

# FINANCE COMMITTEE MEETING MINUTES

Date: Thursday, January 3, 2019 @ 9:00 AM

Present: **To be announced during the Annual Organizational meeting January 2, 2019**

**Brick, Grant**, Kehl, May Ryan, Copeland

Absent: Davis, Tallman, Leuer, King

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

Department Agenda Item	Discussion	Decision	Action
<b>Information Technology w/T. MacConnell</b>			
<p>1. <b>Professional Service Contract \$5,001 or greater:</b>                      Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <b>Spectrum Enterprise, Inc., 20 Century Hill DR. Latham, NY 12110</b> for Cable Internet with Static IP at DSS in an amount not to exceed \$900/year 1<sup>st</sup> year, 1200/year after. Total contract not to exceed \$5,700.00; effective 12/17/ 2018 through 12/17/2023.</p>		<p>Motion: May                      Ayes: 6                      Noes:                      Absent: 4 Davis; Tallman;                      Leuer; King</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:                       *<b>RESOLUTION</b></p>
<b>Committee Chair's Agenda</b>			
<p>1. <b>Appointment</b> (as requested by County Court Judge M. Griffith 12/10/18):  <b>Unified Court System Eighth Judicial District Law Library Board of Trustees</b>                      Member  <b>Two (2) year term effective 10/02/18 through 10/02/20</b></p> <ul style="list-style-type: none"> <li>• <b>James Brick</b> (Finance Committee Chair), 7618 Route 20A, Perry, NY 14530</li> </ul>	<p><b>No Resolution Required...</b></p> <p><b>Section 814 of the Judiciary Law requires appointment by the Chief Admin. Judge for each county.</b></p> <p><b>One member shall be a member of the Board of Supervisors.</b></p>	<p>Motion: Grant                      Ayes: 6                      Noes:                      Absent: 4 Davis; Tallman;                      Leuer; King</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:   <b>APPROVED</b></p>
<b>9:00 AM Co. Insurance Office w/D. Perkins</b>			
<p>1. <b>Authorize Chairman to sign dental insurance rates with Univera Healthcare</b>, 205 Park Club Lane, Buffalo, NY 14221; effective March 1, 2019 to February 28, 2020.</p> <p><b>Dental Select / High Option:</b></p> <ul style="list-style-type: none"> <li>o Single: \$35.06</li> <li>o Employee/Spouse \$63.46</li> <li>o Employee/Child(ren) \$72.88</li> <li>o Family \$100.62</li> </ul> <p><b>Dental Select / Low Option:</b></p> <ul style="list-style-type: none"> <li>o Single: \$22.74</li> <li>o Employee/Spouse \$44.06</li> <li>o Employee/Child(ren) \$51.98</li> <li>o Family \$73.34</li> </ul>	<p>Rate remains the same as 2018-2019 plan year.</p> <p>Cover Page &amp; Rate sheets will follow by courier</p>	<p>Motion: Kehl                      Ayes: 6                      Noes:                      Absent: 4 Davis; Tallman;                      Leuer; King</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:                       *<b>RESOLUTION</b></p>

**Supporting Documentation outstanding.**

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Department Agenda Item	Discussion	Decision	Action
<b>Clerk to the Board w/C. Ketchum</b>			
1. <i>Wyo. Co. Snowmobile Federation annual funding discussion...</i>	<i>Housekeeping item...</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>9:45 AM Real Property Tax Services w/J. Kirsch</b>			
1. <b>Overnight Travel Authorization:</b> J. Kirsch to attend RPTD valuation issues committee meeting in Albany on January 17-18, 2019. Hotel is \$113 for 1 day, plus meals & tolls. County vehicle used.		Motion: May Ayes: 6 Noes: Absent: 4 Davis; Tallman; Leuer; King	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>
2. <b>Overnight Travel Authorization:</b> J. Kirsch to attend County Real Property Directors Conference in Albany, NY, January 27 – 30, 2019. 3 nights (\$113 ea) + conference registration (\$75). \$414 total. County car will be used. Funds are budgeted.	<i>New member of NYSAC Ag &amp; Rural Affairs, will be beneficial...</i>	Motion: May Ayes: 6 Noes: Absent: 4 Davis; Tallman; Leuer; King	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>
<b>9:30 AM Treasurer w/C. Mayer</b>			
1. <i>Hand out Investment, Income &amp; Sales Tax Report for Prior Month.</i>	<i>Reviewed and attached.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<i>Treasurer Mayer discussed a phone call she received regarding a parcel that sold in Nov. 2018 but the tax bill was issued in the name of the former owner. \$48,000 w/trailer. Up to former owner to forward the new tax bill to new owner. Taxable status date - March</i>			
2. <i>Adopt Investment Policy per GML 39 (annually)</i>	<i>Updated Bank of Castile to "Tompkins Bank of Castile"</i>	Motion: Grant Ayes: 6 Noes: Absent: 4 Davis; Tallman; Leuer; King	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
3. <b>2018 Appropriation:</b> <b>To:</b> 01.42.6420.4.40901 Bed Tax pymt to Tourism \$3,712.55 w/01.02.1000.1113 Bed Tax \$3,712.55 <b>Reason:</b> Reflect 2018 revenue and payments to Tourism		Motion: Copeland Ayes: 6 Noes: Absent: 4 Davis; Tallman; Leuer; King	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>

