

The regular meeting of the Wyoming County Community Health System (WCCHS) Board of Managers, Wyoming County, New York was held on Tuesday, May 30, 2023.

CALL MEETING TO ORDER

President Kosmerl called the meeting to order at 5:12pm.

ROLL CALL AND QUORUM

BOARD OF MANAGERS PRESENT/ABSENT

- Salman Abbasey, MD
- Steve Perkins
- Janice Shirley
- Bryan Kehl (BOS member)
- J. Thomas Reagan, MD
- James Wawrzyniak, DC
- Rich Kosmerl
- Larry Rogers

STAFF PRESENT/ABSENT

★ *participated remotely*

- Justin Bayliss (NF Administrator)
- Dave Kobis (Chief Executive Officer)
- Ahmed Bayoumi, MD (Medical Staff President) ★
- Mandip Panesar, MD (Hospital Medical Director)
- Dan Farberman (WC Human Resource Director)
- Pam Pettnot (Executive Assistant)
- Dawn James (Chief Operating Officer)
- Mark Wright (Chief Financial Officer)

OTHERS PRESENT: Becky Ryan (Chairwoman, Wyoming County Board of Supervisors and Supervisor, Town of Warsaw) and Anthony DiBenedetto, MD (General Surgeon)

President Kosmerl declared that a quorum was present.

INTRODUCE / WELCOME ANTHONY DIBENEDETTO, MD

Dave Kobis introduced Dr. Anthony DiBenedetto, MD, new General Surgeon and Department of Surgery Chair. Dr. DiBenedetto provided a brief biography.

ADOPT THE AGENDA

Motion by Manager Wawrzyniak and seconded by Manager Rogers, the BOM hereby adopts the agenda 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	
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	X	Yes		No		Abstain		Absent	
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent	
VOTE TOTAL:	8	Yes	0	No	0	Abstain	0	Absent	
RESULTS	X	PASS					FAIL		

WCCHS-23-035 CONSENT AGENDA

Motion by Manager Perkins and seconded by Manager Wawrzyniak, 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 minutesApril 25, 2023

Plant and Equipment Committee (May 9, 2023)

- Approve the 2023 capital budget requests in the amount of \$2,458,466.
NOTE: Replacement of the small Massey tractor was moved from priority "A" to priority "B;" however, the associated \$45,000 was approved as part of the total capital budget request.

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	
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	X	Yes		No		Abstain		Absent	
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	8	Yes	0	No	0	Abstain	0	Absent	
RESULTS									
	X	PASS					FAIL		

WCCHS-23-036 APPROVE DRAFT 2022 AUDITED FINANCIAL REPORT

Elizabeth Krause and Jill Johnson from Lumsden & McCormick, LLP reviewed the contents of the draft 2022 audited financial report with attendees at the BOM Finance and Personnel Committee meeting prior to this meeting.

It was noted that in the prior year, certain key balance sheet accounts were not reconciled or the reconciliations contained variances. During 2022, WCCHS implemented standard monthly review and reconciliation processes to ensure key accounts are properly and timely reconciled.

Similar to prior year observations, certain consent forms selected for testing could not be located. It was recommended management review the medical record process to ensure all necessary documentation is obtained and properly maintained.

Adjustments recognized during the audit related to third-party payor settlements and net patient service revenue, advances from County and other revenue, workers’ compensation liability and employee benefits expense, net pension asset and liability, deferred inflows and outflows of resources and employee benefits expense.

During the four year period ended December 31, 2022, WCCHS incurred a loss from operations of \$24,031,000. At December 31, 2022, current liabilities exceeded current assets by \$615,000. These conditions raise substantial doubt about WCCHSs ability to continue as a going concern. During 2022 and 2021, WCCHS received \$961,000 and \$1,569,000 in assistance from DOH each year to help stabilize and significantly improve its sustainability. Management expects to review similar funding to subsidize operations in the future; however, it is uncertain whether this will occur. The financial statements do not include any adjustments that might result from the outcome of this uncertainty.

Motion by Manager Kehl and seconded by Manager Perkins, the draft 2022 audited financial report be hereby accepted as presented. 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	
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	X	Yes		No		Abstain		Absent	
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	8	Yes	0	No	0	Abstain	0	Absent	
RESULTS									
	X	PASS					FAIL		

CEO REPORT

Dave Kobis distributed a copy of the Project Tracking List showing over 100 initiatives and completed projects. It was noted that the list, although not confidential, does contain sensitive material and should be treated as such.

Dave submitted the following report:

FINANCIALS

- Health system operating loss for April 2023 was \$1.3 million, which is higher than the March 2023 operating loss of \$1.1 million. Operating revenue and operating expenses were both lower in the month of April 2023.
- Staffing agency cost in April 2023 decreased slightly to \$343,316, mainly due to decreased agency hours used to support the acute and nursing facility services. Hiring and recruiting plans in place, but area and regional hospitals are all facing same staffing pressures. Progress remains slow.
- Hospital volume results were down in April 2023. In particular, the surgery and GI volumes were down 22% and clinic visits were down 13%. Year-to-date, acute inpatient volumes are down, while mental health, SNF, ED, surgery, clinic, lab, and rehab services have all shown growth over the prior year.

NEW YORK STATE DEPARTMENT OF HEALTH VACCINE MANDATE

- The New York State Department of Health (NYSDOH) announced that it is eliminating the vaccination requirement for healthcare workers by the fall of 2023. DOH officials announced the change in policy on May 24, 2023.
- Approximately 30,000 healthcare workers lost their jobs for refusing to get vaccinated against COVID-19 out of roughly 1 million people covered by the mandate. A NYS Supreme Court judge struck down the rule in January 2023 following a lawsuit. NYS subsequently appealed that ruling in an apparent bid to preserve its authority for vaccine mandates in the future.
- While the department has ceased enforcement actions on the COVID-19 mandate for healthcare workers, bureaucratic hurdles mean the vaccine rule will remain officially in place until September 2023 at the earliest. The DOH advised that healthcare facilities should continue to implement their own internal policies regarding COVID-19 vaccination.

