

WCCHS

Regular Board of Managers (BOMs) Meeting

December 16, 2025

The regular meeting of the Wyoming County Community Health System (WCCHS) Board of Managers, Wyoming County, New York was held on Tuesday, December 16, 2025.

**CALL MEETING TO ORDER**

President Kosmerl called the meeting to order at 3:59pm.

**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

Justin Bayliss (NF Administrator)

Dan Farberman (WC Human Resource Director)

Mandip Panesar, MD (Hospital Medical Director)

Jeff Perry (Chief Executive Officer)

Pam Pettnot (Executive Assistant)

Mark Wright (Chief Financial Officer)

OTHERS PRESENT: Becky Ryan (Chairwoman, Wyoming County Board of Supervisors and Supervisor, Town of Warsaw), Jim Brick (Vice Chairman, Wyoming County Board of Supervisors and Supervisor, Town of Perry), and Jen Wilkinson (County Attorney)

President Kosmerl declared that a quorum was physically present.

**ADOPT THE AGENDA**

Motion by Manager Wawrzyniak and seconded by Manager Rogers, 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:

<b>VOTE</b>								
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	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>	7	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>				<b>FAIL</b>		

**COUNTY ETHICS TRAINING**

Jen Wilkinson provided ethics training to attendees. A summary follows, and the complete presentation is on file in Administration:

- Background: In August 2025, the Board of Supervisors adopted the Code of Ethics and Board of Ethics Local Laws. These laws replace the 1970 Code of Ethics and apply to all County officers, employees, and appointees, including WCCHS staff.
- Purpose: Promote integrity in government, public confidence, and clear standards of ethical conduct. Prevent misuse of position for personal gain and ensure transparency.

- Prohibited Actions: Using public position or County property for private gain, conducting personal business on County time, accepting gifts over \$75/year or soliciting any gifts, holding outside employment that conflicts with County duties, and disclosing confidential information for personal benefit.
- Disclosure & Recusal: Report any interest in County contracts to supervisor and Board of Ethics. Abstain from decisions where personal benefit may occur.
- Nepotism Policy: Restrictions on supervisory relationships involving relatives; exceptions require approval.
- Dual Office Holding: Employees must resign before running for County Board of Supervisors.
- Annual Review & Attestation: All employees must review the Code of Ethics and attest by May 15 each year. Disclosure of relatives employed by the County and any secondary employment.
- Conflict Disclosure Form: Five-page form due annually; hand-delivered in sealed envelope.
- Board of Ethics: Five members appointed by the Board of Supervisors; bipartisan composition, powers include rulemaking, advisory opinions, investigations, and maintaining disclosure records, reviews complaints and enforces compliance.
- Penalties for Violations: Failure to file disclosure: \$100–\$10,000 depending on frequency, false statements or other violations: up to \$10,000 plus possible disciplinary action.

**WCCHS-25-062 CONSENT AGENDA**

Motion by Manager Perkins and seconded by Manager Abbasey, the following items were listed for consideration on the consent agenda and are hereby approved as included in the agenda packet and on file in Administration:

- BOM meeting minutes – November 25, 2025

The motion was passed upon the following vote:

<b>VOTE</b>								
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	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>	<b>7</b>	<b>Yes</b>	<b>0</b>	<b>No</b>	<b>0</b>	<b>Abstain</b>	<b>1</b>	<b>Absent</b>
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>					<b>FAIL</b>	

Motion by Manager Wawrzyniak and seconded by Manager Reagan, the following items were listed for consideration on the consent agenda and are hereby accepted as included in the agenda packet and on file in Administration:

- Leadership: Organization updates
- Accounts payable exception list
- Accounts payable report
- Write-off, denied and bad debt amounts report
- Personnel requisitions in process report
- Personnel changes/financial impact report
- Contracts and/or grants
- Medical Exec, peer review report
- Credentials committee
- Medical leave summary
- Financial statements with operational stats\_
- Annual infection prevention report and plan

**Organizational Competencies:**  
**Talent Experience, Customer Experience, Operational & Financial Acumen,**  
**Strategic Growth, Community Impact**

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December 16, 2025

**CONTRACTS FULLY EXECUTED SINCE NOVEMBER 25, 2025 BOM MEETING**

Contractor Legal Name	Name of Contract	Contract Purpose	Start Date	Autorenewal?	Expiration Date	Contract Amount	NOTES
Johnson Controls Fire Protn LP	Planned Service Agreement	Required NFPA testing of the fire alarm system in the hospital and SNF (Semi-Annual)	1/1/2026	No	12/31/2026	\$10,308.56 per year	
N.U.Pipe Inc.	Fire Protection Maintenance Contract	Quarterly required testing of the sprinkler system	1/1/2026	No	12/31/2030	\$4,800 per year	
TruBridge, Inc.	Master Services Agreement	Patient liability estimator software	12/10/2025	Yes		\$6,000 implementation fee, \$1,000 monthly fee	
Eide Bailly	Consulting Engagement	Provide consulting services in connection with organizational enrollment, billing, and revenue cycle back-end processes	12/4/2025	Yes		Fees based on amount of time required at various levels of responsibility, plus actual out-of-pocket expenses. Hourly rate for this project will be \$290 per hour of remote support.	
RTS Wyoming	Public Transit Subsidy Agreement	Provide transportation services for those SNF residents with specialized needs / outside appointments, volume varies from year to year	1/1/2026	No	12/31/2026	Varies depending on transportation service	
WLS Operations LLC dba Wahl's Lawn Service	2025-2026 Snowplowing Service for Arcade Clinic	Snowplowing of parking lots including and shoveling of sidewalks including salting	12/1/2025	No	4/30/2026	\$6,000 seasonal price	
IDEMIA Identity and Security USA, LLC	NCAC Agreement	Authorization codes for distribution to applicants required to submit to a fingerprint based background check through the New York civil fingerprint vendor managed network program	11/25/2025	Yes		\$0.00	
University at Buffalo	Affiliation Agreement	Teaching and supervision of Medical Laboratory Science students	1/20/2026		1/19/2031	\$0.00	
Genesee Community College	Affiliation Agreement	Clinical fieldwork/externship experience for Phlebotomy Tech/Lab Processor training program	11/10/2025	Yes		\$0.00	