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Department Agenda Item	Discussion	Decision	Action												
<b>4. Snowmobile Federation:</b> <ul style="list-style-type: none"> <li>• 2018                             <ul style="list-style-type: none"> <li>○ 70% advance paid in 2018</li> <li>○ 30% still in process</li> </ul> </li> <li>• 2019                             <ul style="list-style-type: none"> <li>○ 70% received for 2019</li> </ul> </li> </ul>	<i>Treasurer Mayer confirmed that the County only pays out once the money comes into the County accounts</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:												
<b>5. Miscellaneous:</b> <ul style="list-style-type: none"> <li>• Talking to HR about new position</li> <li>• Systems East have gone live for countywide tax collection</li> </ul> <p><i>Supervisor Ryan, T/Warsaw question town clerk concerns over transition. Treasurer Mayer explained that the software was offered to all town clerks, but it was their decision whether to use or not. Supervisor Ryan asked to make sure the decision to use was made clearer and suggested attending the next meeting of the Wyoming County Town Clerk’s Association. No cost to towns to join/transition to Systems East.</i></p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:												
<b>Budget Office w/J. Cook</b>															
<b>1. Permission to transfer funds between departments for yearend budgetary cleanup for fiscal year ending 12/31/2018.</b>	Lists will be provided to Finance Committee for Final approval as has been done in the past.	Motion: Kehl Ayes: 6 Noes: Absent: 4 Davis; Tallman; Leuer; King	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>												
<b>2. Overnight Travel Authorization:</b> J. Cook to attend NYS GFOA Annual Conference, March 27 - 29, 2019 in Albany, NY. Conference expense is \$200.00; Hotel Cost \$143 /night (this will be split 50/50 - Sharing a room w/ L. Neary City of Batavia) and is budgeted.	*Registration price increases if paid after 2/9/19.	Motion: May Ayes: 6 Noes: Absent: 4 Davis; Tallman; Leuer; King	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>												
<b>3. Amend Resolution #18-569 Resolution of the Board of Supervisors Levying Taxes and Assessments required for purpose of annual budget of towns of Wyoming County</b>		Motion: Ryan Ayes: 6 Noes: Absent: 4 Davis; Tallman; Leuer; King	Carried: <b>XXX</b> Defeated: Referred to:												
Correct the Towns of Bennington and Genesee Falls. The General Fund and Highway Funds Townwide were inadvertently switched. However, the total tax warrants were the correct figures:															
<table border="1" style="width: 100%; border-collapse: collapse; margin-left: 20px;"> <thead> <tr> <th style="width: 15%;">NAME OF TOWN</th> <th style="width: 15%;">GENERAL FUND TOWN WIDE</th> <th style="width: 15%;">HIGHWAY FUND TOWN WIDE</th> <th style="width: 15%;">TOTAL</th> </tr> </thead> <tbody> <tr> <td>BENNINGTON</td> <td style="text-align: right;">\$ 239,762.42</td> <td style="text-align: right;">\$ 788,515.00</td> <td style="text-align: right;">\$ 1,028,277.42</td> </tr> <tr> <td>GENESEEE FALLS</td> <td style="text-align: right;">\$ 128,374.00</td> <td style="text-align: right;">\$ 261,814.00</td> <td style="text-align: right;">\$ 390,188.00</td> </tr> </tbody> </table>		NAME OF TOWN	GENERAL FUND TOWN WIDE	HIGHWAY FUND TOWN WIDE	TOTAL	BENNINGTON	\$ 239,762.42	\$ 788,515.00	\$ 1,028,277.42	GENESEEE FALLS	\$ 128,374.00	\$ 261,814.00	\$ 390,188.00		<b>*RESOLUTION</b>
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Committee Chair Initials: \_\_\_\_\_

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Department Agenda Item	Discussion	Decision	Action
<p>4. <b>2019 Appropriation (on behalf of Emergency Services):</b>  <b>To:</b> 01.37.3020.2.20101 Tele. Equip. \$269,501.06            01.37.3020.4.40601 Rental-Tower <u>10,908.00</u>            w/01.11.3020.3389 Other State Aid \$280,409.06  <b>Reason:</b> To appropriate Statewide Communications Grant funds FY2018 to cover the cost of tower/land rental and FY2017 to cover Sheriff's infrastructure upgrade.</p>		Motion: Copeland Ayes: 6 Noes: Absent: 4 Davis; Tallman; Leuer; King	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>10:00 AM Wyo. Co. Community Hospital w/D. Eichenauer</b>			
1. <i>General Update</i>	<i>Reviewed and attached.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>2. <b>Amend Salary Schedule C as follows:</b></p> <ul style="list-style-type: none"> <li>• Abolish one (1) position of <b>OBGYN Clinic Office Manager</b> under <b>OB CLINIC</b>, effective December 3, 2018.</li> <li>• Create one (1) position of <b>Interim Revenue Cycle/Business Office Manager</b> under <b>PATIENT ACCOUNTS</b> and set the annual salary at \$58,240, position available date November 13, 2018.</li> </ul>		Motion: Kehl Ayes: 6 Noes: Absent: 4 Davis; Tallman; Leuer; King	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<p>3. <b>Amend Resolution #18-524</b> approved 11/13/2018 with <b>UNIVERSITY AT BUFFALO PATHOLOGISTS, INC. (UBP)</b>, 115 Flint Road, Williamsville, NY 14221 related to pathology and laboratory medical director services as follows:</p> <ul style="list-style-type: none"> <li>• Change the effective date from 12/01/2018 – 11/30/2019 to <b><u>01/01/2019 – 12/31/2019</u></b>.</li> <li>• In an amount not to exceed \$100,000 per year.</li> </ul>		Motion: Kehl Ayes: 6 Noes: Absent: 4 Davis; Tallman; Leuer; King	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<p>4. <b>Amend Resolution #18-304</b> approved 07/10/2018 with <b>PIPELINE HEALTH HOLDINGS, LLC</b>, 5600 North River Road, Suite 800, Rosemont, IL 60018 related to remote pharmacy order verification services as follows:</p> <ul style="list-style-type: none"> <li>• Change the effective date from upon completion of CPSI system integration estimated to be 10/01/2018 to <b><u>11/15/2018 – 11/14/2021</u></b>.</li> </ul>		Motion: Kehl Ayes: 6 Noes: Absent: 4 Davis; Tallman; Leuer; King	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>

