

The regular meeting of the Wyoming County Community Health System (WCCHS) Board of Managers, Wyoming County, New York was held on Tuesday, June 27, 2023.

CALL MEETING TO ORDER

President Kosmerl called the meeting to order at 4:32pm.

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*

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

OTHERS PRESENT: Becky Ryan (Chairwoman, Wyoming County Board of Supervisors and Supervisor, Town of Warsaw), Gaby Kolo (WC Human Resource Deputy Director), and Lynn Kilner (President, CSEA Hospital Supervisor Unit)

President Kosmerl declared that a quorum was present.

ADOPT THE AGENDA

Motion by Manager Perkins and seconded by Manager Wawrzyniak, the BOM hereby adopts the agenda as presented and verbally modified to include the BOM's intent to enter into an executive session by means of a vote to be taken during the meeting.

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-23-044 CONSENT AGENDA

Motion by Manager Wawrzyniak and seconded by Manager Perkins, 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 May 30, 2023

Compensation Committee (June 13, 2023)

- Amend Salary Schedule C as follows:
 Set the salary of one (1) 1.00 FTE **Executive Assistant** position (Position Code #12.177.571) under ADMINISTRATION at \$69,807.00 per year, effective 07/01/2023. In addition, the **Executive Assistant** position will also be eligible to receive the scheduled Cost of Living Adjustment (COLA) County employees will be paid of three percent (3%) effective 01/01/2024, bringing the annual salary to \$71,902 at that time, pending approval by the Wyoming County Board of Supervisors.

The motion was passed upon the following vote:

VOTE									
Salman Abbasey, MD	X	Yes		No		Abstain		Absent	
Bryan Kehl	X	Yes		No		Abstain		Absent	
Rich Kosmerl	X	Yes		No		Abstain		Absent	
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 submitted the following report:

FINANCIALS

- Health system operating loss for May 2023 was \$872,681, which is lower than the April 2023 operating loss of \$1.3 million. Operating revenue was higher and operating expenses were lower in the month of May.
- Staffing agency cost in May 2023 increased slightly to \$345,256, mainly due to increased 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 were up in May 2023. In particular, the surgery and GI volumes were up 20%, rehab services were up 54%, and clinic visits were up 16%. 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.

JOINT COMMISSION SURVEY

- The hospital was surveyed by the Joint Commission (JC) on June 6-8th, 2023. This was the triannual accreditation survey required for participation in the Medicare and Medicaid programs by Centers for Medicare & Medicaid Services (CMS). The last survey at WCCHS was in 2020.
- The average number of citations received by hospitals each year from JC surveys is between 25 and 35 – WCCHS received 34 citations. Approximately 60% of hospitals surveyed each year receive Condition Level Findings. WCCHS received 4 Condition Level Findings, which require a resurvey within 30-45 days. The level of severity of JC findings breaks down into three categories:
 - Condition Level = High risk to impact patient safety or quality
 - Moderate Level = Moderate risk to patient safety or quality
 - Low Level = Low risk to patient safety or quality
- Conditional findings during this survey fell into three main areas – infection control, ligature risk, and life safety.
- A plan of correction (POC) is underway and will be completed shortly, and then submitted to the JC. The required resurvey will occur in early-mid July 2023.

CRITICAL ACCESS HOSPITAL (CAH) DESIGNATION

- WCCHS completed a CAH financial viability study in June 2023 that indicated the potential for a \$2M to \$3M improvement from converting from acute care hospital to CAH status. As discussed in prior board meetings, achieving CAH status will require WCCHS to reduce the number of inpatient beds to no more than 25 and maintain an average length of stay no greater than 96 hours.
- A certificate of need (CON) application has been filed with the NYS DOH to commence the conversion process, which usually takes 3 to 6 months to complete.
- CAH status is proven strategy to provide long-term financial stability to rural hospitals. There are more than 1,300 CAHs across the US today.

OUTPATIENT CLINICS

Updates on key outpatient clinic initiatives include:

- Abdul Chaudhry, MD has announced his retirement effective September 2024. Dr. Chaudhry has worked at WCCHS and lived in the community for more than 40 years. Recognitions of his service to the hospital and community will be planned prior to his departure. A search for another GI physician is underway.
- Rural Health Clinic (RHC) designation is being pursued for Arcade clinic – this is one of the requirements for the hospital to convert to a CAH.

