

# FINANCE COMMITTEE MEETING MINUTES

Date: Tuesday, August 7, 2018 @ 9:00 AM

Present: **Brick, Grant,** Kehl, Davis, Tallman, Leuer (9:28 AM), May, King, Ryan (9:18 AM), Copeland

Absent:

Also Present: C. Ketchum/Board Clerk; D. Farberman/HR Director; A. D. Berwanger/Board Chair

Department Agenda Item	Discussion	Decision	Action
<b>Committee Chair's Agenda</b>			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>9:00 AM Co. Insurance Office w/D. Perkins</b>			
<p>1. <b>Authorize the Chairman to sign Health Insurance Rate Sheets with Blue Cross/Blue Shield</b>, 257 Genesee Street, Buffalo, NY and The Evans Agency Purchasing Coalition Trust, One Grimsby Drive, Hamburg, NY 14075, to be effective January 1, 2019 through December 31, 2019. Insurance is purchased through The Evans Agency, actual rates are as follows:</p> <p><b>Employee BCBS High Deductible Plan</b></p> <ul style="list-style-type: none"> <li>❖ Single – \$ 579.68</li> <li>❖ Family - \$1,572.56</li> </ul> <p><b>Retiree BCBS High Deductible Plan</b></p> <ul style="list-style-type: none"> <li>❖ Single - \$921.36</li> <li>❖ Two-person - \$1,888.80</li> <li>❖ Family - \$2,856.18</li> </ul>	<p>1.36% decrease in rates over 2018</p> <p>The traditional PPO co-pay plan will term 12/31/18, those remaining employees will be enrolled in the High Deductible Plan effective 01/01/19</p> <p>Medicare Plan Retiree rates are not available until October</p>	<p>Motion: Davis</p> <p>Ayes: 8</p> <p>Noes:</p> <p>Absent: 2 Leuer; Ryan</p>	<p>Carried: <b>XXX</b></p> <p>Defeated:</p> <p>Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>
<p><i>WC Admin Perkins talked about the Firefighter Cancer insurance coverage. State Association conference to have workshop on coverage. Talked about software coverage and roster records w/ fit tests.</i></p>			
<p>2. <b>Overnight Travel Authorization:</b></p> <p>Permission to attend the NYS Association of Self-Insured Counties, October 3-5, 2018, Corning, NY. Conference expense \$496.00. Expense covered in budget.</p>	<p>Conference covers changes in the Workers' Comp safety, &amp; health insurance</p>	<p>Motion: Tallman</p> <p>Ayes: 8</p> <p>Noes:</p> <p>Absent: 2 Leuer; Ryan</p>	<p>Carried: <b>XXX</b></p> <p>Defeated:</p> <p>Referred to:</p> <p style="text-align: right;"><b>APPROVED</b></p>
<p>3. <b>Miscellaneous:</b></p> <ul style="list-style-type: none"> <li>• Writing first ever Salary Schedule "C" Handbook</li> <li>• County Employees hired on or after 01/01/14 on salary schedules "S" and "D" began to contribute 10% towards their health insurance premiums. This directive did not carry over to Schedule "C" employees at the hospital</li> <li>• Schedule "C" employees hired on or after 09/01/18 will begin to contribute 10% toward their health insurance premiums.</li> </ul>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>

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Also Present: C. Ketchum/Board Clerk; D. Farberman/HR Director; A. D. Berwanger/Board Chair

Department Agenda Item	Discussion	Decision	Action
<b>Board of Supervisors w/C. Ketchum</b>			
<p>1. <b>Overnight Travel Authorization:</b>                      Ryan, Dadd, Daly &amp; Gozelski (IDA - \$2,560.00/<i>reimbursed</i>); Mayer, Berwanger, Cook &amp; Davis (TASC - \$2,310.00/<i>reimbursed</i>); Ketchum, Brick, Kehl, Grant, Granger, Becker, Brunner, Tallman, Vasile, King &amp; Hastings (BOS - \$6,650.00) D. Rogers (Buildings &amp; Grounds (Co. Bldgs.) - \$640.00); D. Farberman (Human Resource Dept.) - \$640.00); to attend 2018 NYSAC Conference at the Hyatt Regency in Rochester, NY 09/23-09/26/18. Cost is \$640 per person. Carpool w/others...</p> <p>*Total cost for County, IDA and TASC is \$12,800.00 (as planned, meals would be an additional \$2,184.00 max.)</p>	<p><b>\$250 Conference (increased by \$55)</b>  <b>130 Early arrival (Sunday)- no special rate</b>  <b>260 Room (Monday/Tuesday)</b>  <b>\$640</b>                      \$242 (Covers Monday lunch/dinner; Tuesday breakfast/lunch and Wednesday breakfast. Meals are no longer part of the Hotel package and are purchased independently through NYSAC. The County meal reimbursement policy would allow for Sunday dinner; Monday breakfast/lunch/dinner; Tuesday breakfast/lunch/dinner (host county reception could be grazing stations only) and Wednesday breakfast at a cost of \$104.00 per attendee.</p>	<p>Motion: Tallman                      Ayes: 9                      Noes:                      Absent: 1 Leuer</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p style="text-align: center;"><b>APPROVED</b></p>
<p><i>At 9:28 AM Supervisor Leuer, T/Middlebury entered the meeting during the below agenda item.</i></p>			
<b>9:10 AM Treasurer w/C. Mayer</b>			
<p>1. <b>Hand out Financial Reports for Prior Month:</b>                      BOC investments report on a quarterly basis. Comparison to last year.</p> <ul style="list-style-type: none"> <li>• GF                             <ul style="list-style-type: none"> <li>○ \$16,741.21 over last year</li> </ul> </li> <li>• WCCH                             <ul style="list-style-type: none"> <li>○ \$19,146.04 over last year (extra funds from Ins pymt to invest)</li> </ul> </li> <li>• WC                             <ul style="list-style-type: none"> <li>○ \$2,428.37 over last year</li> </ul> </li> </ul> <p>Sales Tax is up slightly over July 2017 by \$68,763.03                      E911 new electronic pymts taken over by state \$21,260.87 vs \$21,118.69 in 2017</p> <ul style="list-style-type: none"> <li>○ Hoping to find missing funds with item #3 contract suggested by NYSAC</li> </ul>	<p><b>Reviewed and attached.</b></p>	<p>Motion:                      Ayes:                      Noes:                      Absent:</p>	<p>Carried:                      Defeated:                      Referred to:</p>
<p>2. <b>Professional Service Contract (\$5,001 or greater):</b>                      Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), the <b>Law Office of \ Foote &amp; Meyer, PLLC</b>, 23 West Court Street, Warsaw, NY 14569 for the provision of legal services of delinquent tax enforcement not to exceed \$7,500.00; effective August 14, 2018-August 13, 2020</p>	<p>This contract to address chronic Bankruptcy filing, the problem Barber properties in the Town of Sheldon, gas wells and other delinquent tax collection issues outside the current County Attorney's process.</p>	<p>Motion: Ryan                      Ayes: 10                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p style="text-align: center;"><b>*RESOLUTION</b></p>