CRITICAL ACCESS HOSPITAL (CAH) DESIGNATION

- As we noted in the March 2023 BOM meeting, WCCHS is planning to convert to CAH status later in 2023. A formal application for CAH was submitted to Centers for Medicare & Medicaid Services (CMS) in April 2023. The typical application process and approval takes 6 to 9 months; however, these can be completed in less time. The BOM and BOS will be updated as we proceed. Additional steps in the CAH approval process include: filing a certificate of need (CON) application with NYSDOH, and scheduling and passing an onsite CAH approval survey by the Joint Commission.
- As we noted in the April 2023 BOM meeting, the hospital is working with Stroudwater Associates on the conversion, the financial impact, and other related issues.

OBSTETRICS (OB) PROGRAM CLOSURE

- As you are aware the WCCHS OB program will cease operations June 1, 2023. The hospital has been in close contact with the NYSDOH, Oishei Children's Hospital, United Memorial Medical Center (UMMC) and Rochester Regional Health as we work through this transition. Additionally, meetings were held with Wyoming County EMS providers and WCCHS medical staff to address questions and concerns.
- Current OB patients have been notified by mail, as well as contacted by phone and informed of the closure and provided with alternative OB providers and facilities throughout the region.
- WCCHS is working closely with UMMC to transition their OB clinic in Warsaw to the hospital main campus. A transition date is anticipated in July 2023.

OUTPATIENT CLINICS

Updates on key outpatient clinic initiatives include:

- Sydney Domanowski, DO has resigned effective July 31, 2023.
- Jack Sproul, MD, Orthopedic Surgeon, has resigned effective August 31, 2023. Dr. Sproul will be retiring this year.
- WCCHS is finalizing the CON submission for the current Attica clinic space.
- Physical and Occupational Therapy services have started in the Perry office.
- As of May 1, 2023, each Primary Care Provider (PCP) is working out of one location only. Prior to this change, several WCCHS PCPs were working out of multiple offices across Wyoming County. This proved to be inefficient, was disorganized, and a patient dissatisfier.
- A Joint Commission Mock Survey was conducted for outpatient clinics. Areas of concern were identified and the Director of Clinic Operations is working with the management team on a plan of correction.

- Hemant Kalia, MD, Interventional Pain Management specialist started April 28, 2023.
- Recruitment efforts continue for Primary Care, GI, and Orthopedics.

PHYSICIAN RECRUITING

- The hospital is negotiating with an experienced orthopedic surgeon in the Rochester area. Another orthopedist is completing his fellowship training in Pennsylvania and will be available to start in late 2024.
- An experienced orthopedic mid-level provider is interested in WCCHS. Interviews are scheduled in June 2023.
- The hospital is exploring immigration waivers as a strategy to enhance physician recruitment. An immigration legal expert has been retained from Berger, Berger, and Sobieski.
- A Family Medicine provider completing his residency in Texas will be visiting WCCHS in June 2023. Candidate has family in the Toronto area.
- WCCHS has contracted with two general surgeons to provide supplemental surgical call coverage.
- There is an experienced urologist in Rochester interested in providing part time support in Wyoming County. The hospital is currently negotiating with this physician.

INFORMATION SYSTEMS

- The Radiology department's imaging and reporting system (Fuji PACS and RIS) upgrade project is on track with an anticipated training date of July 24, 2023 and a go-live two weeks after training.
- Migration from in house email services to Microsoft's cloud hosted Office 365 has been approved and the project is being scheduled.
- MEDENT to CPSI connectivity for Lab orders and results is making progress. A group of WCCHS employees are developing a MEDENT required testing plan.
- IT equipment has been removed from the Castile and O'Dell clinics and returned to the hospital.
- WCCHS is exploring opportunities with Meridian IT and Matrix solutions for improved phone usage at the Arcade clinic.

MARKETING

The hospital's marketing campaign throughout the Wyoming County service area continues. Examples of print ads are listed at the end of the CEO report for your review. Radio advertising is ongoing with focus areas on the hospital Emergency Department and the newly expanded dialysis center.

BEHAVIORAL HEALTH

- Inpatient remains strong for the month of April 2023 with 84% occupancy and slightly above budget. The acuity on the unit has stabilized, two patients await State beds for several weeks.
- A total of 84 psychiatric evaluations were completed by the psychiatric assessment officers within the month of April 2023.
- Outpatient Forensic services -205 inmates served and 48 of those had medication changes.
- The unit continues to prepare for the joint commission unannounced survey. Updating policies and running mock drills.
- Staffing remains stable, hired an evening RN, almost at full staff.
- Director of Behavioral Health is a member of the Wyoming County Threat Advisory Team. A new page will be launching soon on the County website.
- May is Mental Health Awareness Month

CHIEF OPERATING OFFICER

- Continued focus on Joint Commission preparation in all areas.
- Sleep studies are being explored for cardio/pulmonary patients
- Tammy Day, new Director of Diagnostic Imaging Services started
- Robert Heiser, Interim Pharmacy Director started
- Ongoing search for Director of Emergency Services
- Aramark's new Director of Facilities is expected to start May 22, 2023.
- Facilities Management is undergoing a complete overview in preparation for Joint Commission Survey. Multiple areas of correction are required to get facilities to a satisfactory level. Aramark's Interim Director of Facilities is sharing his fire and life safety expertise related to Joint Commission standards with WCCHS staff.