- The general surgery clinic has relocated to new space in the hospital. The offices of Anthony DiBenedetto, MD and Andrea Zucchiatti, MD will occupy this space.
- The Women's Health office has relocated to the former Pediatric office in the 408 North Main Medical Building.
- Cardiology and Podiatry services will be expanding to Arcade in August 2023.

PHYSICIAN RECRUITING

- The hospital is negotiating with several experienced orthopedic surgeons in the region. Another orthopedist is completing his fellowship training in Pennsylvania and will be available to start in late 2024.
- A Family Medicine provider completing his residency in Texas is planning to visit WCCHS in 2023. The candidate has family in the Toronto area.
- There is an experienced urologist in Rochester interested in providing part time support in Wyoming County. The hospital is in talks with this physician.

MARKETING

The hospital's marketing campaign throughout the Wyoming County service area continues. Example ads are listed at the end of the CEO report. Radio advertising is ongoing with focus on the Emergency Department, pain management, dialysis, and cardiology.

BEHAVIORAL HEALTH

- Inpatient remains strong for the month of May 2023 with 81% occupancy and slightly under budget. The drop in census is consistent around this time of year.
- A total of 79 psychiatric evaluations were completed by the psychiatric assessment officers within the month of May 2023.
- Outpatient Forensic services - 172 inmates served and 66 of those had medication changes.
- Preparation for the Joint Commission visit was successful. Citations have already been corrected
 - A patient phone cord was found to be too long
 - The TV on the wall was greater than 5 inches from the wall
 - The Exit signs hanging down from the ceilings were not flush to the ceiling
 - The med room door was not self-closing
 - A black colored substance was found in the shower
- The Collaborative Care program in the primary care offices remains strong and doing well. Visits are slightly over budget for the month of May 2023 at 72. Services are currently offered in Perry, Warsaw, and Arcade.

CHIEF OPERATING OFFICER

- Joint Commission Plan of Correction in process. Continue to work with the team on their correction plans.
- Ongoing search for permanent Director of Emergency Services.
- Exploring options to better manage behavioral health patients in the ER.

Nursing

- Nursing held a skills day on June 20, 2023 and June 23, 2023. This was well received by the nursing staff and included hospital and clinic staff.
- Continue to work with departments to develop plans and collect data for the Joint Commission plan of correction submission.
- Working with Brian Meyers, Wyoming County Director of Fire and Emergency Management, for the anticipated change from Monroe Ambulance to Wyoming County owned ambulance service that will require hospital staff to call for prior authorizations.
- Nine (9) agency staff remain in acute/hospital departments with an anticipated elimination of nearly all by September 2023.

Director of Plant Operations

- Secured ER ambulance doors so patients can no longer leave without hospital knowledge.
- Emergency Management Plan review 70% completed.
- Completed Environment of Care Management Plans for Safety, Security, Hazardous Materials and Waste, Fire Safety and Utilities.
- Reviewing and updating Environment of Care Policies and Procedures.

MEDICAL DIRECTOR

- Revised/updated Medical Staff By-Laws (ACLS requirements for emergency department practitioners; deletion of the obstetrics/gynecology department).
- Participated in Joint Commission site survey.
- Established Medical Staff department chair meeting cadence

SKILLED NURSING FACILITY

- **Staffing:** Certified Nursing Assistant (CNA) class began on May 15, 2023. Class is being conducted at the Genesee Valley BOCES and all clinical portions of the class are taking place at the Wyoming County Skilled Nursing Facility.
- **Financial:** Intergovernmental Transfer (IGT): No update to the release of these funds. Contacted Senator Chuck Schumer’s office for assistance to speed up the process.
- **Nursing Home Care Compare:** The facility is at risk of losing a quality rating star based on the change in the resident census. We are realizing an increase in long-term care residents who have significant behavioral and cognitive deficits. The facility has had 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.
- **Survey:** The NYSDOH was onsite for an unannounced survey on June 13 and 14, 2023.
 1. Complaint by resident family member in 2019. The findings were unsubstantiated.
 2. Resident to Resident incident (facility self-reported). Outcome not determined at the time of this report. Focus was on reporting timeline of such alleged incidents.
- **Rehab Services:** Perry clinic is underway with growth plan in place to increase volume and overall revenue. Plan has been initiated to provide Speech Therapy at the Attica clinic. Focus will be on a July 2023 start date.

