

The regular meeting of the Wyoming County Community Health System (WCCHS) Board of Managers, Wyoming County, New York was held on Tuesday, March 26, 2024.

CALL MEETING TO ORDER

President Kosmerl called the meeting to order at 4:39pm.

ROLL CALL AND QUORUM

BOARD OF MANAGERS PRESENT/ABSENT

★ participated remotely

Salman Abbasey, MD

Bryan Kehl (BOS member)

Rich Kosmerl

Steve Perkins

J. Thomas Reagan, MD

Larry Rogers

Janice Shirley ★

James Wawrzyniak, DC★

STAFF PRESENT/ABSENT

★ participated remotely

Dawn Bayliss (Chief Operating Officer)

Justin Bayliss (NF Administrator)

Dan Farberman (WC Human Resource Director)

Dave Kobis (Chief Executive Officer)

Mandip Panesar, MD (Hospital Medical Director)

Pam Pettnot (Executive Assistant)

Mark Wright (Chief Financial Officer)

OTHERS PRESENT: Becky Ryan (Chairwoman, Wyoming County Board of Supervisors and Supervisor, Town of Warsaw), Scott Schrader (County Administrator), and Lynn Kilner (President, CSEA Hospital Supervisor Unit)

President Kosmerl declared that a quorum was physically present. Manager Shirley participated remotely from 14527 Lynch Lane, Hudson, Florida and Manager Wawrzyniak participated remotely 1681 4th Ct., Vero Beach, Florida according to the meeting notice. Managers Shirley and Wawrzyniak were permitted to participate but did not count toward the quorum or any votes.

EXCUSE MEMBERS NOT PRESENT

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

- Manager Shirley
- Manager Wawrzyniak

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		Yes		No		Abstain	X	Absent
James Wawrzyniak, DC		Yes		No		Abstain	X	Absent
VOTE TOTAL:	6	Yes	0	No	0	Abstain	2	Absent
RESULTS	X	PASS				FAIL		

ADOPT THE AGENDA

Motion by Manager Kehl and seconded by Manager Perkins, 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		Yes		No		Abstain	X	Absent
James Wawrzyniak, DC		Yes		No		Abstain	X	Absent
VOTE TOTAL:	6	Yes	0	No	0	Abstain	2	Absent
RESULTS	X	PASS				FAIL		

WCCHS-24-014 CONSENT AGENDA

Motion by Manager Kehl 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 February 27, 2024

Executive Committee (January 23, 2024)

1. Pending approval by the Wyoming County Board of Supervisors, amend Resolution #WCCHS-22-103 approved on 11/29/2022 and #WCCHS-19-097 approved on 08/27/2019 [BOS Resolution #22-704 approved on 12/13/2022 and Resolution #19-395 approved on 09/10/2019] with **DEAN M. BREWER JR, DO**, 2 Winterhall Road, Orchard Park, NY 14127, related to an employment agreement to provide Family Practice services, not to exceed \$260,000.00 per year, effective 01/01/2023, as follows:

- Include a term end date of 12/31/2025 to match the actual agreement.
- Include a one percent (1%) annual compensation increase on each anniversary of the agreement to match the actual agreement, effective 01/01/2023.

Amend Salary Schedule P as follows:

- Set the salary of the 1.00 FTE **Family Practice Physician Provider** position (Position Code #10.106.587) under WYOMING COUNTY FAMILY MEDICINE – ARCADE at \$262,600.00 per year, effective 01/01/2024.
- Set the salary of the 1.00 FTE **Family Practice Physician Provider** position (Position Code #10.106.587) under WYOMING COUNTY FAMILY MEDICINE – ARCADE at \$265,226.00 per year, effective 01/01/2025.

2. Pending approval by the Wyoming County Board of Supervisors, amend Resolution #WCCHS-23-059 approved on 07/25/2023, Resolution #WCCHS-22-064 approved on 06/28/2022, and Resolution #WCCHS-19-026 approved on 02/26/2019 [BOS Resolution #23-428 approved on 08/15/2023, Resolution #22-382 approved on 07/12/2022, and Resolution #19-157 approved on 03/12/2019] with **MARK VARALLO, MD, PLLC**, PO Box 1207, Wilson, NY 14172 related to behavioral health services to provide behavioral health services required by patients at the health system, not to exceed \$310,000.00 per year, effective 07/01/2019 – 06/30/2023, as follows:

- Extend the term of the agreement from 07/01/2023 – 12/31/2023 **through 01/01/2024 – 12/31/2024.**

The motion was passed upon the following vote:

VOTE								
Salman Abbasey, MD		Yes		No	X	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		Yes		No		Abstain	X	Absent
James Wawrzyniak, DC		Yes		No		Abstain	X	Absent
VOTE TOTAL:								
	5	Yes	0	No	1	Abstain	2	Absent
RESULTS								
	X	PASS				FAIL		

CEO REPORT

Dave Kobis submitted the following report:

FINANCIALS

- Health system operating loss for February 2024 was \$1,584,509, which is significantly worse than the January 2024 operating loss of \$591,865. Operating revenue was lower and operating expenses were higher in the month of February 2024. All segments of the health system performed unfavorably in February 2024 – hospital, outpatient clinics, and the nursing facility.
- The NYSDOH Directive Payment Template funding positively impacted January 2024 by \$285,000 and it had no impact in February 2024.
- Staffing agency cost in February 2024 decreased to \$182,814, mainly due to decreased agency hours used to support hospital services. Hiring and recruiting plans in place, but area and regional hospitals are all facing same staffing pressures. Progress remains slow.
- Hospital volume had mixed results in February 2024. Acute inpatient, observation, mental health, pain procedures and imaging volumes were higher. ED, surgery, rehab services, GI, lab and clinic volumes were lower. Year-over-year, acute inpatient, mental health, observation, GI, lab and clinic are down, while ED, surgery, imaging and rehab services have all shown growth over the prior year.
- Non-Operating Revenue was favorably impacted by the \$620,000 final NYS grant payment for the lab construction project.

