**, 3261 West State Street, PO Box 2448, St. Bonaventure, NY 14778, related to a clinical affiliation agreement to provide clinical experiences to students enrolled in Physician Assistant studies, \$0.00 to WCCHS, effective 04/01/2019 – 03/31/2020, as follows:
 - Extend the term of the agreement from 04/01/2019 – 03/31/2020 through **04/01/2020 – 03/31/2024**.
9. Amend Resolution #WCCHS-16-018 approved on 03/22/2016 with **LAKE ERIE COLLEGE OF OSTEOPATHIC MEDICINE**, 1858 West Grandview Boulevard, Erie, PA 16509, related to a 5-year agreement to provide clinical experience to students enrolled in the graduate program leading to the degree of Doctor of Osteopathic Medicine, \$0.00 cost to WCCHS, 03/23/2016 – 03/22/2021, as follows:
 - Extend the term of the agreement from 03/23/2016 – 03/22/2021 through **03/23/2021 -03/22/2024**.
10. **GENESEE COMMUNITY COLLEGE**, One College Road, Batavia, NY 14020, an affiliation agreement to host institution for nursing students to receive clinical fieldwork experience, \$0.00 cost to WCCHS, effective 08/01/2022 – 07/31/2025.
11. Amend Resolution #WCCHS-21-091 approved on 12/28/2021, 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 \$38,280 per year, effective 11/15/2020 – 05/15/2022 as follows:
 - Extend term from 11/15/2020 – 05/15/2022 through **05/16/2022 – 05/15/2023**.
 - Increase the amount from an amount not to exceed \$38,280 per year to an amount **not to exceed \$40,048 per year**.
 - Pending approval by the Wyoming County Board of Supervisors [Resolution #22-040 approved on 01/11/2022, Resolution #21-087 approved on 02/09/2021, and Resolution #18-576 approved on 12/11/2018].
12. **ERBE USA, INC.**, 2225 Northwest Parkway, Marietta, GA 30067, agreement to purchase disposable supplies for irrigation during endoscopy procedures, tubing, connectors, and free pump with purchase of 1-2 cases per month, \$31.90 approximate cost per day [previous cost \$34.46 per day], not to exceed \$6,500 per year, effective 08/08/2022 – 08/07/2023.
13. **ROBERTS WESLEYAN COLLEGE**, 2301 Westside Drive, Rochester, NY 14624, a memorandum of understanding to provide an academic corporate partnership that will offer employees a 25% discount on tuition. This will be offered to all employees and their spouses which will apply for bachelor and masters programs. Dependents will have access to the discount for undergraduate programs only. Program eligible are: school of business, arts & humanities, education, and social work, nursing and nature, and social services, \$0.00 cost to WCCHS, effective 08/01/2022 – 08/01/2025.
14. **AMERICAN DATA NETWORK, LLC**, 10809 Executive Center Drive, Little Rock, AR 72211, patient safety culture survey, coordinate the distribution of, analyze, and report the results of the hospital 2022 safety culture surveys utilizing the hospital survey on patient safety culture designed by the Agency for Healthcare Research & Quality (AHRQ), \$3,000 per year, effective 08/15/2022 – 08/14/2023.

15. **BOUCHER & ASSOCIATES**, 4392 Syracuse Road, Cazenovia, NY 13035, a consulting agreement to provide financial review of WCCHSs employed medical group and contracted medical services, outline initiative to improve the overall financial performance of the group, not to exceed \$35,000 per year, effective 08/22/2022 – 08/21/2023.
16. Amend Resolution #WCCHS-21-083 approved on 11/23/2021 with **SENECA GORHAM SECURITY SYSTEMS, INC.**, 22 Main Street, Bloomfield, NY 14469, fire panel monitoring at 408 North Main Medical Building, \$300 per year, effective 08/01/2021 – 07/31/2022, as follows:
 - Extend the term of the original approval from 08/01/2021 – 07/31/2022 through **07/31/2031** to match the actual 10 year term of the agreement.
17. **HEALTHCARE SOLUTIONS WNY**, Union Village Square, 3719 Union Road, Suite 218, Cheektowaga, NY 14225, a billing and accounts receivable management agreement to provide clinic billing, coding, and credentialing, \$450,000 per year [previous agreement \$608,000 per year], effective 01/01/2023 – 12/31/2024, pending approval by the Wyoming County Board of Supervisors.
18. **CRANEWARE, INC.**, 3340 Peachtree Road, N.E., Suite 850, Atlanta, GA 30326, a charge master management agreement to provide hospital Charge Master updates and price transparency, \$91,000 per term (\$46,000 one-time implementation and \$45,000 subscription), effective 10/01/2022 – 11/30/2023, 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		Yes		No		Abstain	X	Absent	
Laura Paolucci	X	Yes		No		Abstain		Absent	
Steve Perkins	X	Yes		No		Abstain		Absent	
J. Thomas Reagan, MD		Yes		No		Abstain	X	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:	6	Yes	0	No	0	Abstain	3	Absent	
RESULTS	X	PASS					FAIL		