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<p>3. <b>FYI ~ Contract (\$3,000 and under):</b></p> <ul style="list-style-type: none"> <li><b>Napoli Shkolnik, PLLC</b>, 400 Broadhollow Rd., Melville, NY 11747 for counsel to audit and enforce the remittance of 911 surcharges; effective August 14, 2018-thru completion of the service. This contract negotiated by NYSAC will be of no cost to the County as it is based on a contingency fee of 25%.</li> </ul>		Motion: Grant Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<p>4. <b>Appropriation:</b></p> <p><b>To:</b> 01.51.9780.7.70002 VOIP 14-384 BAN Interest \$260.00                      01.51.9781.7.70001 E911 16-300 BAN interest 1,400.00  <i>w/any funds available</i> \$1,660.00</p> <p><b>Reason:</b> BAN interest budgeted at estimate of current rates. Rates realized higher when BAN actually renewed.</p>		Motion: Leuer Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<p>5. <b>Appropriation:</b></p> <p><b>To:</b> 06.57.6290.4.42449 TANF 93.558 \$83,810.00                      w/06.12.6290.479005 Federal TANF allocation 83,810.00</p> <p><b>Reason:</b> Summer Youth Allocation letter not received until May 2018.</p>	Budget Office checking on pass-through status to Community Action	Motion: May Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<p>6. <b>Resolution Approve Sale of Properties</b> from County Tax Auction of 7/23/2018–List to be provided prior to Board</p>	27 properties gross auction total \$321,800–summary attached Pending final names for deeds	Motion: Copeland Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<p>7. <b>Miscellaneous:</b></p> <ul style="list-style-type: none"> <li>Chairman read letter dated July 18, 2018 from Diane Cihak, President of Upper Edge Consulting representing CH4 Biogas letter into the minutes (attached).</li> <li>Requested letter of support</li> <li>Supervisor Davis never received a request</li> <li>Genesee Biogas project</li> <li>Not interested in providing letter of support</li> </ul>	@ <b>Chairman Berwanger</b>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Off Track Betting w/</b>			
<p>1. <b>Legislative Night at the Races:</b></p> <ul style="list-style-type: none"> <li>Wednesday, August 22, 2018</li> <li>Cocktail Party in the Grandstand Banquet Room at 4:30 PM followed by a buffet in the Clubhouse at 5:00 PM.</li> </ul>	<p><b>PLEASE RSVP your availability to Lisa or Cheryl as soon as possible.</b></p>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Department Agenda Item	Discussion	Decision	Action
<b>Other/Referrals:</b>			
<b>HUMAN RESOURCES</b>			
<b>Human Resource</b>			
<p>1. <b>Position Create/Fill:</b> <i>Human Resources</i> Create one (1) position of <i>Human Resources Assistant II</i> (1.00 FTE) and place on Salary Schedule S at a salary of \$35,000 - \$40,000 annually; position available on August 1, 2018.</p>	<p><i>Emergency Create/Fill executed by Chairman Berwanger on 07/06/18.</i></p>	<p>Motion: Tallman Ayes: 10 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b></p>
<p>2. <b>Abolish:</b> <i>Human Resources</i> Abolish one (1) position of <i>Human Resources Assistant</i> (position code #004.434) current salary on Schedule S \$35,524 annually; effective August 06, 2018 (Position was vacated by resignation of L. Nash on August 3, 2018.)</p>	<p><i>Abolish Human Resources Assistant and create Human Resources Assistant II position.</i></p>	<p>Motion: Tallman Ayes: 10 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b></p>
<p>3. <b>Permission to Fill:</b> <i>Human Resources</i> Fill one (1) position of <i>Human Resources Assistant</i> (position code #001.434) on Salary Schedule S (Salary range \$30,000.00 - \$40,000.00*); position available is August 6, 2018.</p>	<p><i>Promotion of J. Robertson into Human Resource Assistant II.</i>  <i>*Salary schedule to be amended once negotiated with successful candidate. Currently set at \$33,793.00</i></p>	<p>Motion: Tallman Ayes: 10 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b></p>
<p>4. <b>Position Create/Fill:</b> <i>Sheriff</i> One (1) position of Deputy Sheriff on Schedule WCDSA Grade 4 (\$22.18 - \$28.36/hr.); position available: August 14, 2018.</p>	<p><i>This resolution should be stand alone with a few WHEREAS's to explain the commitment of the Board of Supervisors to safeguard our children while in the schools.</i></p>	<p>Motion: Copeland Ayes: 10 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b></p>
<p>5. <b>Position Create/Fill:</b> <i>Social Services</i> One (1) position of Caseworker Trainee on CSEA Schedule A Grade 12 (\$19.33 - \$22.14/hr.); position available: August 14, 2018.</p>		<p>Motion: Grant Ayes: 10 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b></p>
<p>6. <b>Position Fill:</b> <i>Social Services</i> One (1) position of Community Services Aide (position code # 106.333) on CSEA Schedule A Grade 3 (\$15.87 - \$17.37/hr.); position available date: July 31, 2018, Sara Milligan promoted July 16, 2018.</p>		<p>Motion: May Ayes: 10 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b></p>

