

FINANCE COMMITTEE MEETING AGENDA

Date: Tuesday, July 02, 2019 @ 9:00 AM

Present: **Brick, Grant**, Kehl, Granger, Davis, Tallman, Leuer, May, Ryan, Copeland

Absent:

Also Present:

Department Agenda Item	Discussion	Decision	Action														
Committee Chair's Agenda																	
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:														
9:00 AM Information Technology w/T. MacConnell																	
<i>FYI ~ Contract (\$3,000 and under):</i> <ul style="list-style-type: none"> • Linstar, 430 Lawrence Bell Drive, Suite 1 Buffalo, NY 14221 for the provision of Galaxy Software Maintenance for Public Safety door system maintenance support in the amount of \$414.00 per year; effective 6/1/2019 – 5/31/2020. • Pictometry International Corp., 25 Methodist Hill Dr., Rochester, NY 14623 for provisions of Pictometry Connect one year subscription for \$2,200.00 effective 6/14/2019 – 6/13/2020. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:														
9:15 AM Treasurer w/C. Mayer																	
1. Hand out <u>Financial Reports</u> for Prior Month	Waiting June 30 Sales Tax for report	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:														
2. 2019 Appropriation: <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 80%;">To: 01.33.1325.1.10001 D/S/I</td> <td style="text-align: right;">\$24,260.00</td> </tr> <tr> <td>01.33.1325.1.10101 CSEA Wages</td> <td style="text-align: right;">500.00</td> </tr> <tr> <td>01.33.1325.1.10601 Unused Benefit</td> <td style="text-align: right;">1,065.00</td> </tr> <tr> <td>01.33.1325.8.83001 FICA</td> <td style="text-align: right;">1,600.00</td> </tr> <tr> <td>01.33.1325.8.85001 Medicare</td> <td style="text-align: right;">375.00</td> </tr> <tr> <td>01.33.1325.8.89001 Healthcare/Ins</td> <td style="text-align: right;"><u>5,000.00</u></td> </tr> <tr> <td>w/any funds available</td> <td style="text-align: right;">\$32,800.00</td> </tr> </table> Reason: Cover staffing changes for balance of FY 2019.	To: 01.33.1325.1.10001 D/S/I	\$24,260.00	01.33.1325.1.10101 CSEA Wages	500.00	01.33.1325.1.10601 Unused Benefit	1,065.00	01.33.1325.8.83001 FICA	1,600.00	01.33.1325.8.85001 Medicare	375.00	01.33.1325.8.89001 Healthcare/Ins	<u>5,000.00</u>	w/any funds available	\$32,800.00		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
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w/any funds available	\$32,800.00																
3. Update on Summary of Capital Assets as suggested by Independent Auditor, T. Malecki during Committee of the Whole review of the 2018 Independent Audit.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:														
9:30 AM Real Property Tax Services w/J. Kirsch																	
1. Discussion: • Reappointment of Real Property Tax Director	Current statutory six (6) year term expires 09/30/19; per resolution 13-257 adopted 08/13/13.	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:														