NEW YORK STATE DEPARTMENT OF HEALTH (NYSDOH) SURVEY

- The NYSDOH conducted an unannounced hospital survey on March 11 – 13, 2024. The survey was conducted to investigate an alleged EMTALA violation. The Emergency Medical Treatment and Labor Act (EMTALA) is a federal law that prevents hospitals from denying or limiting treatment to patients based on their insurance status or ability to pay. EMTALA was passed in 1986. The law applies to hospitals that receive Medicare funds.
- There are three main components of the EMTALA law, including:
 - Provide all patients with a medical screening examination (MSE).
 - Stabilize any patients with an emergency medical condition.
 - Transfer or accept appropriate patients as needed.
- The NYSDOH concluded their survey on March 13, 2024 and will issue a report of findings and possible citations within two weeks. We will update the BOM once the report is received.

ECLIPSE PLANNING

- As you are aware, Western New York will experience a total solar eclipse on April 8, 2024 from approximately 2pm until after 4pm. Local authorities expect a large influx of people into WNY to view the eclipse.
- The hospital is preparing for a possible surge of patients due to car accidents and other related injuries. Emergency preparations have been ongoing in March 2024. Participated in a Medical Response and Surge Exercise drill on March 22, 2024.
- Additionally, the hospital is preparing to have additional staff available in the case of higher than normal patient volumes and employee call-outs.

CRITICAL ACCESS HOSPITAL (CAH) DESIGNATION

- WCCHS received notification in March 2024 that all of the NYSDOH Certificate of Need (CON) filings related to the conversion of CAH status have been approved, clearing the way for final approval from the Centers for Medicare and Medicaid Services (CMS). These include official closure of 5 obstetrical beds, 2 behavioral health beds, 18 medical/surgical beds, and 2 pediatric beds.
- As you recall, the Joint Commission (JC) gave their approval to the hospital for Critical Access Hospital designation in January 2024. The final CMS letter is expected at any time.
- The hospital continues to work with Stroudwater Associates to prepare for CAH conversion. The NYSDOH Office of Rural Health is covering the cost of the Stroudwater engagement.
- Dave Kobis, Dawn Bayliss, DeNae Gibson, and Tonya Beardsley will be attending the NYS Critical Access Hospital Performance Improvement Group meeting in Troy, NY on March 28, 2024.

NEW YORK STATE CAPITAL GRANT OPPORTUNITY

- On January 11, 2024, NYSDOH announced the availability of \$250M in funding under the Statewide Health Care Facility Transformation Program IV (SHCFTP4) to provide grants in support of capital projects and restructuring initiatives to ensure financial sustainability of hospitals and health care providers.
- WCCHS is pursuing one of these grants of approximately \$15M to update and modernize the hospital operating rooms, update and relocate the hospital pharmacy, and expand and modify the hospital Emergency Room.
- LaBella Associates and Health Management Associates will assist WCCHS in completing the grant and designing the capital projects.
- If awarded, these projects are estimated to take 2 to 3 years to complete.
- NYSDOH extended the grant application deadline to April 10, 2024.

PROVIDERS AND OUTPATIENT CLINICS

- The Warsaw Internal Medicine office (Dr. Ahmed Bayoumi and Deb Brown, NP) relocated from 34 Duncan Street to the second floor at 408 North Main Street. The hours, phone number and fax number remain the same. By moving locations, WCCHS will save approximately \$30,000 in annual rent payments.
- The Warsaw Internal Medicine clinic successfully completed their reaccreditation for Rural Health Clinic status.
- Nurse Practitioner Charlene Welsted started in the Arcade office on March 18, 2024. She will work under the supervision of Dean Brewer, DO.
- Nurse Practitioner Jessica Benson is expected to start in the Perry office in May 2024. She will be supervised by Salman Abbasey, MD.
- The Cardiology clinic (Dr. Joseph Gomez and Christina Newton, NP) will be relocated to the Specialty Clinic location the first week of April 2024.
- Discussions continue with New York State Department of Corrections and Community Supervision (DOCCS) in regards to providing services to inmates. Areas of interest include orthopedics, podiatry, general surgery, cardiology, and interventional pain management.
- National Doctors Day is celebrated annually on March 30. The hospital will honor our physicians and mid-level providers on March 26, 2024 with a breakfast. All physicians and mid-level providers are invited.

MARKETING

- The hospital's marketing campaign throughout the Wyoming County service area continues. Example ads are included at the end of this board report.
- First quarter 2024 advertising will be focused on the hospital's orthopedic service line, including an ad for the Wyoming County Fair Book. Additional services of focus include Urology and Infusion Services.
- The health system will be implementing a campaign shortly utilizing RTS regional transport buses. Vinyl wraps will be deployed on the vehicles promoting WCCHS programs, providers, and services. The campaign is expected to run through the end of 2024. Focus areas for promotion will be orthopedic surgery and ED wait times.
- Additional billboards in the region will be utilized to promote WCCHS program and services through the remainder of 2024.