Director of Nursing

- The hospital celebrated nurses week May 6-12 – recognized 20 clinical staff for “making a difference at WCCHS.” They were presented with a pin and certificate. Two Daisy award winners were also recognized.
- WCCHS is partnering with Oishei Children's Hospital to conduct a Birth Simulation and Neonatal Resuscitation Program certification training with Respiratory and Emergency Room staff on June 6, 2023 and July 24, 2023.
- Ten out of eleven OB staff have been retained and most of them will transition to the emergency department, thus decreasing ED agency staff by 4 within the next 4 to 6months.
- Dr. Dan Fahey (Emergency Medicine Medical Director), UMMC Chief Medical Officer, and UMMC Chief of Obstetrics met with EMS providers on May 17, 2023 at the monthly Wyoming County EMS council meeting to discuss the WCCHS OB program suspension. The message to EMS providers was don't plan to bring obstetric patients to WCCHS after May 30, 2023.
- Wyoming Community Hospital Foundation purchased 15 new chairs for the Ambulatory Surgery Unit (ASU), two of these will be for bariatric patients over 550 lbs.

MEDICAL DIRECTOR

- Interviewed orthopedic surgeon candidate.
- Reviewed psychiatry service outside assessment.
- Continued medical staff office preparation for upcoming joint commission site survey.
- Continued progress on current Ongoing Professional Practice Evaluation (OPPE) metrics period.
- Met with primary care physicians to review current issues and other strategic initiatives.
- Reviewed memo regarding inpatient consults.
- Recent joint commission mock survey revealed a high risk and widespread finding regarding sample medication in physician offices. The finding revealed that sample medications were not stored appropriately and lacked proper documentation in the patient chart. A memo will be sent to the entire Medical Staff stating that pharmaceutical samples will not be accepted across the healthcare system, effective July 1, 2023. In addition, the memo will address that drug rep lunches, dinners, promotions, marketing, etc. is in violation of the Wyoming County Code of Ethics Policy and strictly prohibited.

SKILLED NURSING FACILITY

- **Census:** Census in the skilled nursing facility remains at or near capacity on a daily basis. The facility in-house census at the time of this report is 138 (May 16, 2023).
- **Staffing:** Certified Nursing Assistant (CNA) class began on May 15, 2023. Class is being conducted by the Genesee Valley BOCES program with support from Wyoming County Community Action; along with the Wyoming County Hospital Skilled Nursing Facility. Individuals in the community who are interested in a health related career will be able to apply for a unit helper position; and have up to 6 months to be trained and certified as a CNA.
- **Financial:** The NYS budget was finally passed. Includes a 6.5 to 7.5% increase in the operating component of the Medicaid rate. This increase should result in approximately \$475k in increased annual revenue. No update on intergovernmental transfer (IGT), the state has reached out to the feds, but no word on a release date at this time.
- **COVID-19 Update:** The Pandemic officially came to an end on May 11, 2023.
 - No limitations to visitors at this time. Moving forward, precautions implemented will be under the direction of the Infection Preventionist/Assistant Director of Nursing. Guidance for precaution implementation is provided by the CDC and NYSDOH.
- **Nursing Home Care Compare:** Most recent update was on April 26, 2023. The facility remained 5-Stars for resident quality of care. We are realizing an increase in long-term care residents who have significant behavioral and cognitive deficits. This has resulted in an increased need to utilize antipsychotic medications to manage the impairments; and reduce risk of negative outcomes to themselves and other residents residing at the facility.
- **Rehab Services:** Perry clinic is underway. A per diem Physical Therapist has been hired and will be utilized to increase the volume at the clinic as we move forward. Speech Therapy services are also being offered at the Perry clinic. OT will be implemented, as needed, after a retired employee position has been filled. We are currently assessing capabilities of providing Speech Therapy services at the Attica clinic.

Therapy Services Are Coming to Our Perry Clinic!



For more information
contact us at:

Wyoming County Family Medicine
1 Parker Lane • Perry, NY
585-786-7978

WCCHS
Wyoming County Community Health System

Physical and speech therapy services are coming to Perry! The WCCCH primary care clinic located in Perry, NY, is excited to begin offering outpatient physical and speech therapy services beginning in May 2023. Specialty-trained therapists will see patients for physical therapy on **Tuesdays and Thursdays from 8am-12pm** (beginning May 4th), and for speech therapy on **Mondays and Wednesdays from 2pm-5pm** (beginning May 8th).

 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



Thank You to Our Amazing Skilled Nursing Facility Staff!

Celebrating Nursing Home Week May 14th - 20th

WCCHS
Wyoming County Community Health System



Thank you for the care you give.

Celebrating National Nurses Week May 6th - May 12th

WCCHS
Wyoming County Community Health System

MEDICAL DIRECTOR REPORT

Report included in CEO report. No further report.

MEDICAL STAFF PRESIDENT REPORT

No report.

WCCHS-23-037 PREAUTHORIZED ACCOUNTS AND ACCOUNTS PAYABLE

Motion by President Kosmerl and seconded by Manager Kehl, the preauthorized accounts and accounts payable processed totaling \$4,966,596.72 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	
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	X	Yes		No		Abstain		Absent	
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	8	Yes	0	No	0	Abstain	0	Absent	
RESULTS									
	X	PASS					FAIL		

WCCHS-23-038 APPROVE WRITE-OFFS, DENIED CLAIMS, AND BAD DEBT

Motion by Manager Rogers and seconded by Manager Abbasey, the write-offs/denied claims/bad debt totaling \$202,399.67 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	
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	X	Yes		No		Abstain		Absent	
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	8	Yes	0	No	0	Abstain	0	Absent	
RESULTS									
	X	PASS					FAIL		

WCCHS-23-039 PERMISSION TO DECLARE ITEMS AS SURPLUS

Motion by Manager Perkins and seconded by Manager Wawrzyniak, the list of items presented and attached be hereby approved as excess equipment and declared as surplus. In addition, the CEO is authorized to accept the highest offer to purchase, transfer to other Wyoming County departments, transfer to other facilities, or to dispose, as appropriate.