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Department Agenda Item	Discussion	Decision	Action
<p><b>7. <i>Position Abolishment/Create/Fill:</i></b>  <b><i>Health Department</i></b>  <b><i>Abolish</i></b> (1) 1.00 FTE Fiscal Officer I (position code #129.282), on Salary Schedule S (\$37,740.00 annually) under PUBLIC HEALTH; L. Kaluzny-Welnicki resigned April 6, 2018.  <b><i>Create/Fill</i></b> (1) position of 1.00 FTE Fiscal Officer (Public Health), on Schedule S; salary to be negotiated upon hire and brought back to Committee for Salary Schedule S Amendment Resolution.</p>	<p><i>Position was posted on May 3, 2018 with community advertising for vacancy yielding no qualified/approvable applicants.</i></p>	<p>Motion: Ryan                      Ayes: 10                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:   <b>*RESOLUTION</b></p>
<p><b>8. <i>Amend Salary Schedule "C":</i></b></p> <ul style="list-style-type: none"> <li>• Create/Fill the position of <b><i>Clinic Office Manager</i></b> under CLINICS and set the salary at \$65,000.00 annually; effective date: July 25, 2018.</li> </ul>	<p><i>Reviewed by BOM...</i></p>	<p>Motion:                      Ayes:                      Noes:                      Absent:</p>	<p>Carried:                      Defeated:                      Referred to:  <b>ACTION TAKEN UNDER WCCH Agenda</b></p>
<b>9:25 AM Real Property Tax Services w/J. Kirsch</b>			
<p><b>1. <i>Overnight Travel Authorization AMENDED:</i></b>                      J. Kirsch to attend RPTD valuation issues committee meeting in Albany on <i>January 24</i> 23-24, 2018. Hotel is \$116 for 1 day, plus meals &amp; tolls. County vehicle used.</p>	<p><i>Original permission was granted by the Finance Committee on January 2, 2018</i></p>	<p>Motion: Kehl                      Ayes: 10                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:  <b>APPROVED</b></p>
<p><b>2. <i>Overnight Travel Authorization AMENDED:</i></b>                      J. Kirsch to attend RPTD valuation issues committee meeting in Albany on <i>June 6</i> 5-6, 2018. Hotel is \$116 for 1 day, plus meals &amp; tolls. County vehicle used.</p>	<p><i>Original permission was granted by the Finance Committee on May 1, 2018</i></p>	<p>Motion: Kehl                      Ayes: 10                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:  <b>APPROVED</b></p>
<p><b>3. <i>Budget Discussion</i></b></p> <ul style="list-style-type: none"> <li>• Tax levy impact reduced by \$4,000.00                             <ul style="list-style-type: none"> <li>○ Included increase of \$4,000.00 for Secretary to RPTS Dir.                                     <ul style="list-style-type: none"> <li>▪ Now \$31,200 to \$36,800 for 2019 proposed</li> </ul> </li> </ul> </li> <li>• Pictometry did not request updating for 2019                             <ul style="list-style-type: none"> <li>○ However, update can be paid in installments</li> </ul> </li> </ul>		<p>Motion:                      Ayes:                      Noes:                      Absent:</p>	<p>Carried:                      Defeated:                      Referred to:</p>
<p><b><i>At 9:18 AM Supervisor Ryan, T/Warsaw entered the meeting during the below agenda item</i></b></p>			
<p><b>4. <i>Miscellaneous:</i></b></p> <ul style="list-style-type: none"> <li>• Compensation Committee Review of salary schedules S, D, and I                             <ul style="list-style-type: none"> <li>○ Committee members to include Supervisors Grant, Leuer, Brick, HR Dir. Farberman</li> </ul> </li> <li>• RPTS Dir. Kirsch asked for consideration to his salary as suggested in his budget narrative of \$75K annually</li> </ul> <p>Chairman Berwanger, T/Arcade questioned how Dir. Kirsch made out with Genesee Falls. Supervisor Brick said the Town Supervisor called looking for the phone number for Perry's Assessor.</p>		<p>Motion:                      Ayes:                      Noes:                      Absent:</p>	<p>Carried:                      Defeated:                      Referred to:</p>



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Department Agenda Item	Discussion	Decision	Action
<b>PLANNING COMMITTEE</b>			
<b>Wyo. Co. Water Resource Agency</b>			
<b>2. Appropriation:</b> <b>To:</b> 01.48.8310.4.42435 Other Grants           \$75,000.00 w/01.11.8310.3089 Other State Aid         \$75,000.00 <b>Reason:</b> For the State Septic System Replacement Program award to be used for approved septic system replacement grant recipients.		Motion: Leuer Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>PUBLIC SAFETY</b>			
<b>District Attorney</b>			
<b>1. Appropriation:</b> <b>To:</b> 01.32.1165.4.40301 Prof Svc Contract       \$10,000.00 w/ <i>any funds available</i> <b>Reason:</b> For expert witness fees for the Joseph Mlyniec case.		Motion: Copeland Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>Emergency Services</b>			
<b>2. Transfer:</b> <b>From:</b> 01.37.3645.4.41410I Software Purchase   \$8,999.10 <b>To:</b> 01.37.3645.2.2020II Computer Equipment   \$8,999.10 <b>Reason:</b> To account for equipment asset purchase from Linstar paid by FY2017 SHSP Grant		Motion: Kehl Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>Public Defender</b>			
<b>3. Amend Salary Schedule "G":</b> <ul style="list-style-type: none"> <li>• To provide one time stipend with fringe to:               <ul style="list-style-type: none"> <li>○ Wyoming County Budget Director in the amount of \$1,613.00. Said amount is one time stipend effective and payable immediately. Funds provided through ILS Grant Upstate Quality Improvement and Caseload Reduction Grant (Contract C000656)</li> </ul> </li> </ul>		Motion: May Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>PUBLIC WORKS</b>			
<b>Buildings &amp; Grounds</b>			
<b>1. RPTS Space Needs: 10:30/10:45 AM est.</b> <ul style="list-style-type: none"> <li>• Was to be addressed by Aug. 2018</li> <li>• Please add to the Buildings and Grounds "to do" list</li> <li>• Talk to Dir. Kirsch and Dir. MacConnell on Tues at Finance w/ Bldgs. &amp; Grounds; G. Royce D. Rogers &amp; K. Wiedemann to be invited</li> </ul>	<b>Give T. MacConnell 15 min.</b>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:  <b>Set for now...</b>