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Department Agenda Item	Discussion	Decision	Action
<p>5. <b>Amend Resolution #18-425</b> approved 10/09/2018 with <b>WESTERN NEW YORK PHYSICIANS, PLLC</b>, 2261 Route 19 North, Warsaw, NY related to hospitalist services as follows:</p> <ul style="list-style-type: none"> <li>• <b>RESCIND</b> this contract only in its entirety as it will not be developed or executed, effective immediately.</li> </ul>	<p><del>Resolution 17-493, 11/14/2017</del>  <del>Resolution 18-283, 06/12/2018</del>  <b>Per post committee discussion w/ P. Pettnot, these resolutions pertain to agenda item #6 below.</b></p>	<p>Motion: Kehl                      Ayes: 6                      Noes:                      Absent: 4 Davis; Tallman; Leuer; King</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>
<p>6. <b>Amend Resolution #18-431 17-493</b> approved 10/09/2018 <b>11/14/17</b> with <b>WESTERN NEW YORK PHYSICIANS, PLLC</b>, 2261 Route 19 North, Warsaw, NY related to hospitalist services as follows:</p> <ul style="list-style-type: none"> <li>• <b>RESCIND THE AMENDMENT AUTHORIZED BY RESOLUTION # 18-431</b> in its entirety as it will not be developed or executed, effective immediately 10/01/18.                             <ul style="list-style-type: none"> <li>○ Delete any and all sections, schedules and reference to <b>Hospitalist Services</b> related to <b>ACUTE CARE</b> and <b>MENTAL HEALTH UNIT</b> areas</li> <li>○ Decrease the contract amount of \$682,293.00 to an amount not to exceed <b>three hundred one thousand three hundred forty-three dollars (\$301,343.00)</b> per year</li> <li>○ Effective <b>October 1, 2018 through January 31, 2020.</b></li> </ul> </li> </ul>	<p><b>Resolution 17-493, 11/14/2017</b>  <b>Resolution 18-283, 06/12/2018</b>    <b>Resolution 18-431, 10/09/2018</b></p>	<p>Motion: Kehl                      Ayes: 6                      Noes:                      Absent: 4 Davis; Tallman; Leuer; King</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>
<p>7. <b>Professional Service Contract, all Physician Contracts and/or \$50,001 or greater:</b>                      Authorize the Chairman to sign an agreement with <b>WESTERN NEW YORK PHYSICIANS, PLLC</b>, 2261 Route 19 North, Warsaw, NY related to hospitalist services in an amount not to exceed \$1,001,343 per year, effective 01/01/2019 – 12/31/2022.</p>		<p>Motion: Kehl                      Ayes: 6                      Noes:                      Absent: 4 Davis; Tallman; Leuer; King</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>
<p>8. <b>Amend Resolution #18-525</b> approved 11/13/2018 with <b>LESLIE J. LEHMANN, DO</b>, 7440 Michael Road, Orchard Park, NY 14127 related to family practice services as follows:</p> <ul style="list-style-type: none"> <li>• <b>RESCIND</b> this contract in its entirety as it will not be used or executed; effective immediately.</li> </ul>		<p>Motion: Kehl                      Ayes: 6                      Noes:                      Absent: 4 Davis; Tallman; Leuer; King</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>

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Department Agenda Item	Discussion	Decision	Action
<b>Board of Supervisors w/C. Ketchum</b>			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Off Track Betting w/</b>			
	~Nothing to Report~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Other/Referrals:</b>			
<b>HUMAN RESOURCES</b>			
<b>County Attorney</b>			
<b>1. 2018 Appropriation:</b> <b>To:</b> 01.34.1421.4.42314 Family Court      \$10,000.00 01.34.1421.4.42315 Criminal Court <u>10,000.00</u> w/01.11.1421.308905 - State Aid Sec. 606      9,324.00 any funds available                            10,676.00 <b>Reason:</b> To cover the cost of NYS mandated Assigned Counsel.	<i>Chairman Berwanger, T/Arcade talked about his meeting with Orleans, Livingston and Genesee...</i>	Motion: Copeland Ayes: 6 Noes: Absent: 4 Davis; Tallman; Leuer; King	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>Human Resource</b>			
<b>2. Position Fill:</b> <p style="text-align: center;"><i>Highway</i></p> One (1) position of <i>Heavy Equipment Operator</i> (position code 076.163); on CSEA Schedule B Grade 9 (\$18.57-\$20.52/hr. Person vacating: James Scott, effective November 19, 2018. Position available: January 3, 2019.		Motion: Ryan Ayes: 6 Noes: Absent: 4 Davis; Tallman; Leuer; King	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>
<b>3. Position Fill:</b> <p style="text-align: center;"><i>County Attorney</i></p> One (1) position of <i>Asst. County Attorney (2<sup>nd</sup>)</i> (position code 004.503); on Schedule S at \$57,222.00. Person vacating: Wendy Sisson, effective December 31, 2018. Position available: January 3, 2019.	<b>\$40K - \$70K</b>	Motion: Ryan Ayes: 6 Noes: Absent: 4 Davis; Tallman; Leuer; King	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>