INFORMATION SYSTEMS

- Annual penetration testing, vulnerability assessment, and risk assessment was completed. Draft report expected on 04/01/2024.
- The HealthStream (education and policy management system) project is underway and the software administrators are taking training courses. Weekly project calls have been established.
- Paperwork for datacenter server upgrade project was submitted.
- Several software projects for Pharmacy, including Wolters Kluwer's Senti7, Bluesight ControlCheck, and Verity 340B are in progress.

- Connectivity between the new EKG software and CPSI is in the testing phase. Go live will be scheduled for mid-May 2024. This will require GE to come on site to retrain staff at no additional costs.
- Fuji Radiology Information System (RIS)/Enterprise Information System (EIS) will go live March 26, 2024.

BEHAVIORAL HEALTH

- Inpatient census for the month of February 2024 was at 100% occupancy.
- A total of 77 psychiatric evaluations were completed by the psychiatric assessment officers within the month of February 2024.
- There were no security assistant calls from the inpatient unit for the month of February 2024. This is attributable to the excellent work the staff do de-escalating the patients along with the preventing and managing a crisis situation training that is done through the behavioral health unit.
- We continue to finalize the Behavioral Health Plan of Correction related to the recent NYSDOH visit.
- All social determinants of health screening questions have been added to the ER assessments. All patients entering the facility will be screened for housing, food and transportation issues. If identified as needed assistance, resource sheets will be given. This will be tracked and monitored for quality reporting. This assessment was started in early February 2024 and due to a low percent of completed assessments, ER staff were re-educated on completing the assessments.
- The department is exploring the use of Telepsychiatry in the Emergency Room and obtaining quotes on this potential opportunity.

CHIEF OPERATING OFFICER

- Teleneurology services are going well. This includes 24/7 inpatient and ER coverage. It also includes rounding on any inpatients admitted for routine care of neurological issues such as transient ischemic attacks (TIAs), seizures, migraines, etc. Staff and providers have embraced this service.
- The Intensive Care Unit (ICU) located on the second floor will be relocated to the third floor Med Surg unit and renamed the Progressive Care Unit (PCU). The unit will perform the same level of services for higher acuity patients and there will be no change to the level of care provided to patients. This transition is expected to be completed in April 2024.
- Swing bed area on the Med Surg floor is established. The program is going well, meeting weekly to monitor processes.
- The radiology information system (RIS) is going live this month after extensive work to improve the infrastructure in the radiology department to allow for better imaging and physician reads.
- Continue to work on the Transformation IV grant for the renovation of the OR, ER and pharmacy. This is nearing completion.

DIRECTOR OF NURSING (DON)

- The Director of Emergency Services resigned. Started a search to replace this position.
- Continued staff education on new suicide risk tool and updated policy. ED nursing staff have completed the EMTALA competency and suicide risk competency. All acute staff were educated on the requirements to be a 1:1 sitter.
- Swing bed program is going well. There are between 4-5 patients on Med/Surg weekly.
- Infusion services has expanded - Rochester Regional is sending us patients for infusion services from Rochester and Batavia.
- National Nurses Week is celebrated May 6-12, 2024, planning a staff recognition ceremony.
- The Informatics Department is going through the first onboarding for our new learning management system for all staff education.
- Having an IV pump vendor fair on March 20 and 22, 2024. Nursing staff will get to see and use the new IV pumps before we purchase them.
- Oishei Children's Hospital will be here on March 22, 2024 to provide ED staff an educational drill on how to deal with pregnant patients in the ED, they will discuss stabilizing infants, emergency deliveries in ED, and hypertensive pregnant patients.

MEDICAL DIRECTOR

- Established Orthopedic Surgery and Anesthesia Quality Improvement Projects.
- Updated Suicide Risk Assessment tool to the Columbia-Suicide Severity Rating Scale. Alert and education sent to entire the Medical Staff.
- Coordinating Doctor's Day celebration.

SKILLED NURSING FACILITY

- **Census:**
 - Census for the month of February 2024 averaged 132. Census at the time of this report (March 20, 2024) is 137.
- **Donation:**
 - The facility received a \$10,000 donation from a family of a loved one that resided in the SNF. In memory of the loved one, we are exploring options to purchase a structure that would provide shade coverage to the residents enjoying time outside.
- **Ralph Wilson Foundation / Institute for Healthcare Improvement (IHI):**
 - Improvement activities initiated on the Blue Unit within the SNF. Employee surveys' and a comments board have been placed in the Blue Unit break room for employee engagement.
 - The next scheduled trip to IHI in Boston, MA is June 17 and 18, 2024. They are requesting 3 to 4 CNA's to attend the trip in recognition of CNA week.
- **Staffing:**
 - CNA: Second class has concluded and those individuals are orienting to the units.
 - LPN: Discussions have begun with the Genesee Valley BOCES and Business Education Council to establish a local program for the students of Wyoming and Livingston Counties.
- **Survey:**
 - Annual survey concluded March 1, 2024. Favorable survey, statement of deficiencies was issued on March 15, 2024 and a Plan of Correction is due by March 25, 2024.
- **Quality:**
 - Next scheduled update is for April 24, 2024.
- **Rehab Services:**
 - The Director of Therapy Services Acute and Outpatient is providing full-time patient care due to increased volume.
 - Growth continues at a substantial rate with the addition of swing bed and orthopedics. Nursing home volume has substantially increased with a shift to increased rehabilitation clients.
 - Need for an additional full-time Physical Therapist to meet the needs of the volume increases; as we have had to reduce some outpatient clients to only one visit per week.
- **GLOW Healthcare Event:**
 - The event will take place March 22, 2024 at Genesee Community College (GCC) in Batavia, NY. WCCHS will educate students on Surgical Services, Nurse Practitioner / Physician Assistant, Speech Pathology, and Healthy Living.