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<p><i>Real Property Tax Services have acquired the IT space across the hall. Space is adequate for now. If more towns are added to the County-Wide Assessing program space would not be sufficient. RPTS Director Kirsch met with county officials in May to determine what space is available?? When Supt. of Bldgs. &amp; Grounds, D. Rogers and Code Enforcement Officer, D. Roberts reviewed proposed renovations it was determined the modifications would be too costly. Mechanicals were in the way. So the agreed upon plan was to move the RPTS Tax Map Technician and a large Mapper &amp; Plotter over to the old IT space where one of the IT employees remains. The two positions work closely already on special projects. Still have room for another 1-2 small towns. New exemptions being scanned last 2 yrs. Records Manager G. Royce offered to take his 6 yr. retention records to free up space. Supt. D. Rogers offered option of 2 offices in break room area. Also use 202 Conf. Room for meeting space. Treasurer's office has a lot of extra space. Fire &amp; Bldg. Codes has space. 2,600 sq. ft. building available across from GVCU . IT Director MacConnell suggested taking cabinets out of IT space and leave counter tops. Space allocation review for reallocation of space needs to potentially relocate departments into space that more adequately suites their needs. T. MacConnell suggested use cubicles to utilize porch area for mtg. space. Supervisor Leuer, T/Middlebury questioned equipment on first floor. Dir. MacConnell if you need to move they can. Trying to sell and recycling. Can store in with Board of Elections.</i></p>			
<p><b>2. Appropriation:</b>  <b>To:</b> 12.61.1620.2.21018 Public Defender CIP \$100,000.00  w/12.11.1620.3025 State Aid Revenue \$100,000.00  <b>Reason:</b> To appropriate NYS Indigent Defense Funding (from Hurrell-Harring Settlement case) for the expansion of the Public Defender Building to accommodate additional staff as required by the agreement.</p>		<p>Motion: Davis  Ayes: 10  Noes:  Absent:</p>	<p>Carried: <b>XXX</b>  Defeated:  Referred to:   <b>*RESOLUTION</b></p>
<p><b>3. Transfer:</b>  <b>From:</b> 12.61.9950.9.99004 Capital Fund \$20,000.00  <b>To:</b> 12.61.1620.2.21022 Highway Dept. CIP \$20,000.00  <b>Reason:</b> To cover the cost of replacing roof over office portion of the Highway Dept.</p>		<p>Motion: Davis  Ayes: 10  Noes:  Absent:</p>	<p>Carried: <b>XXX</b>  Defeated:  Referred to:   <b>*RESOLUTION</b></p>
<p><b>4. Appropriation:</b>  <b>To:</b> 01.34.1620.4.40802 Contract Bldg Exp \$1,250.00  W/01.0.1620.2680 insurance recovery increased by same  <b>Reason:</b> To go towards gutter repairs that were damaged in accident that took place in secured lot</p>		<p>Motion: Tallman  Ayes: 10  Noes:  Absent:</p>	<p>Carried: <b>XXX</b>  Defeated:  Referred to:   <b>*RESOLUTION</b></p>
<b>Wyo. Co. Community Hospital w/</b>			
<p>1. <i>General Update</i></p>		<p>Motion:  Ayes:  Noes:  Absent:</p>	<p>Carried:  Defeated:  Referred to:</p>
<p><b>2. Amend Salary Schedule C:</b></p> <ul style="list-style-type: none"> <li>Place one position of <i>Clinic Office Manager</i> under <u>CLINICS</u> and set the salary at \$65,000 annually; position available date July 25, 2018.</li> </ul>	<p>CLINICS is a new category on Schedule C</p>	<p>Motion: Kehl  Ayes: 10  Noes:  Absent:</p>	<p>Carried: <b>XXX</b>  Defeated:  Referred to:   <b>*RESOLUTION</b></p>



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Also Present: C. Ketchum/Board Clerk; D. Farberman/HR Director; A. D. Berwanger/Board Chair

Department Agenda Item	Discussion	Decision	Action
<p><b>3. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</b>                      Authorize the Chairman to sign an agreement with <b>QUINLAN'S PHARMACY, INC. dba QUINLAN'S LTC PHARMACY</b>, 107 North Main Street, Wayland, NY 14572, for pharmaceutical and consulting pharmacist services, not to exceed \$360,000 per year, effective 10/01/2018 – 09/30/2021.</p>		Motion: Kehl Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  * <b>RESOLUTION</b>
<p><b>4. Amend Resolution #18-092</b>, approved on 02/13/2013 to <b>RESCIND</b> <u>only</u> the following contract in its entirety:</p> <ul style="list-style-type: none"> <li>• <b>GE HEALTHCARE</b>, 9900 Innovation Drive, Wauwatosa, WI 53226, an agreement for the purchase of a refurbished GoldSeal Infinia II Gamma Camera, \$228,839.50 one-time cost, effective 12/13/2017 – 12/29/2017.</li> </ul> <p style="text-align: center;"><b>AND REPLACE WITH</b></p> <ul style="list-style-type: none"> <li>• <b>GE HEALTHCARE</b>, PO Box 96483, Chicago, IL 60693, an agreement to purchase a Discovery 630 Gamma Camera, \$297,965.62, effective 06/26/2018 – 07/28/2018</li> </ul>	Rescind one contract in the resolution, not the entire resolution	Motion: Kehl Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  * <b>RESOLUTION</b>
<p><b>5. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</b>                      Authorize the Chairman to sign a glucometer consumable agreement <b>Nova Biomedical</b>, 200 Prospect Street, Waltham, MA 02454 for glucometer testing strips in a committed quantity of 125 per year at a set price of \$529.52 each for a <b>minimum</b> annual amount of \$66,190.00 for a 5 year contract term in a <b>minimum</b> amount of \$330,950.00; effective July 23, 2018 through July 22, 2023.</p>	No change in pricing – same as 2013 pricing	Motion: Kehl Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  * <b>RESOLUTION</b>
<p><b>6. Amend Resolution #18-304</b>, approved on 07/10/2018 with <b>HONEYLEE D. AGUSTIN, MD</b>, 313 Rensselaer Avenue, Ogdensburg, NY 13669 related to part time Pediatrician services and maternity/newborn call services as follows:</p> <ul style="list-style-type: none"> <li>• This agreement will be an Employment Agreement – Salary Schedule P</li> <li>• All else remains the same.</li> </ul>	Not originally approved as an employment agreement – Salary Schedule P	Motion: Kehl Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  * <b>RESOLUTION</b>

## FINANCE COMMITTEE MEETING MINUTES

Date: Tuesday, August 7, 2018 @ 9:00 AM

Present: **Brick, Grant**, Kehl, Davis, Tallman, Leuer (9:28 AM), May, King, Ryan (9:18 AM), Copeland

Absent:

Also Present: C. Ketchum/Board Clerk; D. Farberman/HR Director; A. D. Berwanger/Board Chair