**** Manager Wawrzyniak voted No for Contract #7 related to Garfunkel Wild, PC**

***** Manager Abbasey abstained from provider related Contracts #1, #2, #4, #5, and #6**

BOARD PRESIDENT REPORT

Manager Perkins, in the absence of President Kosmerl, reported on the following items:

- Reviewed and discussed proposed changes to the Purchasing Policy – Non-Capital Asset Purchases, Rev. 5.
 - Dave Kobis commented that at the 08/02/2022 BOS Finance Committee Meeting there was discussion over his purchasing limit as compared to Lewis County’s Hospital Administrator’s limit of \$100,000. As a result of that discussion, the BOS recommended the BOM increase the CEO signing authority to \$50,000 to align with BOS Resolution #11-209 (June 14, 2011).
 - Discussed the dollar threshold for emergency purchases and agreed to increase the CEO signing authority for emergency purchases to \$100,000.
 - Updated the manager listing for signature authority
- At the September 27, 2022 BOM meeting, organize a selection committee to review applications/candidates nominated for recognition.

WCCHS-22-080 APPROVE PURCHASING POLICY – NON-CAPITAL ASSET PURCHASES, REV. 5

Motion by Manager Paolucci and seconded by Manager Wawrzyniak, the Purchasing Policy – Non-Capital Asset Purchases, Rev. 5 be hereby approved as presented, with discussed changes, and attached.

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		Yes		No		Abstain	X	Absent	
Laura Paolucci	X	Yes		No		Abstain		Absent	
Steve Perkins	X	Yes		No		Abstain		Absent	
J. Thomas Reagan, MD		Yes		No		Abstain	X	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:	6	Yes	0	No	0	Abstain	3	Absent	
RESULTS	X	PASS					FAIL		

BOARD COMMITTEE CHAIR REPORTS

Acute Quality Committee

Manager Wawrzyniak reported that the Acute Quality Committee met on August 17, 2022, referred to the draft minutes, and reported on the following:

- Time from ED arrival to ED departure for discharged ED patients
 - 2022 – 148 minutes
 - 2021 – 182 minutes
 - Goal is less than 135 minutes
 - NYS median time is 144 to 187 minutes
- Non-urgent time of ED arrival to ED discharge
 - April 2022 – 108 minutes
 - May 2022 – 111 minutes
 - June 2022 – 106 minutes
- Initiative from the NYSDOH related to mother and newborn substance use abuse and available resources
- The Domestic Violence Policy and Workplace Violence Policy were recently revised.
- The turnaround time regarding timely lab draws has decreased to 12 minutes because of the pneumatic tube system.
- NYSDOH enacts law requiring hospitals to establish a clinical staffing committee and submit clinical staffing plans.
- Emergency Preparedness – conducted an infant abduction drill.
- Improved to a 3-star facility from 2 stars on the CMS Medicare Care Compare website.
- Acute Performance Improvement Committee is working on wound class corrections, fall reductions, purchase order documentation, and critical medication and supplies shortage management.

SNF Quality Committee

Manager Rogers reported that the SNF Quality Committee met on August 17, 2022 and reported on the following items:

- Welcomed Justin Bayliss as the new SNF Administrator.
- Thanked Dawn James, former SNF Administrator, for her many years of service.
- Overall rating is 4-stars (out of 5 stars) and overall quality rating is 5-stars, WCCHS is far above other facilities.