**All Your
Urology Needs.
All in One Place.**

For more information visit
wcchs.net/urology
or contact us at:

WCCHS Urology
400 N. Main Street • Warsaw, NY
585-786-1555



Wyoming County Community Health System

John Valvo, MD



Jack DeLisio, PA



You don't have to leave town for expert urology care! WCCHS offers our patients the care **AND** convenience that should be expected from a hometown hospital, which is why all of our urological services are available right here at our hospital campus! There's no need to travel for analysis, diagnosis, treatments or procedures when we've got all your urology care needs covered right here, close to home!



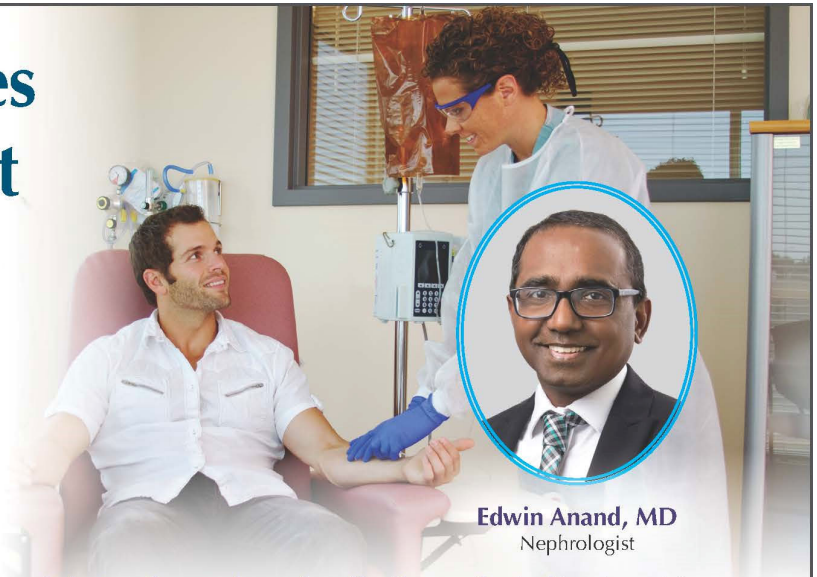
www.wcchs.net • 585-786-2233 • 400 N. Main Street • Warsaw, NY 14569
This institution is an equal opportunity provider and employer. TDD: 1-800-662-1220



Infusion Services Are Available at WCCHS!

For more information visit
wcchs.net/infusion-services
or contact us at:

Infusion Services
400 N. Main Street • Warsaw, NY
585-786-7941



Edwin Anand, MD
Nephrologist

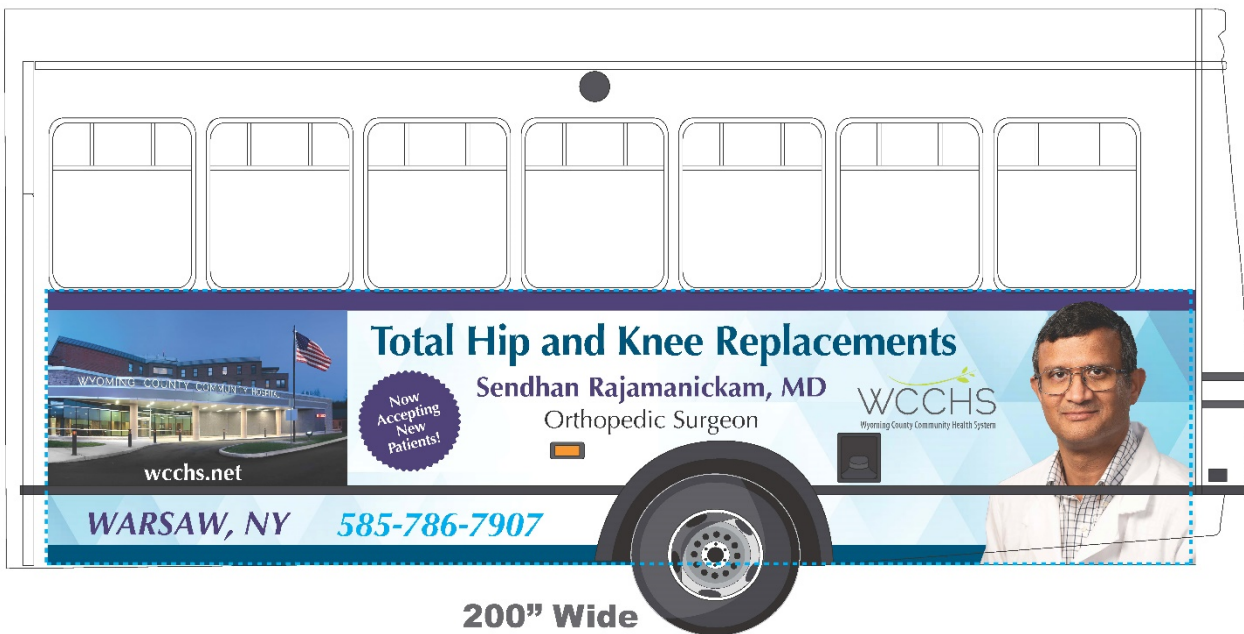
Infusion therapy is a safe, effective method of treatment for a wide variety of acute and chronic health conditions. At WCCHS, all treatments are based on specific patient needs and are administered in a safe, convenient and comfortable outpatient clinic setting by highly-trained staff who work closely with patients and providers to ensure the safest and highest quality care possible - all right here, close to home!