Department Agenda Item	Discussion	Decision	Action
<p>7. <b>Amend Resolution #18-304</b>, approved on 07/10/2018 with <b>JAMESTOWN PSYCHIATRIC PC</b>, 305 E Fairmount Avenue, Lakewood, NY 14750 related to emergency inpatient Behavioral Health Unit services as follows:</p> <ul style="list-style-type: none"> <li>• Extend the term from July 31, 2018 through August 31, 2018</li> <li>• Not to exceed fifty thousand dollars (\$50,000.00) for this additional term.</li> </ul>		Motion: Kehl Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<p>8. <b>Amend Salary Schedule "P" Benefit Package Summary as follows:</b></p> <ul style="list-style-type: none"> <li>• Rev. 5</li> <li>• Clarified that PTO days are accrued monthly during the first year.</li> </ul>	Resolution #16-087; 02/09/2016 Resolution #16-228; 05/10/2016 Resolution #16-481; 11/08/2016 Resolution #18-308; 07/10/2018	Motion: Kehl Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<p>9. <b>Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</b>                      Authorize the Chairman to sign a client services agreement with <b>SUNBELT STAFFING</b>, 3687 Tampa Road, Suite 200, Oldsmar, FL 34677, a for agency staff to provide coverage where needed, not to exceed \$500,000 per year, effective 07/20/2018 – 07/01/2020.</p>		Motion: Kehl Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<p>10. <b>Bid Award:</b>                      The Chairman, pursuant to General Municipal Law §104(b) and with the approval of the County Attorney, be hereby authorized to award bid and sign a contract with <b>J &amp; S AGEN, INC.</b>, 24 Edward Street, Arcade, NY 14009, for one (1) 10mm LED video display – outdoor message sign (including sign, base, and installation), 4'5" x 8'3" double face, at a cost of \$55,900, effective 08/15/2018.</p>	The Wyoming Community Hospital Foundation has Agreed to fund a portion of the cost of the sign.  \$20K to \$25K	Motion: Kehl Ayes: 10 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
11:00 AM <b>ECMC Affiliation Update</b> (Power Point Presentation)	@ <b>Chairman Berwanger</b>  <i>Postponed to a later date...</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Information Technology w/T. MacConnell</b>			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

## FINANCE COMMITTEE MEETING MINUTES

Date: Tuesday, August 7, 2018 @ 9:00 AM

Present: **Brick, Grant**, Kehl, Davis, Tallman, Leuer (9:28 AM), May, King, Ryan (9:18 AM), Copeland

Absent:

Also Present: C. Ketchum/Board Clerk; D. Farberman/HR Director; A. D. Berwanger/Board Chair

Department Agenda Item	Discussion	Decision	Action
<b>Budget Office w/J. Cook</b>			
	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Clerk to the Board w/C. Ketchum</b>			
	<i>~Nothing to Report~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Signature of Committee Chairman: p/J. Brick (minutes prepared by C. Ketchum).

Next Finance Committee Meeting scheduled for **Tuesday, September 4, 2018 @ 9:00 AM.**

# 2018 SALES TAX REPORT

July 31, 2018

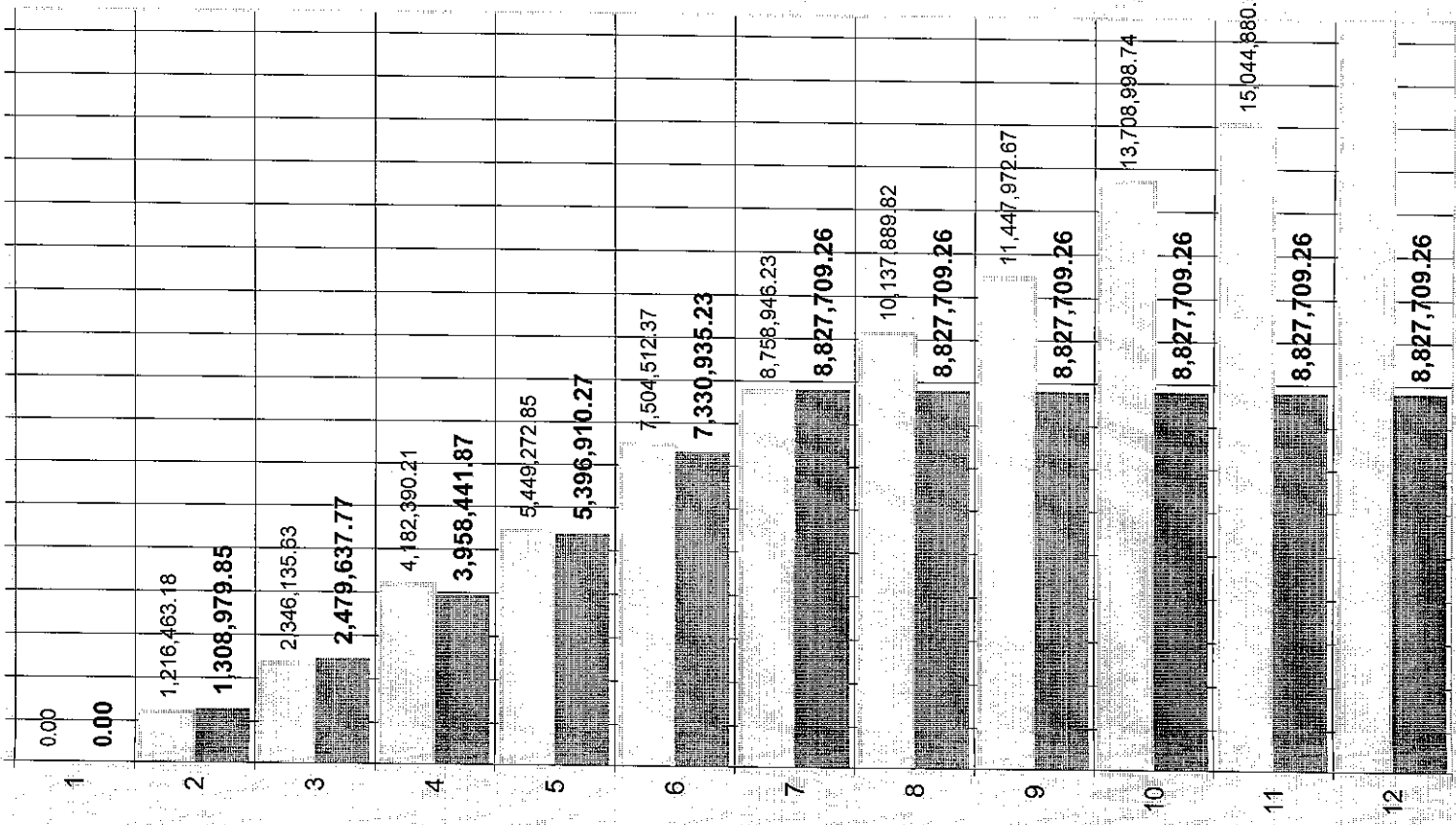
MONTH	2017	TOTAL	2018	TOTAL	DIFFERENCE	PERCENT OF PRIOR YEAR
JANUARY	0.00	0.00	0.00	0.00	0.00	0%
FEBRUARY	1,216,463.18	1,216,463.18	1,308,979.85	1,308,979.85	92,516.67	8%
MARCH	1,129,672.45	2,346,135.63	1,170,657.92	2,479,637.77	133,502.14	6%
APRIL	1,836,254.58	4,182,390.21	1,478,804.10	3,958,441.87	-223,948.34	-5%
MAY	1,266,882.64	5,449,272.85	1,438,468.40	5,396,910.27	-52,362.58	-1%
JUNE	2,055,239.52	7,504,512.37	1,934,024.96	7,330,935.23	-173,577.14	-2%
JULY	1,254,433.86	8,758,946.23	1,496,774.03	8,827,709.26	68,763.03	1%
AUGUST	1,378,943.59	10,137,889.82	0.00	8,827,709.26	-1,310,180.56	-13%
SEPTEMBER	1,310,082.85	11,447,972.67	0.00	8,827,709.26	-2,620,263.41	-23%
OCTOBER	2,261,026.07	13,708,998.74	0.00	8,827,709.26	-4,881,289.48	-36%
NOVEMBER	1,335,881.82	15,044,880.56	0.00	8,827,709.26	-6,217,171.30	-41%
DECEMBER	3,217,474.93	18,262,355.49	0.00	8,827,709.26	-9,434,646.23	-52%
<b>TOTAL</b>	<b>18,262,355.49</b>		<b>8,827,709.26</b>			