The motion was passed upon the following vote:

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

PERSONNEL REQUISITIONS IN PROCESS

The personnel requisitions in process were presented for information only.

PERSONNEL REQUISITIONS IN PROCESS - (RECOMMENDED)										
May 30, 2023										
Proposed Positions for Approval										
Senior Manager	Title/Department	FTE	Schedule	Vacating Employee	Hourly Rate	Annual Salary	Benefits	Proposed Hourly	Proposed Annual	Benefits
James:	Student Aide/09.142	0.40	WCCH	Christian Nowakowski 04/29/2023	\$13.40	\$10,452	\$800	\$13.25	\$10,335	\$791
	Building Maintenance Worker/08.109	1.00	WCCH	Nathan Bzduch 05/14/2023	\$26.08	\$50,856	\$20,144	\$22.58	\$44,031	\$17,441
	Clinical Informatics Assistant/12.170	1.00	WCCH	Justin Lewandowski 05/12/2023	\$25.90	\$50,505	\$20,005	\$24.71	\$48,185	\$19,086
	Senior Pharmaceutical Clerk/12.304	1.00	WCCH	Lori Toor 05/12/2023	\$24.96	\$48,672	\$19,279	\$21.83	\$42,569	\$16,861
	Pharmacy Director/01.172.585	1.00	C	Timothy Lowmaster 05/19/2023	\$122,766.00	\$122,766	\$48,628	\$122,766.00	\$122,766	\$48,628
	Food Service Helper/08.371	0.40	WCCH	Emily Klein 05/13/2023	\$18.43	\$14,375	\$1,100	\$17.18	\$13,400	\$1,025
Gibson:	Sterile Processing Technician/06.904	1.00	WCCH	Cathy Martin TBD	\$18.81	\$36,680	\$14,529	\$16.83	\$32,819	\$12,999
	ED Coordinator Per Diem/12.005	0.00	WCCH	Debra McCarty 04/26/2023	\$22.96	\$4,477	\$343	\$20.37	\$3,972	\$304
	ER Patient Care Technician Per Diem/05.507	0.00	WCCH	Olivia Coniber 05/01/2023	\$17.81	\$3,473	\$266	\$17.81	\$3,473	\$266
	Surgical Services Aide/05.840	1.00	WCCH	Diana Hodge TBD	\$18.08	\$35,256	\$13,965	\$16.19	\$31,571	\$12,505
	RPN/03.656	1.00	WCCH	Krystal George 06/07/2023	\$45.02	\$87,789	\$34,773	\$33.36	\$65,052	\$25,767
Bayliss:	Activity Leader/05.437	1.00	WCCH	Mary Fronczak TBD	\$16.86	\$32,877	\$13,023	\$14.85	\$28,958	\$11,470
	LPN/04.842	0.60	WCCH	Beth Higgins 04/15/2023	\$28.81	\$33,708	\$8,012	\$22.58	\$26,419	\$6,280
	LPN/04.141	0.60	WCCH	Genelle Kelsey 04/15/2023	\$28.15	\$32,936	\$7,829	\$22.58	\$26,419	\$6,280
	Nursing Assistant/05.682	1.00	WCCH	Krista Jaggard 01/21/2023	\$19.14	\$37,323	\$14,784	\$19.14	\$37,323	\$14,784
	Nursing Assistant/05.405	1.00	WCCH	Susan Hetherington 05/20/2023	\$20.98	\$40,911	\$16,205	\$19.14	\$37,323	\$14,784
Coffa:	Medical Office Assistant/12.954	1.00	WCCH	Elizabeth Randall 05/19/2023	\$18.08	\$35,256	\$13,965	\$16.19	\$31,571	\$12,505

WCCHS-23-040 APPROVE PROPOSED PERSONNEL CHANGES/FINANCIAL IMPACT

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

PROPOSED PERSONNEL CHANGES/FINANCIAL IMPACT				
May 30, 2023				
POSITION	ANNUAL SALARY PROPOSED	BENEFIT PACKAGE	BUDGETED SALARY	BUDGETED BENEFITS
Sr. Manager - D. James				
Create 1 - 0.00 FTE Phlebotomist Per Diem (Cost Center 021) Schedule WCCH, Grade 6 \$17.81 - 19.89/Hr. Available date: May 31, 2023	\$3,473	\$266	\$0	\$0
Set Salary - 1.00 FTE Director of Diagnostic Imaging Services (Cost Center 032)/01.603.691 Schedule C \$125,000/Yr. Available date: May 8, 2023	\$125,000	\$49,513	\$0	\$0
Create 1 - 0.00 FTE Senior Pharmaceutical Clerk Per Diem (Cost Center 405) Schedule WCCH, Grade 12A \$24.01 - 27.46/Hr. Available date: May 31, 2023	\$5,355	\$410	\$0	\$0
Sr. Manager - D. Gibson				
Create 5 - 1.00 FTE RPN (Cost Center 371) Schedule WCCH, Grade 20 - 20F \$33.36 - 47.15/Hr. Available date: May 31, 2023	\$325,260	\$128,835	\$0	\$0
Create 5 - 1.00 FTE RPN (Cost Center 865) Schedule WCCH, Grade 20 - 20F \$33.36 - 49.34/Hr. Available date: May 31, 2023	\$65,052	\$25,767	\$0	\$0
Sr. Manager - B. Coffta				
Create 1 - 1.00 FTE Medical Office Assistant (Cost Center 679) Schedule WCCH, Grade 6 \$16.19 - 18.08/Hr. Available date: May 31, 2023	\$31,571	\$12,505	\$0	\$0
Delete 1 - 1.00 FTE Women's Health Nurse Practitioner (Cost Center 664)/17.124.643 Schedule P \$100,000/Yr. Effective date: May 31, 2023	\$0	\$0	\$100,000	\$39,610
Amend Salary Schedule - 0.80 FTE Physician Assistant (Cost Center 679)/17.127.067 Schedule P FTE from 0.80 to 0.70 Effective date: November 8, 2022	\$127,000	\$35,217	\$127,000	\$40,246
Sr. Manager - J. Bayliss				
Create 1 - 1.00 FTE Speech Pathologist Clinical Fellow (Cost Center 058) Schedule WCCH, Grade 18B \$31.75 - 36.76/Hr. Available date: May 31, 2023	\$61,913	\$24,524	\$0	\$0
Create 1 - 1.00 FTE Physical Therapist Assistant (Cost Center 051) Schedule WCCH, Grade 11 \$20.76 - 23.41/Hr. Available date: May 31, 2023	\$45,650	\$18,082	\$0	\$0
TOTALS	\$790,272	\$295,118	\$227,000	\$79,856
TOTAL ANNUAL INCREASE:				\$778,534