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



48" High



200" Wide



MEDICAL DIRECTOR REPORT

Report included in CEO report. No further report.

APPROVE MEDICAL STAFF BY-LAWS

No action was taken on this agenda item. President Kosmerl asked to postpone approval of the Medical Staff By-Laws until the regular BOM meeting scheduled for April 23, 2024 once he’s had an opportunity to research NYS law and BOM By-Laws regarding any regulatory requirements surrounding the utilization review/health information management committee.

MEDICAL EXECUTIVE COMMITTEE/ MED STAFF

No report.

WCCHS-24-015 PREAUTHORIZED ACCOUNTS AND ACCOUNTS PAYABLE

Motion by President Kosmerl and seconded by Manager Rogers, the preauthorized accounts and accounts payable processed totaling \$4,747,077.16 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		Yes		No		Abstain	X	Absent
James Wawrzyniak, DC		Yes		No		Abstain	X	Absent
VOTE TOTAL:	6	Yes	0	No	0	Abstain	2	Absent
RESULTS	X	PASS				FAIL		

WCCHS-24-016 APPROVE WRITE-OFFS, DENIED CLAIMS, AND BAD DEBT

Motion by Manager Perkins and seconded by Manager Abbasey, the write-offs/denied claims/bad debt totaling \$253,234.57 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		Yes		No		Abstain	X	Absent
James Wawrzyniak, DC		Yes		No		Abstain	X	Absent
VOTE TOTAL:	6	Yes	0	No	0	Abstain	2	Absent
RESULTS	X	PASS				FAIL		

PERSONNEL REQUISITIONS IN PROCESS

The personnel requisitions in process were presented for information only.

PERSONNEL REQUISITIONS IN PROCESS - (RECOMMENDED)											
March 26, 2023											
Proposed Positions for Approval											
Senior Manager	Title/Department	FTE	Schedule	Vacating Employee	Hourly Rate	Annual Salary	Benefits	Proposed Hourly	Proposed Annual	Benefits	
M. Wright:	Patient Information Specialist Per Diem/12.716	0.00	WCCH	Krista Fisk 03/02/2024	\$18.74	\$3,654	\$280	\$18.35	\$3,578	\$274	
D. Bayliss:	Food Service Helper/08.367	0.50	WCCH	Kayla Goewey 01/06/2024	\$18.98	\$18,906	\$1,416	\$17.70	\$17,258	\$1,320	
	Cleaner/08.209	1.00	WCCH	Cindy Henry 04/03/2024	\$18.62	\$36,309	\$15,366	\$16.68	\$32,526	\$13,765	
	Cook Per Diem/07.407	0.00	WCCH	Ross Hopkins 02/16/2024	\$19.89	\$3,879	\$297	\$19.07	\$3,719	\$284	
	Phlebotomist/05.702	1.00	WCCH	Elissa DeGolyer 03/08/2024	\$18.62	\$36,309	\$15,366	\$16.68	\$32,526	\$13,765	
	Phlebotomist Per Diem/05.723	0.00	WCCH	Judith Smith 02/13/2024	\$20.48	\$3,994	\$306	\$18.35	\$3,578	\$274	
	Respiratory Therapist/06.844	1.00	WCCH	Robert Bell 02/29/2024	\$40.31	\$78,605	\$33,265	\$32.70	\$63,765	\$26,985	
	Student Aide/09.705	0.40	Student	Morgan Bonycki 03/05/2024	\$13.25	\$10,335	\$791	\$13.25	\$10,335	\$791	
Gibson:	Hospital Aide/05.381	1.00	WCCH	Genna Eldridge 02/24/2024	\$17.47	\$34,067	\$14,417	\$16.68	\$32,526	\$13,765	
	ER Patient Care Technician/05.499	1.00	WCCH	Jessica Holmes 02/17/2024	\$17.47	\$34,067	\$14,417	\$16.68	\$32,526	\$13,765	
	RPN 1st Assistant Per Diem/03.632	0.00	WCCH	Catherine Bajus 03/01/2024	\$59.42	\$11,587	\$886	\$53.87	\$10,505	\$804	
J. Bayliss:	LPN Per Diem/04.838	0.00	WCCH	Lynsey Gebel 03/04/2024	\$29.34	\$5,721	\$438	\$25.59	\$4,990	\$382	
	Nursing Assistant Per Diem/05.986	0.00	WCCH	Christopher Bailey-Steves 02/17/2024	\$24.82	\$4,840	\$370	\$21.69	\$4,230	\$324	
B. Givens:	Mental Health Therapy Aide Per Diem/05.728	0.00	WCCH	Desiree Almeter 02/25/2024	\$26.52	\$5,171	\$396	\$23.52	\$4,586	\$351	
B. Coffta:	Medical Assistant/05.731	1.00	WCCH	Katelyn Wells 03/15/2024	\$21.16	\$41,262	\$17,462	\$19.72	\$38,454	\$16,274	