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Department Agenda Item	Discussion	Decision	Action
<p>4. <b>Position Fill and Amend Salary Schedule "S":</b>  <i>Board of Elections</i></p> <p>One (1) position of <i>Deputy Commissioner (D)</i> (position code 002.502). 2018 salary is \$40,243.00 annually. Person vacating: Jeanne Williams, effective December 13, 2018. Position available: January 3, 2019.</p> <p><b>And</b> amend Salary Schedule S to reflect probationary terms and salary rates for this position as follows:</p> <ul style="list-style-type: none"> <li>• \$35,048.00 – Starting salary</li> <li>• \$38,048.00 – Upon completion of 4 mos. and satisfactory performance and meeting pre-establish goals...</li> <li>• \$41,048.00 (consistent with the 2019 salary for Deputy Commissioner (R)) – Upon completion of 8 mos. and satisfactory performance and meeting pre-establish goals...</li> </ul>	<p><i>Supervisor Grant, T/Bennington offered that Ms. Williams would be interested in being included on a temp. clerical pool list..</i></p>	<p>Motion: Ryan                      Ayes: 6                      Noes:                      Absent: 4 Davis; Tallman; Leuer; King</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p><b>Permission to Fill: APPROVED</b></p> <p><b>Amend Salary Schedule "S": *RESOLUTION</b></p>
<p>5. <b>2019 Appropriation:</b>  <b>To:</b> 01.34.1431.4.40401 Training \$1,895.00  <i>w/any funds available</i>  <b>Reason:</b> To pay for in-depth remedial leadership skills training.</p>		<p>Motion: May                      Ayes: 6                      Noes:                      Absent: 4 Davis; Tallman; Leuer; King</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p><b>*RESOLUTION</b></p>
<b>PLANNING</b>			
<b>Countywide Zoning</b>			
<p>1. <b>2018 Appropriation:</b>  <b>To:</b> 01.48.8021.1.10001 Salaries–Fixed Sch S/D/I 2,063.88                      01.48.8021.8.83001 – FICA 119.75                      01.48.8021.8.85001 Medicare FICA <u>28.39</u>                      w/01.06.8021.2590 Permits \$2,212.02  <b>Reason:</b> Due to hiring PT ZEO Assistant not budgeted.</p>		<p>Motion: May                      Ayes: 6                      Noes:                      Absent: 4 Davis; Tallman; Leuer; King</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p><b>*RESOLUTION</b></p>



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Department Agenda Item	Discussion	Decision	Action
<b>PUBLIC SAFETY</b>			
<b>Fire &amp; Building Code Enforcement</b>			
<p>2. <b>FYI ~ Referred to 01-03-19 Finance Committee from 12-18-18 Human Resources</b>  <b>Amend Position to increase hours and Salary Schedule S: Fire &amp; Building Code Enf.</b>                      One (1) position of <b>Fire Safety Inspector, PT</b> (position code 017.492); on Schedule S at an Annual Salary Equivalent of \$8,274.00 (549.5 hrs. @ \$15.0574) currently. Would like permission to increase hours to 731.2 annually; effective January 01, 2019 for an Annual Salary Equivalent not to exceed \$11,230.00 (@ \$15.3585).</p>	<p><i>Supervisor Kehl, T/Attica reminded the committee that Mr. Huff also serves as a Deputy Fire Coordinator and receives \$750 annually... The additional salary needs to be taken into consideration with this calculation. The Human Resource department will be asked to offer guidance to the Finance Committee...</i></p>	<p>Motion: Kehl                      Ayes: 6                      Noes:                      Absent: 4 Davis; Tallman; Leuer; King</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:                       *<b>RESOLUTION</b></p>
<i>There was a brief discussion over the review of the \$12K threshold to receive benefits for 2020. HR Director Farberman will review and report back...</i>			
<b>PUBLIC WORKS</b>			
<b>Buildings &amp; Grounds</b>			
<p>1. <b>2018 Appropriation:</b>  <b>To:</b> 01.34.1620.4.40002 Electric                     \$21,100.80                      01.34.1620.4.40001 GAS                                 \$12,497.72                      01.34.1620.4.40005 Water                             <u>\$ 2,306.46</u>  <b>w/any funds available</b>                                 \$35,904.98  <b>Reason:</b> In order to pay remaining utility bills for 2018 budget year.</p>		<p>Motion: Grant                      Ayes: 6                      Noes:                      Absent: 4 Davis; Tallman; Leuer; King</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:                       *<b>RESOLUTION</b></p>

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

Next Finance Committee Meeting scheduled for **Tuesday, February 5, 2019 @ 9:00 AM.**