Finance/Personnel Committee

No report.

Plant and Equipment Committee

Manager Kehl reported that the Plant and Equipment Committee met on August 9, 2022, referred to the draft minutes, and reported that the next meeting is scheduled for September 13, 2022.

Communications Committee

No report.

Governance Committee

Manager Wawrzyniak reported that the Governance Committee will meet at a future date to review the BOM By-Laws, once the Medical Staff By-Laws are approved.

Compensation Committee

No report.

EXECUTIVE SESSION

Motion by Manager Kehl and seconded by Manager Rogers, for the Board to enter into executive session to discuss the following topic(s) at 6:14pm. Dave Kobis, Pam Pettnot, Dawn James, Connie Almeter, Dan Farberman, Becky Ryan, and Jerry Davis remained. All other attendees left the meeting room or ended their Zoom session.

- privileged medical information relating to an OB/GYN matter involving medical quality and patient safety
- update on proposed, pending or current litigation – Notice of Claim received 06/09/2022
- employment history of particular bargaining unit employees related to the financial improvement plan
- potential legal matter involving a former Schedule P employee

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 Paolucci and seconded by Manager Rogers, the Board exit executive session at 6:58pm.

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

Manager Perkins 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.

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**WYOMING COUNTY COMMUNITY HEALTH SYSTEM
SYSTEM POLICY**

Title: Purchasing Policy – Non-Capital Asset Purchase **Policy #:** S-

Effective Date: 08/23/2022 **Review Date:** _____ **By** _____

Periodic Review: By: _____ **Date:** _____

Supersedes: Policy # Rev. 4 **Dated** 09/26/2018

Departments Affected: All

References: _____

Prepared / Sponsored by (print title, name, and initial):
Chief Executive Officer, David A, Kobis

Senior Management Review and Approval by (print title, name, and initial)
Chief Financial Officer, Mark J. Wright

Chief Executive Officer Approval / Date _____

Board of Manager Approval Date 08/23/2022

1.0 POLICY

This policy defines non-capital asset purchase requirements.

2.0 DEFINITIONS

2.1 Non-Capital Assets

Services (such as building or auto repairs, carpet installation), inventory (such as medical supplies, food for patient and cafeteria use, etc.), and other items (such as office supplies and items required to operate the facility) professional services and service contracts.

3.0 REFERENCES AND FORMS

3.1 The Wyoming County Purchasing Policy is incorporated by reference in this policy. The Wyoming County Purchasing Policy addresses certain NYS laws and regulations as it relates to purchasing and disposal of assets. Individuals using this policy should have and be aware of the Wyoming County Purchasing Policy and adhere to that policy specifically the portions that relate to NYS laws and regulations and purchase of professional services and service contracts.

3.2 For Capital Asset Purchases refer to the Capital Asset Acquisition Policy

4.0 PROCUREMENT

Purchase of services, inventory, and other non-capital items must be done in accordance with this Non-Capital Asset Purchasing Policy.

Purchases of services, inventory, and other items which are routinely purchased or for which the purchase exceeds \$5,000 must be done in accordance with the Wyoming County Purchasing Policy and NYS laws and regulations. Generally, this will require these routine items to be purchased through a NYS contract or group purchasing contract (which must be bid or entered into as per NYS regulations) or through a purchase bid in accordance with NYS regulations.

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Purchases of computer or related equipment or software that in any way could have an effect on the Hospital's computer system or infrastructure must also have the approval of the Board of Managers' (BOM) Information Technology Committee and/or County Information Technology (IT) Director or designee who will consider the potential for any risk to WCCHS's IT system and infrastructure prior to granting that approval.

Purchases of all electric patient and medical equipment must also have the approval of the Biomedical Department or IT Director or designee who will consider the compatibility of the items with other medical or IT systems and/or other risks related to the equipment and the Engineering or Maintenance Department who will assure adequate space, sufficient electrical capabilities, etc. have been assured.

From time to time purchases are required of items needed on a non-routine or one time type situation or when required items are not included in items available through group purchase contracts. For these items the following procedure will be required.