WCCHS-24-017 APPROVE PROPOSED PERSONNEL CHANGES/FINANCIAL IMPACT

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

WYOMING COUNTY COMMUNITY HEALTH SYSTEM				
PROPOSED PERSONNEL CHANGES/FINANCIAL IMPACT				
March 26, 2024				
POSITION	ANNUAL SALARY PROPOSED	BENEFIT PACKAGE	BUDGETED SALARY	BUDGETED BENEFITS
Sr. Manager - J. Bayliss				
Create 1 - 1.00 FTE Physical Therapist (Cost Center 051) Schedule WCCH, Grade 18C \$33.49 - 45.31/Hr. Available date: March 27, 2024	\$65,306	\$27,637	\$0	\$0
Create 3 - 0.00 FTE Nursing Assistant Per Diem (Cost Center 361, 362, & 363) Schedule WCCH, Grade 8A \$21.69 - 24.81/Hr. Available date: March 27, 2024	\$12,689	\$971	\$0	\$0
Sr. Manager - M. Wright				
Create 2 - 1.00 FTE Patient Information Specialist (Cost Center 770) Schedule WCCH, Grade 6 \$16.68 - 18.62/Hr. Available date: March 27, 2024	\$71,097	\$30,088	\$0	\$0
Sr. Manager - B. Coffta				
Create 1 - 1.00 FTE LPN (Cost Center 655) Schedule WCCH, Grade 14B \$23.26 - 26.86/Hr. Available date: March 27, 2024	\$45,357	\$19,195	\$0	\$0
TOTALS	\$194,448	\$77,891	\$0	\$0
TOTAL ANNUAL INCREASE:				\$272,339

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		Yes		No		Abstain	X	Absent	
James Wawrzyniak, DC		Yes		No		Abstain	X	Absent	
VOTE TOTAL:									
	6	Yes	0	No	0	Abstain	2	Absent	
RESULTS									
	X	PASS					FAIL		

WCCHS-24-018 APPROVE MEMORANDUM OF UNDERSTANDING (MOU) WITH CSEA FOR NEW YORK STATE MINIMUM WAGE ADJUSTMENTS

Motion by Manager Kehl and seconded by Manager Abbasey, the memorandum of understanding between the County of Wyoming and the Civil Service Employees Association, Local 1000, AFSCME, AFL-CIO General Unit related to the New York State minimum wage adjustments be hereby approved as presented and attached, 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		Yes		No		Abstain	X	Absent	
James Wawrzyniak, DC		Yes		No		Abstain	X	Absent	
VOTE TOTAL:									
	6	Yes	0	No	0	Abstain	2	Absent	
RESULTS									
	X	PASS					FAIL		

FEDERAL DEPARTMENT OF LABOR FAIR LABOR STANDARDS ACT (FLSA) LIMIT INCREASE

Dan Farberman reported it is anticipated that the Federal Department of Labor will increase the minimum salary threshold for the overtime exemption under the Fair Labor Standards Act from \$35,568 to \$55,068 annually in April 2024. WCCHS has one Salary Schedule C employee potentially impacted.

WCCHS-24-019 APPROVE CONTRACTS AND/OR GRANTS

Motion by Manager Rogers and seconded by Manager Perkins, 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

- CHARLENE WELSTED, NP**, 1359 Cross Road, Freedom, NY 14065, an employment agreement (Schedule P) to provide services to primary care clinics, \$51,000.00 per year plus \$49.00 per hour for any additional shift above the required 20 patient facing hours per week, effective 03/18/2024 – 03/17/2025.

Amend Salary Schedule P:

- Include a **Stipend for the Nurse Practitioner** position (Position Code #TBD) under **WYOMING COUNTY FAMILY MEDICINE – ARCADE** at \$49.00 per hour for any additional shift above the required 20 patient facing hours per week, position available date 01/24/2024.

2. Amend Resolution #WCCHS-23-008 approved on 01/24/2023, Resolution #WCCHS-22-117 approved on 12/20/2022, Resolution #WCCHS-21-091 approved on 12/28/2021, Resolution #WCCHS-20-035 approved on 04/28/2020, Resolution #WCCHS-19-111 approved on 09/24/2019, and Resolution #WCCHS-19-007 approved on 01/22/2019 [BOS Resolution #23-030 approved on 01/10/2023, Resolution #22-041 approved on 01/11/2022, Resolution #20-244 approved on 05/12/2020, Resolution #19-427 approved on 10/08/2019, Resolution #19-085 approved on 02/12/2019, Resolution #17-362 approved on 09/12/2017 with **ARAMARK HEALTHCARE SUPPORT SERVICES, LLC**, 2400 Market Street, Philadelphia, PA 19103 related to a management services agreement as follows:
 - To increase the by-weekly amount from \$9,713.28 to **\$10,731.34** for environmental services (not including facilities) to include the annual fee adjustment/CPI and wage and benefit changes, effective 01/01/2024 – 12/31/2025.
3. **JOHNSON & JOHNSON VISION**, 31 Technology Drive, Suite 200, Irvine, CA 92618, a product pricing agreement for cataract surgery supplies, \$30,000.00 per year (cumulative \$90,000.00), effective 02/22/2024 – 02/21/2027.
4. Amend Resolution #WCCHS-23-041 approved on 05/30/2023 [BOS Resolution #23-339 approved on 06/13/2023] with **CONSTANGY, BROOKS, SMITH & PROPHETE, LLP**, 175 Pearl Street, Suite C-402, Brooklyn, NY 11201, related to an engagement letter related to IT consulting services, not to exceed \$100,000.00, effective 04/07/2023 – 04/06/2024 as follows:
 - Extend the term of the engagement from 04/07/2023 – 04/06/2024 through **04/07/2024 – 04/06/2025**.
 - Increase the cumulative amount from \$100,000.00 to **a cumulative amount of \$200,000.00**.
5. **JACQUELYN JANES, NP**, 42 Jefferson Street, Attica, NY 14011, an employment agreement – Schedule P to provide medical care to the residents of the Skilled Nursing Facility, \$124,000.00 per year, effective 04/28/2024 – 04/27/2026. [This agreement supersedes the agreement made by Resolution #WCCHS-20-054 approved on 06/23/2020 and BOS Resolution #20-305 approved on 07/14/2020].