Billboard



MEDICAL DIRECTOR REPORT

Report included in CEO report. No further report.

MEDICAL STAFF PRESIDENT REPORT

No report.

WCCHS-23-045 APPROVE MEDICAL STAFF BY-LAWS, RULES, AND REGULATIONS

Motion by Manager Kehl and seconded by Manager Rogers, the medical staff by-laws, rules and regulations be hereby approved as recommended by the Medical Executive Committee, presented, 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		

WCCHS-23-046 PREAUTHORIZED ACCOUNTS AND ACCOUNTS PAYABLE

Motion by President Kosmerl and seconded by Manager Perkins, the preauthorized accounts and accounts payable processed totaling \$3,647,511.77 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	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-23-047 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 \$354,797.00 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		

PERSONNEL REQUISITIONS IN PROCESS

The personnel requisitions in process were presented for information only.

PERSONNEL REQUISITIONS IN PROCESS - (RECOMMENDED)										
June 27, 2023										
Proposed Positions for Approval										
Senior Manager	Title/Department	FTE	Schedule	Vacating Employee	Hourly Rate	Annual Salary	Benefits	Proposed Hourly	Proposed Annual	Benefits
D. Bayliss:	Senior Pharmaceutical Clerk Per Diem/12.953	0.00	WCCH	Tina Newland 06/10/2023	\$24.01	\$4,682	\$358	\$24.01	\$4,682	\$358
	RAD Tech 1/06.698	0.50	WCCH	Denise Skrzypek 05/13/2023	\$28.00	\$27,300	\$2,088	\$24.12	\$23,517	\$1,799
Gibson:	Emergency Patient Care Technician/05.978	1.00	WCCH	Cathy Martin 07/02/2023	\$18.81	\$36,680	\$4,529	\$16.19	\$31,571	\$12,505
	RPN/03.116	1.00	WCCH	Rebecca Noon 05/27/2023	\$47.15	\$91,943	\$36,418	\$33.36	\$65,052	\$25,767
	RPN/03.525	1.00	WCCH	Patricia Cole 05/27/2023	\$49.34	\$96,213	\$38,110	\$48.01	\$93,620	\$37,083
	RPN/03.110	1.00	WCCH	Patricia Wiesmore 05/24/2023	\$36.06	\$70,317	\$27,853	\$33.36	\$65,052	\$25,767
	Hospital Aide/05.380	1.00	WCCH	Bridget Walters 05/31/2023	\$18.08	\$35,256	\$13,965	\$16.19	\$31,571	\$12,505
	Hospital Aide/05.835	1.00	WCCH	Dawn Conley 06/03/2023	\$18.08	\$35,256	\$13,965	\$16.19	\$31,571	\$12,505
	Hospital Aide Per Diem/05.803	0.00	WCCH	Courtney Caltagirone 02/04/2023	\$18.66	\$3,639	\$278	\$17.81	\$3,473	\$266
	Hospital Aide Per Diem/05.385	0.00	WCCH	Alexa Ficarella 06/10/2023	\$17.81	\$3,473	\$266	\$17.81	\$3,473	\$266
J. Bayliss:	Nursing Assistant/05.179	1.00	WCCH	Jamie Smith 05/29/2023	\$19.14	\$37,323	\$14,784	\$19.14	\$37,323	\$14,784
	Nursing Assistant/05.488	1.00	WCCH	Christina Ferrin 04/14/2023	\$22.17	\$43,232	\$17,124	\$19.14	\$37,323	\$14,784
	Nursing Assistant/05.646	1.00	WCCH	Brittany Booth 05/24/2023	\$19.14	\$37,323	\$14,784	\$19.14	\$37,323	\$14,784
	Nursing Assistant/05.469	1.00	WCCH	Michael Jones 06/12/2023	\$20.98	\$40,911	\$16,205	\$19.14	\$37,323	\$14,784
	Nursing Assistant/05.620	1.00	WCCH	Jonathan Keaton 05/29/2023	\$19.14	\$37,323	\$14,784	\$19.14	\$37,323	\$14,784
	Activity Leader Per Diem/05.352	0.00	WCCH	Aaron Dominesey 05/22/2023	\$18.55	\$3,617	\$277	\$16.34	\$3,186	\$244
	Physical Therapy Assistant Per Diem/06.807	0.00	WCCH	Tricia Bell 06/10/2023	\$25.75	\$5,021	\$384	\$22.84	\$4,454	\$341
	LPN/04.167	1.00	WCCH	Connie Richards 07/12/2023	\$26.08	\$50,856	\$20,144	\$22.58	\$44,031	\$17,441
Coffta:	Psychiatric Assessment Officer Per Diem/06.752	0.00	WCCH	Tracy DuBois TBA	\$32.85	\$6,406	\$490	\$29.26	\$5,706	\$436
Wright:	Telephone Operator Per Diem/12.724	0.00	WCCH	Savannah Helm 06/13/2023	\$17.81	\$3,473	\$266	\$17.81	\$3,473	\$266