NEW

## 2018 SALES TAX REPORT

January 3, 2019

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	1,561,212.15	10,388,921.41	251,031.59	2%
SEPTEMBER	1,310,082.85	11,447,972.67	1,424,670.96	11,813,592.37	365,619.70	3%
OCTOBER	2,261,026.07	13,708,998.74	2,169,501.50	13,983,093.87	274,095.13	2%
NOVEMBER	1,335,881.82	15,044,880.56	1,402,117.32	15,385,211.19	340,330.63	2%
DECEMBER	3,217,474.93	18,262,355.49	2,628,742.91	18,013,954.10	-248,401.39	-1%
<b>TOTAL</b>	<b>18,262,355.49</b>		<b>18,013,954.10</b>			

2018

BUDGETED SALES TAX      **17,600,000.00**

YEAR TO DATE ACTUAL

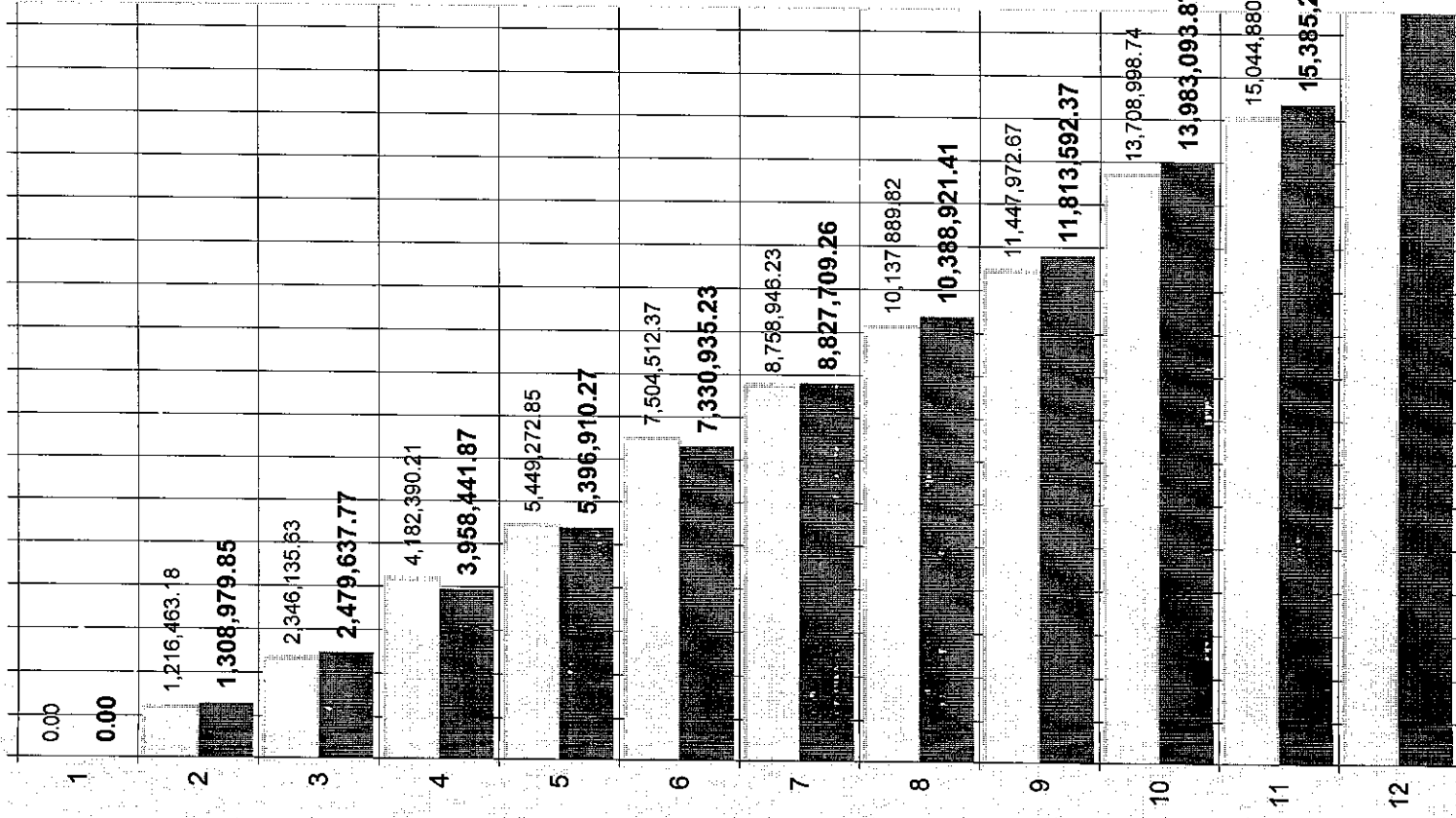
**18,013,954.10**

<b>BUDGET COMPARISON to ACTUAL</b>	<b>413,954.10</b>	<b>2%</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