<b>2018</b>			
<b>BUDGETED SALES TAX</b>	<b>17,600,000.00</b>	<b>YEAR TO DATE ACTUAL</b>	<b>8,827,709.26</b>
		<b>BUDGET COMPARISON to ACTUAL</b>	<b>-8,772,290.74</b>
			<b>-50%</b>

2017

2018

\$17,000,000  
\$16,000,000  
\$15,000,000  
\$14,000,000  
\$13,000,000  
\$12,000,000  
\$11,000,000  
\$10,000,000  
\$9,000,000  
\$8,000,000  
\$7,000,000  
\$6,000,000  
\$5,000,000  
\$4,000,000  
\$3,000,000  
\$2,000,000  
\$1,000,000  
\$0



## INVESTMENT INCOME REPORT - 2018

INTEREST

0.00

FUND	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	AMOUNT-YTD	BUDGETED	ACTUAL	DIFFERENCE OVER/UNDER BUDGET
Trust	857.58	20.83	30.13	29.92	35.74	29.76							1,003.96		1,003.96	\$ 1,003.96
WCCH General	351.37	302.60	545.41	600.97	304.79	17,891.49							19,996.63	\$ -	19,996.63	\$ 19,996.63
WCCH BANS	250.32	219.28	199.10	126.97	337.9	287.41							1,420.98	\$ -	1,420.98	\$ 1,420.98
COMPENSATION checking	180.04	170.63	183.25	144.37	143.13	11,462.70							12,284.12			
COMPENSATION (CD)	0.00	0.00	0.00	7,451.89	0.00	0.00							7,451.89	\$ -	19,736.01	\$ 19,736.01
ENTERPRISE FUNDS information only- not in totals	1,639.31	713.34	957.89	8,354.12	821.56	29,671.36	0.00	0.00	0.00	0.00	0.00	0.00	41,153.62	0.00	42,157.58	42,157.58
reported as Sales Tax 1190	-857.46	-802.39	-614.99	-920.89	-1,079.80	-1,116.88							-5,392.41			
GENERAL	1856.14	2,148.53	2,351.09	2,739.38	3,152.62	19,053.41							25,908.76	30,000.00	25,908.76	\$ (4,091.24)
													0.00	\$ -	\$ -	\$ -
Highway Equipment BAN Machinery	14.19	14.42	15.11	10.48	12.33	12.83							79.36	\$ 120.00	79.36	\$ (40.64)
COUNTY ROAD	110.26	74.34	62.83	49.85	43.90	79.80							420.98	\$ 600.00	420.98	\$ (179.02)
<b>SUB-TOTAL</b>	<b>1,980.59</b>	<b>2,237.29</b>	<b>2,429.03</b>	<b>2,799.71</b>	<b>3,208.85</b>	<b>19,146.04</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>31,801.51</b>	<b>\$ 30,720.00</b>	<b>31,801.51</b>	<b>\$ 1,081.51</b>
CAPITAL RESV FUND 12 BUILDING EQUIP RESV	21.86	17.46	18.60	19.21	19.22	20.93							117.28	\$ -	\$ 117.28	\$ 117.28
													0.00		\$ -	\$ -
HIGHWAY ROAD CAPITAL PROJECT-Fund 17 CIP ROAD Bonding Interest*	147.63	132.82	149.24	135.09	144.27	227.51							936.56	\$ -	936.56	\$ 936.56
													0.00		\$ -	\$ -
COUNTY FUNDS	2,150.08	2,387.57	2,596.87	2,954.01	3,372.34	19,394.48	0.00	0.00	0.00	0.00	0.00	0.00	32,855.35	\$ 30,720.00	\$ 32,855.35	\$ 2,135.35
	3,789.39	3,100.91	3,554.76	11,308.13	4,193.90	49,065.84	0.00	0.00	0.00	0.00	0.00	0.00	81,460.86	30,720.00		