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2. FYI: <ul style="list-style-type: none"> • Tax bill information and new STAR changes meeting in Attica on 6/17 went well, about 25-30 in attendance. • County assessing: grievance hearings went well. About 12 in Sheldon (full reveal from 85% to 100%), Mary met with ~76 people beforehand, and 7 in Pike (regular update to maintain 100%). Planning reassessment projects for Warsaw and Gainesville for 2020. • The STAR changes and last minute change reports from NYS caused a delay in getting Final Rolls completed. 			
9:45 AM Wyo. Co. Community Hospital w/D. Eichenauer			
1. General Update		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Amend <u>Salary Schedule C</u> as follows: <ul style="list-style-type: none"> • Set the effective date of the Controller under <u>FISCAL SERVICES</u> on 05/28/2019. • Place one (1) position of Chief Financial Officer under <u>FISCAL SERVICES</u> and set the salary at \$110,000 per year effective 09/01/2019. In six (6) months from the effective date, the CFO will be evaluated by the CEO with a report back to the BOM Compensation Committee. This position will not be eligible for a cost of living increase during the calendar year 01/01/2020 – 12/31/2020. • Place one (1) position of Chief Nursing Officer under <u>NURSING ADMINISTRATION</u> and set the salary at \$110,000 per year effective 06/25/2019. This position will be eligible for a cost of living increase effective 01/01/2020. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. Amend <u>Salary Schedule P</u> as follows: <ul style="list-style-type: none"> • Set the salary for one (1) position of Certified Nurse Midwife, FT (Position Code 17.111.519) under <u>OB CLINIC</u> at \$100,000 per year, position available date 06/25/2019. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
4. Amend <u>Salary Schedule X</u> as follows: <ul style="list-style-type: none"> • Set the salaries for the job titles covered on Salary Schedule X, effective 07/01/2019 or as otherwise noted, and annexed hereto. 	Salary Schedule established; Resolution #19-275 approved 06/11/2019	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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5. Amend Salary Schedule X Handbook related to <u>continuing medical education (CME) provisions</u> adding Mid-Levels for reimbursement for license expenses.	Resolution #19-253 approved 06/11/2019	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to: NO ACTION REQUIRED
6. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Chairman to sign the following contracts related the acquisition of the Dale L. Deahn MD PC family medicine practice: <ul style="list-style-type: none"> • Dale L. Deahn, M.D., P.C., 401 Main Street, Arcade, NY 14009, <ul style="list-style-type: none"> ○ Personal Services Agreement to provide medical services, physician assistant supervision, medical director services, strategic and operational oversight for WCCHS's family medicine locations in the Arcade area, \$275,000 per year based on an acceptable valuation report substantiating the fair market value and commercial reasonableness plus office management, billing, code oversight through the services of Elizabeth Deahn for mutually agreed upon hours at the rate of \$25.61 per hour, effective 07/15/2019 – 07/14/2022. ○ P.C. Stock Escrow Agreement whereby Physician establishes and is the sole shareholder of Wyoming County Family Medicine, P.C and Physician delivers his shares of stock to the Hospital to hold in escrow during the term of an agreement whereby Physician agrees to ensure that the P.C. is operated exclusively for the purposes of providing professional family practice medical services to the residents of Wyoming County and as part of the Wyoming County Community Health System. \$0.00 to WCCHS, effective 07/15/2019. ○ Asset Purchase Agreement to purchase substantially all tangible and intangible assets including, without limitation, medical and office equipment, furnishings, computers, software, telephone numbers, website, medical, pharmaceutical and office supplies and active patient medical records, \$320,000, effective 07/15/2019, subject to the receipt of an acceptable valuation report substantiating the fair market value and commercial reasonableness. ○ Real Estate Purchase Agreement for the real property at 401-403 Main Street, Arcade, NY 14009 consisting of approximately 0.675 acres and a 4,830 ± square foot medical office building, \$380,000 based on an acceptable appraisal substantiating the fair market value, effective 07/15/2019. 	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:	
7. Professional Service Contract, all Physician Contracts and/or \$50,001 or greater: Authorize the Chairman to sign a service agreement with GE HEALTHCARE , PO Box 641936, Pittsburg, PA 15264-1936 on four (4) anesthesia machines, \$11,673.60 per year, total amount of \$58,368, effective 05/29/2019 – 06/30/2024.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Also Present:

Department Agenda Item	Discussion	Decision	Action
<p>8. <i>Amend Resolution # 18-395 approved 09/11/2018</i> to RESCIND the following agreement in its entirety as this employee submitted a letter to rescind the agreement on June 15, 2019, effective immediately.</p> <ul style="list-style-type: none"> • Vincent C. Newman, DO, 520 Virginia Street, Apt. 28, Buffalo, NY 14202, an Employment Agreement – Salary Schedule P, to provide Family Practice services, not to exceed \$233,000 per year, plus a one-time fee of \$36,000, effective 08/01/2019 – 07/31/2022 or within 60 days upon the completion of credentialing and obtaining malpractice insurance. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>9. <i>Amend Resolution #19-279 approved 06/11/2019</i> with Rachel Muroff, RN, BSN, 472 Breckenridge Street, Buffalo, NY 14213, related to a 2-year Employment Agreement – Schedule P to provide inpatient and outpatient midwifery services as follows:</p> <ul style="list-style-type: none"> • Change the not to exceed amount from \$105,000 per year to an amount not to exceed \$115,000 per year. • All other terms and conditions remain the same. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>10. Professional Service Contract \$50,001 or greater: Authorize the Chairman to award bid and sign contract related to the construction of a garage in Parking Lot 7 with Four Brothers Builders, LLC, 8491 Cole Road, Colden, NY 14033, in an amount of \$103,180.00, effective 06/25/2019 - 10/28/2019.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Budget Office w/J. Cook			
<p>1. 2020 Budget Message Discussion:</p> <ul style="list-style-type: none"> ○ Budget message is being sent to the Departments week of July 8th. ○ Contract Agencies? ○ Levy? Direction to Depts.? ○ Tax Cap? Est. 2.89% or \$624,000 increase in levy (including “pass through” levy amounts, ex. Recycling) ○ Salary Increases for S/D/I.? Union CSEA =2.5% inc. for 2020. ○ General Insurance (property, liability, etc.) Est. 2.5% increase ○ Health Insurance Rates – Instructing to budget a 0% Increase based on utilization reviews. ○ RPTS preliminary assessment figures indicate a calculated growth of 3.80%. This number impacts the tax RATE; not levy. ○ NYS Retirement salary lists should be distributed in July with preliminary numbers. Projecting rates to remain stable or maybe a small increase, however, amount is affected by increase in salaries. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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<p>2. Appropriation (on behalf of Medicaid): To: 01.40.6102.4.42250 <u>MMIS IGT/DSH Pymt</u> \$162,000.00 <i>w/ any funds available</i> Reason: To appropriate funds to cover the 50% County Share of the DSH Payment (SFY 2015-2016 Reconciliation) with any funds available in the amount of \$162,000</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
Clerk to the Board w/C. Ketchum			
<p>1. FYI ~ Contract (\$3,000 and under): • RTS Wyoming, 18 West Buffalo Street, Warsaw, NY 14569 for transportation of 9 members of the Board of Supervisors to tour the Waste Management/CID facility in Chaffee, NY in an amount not to exceed \$125.00; effective June 20, 2019 only. Waste Management currently holds the County Curbside Collection bid award.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
Board of Supervisors w/C. Ketchum			
<p>1. Professional Service Contract \$5,001 or greater: Authorize Chairman to sign County General Liability Insurance renewals, pursuant to General Municipal Law §104(b), with NYMIR, AIG, CINCI, Travelers and Selective as provided for on the attached schedule of <u>Premium Comparisons for the years 2018/2019 and 2019/2020</u> in an amount not to exceed \$519,269.18; effective July 01, 2019 through July 01, 2020.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
Co. Insurance Office w/D. Perkins			
	~Nothing to Report~	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
Off Track Betting w/			
	~Nothing to Report~	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Department Agenda Item	Discussion	Decision	Action
Other/Referrals:			
HUMAN RESOURCES			
Human Resource			
<p>1. Position Fill:</p> <p style="text-align: center;"><i>Sheriff</i></p> <p>One (1) position of <u>Correction Officer</u> (1.0 FTE) (position code 025.065) following WCSEA Schedule, Job Grade 3 at \$21.16/hr - \$25.96/hr (<i>July 1 Rates</i>). Person Vacating: Troy Rowe, effective May 30, 2019. Position Available: July 3, 2019.</p>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>2. Position Create/Fill:</p> <p style="text-align: center;"><i>Health Department</i></p> <p>One (1) position of <u>Health Insurance Enrollment Specialist</u> (0.6 FTE) on Salary Schedule G at a rate of \$23.00/hr for the period from August 1, 2019 – July 31, 2024.</p>	<i>(Full funded by Navigator Grant)</i>	<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>3. Amend Salary Schedule G:</p> <p>“Consumer Assistance for the NYS of Health – Wyoming County Navigator Program” (approved by Resolution 19-260) for the period from 8/1/2019 – 7/31/2024:</p> <ul style="list-style-type: none"> • Director of Aging and Youth \$1,000.00 • Fiscal Officer I (OFA) \$1,000.00 • Public Health Administrator \$3,516.00 • PH Fiscal Administrator \$3,516.00 <p>Remove from Schedule G (effective July 27, 2019):</p> <ul style="list-style-type: none"> • Director of Nursing (Public Health) \$2,516.00 		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>4. Amend Salary Schedule D:</p> <p>Set the stipend for the <i>Medical Director, PT</i> (position code 116.403) under the PUBLIC HEALTH DEPT to \$16,945.00 annually, effective August 1, 2019.</p>	<i>(A reduction of \$12,000 annually due to transition of Pre-Hospital Care Medical Director Services (EMS) to the Emergency Services Department)</i>	<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>5. Amend Salary Schedule S:</p> <p>To remove two jail kitchen titles which have been added to the CSEA General Unit:</p> <ul style="list-style-type: none"> • Cook (position code 077.061) • Cook, PT (position code 078.061) 		<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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Department Agenda Item	Discussion	Decision	Action
6. Amend Salary Schedule X: To add detailed salary and FTE information for current employees of the clinics to be on boarded, <u>as attached</u> .		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to: NO ACTION REQUIRED
7. Amend Salary Schedule S: To set the annual salary of the <i>County Fire Coordinator</i> (position code 008.352) under CIVIL DEFENSE to \$45,000.00 annually, and set the position FLSA status to Exempt, effective July 1, 2019.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
8. 2019 Appropriation: To: 01.34.1431.4.41204 Advertising Expense \$11,000.00 <i>w/any funds available</i> Reason: For planned recruiting expenses for 2019.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
PUBLIC SAFETY			
Sheriff			
1. Appropriation: To: 01.37.3113.4.42306 Other \$2,495.00 w/01.07.3113.2626 \$2,495.00 Reason: To purchase Live Link Encoder APP for Drug Task Force.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
911			
2. 2019 Appropriation: To: 01.37.3110.1.10001 Salary 42,340.00 01.37.3110.1.10502 On Call Pay 14,000.00 01.37.3110.8.81001 Retirement 9,015.00 01.37.3110.8.83001 FICA 3,493.00 01.37.3110.8.85001 Medicare 817.00 01.37.3110.8.89001 Medical Ins 11,008.00 01.37.3110.8.89002 Health Reim Emp 3,500.00 01.37.3110.8.89003 Health Reim admin <u>42.00</u> <i>w/any funds available</i> \$84,215.00 Reason: Appropriate funds to cover new 911 Coordinator position.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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

Next Finance Committee Meeting scheduled for **Tuesday, August 06, 2019 @ 9:00 AM.**

Committee Chair Initials: _____