# 2018 SALES TAX REPORT

December 31, 2018

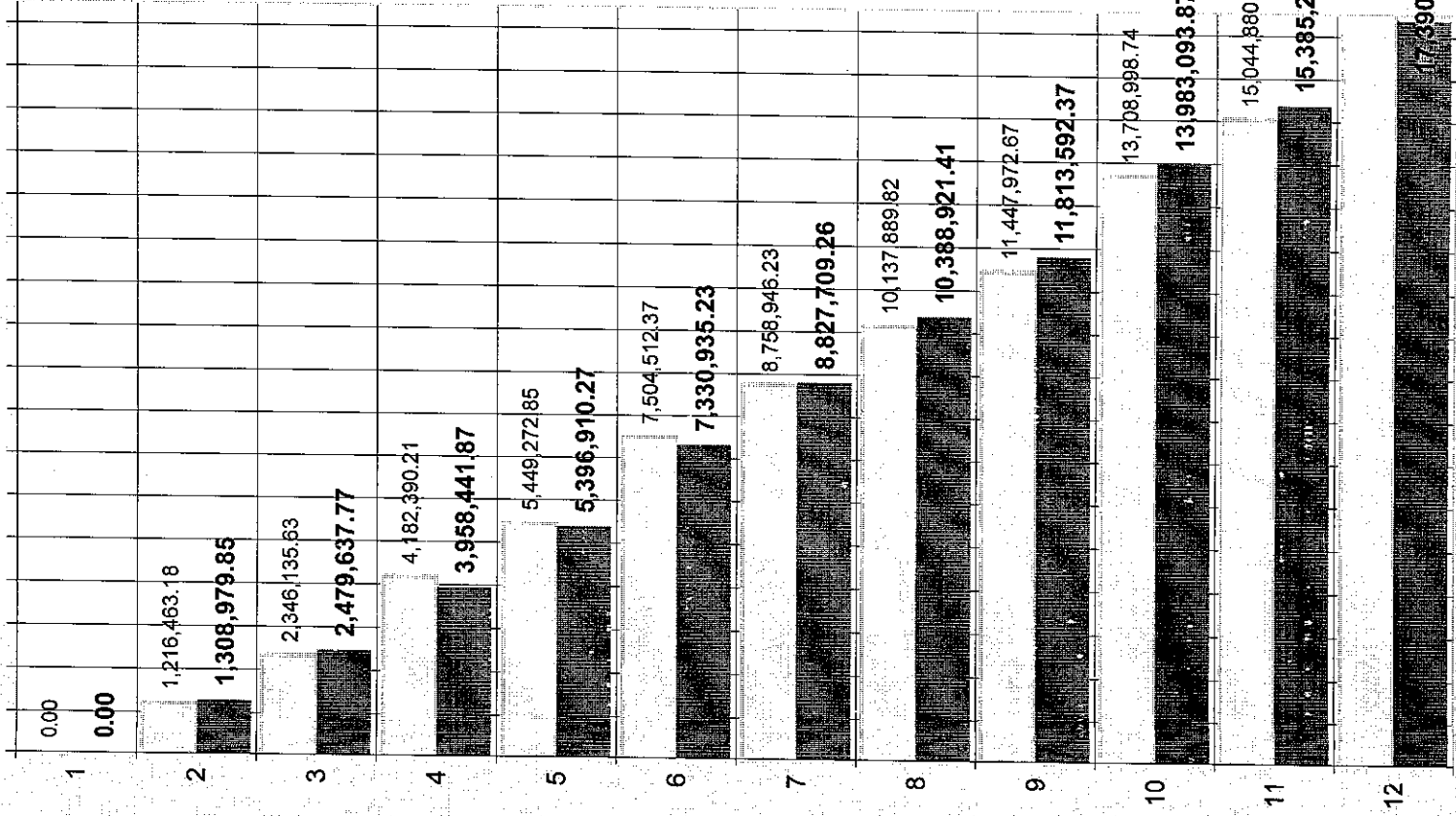
MONTH	2017	TOTAL	2018	TOTAL	DIFFERENCE	PERCENT OF PRIOR YEAR
JANUARY	0.00	0.00	0.00	0.00	0.00	0%
FEBRUARY	1,216,463.18	1,216,463.18	1,308,979.85	1,308,979.85	92,516.67	8%
MARCH	1,129,672.45	2,346,135.63	1,170,657.92	2,479,637.77	133,502.14	6%
APRIL	1,836,254.58	4,182,390.21	1,478,804.10	3,958,441.87	-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	1,561,212.15	10,388,921.41	251,031.59	2%
SEPTEMBER	1,310,082.85	11,447,972.67	1,424,670.96	11,813,592.37	365,619.70	3%
OCTOBER	2,261,026.07	13,708,998.74	2,169,501.50	13,983,093.87	274,095.13	2%
NOVEMBER	1,335,881.82	15,044,880.56	1,402,117.32	15,385,211.19	340,330.63	2%
DECEMBER	3,217,474.93	18,262,355.49	2,005,154.37	17,390,365.56	-871,989.93	-5%
<b>TOTAL</b>	<b>18,262,355.49</b>		<b>17,390,365.56</b>			

<b>2018</b>		<b>YEAR TO DATE ACTUAL</b>	<b>17,390,365.56</b>
<b>BUDGETED SALES TAX</b>	<b>17,600,000.00</b>		
		<b>BUDGET COMPARISON to ACTUAL</b>	<b>-209,634.44</b> <b>-1%</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 REPORT