Amend Salary Schedule P as follows:

- Set the salary of one 1.00 FTE **SNF Nurse Practitioner** position (Position Code #17.133.686) under NURSING FACILITY ADMINISTRATION at \$124,000.00 per year, effective 04/28/2024.
6. Amend Resolution #WCCHS-23-102 approved 12/19/2023 and Resolution #WCCHS-22-043 approved on 04/26/2022 [BOS Resolution #24-042 approved on 01/09/2024 and Resolution #22-300 approved on 05/10/2022] with **MEDCOR STAFFING, INC.**, 155 Summer Street, Buffalo, NY 14222, related to a master services agreement to provide staffing services to the SNF, not to exceed \$325,000.00 cumulative for term of the agreement, effective 05/01/2022 – 04/30/2024, as follows:
 - Extend term of the agreement from 05/01/2022 – 04/30/2024 **through 04/30/2025**.
 7. **WYOMING COUNTY HEALTH DEPARTMENT**, 5362 Mungers Mill Road, Silver Springs, NY 14550, a memorandum of understanding to provide services and supplies (immune globulin and rabies vaccine) for full shot series for rabies post-exposure prophylaxis based on usage, \$30,000.00 per year (cumulative \$150,000.00), effective 03/20/2024 – 03/19/2029 [Revenue].
 8. Amend Resolution #WCCHS-22-053 approved on 05/24/2022 and Resolution #WCCHS-21-030 approved on 04/27/2021 [BOS Resolution #22-337 approved on 06/14/2022 and Resolution #21-243 approved on 05/11/2021] with **PETER COGGIOLA, PNP**, 4470 Jordan Road, Silver Springs, NY 14550, related to a psychiatric consultation services agreement to provide 1 hour per week of psychiatric consultation to primary care office as part of the collaborative care program, not to exceed \$7,800, effective 04/01/2021 – 04/01/2022, as follows:
 - Extend the term of the agreement from 04/01/2022 – 04/01/2024 through **04/01/2024 – 04/01/2025**.

9. **JESSICA BENSON, NP**, 5374 East Main Street, Batavia NY 14020, an employment agreement – Schedule P, to provide services at hospital clinics for primary care medicine, \$106,000 per year, effective 05/01/2024 – 04/30/2026.

Amend Salary Schedule P as follows:

- Set the salary of one 1.00 FTE **Mid-Level Provider** position (Position Code #17.139.443) under WYOMING COUNTY FAMILY MEDICINE – PERRY at \$106,000.00 per year, effective 05/01/2024.

10. **FERGUSON ELECTRIC**, 321 Ellicott Street, Buffalo, NY 14203, a 5-year electrical prevention maintenance program agreement to provide annual infrared thermographic inspection of facility electrical distribution system, \$18,384.00 per year (cumulative \$91,920.00), effective 01/01/2024 – 12/31/2028.

11. Amend Resolution #WCCHS-23-041 approved on 05/30/2023 [BOS Resolution #23-339 approved on 06/13/2023] with **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.

- Extend the term of the agreement from 04/07/2023 – 04/06/2024 **through 04/07/2024 – 12/31/2024.**
- Increase the cumulative amount of the agreement from not to exceed \$30,000.00 to an amount **not to exceed \$48,000.00 for the term 04/07/2023 – 12/31/2024.**

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		Yes		No		Abstain	X	Absent	
James Wawrzyniak, DC		Yes		No		Abstain	X	Absent	
VOTE TOTAL:									
	6	Yes	0	No	0	Abstain	2	Absent	
RESULTS									
	X	PASS					FAIL		

**** Manager Abbasey abstained from provider related Contracts #1, #5, #8, and #9.**

CONTRACTS FOR INFORMATION ONLY

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

1. **RUPP PFALZGRAF, LLC**, 1600 Liberty Building, 424 Main Street, Buffalo, NY 14202, an engagement letter to provide legal coverage for SNF services, not to exceed a cumulative amount of \$49,000 for contract term, 07/15/2023 – 07/14/2025.
2. **EMPIRE ACCESS**, 34 Main Street, Prattsburgh, NY 14873, a service contract to provide telephone service at 400 North Main Street, Warsaw, NY location, cumulative amount of \$40,358 for contract term, effective 01/31/2024 – 12/31/2026.

BOARD PRESIDENT REPORT

President Kosmerl reported on the following items:

- National Organization of State Offices of Rural Health annual meeting / presentation
- CEO annual performance evaluation
- Will not be in attendance at the April 23, 2024 BOM meeting. Manager Perkins will preside.

NATIONAL ORGANIZATION OF STATE OFFICES OF RURAL HEALTH ANNUAL MEETING

Manager Shirley received an invitation to submit a speaker proposal for the National Organization of State Offices of Rural Health annual meeting that will be held September 11 and 12, 2024 in Niagara Falls, NY and asked board members and Administration if there was any interest. After some discussion, the group decided it was too preliminary to make a presentation on our conversion to Critical Access Hospital status.