2401 Total interest received

7/31/2018 16:20

Quarterly BOC investments net of fees-GF/WCCH/WC

## INVESTMENT REPORT

### DEPOSITS IN CHECKING, SAVINGS & CERTIFICATES OF DEPOSIT

	2018 MAY AMOUNT	2018 JUNE AMOUNT	2017 JUNE AMOUNT	2016 JUNE AMOUNT	2015 JUNE AMOUNT	2014 JUNE AMOUNT
PROPRIETARY AND TRUST FUNDS						
WCCH Funds						
WCCH (BAN)						
Trust Funds and Pass Through Acct.	10,539,761.74	<b>10,647,302.40</b>	5,110,096.28	1,961,612.94	2,674,398.35	1,971,995.83
Worker's Compensation Checking						
Worker's Compensation MMII						
Worker's Compensation BOC Investmnt						
WORKERS COMPENSATIONCD	7,161,855.11	<b>7,400,270.60</b>	6,557,800.16	6,192,659.29	5,650,416.65	5,269,862.53
Enterprise and Trust Fund TOTALS	17,701,616.85	<b>18,047,573.00</b>	11,667,896.44	8,154,272.23	8,324,815.00	7,241,858.36
COUNTY FUNDS						
CHECKING/SAVINGS						
GENERAL (CDs)						
GENERAL FUND ACCOUNTS	27,135,929.50	<b>25,951,344.45</b>	23,858,481.51	22,012,632.81	21,711,833.43	22,538,577.22
MACHINERY						
MACHINERY	447,233.87	<b>338,121.96</b>	448,643.17	353,112.42	239,345.71	188,643.98
COUNTY ROAD	1,198,294.60	<b>1,471,887.10</b>	1,161,236.00	246,665.60	1,243,722.77	739,812.87
SUB-TOTAL OPERATING ACCOUNTS	28,781,457.97	<b>27,761,353.51</b>	25,468,360.68	22,612,410.83	23,194,901.91	23,467,034.07
Building Equipment Reserve Chec	754,155.81					
Building Equipment Reserve Checking (Fu	0.00	<b>723,210.54</b>	1,060,961.42	725,361.05	1,249,110.51	1,387,850.00
Highway Road CIP-Ckng (Fund 17)	4,236,652.25	<b>4,236,879.76</b>	6,384,553.69	6,175,805.39	1,059,851.32	3,535,963.30
TOTAL GOVERNMENTAL FUNDS	33,772,266.03	<b>32,721,443.81</b>	32,913,875.79	29,513,577.27	25,503,863.74	28,390,847.37
TOTAL ON DEPOSIT	51,473,882.88	<b>50,769,016.81</b>	44,581,772.23	37,667,849.50	33,828,678.74	35,632,705.73

**Wyoming County Foreclosure Property Auction 7/23/18**

			<b>Auction Price</b>	<b>WC Deposit</b>	<b>Balance</b>
#12	Arcade	503 North St.	\$ 3,400.00	\$ 340.00	\$ 3,060.00
#18	Arcade	6488 Stinson Rd.	\$ 31,000.00		\$ 31,000.00
#41	Attica	636 Exchange St.	\$ 600.00	\$ 600.00	\$ -
#65	Bennington	Maxon Rd.	\$ 2,300.00	\$ 2,300.00	
#74	Cowlesville	1420 Bailey Rd	\$ 12,200.00	\$ 1,220.00	\$ 10,980.00
#81	Castile	North Main St.	\$ 400.00	\$ 400.00	\$ -
#107	Covington	614 Rte 246	\$ 14,300.00	\$ 4,000.00	\$ 10,300.00
#128	Silver Springs	27 E Ribaud Ave	\$ 10,200.00	\$ 1,020.00	\$ 9,180.00
#130	Silver Springs	105 Orchard St.	\$ 4,300.00	\$ 4,300.00	\$ -
#153	Java Lake	Block G-Park #44	\$ 500.00	\$ 500.00	\$ -
#157	Java Lake	Block G-Park #46-#49	\$ 400.00	\$ 400.00	\$ -
#158	Java Lake	North Shore Dr. 82-83	\$ 1,100.00		\$ 1,100.00
#159	Java Lake	Java Lake Park	\$ 550.00		\$ 550.00
#183	Java	998 Chaffee Rd.	\$ 16,000.00	\$ 2,000.00	\$ 14,000.00
#186	Java Lake	Java Lake Park #39	\$ 1,050.00		\$ 1,050.00
#202	Orangeville	Syler Rd.	\$ 1,950.00	\$ 1,950.00	\$ -
#221	Perry	43 Walnut St.	\$ 30,250.00	\$ 3,025.00	\$ 27,225.00
#236	Perry	64 Leicester St.	\$ 8,000.00	\$ 800.00	\$ 7,200.00
#238	Perry	35 Gardeau St.	\$ 2,350.00	\$ 235.00	\$ 2,115.00
#249	Perry	10-12 St. Helena St.	\$ 5,300.00		\$ 5,300.00
#281	Sheldon	2181 Rte 98	\$ 8,200.00	\$ 820.00	\$ 7,380.00
#302	Warsaw	132 Brooklyn St.	\$ 28,250.00	\$ 2,850.00	\$ 25,400.00
#306	Warsaw	4898 Stevens Rd.	\$ 11,100.00	\$ 1,110.00	\$ 9,990.00
#308	Warsaw	5580 Oatka Rd.	\$ 17,100.00	\$ 1,710.00	\$ 15,390.00
#312	Warsaw	2786 Fisher Rd.	\$ 46,000.00	\$ 4,600.00	\$ 41,400.00
#322	Gainesville	4263 Poplar Tree Rd	\$ 42,000.00	\$ 4,200.00	\$ 37,800.00
#325	Warsaw	3913 Wethersfield Rd	\$ 23,000.00	\$ 2,300.00	\$ 20,700.00
<b>Totals</b>			<b>\$ 321,800.00</b>	<b>\$ 40,680.00</b>	<b>\$ 281,120.00</b>

Auction



From: Diana Cihak <diana.cihak@gmail.com>  
Sent: Wednesday, July 18, 2018 10:41 AM  
To: A. Douglas Berwanger  
Cc: Lauren Toretta; Paul Toretta  
Subject: CH4  
Attachments: Berwanger Letter of Support.docx

Follow Up Flag: Follow up  
Flag Status: Completed

ATTENTION: This email came from an external source. Do not open attachments or click on links from unknown senders or unexpected emails.

Hello Chairman!

I am reaching out about CH4 Biogas.

We are in the final steps of financing Genesee Biogas and upgrading Synergy through a tax exempt bond through EFC. We are hoping to meet with them in Albany in the next week or two. Because of the madness that surrounded the passing of the legislation and Wyoming Co, EFC needs to hear from those that have worked with CH4 that the projects are supported by the State and the local community. We want to demonstrate that through the fact that we were able to help pass this important legislation and that the projects have been granted priority status a number of times by the Finger Lakes REDC.

I am wondering if you would be willing to help us to push this over the final hurdle by sending a letter of support. I have a draft attached you could or edit as you would like.

Thank you for everything!