WCCHS-23-048 APPROVE PROPOSED PERSONNEL CHANGES/FINANCIAL IMPACT

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

PROPOSED PERSONNEL CHANGES/FINANCIAL IMPACT				
June 27, 2023				
POSITION	ANNUAL SALARY PROPOSED	BENEFIT PACKAGE	BUDGETED SALARY	BUDGETED BENEFITS
Sr. Manager - D. Bayliss				
Create 2 - 1.00 FTE Building Maintenance Worker (Cost Center 730) Schedule WCCH, Grade 14B \$22.58 - 26.08/Hr. Available date: June 28, 2023	\$92,547	\$36,658	\$0	\$0
Delete 3 - 1.00 FTE Certified Nurse Anesthetist (Cost Center 404)/17.129.669, 17.130.669, & 17.131.669 Schedule P \$350,000.00/Yr. Effective date: June 28, 2023	\$0	\$0	\$1,050,000	\$415,905
Delete 1 - 1.00 FTE Pediatrician Physician (Cost Center 650)/10.114.582 Schedule P \$235,000.00/Yr. Effective date: June 2, 2023	\$0	\$0	\$235,000	\$93,084
Sr. Manager - D. Gibson				
Create 1 - 1.00 FTE RPN (Cost Center 404) Schedule WCCH, Grade 20 - 20F \$33.36 - 47.15/Hr. Available date: June 28, 2023	\$65,052	\$25,767	\$0	\$0
Delete 1 - 1.00 FTE RPN (Cost Center 325)/03.215 Schedule WCCH, Grade 20 - 20F \$40.19/Hr. Effective date: June 4, 2023	\$0	\$0	\$78,371	\$31,043
Delete 1 - 0.00 FTE RPN Per Diem (Cost Center 325)/03.537 Schedule WCCH, Grade 20 \$34.19/Hr. Effective date: June 4, 2023	\$0	\$0	\$6,667	\$510
Delete 1 - 1.00 FTE RPN (Cost Center 325)/03.606 Schedule WCCH, Grade 20 - 20F \$43.54/Hr. Effective date: June 4, 2023	\$0	\$0	\$84,903	\$33,630
Delete 1 - 0.00 FTE RPN Per Diem (Cost Center 325)/03.822 Schedule WCCH, Grade 20 \$47.05/Hr. Effective date: June 4, 2023	\$0	\$0	\$9,175	\$702
Delete 1 - 1.00 FTE RPN (Cost Center 325)/03.660 Schedule WCCH, Grade 20 - 20F \$47.15/Hr. Effective date: June 4, 2023	\$0	\$0	\$91,943	\$36,418
Sr. Manager - B. Coffta				
Delete 1 - 1.00 FTE LPN (Cost Center 664)/04.584 Schedule WCCH, Grade 14B \$26.08/Hr. Effective date: June 3, 2023	\$0	\$0	\$50,856	\$20,144
Delete 1 - 1.00 FTE Medical Receptionist (Cost Center 671)/12.141 Schedule WCCH, Grade 5 \$17.42/Hr. Effective date: May 14, 2023	\$0	\$0	\$33,969	\$13,455
Delete 1 - 1.00 FTE Medical Office Assistant (Cost Center 650)/12.904 Schedule WCCH, Grade 6 \$17.70/Hr. Effective date: May 14, 2023	\$0	\$0	\$34,515	\$13,671
Delete 1 - 0.80 FTE Medical Assistant (Cost Center 687)/05.951 Schedule WCCH, Grade 8A \$21.46/Hr. Effective date: June 06, 2023	\$0	\$0	\$35,709	\$11,316
Delete 1 - 0.60 FTE LPN (Cost Center 650)/04.160 Schedule WCCH, Grade 14B \$26.08/Hr. Effective date: June 11, 2023	\$0	\$0	\$30,514	\$7,253
Sr. Manager - J. Bayliss				
Create 4 - 0.00 FTE Nursing Assistant (Cost Center 361, 362, 363, & 364) Schedule WCCH, Grade 8A \$21.05 - 24.10/Hr. Available date: June 28, 2023	\$16,419	\$1,256	\$0	\$0
Delete 1 - 0.80 FTE Nursing Assistant (Cost Center 364)/05.639 Schedule WCCH, Grade 8A - 8D \$19.14/Hr. Effective date: June 28, 2023	\$0	\$0	\$29,858	\$9,462
TOTALS	\$174,018	\$63,681	\$1,771,479	\$686,594
TOTAL ANNUAL INCREASE:				-\$2,220,374