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

Manager Wawrzyniak reported that there was no Acute Quality/Performance Improvement Committee meeting in March 2024. The next meeting is scheduled for May 22, 2024.

SNF Quality/Performance Improvement Committee

Manager Rogers reported that there was no SNF Quality/Performance Improvement Committee meeting in March 2024. The next meeting is scheduled for May 22, 2024.

Finance/Personnel Committee

No report.

Plant and Equipment Committee

President Kosmerl reported that there was no Plant and Equipment Committee meeting in March 2024 and the meeting scheduled for April 9, 2024 has been canceled.

Communications Committee

No report.

Governance Committee

Manager Wawrzyniak reported that a Governance Committee meeting will be scheduled in May 2024 to conduct the annual review of the BOM By-Laws.

Compensation Committee

No report.

OTHER BUSINESS BROUGHT BEFORE THE BOARD

Scott Schrader reported that the natural gas and electric energy agreements are due to expire in June and August 2024. The County will be negotiating new contracts either by reverse energy auction or municipal electric gas alliance. The County will need WCCHSs energy usage information. More details will be available at a future meeting.

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 5:57pm. Dave Kobis, Mandip Panesar, MD, Dawn Bayliss, Dan Farberman, Becky Ryan, and Pam Pettnot remained. All other attendees left the meeting room.

- Update on current legal matter Index No. 9001460
- The matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular Salary Schedule C employee
- The matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular Salary Schedule P employee
- Proposed litigation against a former Salary Schedule P employee
- Investigation into potential Corporate Compliance issue – protected under NYS Social Services Law, Article 5, Title 11, Section 363-d
- Review specific practitioner quality incident – protected under NYS Education Law 6527 and NYS Public Law 2005(m) – Event #6036
- 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	X	Yes		No		Abstain		Absent	
Larry Rogers	X	Yes		No		Abstain		Absent	
Janice Shirley		Yes		No		Abstain	X	Absent	
James Wawrzyniak, DC		Yes		No		Abstain	X	Absent	
VOTE TOTAL:									
	6	Yes	0	No	0	Abstain	2	Absent	
RESULTS									
	X	PASS					FAIL		

***Dawn Bayliss was excused and left the meeting room at 6:07pm.
 Dave Kobis, Mandip Panesar, MD, and Pam Pettnot were excused and left the meeting room at 6:28pm.
 Manager Shirley ended her Zoom session at 6:28pm.***

Motion by President Kosmerl and seconded Manager Kehl, the Board exit Executive Session at 7:14pm.

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		Yes		No		Abstain	X	Absent	
James Wawrzyniak, DC		Yes		No		Abstain	X	Absent	
VOTE TOTAL:									
	6	Yes	0	No	0	Abstain	2	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.

NEXT REGULAR MEETING

The next regular meeting is scheduled for Tuesday, April 23, 2024 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 7:15pm upon motion by Manager Rogers.

James Wawrzyniak, DC, BOM Secretary _____ Date

Pam Pettnot, Recording Secretary _____ Date

MEMORANDUM OF UNDERSTANDING
Between the
COUNTY OF WYOMING
And the
CIVIL SERVICE EMPLOYEES' ASSOCIATION, LOCAL 1000, AFSCME, AFL-CIO
WYOMING COUNTY LOCAL 861-9250

New York State Minimum Wage Adjustment
Maintenance Aide – WCCHS Grade 1
Unit Helpers & Hospital Aid Trainees – WCCHS Grade 1A
Building Maintenance Helpers, Courier – WCCHS Grade 2
Screeener – WCCHS Grade 2A

WHEREAS, the State of New York increased minimum wage to \$15.00 per hour effective January 1, 2024, and

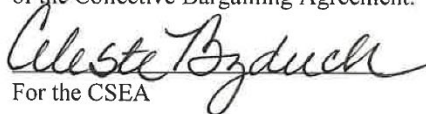
WHEREAS, the County is not required under New York State law to abide by the minimum hourly wage, but is desirous to compensate employee at or above this amount,

WHEREAS, employees classified in positions listed above herein in WCCHS wage grade(s) 1, 1A, 2, & 2A are paid below the newly increased New York State Minimum Wage of \$15.00 hour in accordance with the provisions of the Collective Bargaining Agreement depending on the employees' step in the wage table, and

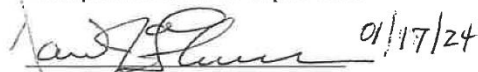
WHEREAS, these employees in WCCHS wage grade(s) 1, 1A, 2, & 2A are the only employees covered under the provisions of the Collective Bargaining Agreement scheduled below the \$15.00 per hour rate effective January 1, 2024, and

WHEREAS, Wyoming County and CSEA have reached this agreement to increase wages to \$15.00 per hour for these employees in WCCHS wage grade 1, 1A, 2 & 2A to be equal to the New York State Minimum wage effective January 1, 2024 and to amend of the provisions of the Collective Bargaining Agreement to reflect to reflect this agreement.

The parties further agree that disputes arising from the application of this Memorandum of Understanding may be subject to redress through the grievance and arbitration procedures or the disciplinary procedures of the Collective Bargaining Agreement.


 For the CSEA


 For Wyoming County
 Becky Ryan
 Chairperson Board of Supervisors

 9/17/24
 Daniel Farberman
 Director – Human Resources