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

	2018 OCTOBER AMOUNT	2018 NOVEMBER AMOUNT	2017 NOVEMBER AMOUNT	2016 NOVEMBER AMOUNT	2015 NOVEMBER AMOUNT	2014 NOVEMBER AMOUNT
PROPRIETARY AND TRUST FUNDS						
WCCH Funds	11,248,360.87	11,068,782.41	5,073,144.33	806,206.90	833,590.76	1,288,131.59
WCCH (BAN)	720,629.04	716,307.60	1,500,180.83	113,789.21	518,744.58	40,778.85
Trust Funds and Pass Through Acct.	1,214,321.00	1,041,372.94	1,110,281.11	960,179.19	442,393.94	368,344.73
Worker's Compensation Checking						
Worker's Compensation MMII						
Worker's Compensation BOC Investmnt						
WORKERS COMPENSATIONCD	7,088,246.44	7,063,928.03	6,086,534.82	5,379,702.37	5,219,455.46	4,425,538.95
Enterprise and Trust Fund TOTALS	20,271,557.35	19,890,390.98	13,770,141.09	7,259,877.67	7,014,184.74	6,122,794.12
COUNTY FUNDS						
CHECKING/SAVINGS						
GENERAL (CDs)						
GENERAL FUND ACCOUNTS	20,711,435.90	17,315,779.68	15,831,391.85	13,777,319.36	17,314,634.97	16,572,458.82
MACHINERY						
MACHINERY	433,865.97	383,291.99	561,899.72	749,263.01	257,056.40	181,887.54
COUNTY ROAD	1,804,746.30	1,674,486.26	1,126,720.75	686,520.21	160,421.98	878,474.06
SUB-TOTAL OPERATING ACCOUNTS	22,950,048.17	\$ 19,373,557.93	\$ 17,520,012.32	\$ 15,213,102.58	\$ 17,732,113.35	\$ 17,632,820.42
Building Equipment Reserve Chec	579,432.22	532,340.67	939,037.15	1,846,123.50	1,091,289.77	1,658,526.89
Building Equipment Reserve Checking (Fu						
Highway Road CIP-Ckng (Fund 17)	2,243,557.47	2,243,766.46	4,367,486.73	4,928,535.58	731,789.90	1,803,140.15
TOTAL GOVERNMENTAL FUNDS	25,773,037.86	22,149,665.06	22,826,536.20	21,987,761.66	19,555,193.02	21,094,487.46
TOTAL ON DEPOSIT	46,044,595.21	42,040,056.04	36,596,677.29	29,247,639.33	26,569,377.76	27,217,281.58

## 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		27.03	36.4	36.75	43.68	37.24		1,155.30		1,155.30	\$ 1,155.30
WCCH General	351.37	302.60	545.41	600.97	304.79	7139.57	457.17	535.39	22397.27	903.18	1229.62		34,767.34	\$ -	34,767.34	\$ 34,767.34
WCCH BANS	250.32	219.28	199.10	126.97	337.9	287.41	272.97	252.16	200.12	156.06	119.98		2,422.27	\$ -	2,422.27	\$ 2,422.27
COMPENSATION checking	180.04	170.63	183.25	144.37	143.13	4,837.77	255.05	249.42	27,554.55	237.08	222.65		34,177.94			
COMPENSATION (CD)	0.00	0.00	0.00	7,451.89	0.00	0.00				0.00			7,451.89	\$ -	41,629.83	\$ 41,629.83
ENTERPRISE FUNDS information only- not in totals	1,639.31	713.34	957.89	8,354.12	821.56	12,264.75	1,012.22	1,073.37	50,188.69	1,340.00	1,609.49	0.00	79,974.74	0.00	79,974.74	79,974.74
GENERAL	1856.14	2148.53	2,351.09	2,739.38	3,152.62		3519.07	3126.68	24687.36	3223.82	2,745.41		49,550.10	\$ 30,000.00	49,550.10	\$ 19,550.10
													0.00	\$ -	\$ -	\$ -
Highway Equipment BAN Machinery	14.19	14.42	15.11	10.48	12.33	12.83	15.74	24.80	18.21	19.08	18.56		175.75	\$ 120.00	175.75	\$ 55.75
COUNTY ROAD	110.26	74.34	62.83	49.85	43.90	79.80	68.20	79.68	52.53	63.93	88.10		773.42	\$ 600.00	773.42	\$ 173.42
SUB-TOTAL	1,980.59	2237.29	2,429.03	2,799.71	3,208.85	92.63	3,603.01	3,231.16	24,758.10	3,306.83	2,852.07	0.00	50,499.27	\$ 30,720.00	50,499.27	\$ 19,779.27
CAPITAL RESV FUND 12 BUILDING EQUIP RESV	21.86	17.46	18.60	19.21	19.22	20.93	31.59	31.06	28.80	32.28	26.94		267.95	\$ -	267.95	\$ 267.95
HIGHWAY ROAD CAPITAL PROJECT-Fund 1 CIP ROAD Bonding Interest*	147.63	132.82	149.24	135.09	144.27	227.51	336.22	323.34	168.14	190.53	208.99		2,163.78	\$ -	2,163.78	\$ 2,163.78
													0.00	\$ -	\$ -	\$ -
COUNTY FUNDS	2,150.08	2387.57	2,596.87	2,954.01	3,372.34	341.07	3,970.82	3,585.56	24,955.04	3,529.64	3,088.00	0.00	52,931.00	\$ 30,720.00	52,931.00	\$ 22,211.00
<b>Total interest received</b>	3,789.39	3100.91	3,554.76	11,308.13	4,193.90	12,605.82	4,983.04	4,658.93	75,143.73	4,869.64	4,697.49	0.00	132,905.74	30,720.00		

12/27/2018 9:31

By the Chairman of the Finance Committee:

**INVESTMENT POLICY FOR WYOMING COUNTY AMENDED  
(Resolution)**

**BE IT RESOLVED**, That the Wyoming County Board of Supervisors hereby approves and adopts the following investment policy:

**INVESTMENT POLICY FOR WYOMING COUNTY**

**I. SCOPE**

This investment policy applies to all moneys and other financial resources available for investment on its own behalf or on behalf of any other entity or individual.