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
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	X	Yes		No		Abstain		Absent
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent
VOTE TOTAL:	8	Yes	0	No	0	Abstain	0	Absent
RESULTS	X	PASS				FAIL		

WCCHS-23-041 APPROVE CONTRACTS AND/OR GRANTS

Motion by President Kosmerl and seconded by Manager Wawrzyniak, the CEO (or designee) with the approval of the County Attorney or Costello, Cooney and Fearon, PLLC, 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:

All of the following contracts require approval by the Wyoming County Board of Supervisors

1. **DEVON HUFF, MD**, 951 Robin Road, Amherst, NY 14228, an independent contractor agreement to provide general surgery locum coverage, not to exceed \$50,000.00, effective 06/01/2023 – 05/31/2024.
2. **OAK OPENINGS MEDICAL, PLLC (Gregory Collins, DO)**, 7110 Woodruff Road, Lima, NY 14485, a professional services agreement to provide Medical Review Officer (MRO) services to Workplace Health Services (WPHS) and to provide Medical Director services for WPHS, \$25,000.00 per year, effective 07/03/2023 – 07/02/2026.
3. **MANDIP PANESAR, MD**, 20 Newcastle Drive, Williamsville, NY 14221, an independent contractor agreement to provide professional nephrology physician services on a per diem basis, not to exceed \$12,000.00, effective 07/01/2023 – 08/31/2023.
4. **CONSTANGY, BROOKS, SMITH & PROPHETE, LLP**, 175 Pearl Street, Suite C-402, Brooklyn, NY 11201, an engagement letter related to IT consulting services, not to exceed \$100,000.00, effective 04/07/2023 – 04/06/2024.
5. **KIVU CONSULTING, INC.**, PO Box 679789, Dallas, TX 75267, an engagement agreement related to IT consulting services, not to exceed \$25,000.00, effective 04/07/2023 – 04/06/2024.
6. **DANIEL J. EDELMAN, INC. dba Edelman**, 5900 Wilshire Boulevard, 24th Floor, Los Angeles, CA 90036, a letter of agreement related to IT consulting services, not to exceed \$30,000.00, effective 04/07/2023 – 04/06/2024.
7. **ARETE ADVISORS, LLC**, 4800 T-Rex Avenue, Suite 350, Boca Raton, FL 33431, a master services agreement related to IT consulting services, not to exceed \$100,000.00, effective 04/07/2023 – 04/06/2024.
8. Amend Resolution #WCCHS-20-007 approved on 01/28/2020 [BOS Resolution #20-096 approved on 02/11/2020] with **POINT CLICK CARE**, 5570 Explorer Drive, Mississauga, ON L4W0C4 related an agreement for Skilled Nursing Facility electronic medical record software, \$32,300 start-up cost reduced by 50% if implementation complete by 04/01/2020 and further reduced by \$13,000.00 from the Health Information Exchange (HIE) grant plus \$55,000.00 per year, subscription amount, effective 04/01/2020 – 03/31/2023, as follows:
 - Extend the term of the agreement from 04/01/2020 – 03/31/2023 through **04/01/2023 – 03/31/2024**.
 - Increase the amount from \$55,000.00 per year to **\$61,554.12 per year**.
9. Amend Resolution #WCCHS-22-064 approved on 06/28/2022, Resolution #WCCHS-20-044 approved on 05/26/2020, Resolution #WCCHS-18-099 approved on 09/26/2018, and Resolution #WCCHS-16-001 approved on 01/26/2016 [BOS Resolution #22-381 approved on 07/12/2022, Resolution #20-273 approved on 06/09/2020, Resolution #18-423 approved on 10/09/2018, and Resolution #16-088 approved on 02/09/2016] with **DENTSERV DENTAL SERVICES, INC.**, 15 Canal Road, Pelham Manor, NY 10803 related to dental services to the residents of the SNF as follows, not to exceed \$40,000.00 per year:
 - Extend term of the agreement from 06/01/2022 – 05/31/2023 through **06/01/2023 – 05/31/2025**.
10. Amend Resolution #WCCHS-22-085 approved on 09/27/2022 [BOS Resolution #22-566 approved on 10/11/2022] with **MAXIM HEALTHCARE STAFFING SERVICES, INC.** 500 Seneca Street, Suite 610, Buffalo, NY 14204, a staffing services agreement in the hospital and skilled nursing facility, not to exceed \$400,000.00 per year, effective 09/09/2022 – 09/09/2023, as follows:
 - Increase the amount for the period 09/09/2022 – 09/09/2023 from an amount not to exceed \$400,000.00 per year **to an amount not to exceed \$800,000.00 per year**.