The motion was passed upon the following vote:

<b>VOTE</b>									
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	X	Yes		No		Abstain			Absent
<b>VOTE TOTAL:</b>	<b>7</b>	<b>Yes</b>	<b>0</b>	<b>No</b>	<b>0</b>	<b>Abstain</b>	<b>1</b>		<b>Absent</b>
<b>RESULTS</b>	<b>X</b>	<b>PASS</b>							<b>FAIL</b>

**DISCUSSION ITEMS**

**MEDICAL DIRECTOR COMMENTS**

Jeff Perry, in the absence of Dr. Mandip Panesar, reported that Medical Staff elections are scheduled for December 17, 2025.

**FINANCIAL STATEMENT SUMMARY WITH AR/AP/CASH ON HAND TREND**

Mark Wright reported on the operating statement for the period ending November 30, 2025.

**PRESENTATION 2026 OPERATING AND CAPITAL BUDGETS**

Mark Wright made a presentation (copy on file in Administration) to review the 2026 proposed operating budget that outlined net patient service revenue, clinic revenue and other operating revenue, opportunities, risks, budgeted cash flow, and the capital budget and priorities.

**WCCHS-25-063 APPROVE 2026 OPERATING AND CAPITAL BUDGET**

Motion by Manager Perkins and seconded by Manager Rogers, the 2026 operating budget and capital budget (\$5,000,000) be hereby approved as presented, reviewed, and on file in Administration.

The motion was passed upon the following vote:

<b>VOTE</b>									
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	X	Yes		No		Abstain		Absent	
<b>VOTE TOTAL:</b>									
	7	Yes	0	No	0	Abstain	1	Absent	
<b>RESULTS</b>									
	<b>X</b>	<b>PASS</b>					<b>FAIL</b>		

**NEW MARKETS TAX CREDIT (NMTC) PROGRAM**

Mark Wright made a presentation that outlined the structure and key considerations of the New Markets Tax Credit (NMTC) program for WCCHS projects.

**WCCHS-25-064 PERMISSION TO DECLARE ITEMS AS SURPLUS**

Motion by Manager Wawrzyniak and seconded by Manager Perkins, 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:

<b>VOTE</b>									
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	X	Yes		No		Abstain		Absent	
<b>VOTE TOTAL:</b>									
	7	Yes	0	No	0	Abstain	1	Absent	
<b>RESULTS</b>									
	<b>X</b>	<b>PASS</b>					<b>FAIL</b>		

**WCCHS-25-065 DISCUSS BOM PORTAL/COMMUNICATION HUB**

Jeff Perry led a discussion on implementing the BOM portal/communication hub, a secure Microsoft SharePoint application, to provide access to board meeting materials, by-laws, orientation resources, news updates, and the employee communication hub.

Motion by Manager Wawrzyniak and seconded by Manager Perkins, the BOM agrees to transition to the BOM portal/communication hub for accessing board meeting materials and related resources, effective January 2026.

The motion was passed upon the following vote:

<b>VOTE</b>									
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	X	Yes		No		Abstain		Absent	
<b>VOTE TOTAL:</b>									
	7	Yes	0	No	0	Abstain	1	Absent	
<b>RESULTS</b>									
	X	<b>PASS</b>					<b>FAIL</b>		

**2026 COMMITTEE ASSIGNMENTS**

Rich Kosmerl announced the 2026 committee assignments.

**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 5:43pm. Jeff Perry, Becky Ryan, Jim Brick, Dan Farberman, and Pam Pettnot remained. All other attendees left the meeting room.

1. Status on activities related to the proposed breach of contract claim with a hospital doctor.
2. Risk/accreditation/regulatory report
3. Strategic plan
4. CEO annual performance evaluation

The motion was passed upon the following vote:

<b>VOTE</b>									
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	X	Yes		No		Abstain		Absent	
<b>VOTE TOTAL:</b>									
	7	Yes	0	No	0	Abstain	1	Absent	
<b>RESULTS</b>									
	X	<b>PASS</b>					<b>FAIL</b>		

**Jeff Perry, Becky Ryan, Jim Brick, Dan Farberman, and Pam Pettnot were excused from Executive Session at 6:24pm prior to the CEO annual performance evaluation discussion.**

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December 16, 2025

Motion by Manager Wawrzyniak and seconded by Manager Abbasey, the Board exit Executive Session at 7:12pm.

The motion was passed upon the following vote:

<b>VOTE</b>								
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	X	Yes		No		Abstain		Absent
<b>VOTE TOTAL:</b>								
	7	Yes	0	No	0	Abstain	1	Absent
<b>RESULTS</b>								
	X	<b>PASS</b>					<b>FAIL</b>	

**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, January 27, 2026 at 4:00pm.

**ADJOURN**

There being no further business to come before the Board, the meeting duly adjourned at 7:13pm upon motion by Manager Kehl.

\_\_\_\_\_  
James Wawrzyniak, DC, BOM Secretary      Date

\_\_\_\_\_  
Pam Pettnot, Recording Secretary      Date