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-23-049 AMEND SCHEDULE C HANDBOOK

Motion by President Kosmerl and seconded by Manager Wawrzyniak, Schedule C Handbook, Sick Leave section, be hereby amended consistent with the approval of County Schedules D, G, and S Handbooks and as follows, pending approval by the Wyoming County Board of Supervisors:

“In addition to sick leave for an employee’s personal illness or injury, an employee may use up to five (5) days of his/her accrued sick leave per year for absences from work caused by illness or injury of a ‘family member’ as defined by FMLA.”

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-23-050 AMEND SALARY SCHEDULE C

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

Include a one-time Stipend for the 1.00 FTE **Quality and Risk Management Coordinator** position (Position Code #02.160.545) under ACUTE QUALITY in the amount of \$10,000.00, effective 07/23/2023. Assistance/coverage provided during the 10-month vacancy of a Medical Records Specialist II and orientation of the replacement.

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-23-051 APPROVE CONTRACTS AND/OR GRANTS

Motion by Manager Wawrzyniak and seconded by Manager Rogers, the CEO (or designee) with the approval of the County Attorney 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. **LOGAN'S HEALTHCARE BUFFALO, INC. dba Logan's Linens** (formerly Angelica), 3 Apollo Drive, Batavia, NY 14020, a linen service agreement to provide bulk linens for patients and residents, \$286,000.00 per year, effective 03/01/2023 – 02/28/2028.
2. Amend Resolution #WCCHS-22-056 approved on 05/24/2022 [BOS Resolution #22-339 approved on 06/14/2022] with **DAVID M. PRIVITERA, MD**, 16 Merryhill Lane, Pittsford, NY 14534, a 3-year Employment Agreement – Salary Schedule P, to provide Orthopaedic services, not to exceed \$510,000.00 per year plus a stipend in an amount of \$62.30 per wRVU in excess of 3,325 wRVUs first six months (to be paid in July) and an amount of \$62.30 per wRVU in excess of 3,325 wRVUs second six months (to be paid in December), effective 06/30/2022 – 06/29/2025 as follows:
 - Change the effective date of the 3-year Employment Agreement from 06/30/2022 – 06/29/2025 to **06/01/2022 – 05/31/2025** to match the actual agreement.
 - Include an annual two percent (2%) increase on the anniversary date of the agreement at the end of Year 1 and Year 2 as included in Exhibit A of the fully executed Employment Agreement.

Amend Salary Schedule P as follows:

- Include an annual two percent (2%) increase for 1.00 FTE **Orthopaedic Surgeon** position (Position Code #10.107.589) under ORTHOPAEDIC CLINIC and set the salary at \$520,200.00 per year, effective 06/01/2023.
 - Include an annual two percent (2%) increase for 1.00 FTE **Orthopaedic Surgeon** position (Position Code #10.107.589) under ORTHOPAEDIC CLINIC and set the salary at \$530,604.00 per year, effective 06/01/2024.
3. **MASSACHUSETTS GENERAL PHYSICIAN ORGANIZATION, INC.**, 55 Fruit Street, Boston, MA 02114, an agreement to provide telemedicine services, not to exceed \$150,000.00 per year, effective 07/01/2023 – 06/30/2025.
 4. Negotiate an employment agreement with Farkad Balaya, MD for gynecology services, not to exceed \$400,000.00 per year, effective 08/21/2023 – xx/xx/xxxx.
 5. Negotiate an employment agreement with a mid-level provider for gynecology services, not to exceed \$100,000.00 per year, effective xx/xx/xxxx – xx/xx/xxxx.
 6. Amend Resolution #WCCHS-19-165 approved on 12/19/2019 [BOS Resolution #20-046 approved on 01/14/2020] with **SUMMIT RENTAL PROPERTY, LLC**, 34 Duncan Street, Warsaw, NY 14569, related to a lease agreement for approximately 2,000 square feet of space located at 34 Duncan Street, Warsaw, NY 14569, Year 1 (2020) \$28,000.00, Year 2 (2021) \$28,560.00, Year 3 (2022) \$29,120.00, effective 02/01/2020 – 01/31/2023, as follows:
 - Extend term of the agreement from 02/01/2020 – 01/31/2023 through **02/01/2023 – 01/31/2024**.
 - Increase the amount from \$29,120.00 per year to **\$33,000.00 per year**.
 7. Amend Resolution #WCCHS-21-057 approved on 08/24/2021 and Resolution approved on 06/24/2014 [BOS Resolution #21-395 approved on 09/21/2021] with **MEDENT**, 15 Hulbert Street, Auburn, NY 13021 related to a license software agreement to provide electronic medical records for WCCHS specialty clinics and outpatient services with remote on-line backup service, \$130,020.00 per year, effective 09/01/2021 – 08/31/2023, as follows:
 - Extend the term of the agreement from 09/01/2021 – 08/31/2023 through **09/01/2023 – 08/31/2024**.

- Amend Resolution #WCCHS-21-076 approved on 10/26/2021 [BOS Resolution #21-509 approved on 11/09/2021] with **NCB MEDICAL CODING SPECIALISTS, INC.**, 8975 Main Street, Clarence, NY 14031, a contract for coding services to assist in outpatient coding and to perform all inpatient coding, not to exceed \$220,000.00 per year, effective 01/01/2022 – 12/31/2022, as follows:

- Extend the term of the agreement from 01/01/2022 – 12/31/2022 through **01/01/2023 – 12/31/2023.**

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 Wawrzyaniak, 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 #2 and #4.**

CONTRACTS FOR INFORMATION ONLY

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

- KURITA AMERICA INC.**, 6600 94TH Avenue North, Minneapolis, MN 55445, a domestic water management agreement to provide legionella testing and maintenance of water management plan book, \$14,340 per year, effective 07/01/2023 – 06/30/2025.
- HEALTH RESEARCH, INC.**, Riverview Center, 150 Broadway, Suite 280, Menands, NY 12204, a 1-year extension for the hospital preparedness program agreement, minimum award amount of \$40,000 reimbursable grant, effective 07/01/2023 – 06/30/2024 [Contract #1998-19]. [Grant application and acceptance award.]

WCCHS-23-052 REVIEW CRITICAL ACCESS HOSPITAL FINANCIAL STUDY

Dave Kobis reviewed the results of a Critical Access Hospital (CAH) financial feasibility study conducted by Stroudwater Associates. Stroudwater completed a similar study for WCCHS in 2017 that showed a positive financial benefit of converting to CAH designation of between \$1.8M and \$2.6M. WCCHS did not meet CAH federal distance criteria at the time so there was no CAH conversion. On November 1, 2022, CMS issued new regulations that redefined primary roads excluding from the definition of primary roads, US Highways with single lanes in each direction. With this change, WCCHS is interested in re-evaluating CAH designation from both a financial and operational perspective.

	Conditions of Participation	Meets Requirements
Location:	Must be located in a rural area	✓
Distance Criteria:	Meet the federal distance requirement that a CAH must be at least a 35-mile drive on primary roads or 15 miles on secondary roads to the nearest hospital or CAH.	Arcade does not meet distance requirements, although WCCHS can consider converting to a Rural Health Clinic
Emergency Services:	Offer 24-hour emergency department, laboratory, and diagnostic X-ray services.	✓
Inpatient Bed Limit:	Operate with 25 or fewer inpatient beds; operate with 10 or fewer distinct part psychiatric and/or rehabilitation unit(s) beds.	WCCHS operates a distinct 12-bed inpatient psychiatric facility, which is above the maximum bed count allowed; WCCHS would have to decertify 2 beds
Average Length of Stay (ALOS):	Maintain an average length of stay of fewer than 96 hours for inpatient acute-care services.	ALOS remained below the 96-hour threshold between FY19 and FY21

Applying the assumptions in Stroudwater’s report, it is estimated that conversion to CAH status would result in an overall increase in Medicare, Medicaid, and Medicare Advantage net patient reimbursement in addition to 340B eligibility totaling \$631K in FY21, increasing to a net benefit of \$2,365K in FY22, and \$2,266K in FY23.