11. Amend Resolution #WCCHS-21-091 approved on 12/28/2021 and Resolution #WCCHS-18-067 approved on 07/24/2018 [BOS Resolution #22-036 approved 01/11/2022 and Resolution #18-346 approved on 08/14/2018] with **SUNBELT STAFFING**, 3687 Tampa Road, Suite 200, Oldsmar, FL 34677, related to a client services agreement for agency staff to provide coverage where needed, not to exceed \$750,000.00 per year, effective 07/02/2020 – 06/30/2023, as follows:
 - Extend the term of the agreement from 07/02/2020 – 06/30/2023 through **07/01/2023 – 06/30/2025**.
 - Increase the not to exceed amount from \$750,000.00 per year to **an amount not to exceed \$1.6 million per year**.
12. Amend Resolution #WCCHS-21-035 approved on 05/25/2021, Resolution #WCCHS-20-084 approved on 09/22/2020 [BOS Resolution #21-291 approved on 06/08/2021 and Resolution #20-419 approved on 10/13/2020] with **UNIVERSITY AT BUFFALO SURGEONS, INC.**, 100 High Street, Buffalo, NY 14203 related to a professional services agreement to provide general surgery services and on-call services during such time as the general surgeons currently covering general surgery on-call coverage services are on vacation, not to exceed \$290,000.00 per year, effective 02/15/2021 – 12/31/2022 as follows:
 - Extend the term of the agreement from 02/15/2021 – 12/31/2022 through **01/01/2023 – 12/31/2025**.
13. Amend Resolution #WCCHS-22-072 approved on 07/26/2022 [BOS Resolution #22-423 approved on 08/16/2022] to **RESCIND** the following agreement in its entirety as this agreement was not prepared or executed, effective immediately:

UNIVERSITY AT BUFFALO SURGEONS, INC., 100 High Street, Buffalo, NY 14203, a professional services agreement to provide general surgery services, not to exceed \$450,000.00 per year, effective 09/01/2022 – 08/31/2023.
14. Amend Resolution #WCCHS-23-034 approved on 04/25/2023, Resolution #WCCHS-20-054 approved on 06/23/2020 [BOS Resolution # 23-291 approved on 05/09/2023, Resolution #20-304 approved on 07/14/2020] with **TRUSTED NURSE STAFFING, LLC**, 500 Seneca Street, Suite 501, Buffalo, NY 14204 related to agency staff coverage, not to exceed \$960,000.00 per year, effective 06/15/2022 – 06/14/2023 as follows:
 - Extend the term of the agreement from 06/15/2022 – 06/14/2023 through **06/15/2023 – 06/14/2025**.
 - Decrease the not to exceed amount from \$960,000.00 per year to an amount **not to exceed \$800,000.00 per year**.
15. **KURITA**, 6600 94th Avenue North, Minneapolis, MN 55445, a water treatment agreement to clean the cooling towers, Year 1 \$20,086.00, Year 2 \$21,007.00, and Year 3 \$21,587.00 for a cumulative total of \$62,680.00, effective 07/01/2023 – 06/30/2026.
16. **NOVA BIOMEDICAL**, 200 Prospect Street, Waltham, MA 02454, a consumable commitment agreement to purchase new glucose meters and docking stations, \$9,810.36 per year, cumulative \$68,672.52, effective 07/23/2023 – 07/22/2030.
17. Permission to negotiate a contract for urology services at the hospital, not to exceed \$300,000.00 per year.
18. **COMPLETE RX, LTD**, 3200 Wilcrest Drive, Suite 250, Houston, TX 77042, a pharmacy management agreement to provide pharmacy management services, not to exceed \$300,000.00 per year, effective 08/01/2023 – 07/31/2028.

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
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	X	Yes		No		Abstain		Absent
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent
VOTE TOTAL:								
	8	Yes	0	No	0	Abstain	0	Absent
RESULTS								
	X	PASS				FAIL		

**** Manager Abbasey abstained from provider related Contracts #1 and #3.**

CONTRACTS FOR INFORMATION ONLY

Cumulative amount between \$25,000 - \$49,000 – no BOM action needed

- WINDSTREAM ENTERPRISE**, PO Box 9001013, Louisville, KY 40290-1013, an amendment to the service agreement for hospital backup internet, \$11,352 per year, effective 07/01/2023 – 06/30/2026.
- COMPLETE RX, LTD**, 3200 Wilcrest Drive, Suite 250, Houston, TX 77042, a transitional leader agreement to provide interim Director of Pharmacy services, not to exceed \$49,999, effective 05/08/2023 – 08/08/2023.
- MERRAINE GROUP, INC.**, 544 NW University Boulevard, Suite 101, Port St. Lucie, FL 34986, a contingency based staff recruiting agreement for permanent placement of Director of Emergency Services, not to exceed \$30,000, effective 05/11/2023 – 05/10/2024.
- WESTERN NEW YORK MEDICAL GROUP PC**, 770 Carter Street, Rochester, NY 14621, a lease agreement for suite located on the second floor of the North Main Medical Building at 408 North Main Street, Warsaw, NY 14569, 1,713 square feet, including receptionist/records area, four examining rooms, a laboratory, and two lavatories, space to be reasonably furnished, revenue agreement, \$38,543 Year 1, additional years will be adjusted based on the Consumer Price Index, effective 07/01/2023 – 06/30/2026.
- HORTY, SPRINGER & MATTERN, PC**, 20 Stanwix Street, Suite 405, Pittsburgh, PA 15222 an engagement letter to provide legal services, not to exceed \$25,000, effective 02/28/2023 – 02/27/2024.

WCCHS-23-042 APPROVE ORGANIZATION CHART

Motion by Manager Perkins and seconded by Manager Wawrzyniak, the organization chart be hereby approved as presented, amended at this meeting, attached, and 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
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	X	Yes		No		Abstain		Absent
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent
VOTE TOTAL:								
	8	Yes	0	No	0	Abstain	0	Absent
RESULTS								
	X	PASS				FAIL		

BOARD PRESIDENT REPORT

No report.