Cheers,

Diana

Diana Cihak  
President  
Upper Edge Consulting, LLC  
A NYS Certified WBE  
www.upperedgeconsulting.com

716-597-9815

[diana@upperedgeconsulting.com](mailto:diana@upperedgeconsulting.com)

Brian McClintock  
Public Finance Manager  
NYS Environmental Facilities Corporation  
625 Broadway  
Albany, New York 12207-2997

RE: CH4 Biogas application to IFP

Dear Mr. McClintock and colleagues:

I am writing in support of the tax-exempt bond application submitted by CH4 Biogas to the Industrial Finance Program at EFC for their Genesee Biogas Project. This project will be instrumental in achieving the State's goals of diverting organic solid waste from landfills and producing renewable energy.

The project will involve designing, building and operating a state-of-the-art biogas plant in Batavia, Genesee County to support the Genesee Industrial Agriculture Park and upgrading the Synergy Biogas plant in the Town of Covington, Wyoming County which has been operating since 2011.

This project will make a positive impact on both the quality of the environment and the regional economy; providing dairies, food processors and food distributors with a cost-effective alternative for managing organic solid waste, diverting 1200 tons per day of solid waste from land-based disposal and producing renewable energy equivalent to 2.5 million gallons of diesel fuel per year.

Wyoming County is home to the Synergy Biogas plant. The operation that has helped the County support our dairy industry and become a leader in the on-farm production of renewable energy in the State.

I thank you for your consideration of their application.

Best,

A.D. Berwanger  
Chair, Wyoming County Board of Supervisors

WCCHS

July 2018 Update

Census and Financial

06/30/18 YTD

	Actual	Budget	Prior Year
Total Operating Revenue	\$31,793	\$28,139	\$26,744
Operating Income (Loss)	\$1,158	(\$1,892)	(\$2,415)
Net Income	\$1,716*	(\$1,476)	(\$ 552)

\* June 30 financial statements include third party adjustments and impact of change in methodology related to sole community hospital reimbursement

Census Information – for July

SNF census for May was above budget at 136

Inpatient discharges were 130 vs budget of 151

ER Visits at 1,158 vs budget of 1,256

Ambulatory Surgeries and Clinic Volumes continue to increase

Recruiting and Marketing Continues with Family Practice being a major challenge

Letchworth practitioners no longer providing hospital services

*Quality Rankings remain @ 5.*

Strategic Planning

Planning meetings continue with ECMC to finalize long term plans

Other Items

- Behavioral Health Unit – provider update
- Maternity call situation update
- Hospitalists/Apogee/Letchworth update
- Dr. Marfatia joining GPPC (ECMC / Kaleida Physician Employment Group)
- Blood Drive Tomorrow, Wednesday August 8, 2018 7AM to 6PM

*Temp help from Jamestown Psych.*

## SCHEDULE "P" WYOMING COMMUNITY HEALTH SYSTEM BENEFITS

Applies to Physician and Mid-level employees who are considered to be exempt employees under the Fair Labor Standards Act.

### **PAID TIME OFF (PTO)**

Paid time off will be granted at the beginning of each anniversary year to full-time employees as follows: 30 days for employees who work 5 days per week, 24 days for employees who work 4 days per week, and 18 days for employees who work 3 days per week. **Paid time off during the first year will be accrued monthly at the rate of one twelfth of the total annual PTO days.** PTO includes vacation, holiday and sick days. PTO must be used during the anniversary year or it will be forfeited. Requests for planned time off must be pre-approved.

### **HEALTH INSURANCE**

The current health plan for the County is a High Deductible Health Plan with a Health Reimbursement Account (HRA). The County will contribute on an annual basis an amount equal to the plan deductible to the HRA. Any unused amounts in the HRA at the end of the each plan year shall be forfeited. Full-time employees will contribute 8% of the total premium for a Single Plan and 20% of the total premium for a Family Plan. Part-time employees will be entitled to a prorated County contribution to health insurance based on their percentage of approved FTE of 0.6 or higher. Premiums will be deducted over 24 pay periods per year on a pre-tax basis. Repudiation is not available.

### **DENTAL INSURANCE**

The current dental insurance for the County offers two options – 1) High Option and 2) Low Option. The employee will pay the total premium and it will be deducted over 24 pay periods per year on a pre-tax basis.

### **NEW YORK STATE RETIREMENT**

The County offers retirement benefits in accordance with the requirements of the New York State Retirement System. For more information go to their website at <http://www.osc.state.ny.us/retire>.

### **DEFERRED COMPENSATION RETIREMENT PLAN 457**

All employees are eligible to participate in the voluntary supplemental retirement savings plan at any time. This program allows employees to save and invest a portion of their earnings toward retirement. Pre-tax contributions are automatically deducted from each pay check and deposited to your account.

### **WORKERS COMPENSATION**

Workers compensation insurance covers lost wages and medical care payments for employees injured on-the-job. These benefits are based on New York State Workers' Compensation Law.

### **DISABILITY INSURANCE**

Full time employees are covered under the enhanced Disability Insurance Plan for an injury or illness NOT arising out of or in the course of employment. The weekly benefit is 50% of basic weekly earnings up to a maximum of \$500 per week for up to 52 weeks. Accrued PTO time must be exhausted prior to receiving benefits under this plan. These benefits are subject to the terms of the plan. This insurance coverage is provided at no cost to the employee. Part time employees are NOT eligible for statutory NYS Disability Insurance.

### **CONTINUING MEDICAL EDUCATION (CME)**

Continuing medical education is available annually up to \$1,500 and one week or five days of additional paid time off each calendar year for full time employees; pro-rated for part time employment. Reimbursement will be paid upon successful completion/attendance and presentation of receipts. Unused CME benefits will not carry over from year to year. Benefits will be pro-rated in the first year of employment.

### **DUES AND SUBSCRIPTIONS**

Professional membership dues and subscription requests will be reviewed and approved through the annual budget process.

**RECORD OF REVISION**

<b>REV. #</b>	<b>DESCRIPTION OF CHANGE</b>	<b>PAGE #S / SECTION #S IMPACTED BY CHANGE(S)</b>	<b>DATE</b>
0	Original issue	All	01/26/2016 BOM 02/09/2016 BOS
1	<i>Revision-changed PTO granted on anniversary date; health &amp; dental deductions to 24 pay period, removed health and dental carrier names</i>	All	03/22/2016 BOM
2	Revision – changed PTO granted/used to anniversary date	All	04/26/2016 BOM 05/10/2016 BOS
3	Revision – amended health insurance language to include part-time employees	1	10/25/2016 BOM 11/08/2016 BOS
4	Defined PTO days earned based on days per week worked	1	06/26/2018 BOM 07/10/2018 BOS
5	Clarify that PTO days are accrued monthly during the first year	1	07/24/2018 BOM 08/14/2018 BOS