Motion by President Kosmerl and seconded by Manager Wawrzyniak, the BOM hereby acknowledges and approves the conversion from full service acute care hospital status to certified Medicare Critical Access Hospital (CAH) status, pending approval by the Wyoming County Board of Supervisors.

The motion was passed upon the following vote:

VOTE									
Salman Abbasey, MD	X	Yes		No		Abstain		Absent	
Bryan Kehl	X	Yes		No		Abstain		Absent	
Rich Kosmerl	X	Yes		No		Abstain		Absent	
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		

REVIEW THE JOINT COMMISSION SURVEY

Dawn Bayliss made a presentation on the Joint Commission survey results and findings.

- During the tri-annual Joint Commission survey process organizations receive between 25 and 35 individual citations – WCCHS received 34.
- Approximately 60 percent of the organizations surveyed receive Condition Level Findings. WCCHS received 4 Condition Level findings.
- Condition Level findings trigger a re-survey within 30-45 days
 - Condition Level = High risk to impact patient safety or quality
 - Moderate Level = Moderate risk to patient safety or quality
 - Low Level = Low risk to patient safety or quality

BOARD PRESIDENT REPORT

President Kosmerl reported on the following:

- As discussed previously, awaiting a legal opinion from Jen Wilkinson, County Attorney, regarding the revised NYS Open Meetings Law on videoconferencing by public bodies. More to come at a future BOM meeting.

BOARD COMMITTEE CHAIR REPORTS

Acute Quality/Performance Improvement Committee

Manager Wawrzyniak reported that there was no Acute Quality/Performance Improvement Committee meeting in June 2023. The next meeting is scheduled for August 16, 2023.

SNF Quality/Performance Improvement Committee

Manager Rogers reported that there was no SNF Quality/Performance Improvement Committee meeting in June 2023. The next meeting is scheduled for August 16, 2023.

Finance/Personnel Committee

No report.

Plant and Equipment Committee

Manager Kehl reported that the Plant and Equipment Committee met on June 13, 2023, referred to the draft minutes, and reported that the Committee reviewed the fire and life safety assessment report prepared by Aramark. The next meeting is scheduled for July 11, 2023.

Communications Committee

No report.

Compensation Committee

President Kosmerl reported that the Compensation Committee met on June 13, 2023 and a motion was approved as part of the consent agenda.

Governance Committee

Manager Wawrzyniak reported that there was no Governance Committee meeting in June 2023.

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 6:03pm. Dave Kobis, Becky Ryan, and Pam Pettnot remained. All other attendees left the meeting room.

Regarding proposed, pending or current litigation, legally privileged information:

- Update on current legal matter Index No. 802145/2023
- Investigation into data security incident

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		

Motion by President Kosmerl and seconded by Manager Abbasey, the Board exit Executive Session at 6:15pm.

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-23-053 APPROVE CYBERSECURITY LIABILITY INSURANCE COVERAGE

Motion by President Kosmerl and seconded by Manager Wawrzyniak, the CEO be hereby authorized to sign a contract with **CORVUS** for cybersecurity liability insurance coverage for the 2023-2024 policy term through Tompkins Insurance Agencies, Inc., 90 Main Street, Batavia, NY 14020, not to exceed \$75,000 per year, effective 07/01/2023 – 07/01/2024, pending approval by the Wyoming County Board of Supervisors.

The motion was passed upon the following vote:

VOTE								
Salman Abbasey, MD	X	Yes		No		Abstain		Absent
Bryan Kehl	X	Yes		No		Abstain		Absent
Rich Kosmerl	X	Yes		No		Abstain		Absent
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, July 25, 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 6:15pm upon motion by Manager Wawrzyniak.

James Wawrzyniak, DC, BOM Secretary Date

Pam Pettnot, Recording Secretary Date