BOARD COMMITTEE CHAIR REPORTS**Acute Quality/Performance Improvement Committee**

Manager Wawrzyniak reported that the Acute Quality/Performance Improvement Committee met on May 17, 2023, referred to the draft minutes and reported on the following item(s). The next meeting is scheduled for August 16, 2023.

- Hospital quality star rating is presently at a 3-star rating. Looking to improve to a 4 star quality rating.
- Areas of focus:
 - Readmission of chronic obstructive pulmonary disease (COPD), congestive heart failure, and pneumonia patients.
 - Increase communication between nurses and patients and doctors and patients.

SNF Quality/Performance Improvement Committee

Manager Rogers reported that the SNF Quality/Performance Improvement Committee met on May 17, 2023, referred to the draft minutes and reported on the following item(s). The next meeting is scheduled for August 16, 2023.

- Overall nursing home compare rating is five stars.
- Small decrease in prescriptions in the first quarter of 2023.
- Pressure ulcers were down 64% comparatively to the fourth quarter of 2022.
- Wound specialist coming onsite June 2, 2023 - what services can they provide to the residents.
- Falls are on a downward trend.
- Residents weights are well maintained due to Dietary's excellent menu selections.
- May 16, 2023 was Pet Day – several staff brought their pets to work to visit with the residents.

Finance/Personnel Committee

No report.

Plant and Equipment Committee

Manager Kehl reported that the Plant and Equipment Committee met on May 9, 2023, referred to the draft minutes, and reported on the following item(s). The next meeting is scheduled for June 13, 2023.

- High-level overview of the fire and life safety assessment report prepared by Aramark.
- Reviewed and approved the 2023 capital budget requests.

Communications Committee

No report.

Compensation Committee

No report. A Compensation Committee meeting is being scheduled for early June 2023.

Governance Committee

Manager Wawrzyniak reported that the Governance Committee met on May 17, 2023, referred to the draft minutes and reported on the following item(s).

- Prepared the CEO evaluation and goals forms for distribution to the entire BOM for input.

EXECUTIVE SESSION

Motion by President Kosmerl and seconded by Manager Rogers, for the Board to enter into executive session to discuss the following topic(s) at 6:42pm. Dave Kobis, Dan Farberman, Mandip Panesar, MD, Becky Ryan, and Pam Pettnot remained. All other attendees left the meeting room.

- Update on current legal matter Index No. 802145/2023
- Investigation into data security incident
- An email to the boardofmgr@wcchs.net account regarding the medical history of a particular patient which if disclosed would compromise protected health information (PHI)
- The medical, financial, credit or employment history or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal:
 - regarding employee agreements of seven particular Salary Schedule P providers
 - regarding performance of one particular Salary Schedule P provider
 - regarding performance of one particular probationary union employee
- Results of annual performance evaluation of the CEO

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
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	X	Yes		No		Abstain		Absent
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent
VOTE TOTAL:	7	Yes	0	No	0	Abstain	1	Absent
RESULTS	X	PASS				FAIL		

Manager Abbasey was excused from Executive Session at 6:58pm during the discussion of employee agreements of seven particular Salary Schedule P providers and invited to return to Executive Session at 7:06pm.

Dave Kobis, Mandip Panesar, MD, and Pam Pettnot were excused from Executive Session at 7:12pm.

Motion by Manager Rogers and seconded by Manager Wawrzyniak, the Board exit Executive Session at 7:53pm.

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
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	X	Yes		No		Abstain		Absent
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent
VOTE TOTAL:	8	Yes	0	No	0	Abstain	0	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-23-043 CEO EVALUATION FOR THE PERIOD 05/31/2022 – 06/01/2023

Motion by President Kosmerl and seconded by Manager Reagan, the BOM reviewed CEO David Kobis’s performance for the period 05/31/2022 – 06/01/2023 (Contract Year 1) and assessed that he met or significantly made progress on all of the established goals thus justifying that the \$10,000.00 year one-holdback amount should be initiated and paid through the payroll process and that the CEO’s salary be set at \$371,875.00 per year effective immediately in the first payroll on or about 06/01/2023 (reflecting the 2.5% cost of living increase with a \$12,500.00 holdback in the second year of the contract).

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	
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	X	Yes		No		Abstain		Absent	
James Wawrzyniak, DC	X	Yes		No		Abstain		Absent	
VOTE TOTAL:									
	8	Yes	0	No	0	Abstain	0	Absent	
RESULTS									
	X	PASS					FAIL		

NEXT REGULAR MEETING

The next regular meeting is scheduled for Tuesday, June 27, 2023 immediately following the BOM Finance/Personnel Committee meeting, approximately 4:30pm.

ADJOURN

There being no further business to come before the Board, the meeting duly adjourned at 7:55pm upon motion by Manager Wawrzyniak.