Purchases up to \$1,000

Department Managers may approve and submit a purchase requisition which either provides enough detail for the Materials Management (Purchasing) Department to research and make the purchase or with a proposed vendor and proposed price for the item. It is the department manager's responsibility prior to approving the purchase requisition to assure the item is within the department manager's budget authority and approved budget amounts and in the normal course of business. If the department manager includes a proposed vendor and price with their requisition it is their responsibility to assure the price is reasonable and appropriate for the item.

Purchases between \$1,001 and \$5,000

Above approvals plus Senior Manager approval of the purchase requisition is required. The Senior Manager is responsible for assuring the item is within the department budget authority and approved budget amounts.

Purchases between \$5,001 and \$10,000

Above approvals plus any one of the following Chief Financial Officer (CFO), Chief Executive Officer (CEO), or Chief Operating Officer (COO) approval of the purchase requisition is required. The signer (CFO, CEO, or COO) is also responsible for assuring the item is required and its purchase is in the best interest of the hospital.

All Purchases between \$1,000 and \$10,000

The person submitting the purchase requisition is responsible for obtaining sufficient description, picture, make, model #, catalog information, etc. and providing it to the Materials Management (Purchasing) Department along with the required approved requisition form. Recommended vendors and price quotes may also be provided. The Materials Management (Purchasing) Department is responsible for initiating the purchase after verifying the completed requisition, verifying the quoted prices (on a test basis), or obtaining other quotes if they believe better pricing and terms are available.

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Purchases between \$10,000 and \$50,000

The CEO may approve purchases up to \$50,000. In addition, purchases in excess of \$5,000 must be made in accordance with the Wyoming County Purchasing Policy and adhere to the portions of that policy related to NYS laws and regulations for bidding.

Emergency purchases

Emergency purchases (which are required to safeguard the facility, ensure patient safety, ensure efficient operations, etc.) may be approved by the CEO for amounts up to \$100,000. The CEO should when practical, confer with the Executive Committee of the BOM regarding such purchases. In the absence of the CEO or his/her inability to approve, emergency purchases can be approved upon agreement of the CFO or COO and the Executive Committee of the BOM. Emergency purchases in excess of \$100,000 can be approved by the CEO and the Executive Committee of the BOM. All emergency purchases must be reviewed and retroactively approved by the BOM at their next regularly scheduled meeting.

Professional services and service contracts

Within the WCCHS administrative structure, only the CEO or his/her designee has the authority to enter into contractual agreements on behalf of WCCHS.

Professional services agreements and service contracts will be handled in accordance with the Wyoming County Purchasing Policy. In addition, all purchases of professional services and service contracts in excess of \$50,000 will require the approval of the Hospital Board of Managers. Any such agreement or contract above \$25,000 will be listed and reviewed with the BOM at the next BOM Finance Committee meeting each month.

WYOMING COUNTY COMMUNITY HOSPITAL (WCCHS) –MANAGER LISTING FOR SIGNATURE AUTHORITY AS OF 08/23/2022

Administration:

Chief Executive Officer
Chief Operating Officer
Chief Financial Officer

Senior Managers:

Acute Director of Nursing
Director of Behavioral Health
Director of Clinic Operations
SNF Administrator

Department Managers:

Refer to the Department Manager list maintained by Administration.

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RECORD OF REVISION

REV. #	DESCRIPTION OF CHANGE	PAGE #S / SECTION #S IMPACTED BY CHANGE(S)	DATE
0	Original issue	All	05/28/2013
1	Revised approval / dollar limits	All	01/19/2016
2	Add paragraph regarding one time purchases less than \$500 to mirror the Wyoming County Purchasing Policy. Department Manager Listing for Signature Authority has been updated to remove the specific manager name, leaving department manager titles by functional area only.	2 3-4	06/28/2016
3	Add wording that computer or related equipment or software purchases, and electric patient and medical equipment must have pre-purchase approval Delete one time purchases	Section 4.0, Page 2	03/27/2018
4	Remove signing authority from Superintendent of Buildings and Grounds (County Buildings) and add signing authority for Director of Plant Operations, Emergency Preparedness, and Inservice Education	3, 4	09/26/2018
5	Change the CEO signing authority to \$50,000 to align with the discussion at the 08/02/2022 BOS Finance Committee Meeting and BOS Resolution #11-209, increase the emergency purchasing limit to \$100,000, and update manager listing for signature authority.	3	08/23/2022