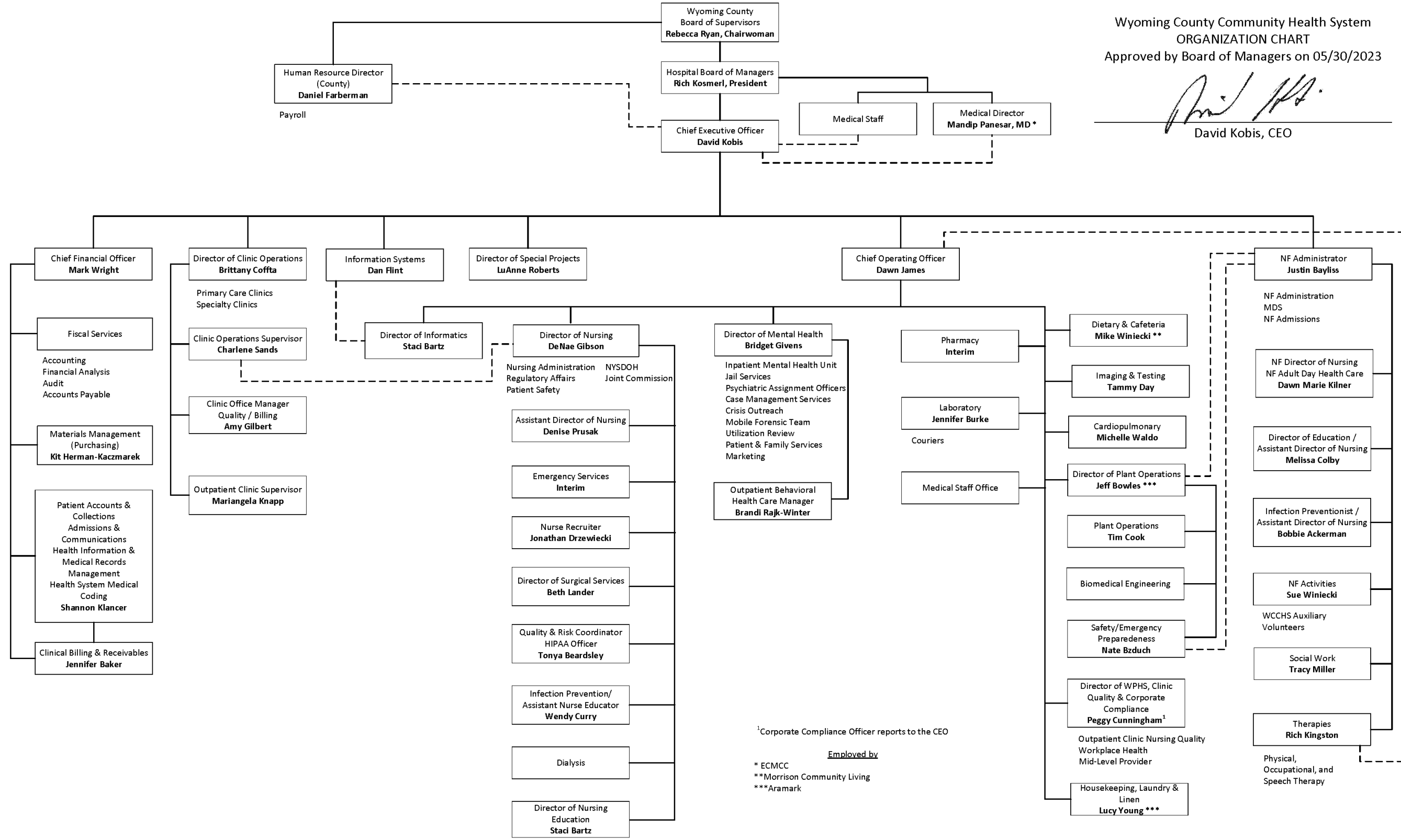
James Wawrzyniak, DC, BOM Secretary Date

Pam Pettnot, Recording Secretary Date

asset #	description	mfg	model	sn	equipment age	quantity	cost new	cost depreci	total \$
17727	table examination	Ritter	204	v1687404	>7	1	\$ 1,245.00	\$ 615.85	\$ 629.15
17774	table examination	Ritter	204	v1750186	>7	1	\$ 1,146.84	\$ 1,146.84	\$ -
17776	table examination	Ritter	204	v1750213	>7	1	\$ 1,146.84	\$ 1,146.84	\$ -
18991	table examination	Ritter	224	v2128590	>7	1	\$ 4,042.55	\$ 920.86	\$ 3,121.69
17833	colposcope	Leisegang	3MTL LED 1	16-081011	>7	1	\$ 11,609.31	\$ 9,311.61	\$ 2,297.70
19272	Monitor, vital signs	welch allyn	44wt	100023761720.00	3		\$ 2,533.10	\$ 1,224.39	\$ 1,308.71
19535	Monitor, fetal	Philips	FM50/ M2705a	DE81101222	1	1	\$ 4,995.00	\$ 1,998.00	\$ 2,997.00
	pharmaceutical fridge				>7	1	\$ 1,350.00	\$ 500.00	\$ 500.00
	scale 500kl				5	1	\$ 450.00	\$ 200.00	\$ 200.00
	microscope...very old					1			\$ 100.00
	Utah bovie				5	1	\$ 5,000.00	\$ 2,000.00	\$ 2,000.00
	pocket dopplers				unk	2	\$ 500.00	\$ 200.00	\$ 200.00
	thermometers, oral				>7	3	\$ 480.00	\$ 150.00	\$ 450.00
	speculum lamps				unk	4	\$ 200.00	\$ 75.00	\$ 300.00
	exam lights				6	4	\$ 300.00	\$ 100.00	\$ 400.00
	waiting room chairs					10	\$80.00	\$30.00	\$30.00
	rolling office chairs					10	\$100.00	\$40.00	\$400.00
	desk stand alone					2	\$200.00	\$75.00	\$75.00
	exam stools					4	\$70.00	\$30.00	\$120.00
	high back stool					1	\$80.00	\$35.00	\$35.00
	small filing cabinet,standalone					3	\$120.00	\$40.00	\$80.00
	employee fridge					1	\$170.00	\$70.00	\$70.00
	misc shelving					3	\$70.00	\$30.00	\$30.00
									\$ 15,344.25

Wyoming County Community Health System
ORGANIZATION CHART
Approved by Board of Managers on 05/30/2023

David Kobis
David Kobis, CEO



¹Corporate Compliance Officer reports to the CEO

Employed by
* ECMCC
** Morrison Community Living
*** Aramark