**II. OBJECTIVES**

The primary objectives of the local government's investment activities are, in priority order,

- \* to conform with all applicable federal, state and other legal requirements (legal);
- \* to adequately safeguard principal (safety);
- \* to provide sufficient liquidity to meet all operating requirements (liquidity); and
- \* to obtain a reasonable rate of return (yield).

**III. DELEGATION OF AUTHORITY**

The governing board's responsibility for administration of the investment program is delegated to the Chief Fiscal Officer who shall establish written procedures for the operation of the investment program consistent with these investment guidelines. Such procedures shall include and adequate internal control structure to provide a satisfactory level of accountability based on a data base or records incorporating description and amounts of investments, transaction dates, and other relevant information and regulates the activities of subordinate employees.

**IV. PRUDENCE**

All participants in the investment process shall seek to act responsibly as custodians of the public trust and shall avoid any transaction that might impair public confidence in the County of Wyoming to govern effectively.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investments, considering the safety of the principal as well as the probable income to be derived.

All participants involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions.

**V. DIVERSIFICATION**

It is the policy of the County of Wyoming to diversify its deposits and investments by financial institution, by investment instrument, and by maturity scheduling.

**VI. INTERNAL CONTROLS**

It is the policy of the County of Wyoming for all moneys collected by any officer or employee of the government to transfer those funds to the chief fiscal officer within 7 days of deposit, or within the time period specified in law, whichever is shorter.



The Chief Fiscal Officer is responsible for establishing and maintaining an internal control structure to provide reasonable, but not absolute, assurance that deposits and investments are safeguarded against loss from un-authorized use or disposition, that transactions are executed in accordance with management's authorization and recorded properly, and is managed in compliance with applicable laws and regulations.

## **VII. DESIGNATION OF DEPOSITARIES**

The banks and trust companies authorized for the deposit of moneys up to the maximum amounts are:

Depository Name	Maximum Amount	Officer
Five Star Bank	\$20,000,000.00	
Tompkins Bank of Castile	\$20,000,000.00	
M & T Bank	\$20,000,000.00	
Steuben Trust Company	\$20,000,000.00	
JP Morgan Chase	\$10,000,000.00	
Key Bank	\$10,000,000.00	

## **VIII. COLLATERALIZING OF DEPOSITS**

In accordance with the provisions of General Municipal Law, Sec.10, all deposits of Wyoming County, including certificates of deposit and special time deposits, in excess of the amount insured under the provisions of the Federal Deposit Insurance Act shall be secured:

1. By a pledge of "eligible securities" with an aggregate "market value" as provided by GML Sec. 10, equal to the aggregate amount of deposits from the categories designated in Appendix A to the policy.
2. By an eligible "irrevocable letter of credit" issued by a qualified bank other than the bank with the deposits in favor of the government for a term not to exceed 90 days with an aggregate value equal to 140% of the aggregate amount of deposits and the agreed upon interest, if any. A qualified bank is one whose commercial paper and other unsecured short-term debt obligations are rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization or by a bank that is in compliance with applicable federal minimum risk-based capital requirements.
3. By an eligible surety bond payable to the government for an amount at least equal to 100% of the aggregate amount of deposits and the agreed upon interest, if any, executed by an insurance company authorized to do business in New York State, whose claims-paying ability is rated in the highest rating category by at least two nationally recognized statistical rating organizations.

## **IX. SAFEKEEPING AND COLLATERALIZATION**

Eligible securities used for collateralizing deposits shall be held by the depository and/or a third party bank or trust company subject to security and custodial agreements.

The security agreement shall provide that eligible securities are being pledged to secure local government deposits together with agreed upon interest, if any, and any costs or expenses arising out of the collection of such deposits upon default. It shall also provide the conditions under which the securities may be sold, presented for payment, substituted or released and the events, which will enable the local government to exercise its rights against the pledged securities. In the event that the securities are not registered or inscribed in the name of the local government, such securities shall be delivered in a form suitable for transfer or with an assignment in blank to the County of Wyoming or its custodial bank.

The custodial agreement shall provide that securities held by the bank or trust company, or agent of and custodian for, the local government, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement should also describe that the custodian shall confirm the receipt, substitution or release of the securities. The agreement shall provide

for the frequency of revaluation of eligible securities and for the substitution of securities when a change in the rating of a security may cause ineligibility. Such agreement shall include all provisions necessary to provide the local government a perfected interest in the securities.

## **X. PERMITTED INVESTMENTS**

As authorized by General Municipal Law, Sec. 11, the County of Wyoming authorizes the Chief Fiscal Officer to invest moneys not required for immediate expenditure for terms not to exceed its projected cash flow needs in the following types of investments:

- \* Special time deposit accounts;
- \* Certificates of deposit;
- \* Obligations of the United States of America;
- \* Obligations guaranteed by agencies of the United States of America where the payment of principal and interest are guaranteed by the United State of America;
- \* Obligations of the State of New York;
- \* Obligations issued pursuant to LFL Sec. 24.00 or 25.00 (with approval of the State Comptroller) by any municipality, school district or district corporation other than the County of Wyoming;
- \* Obligations of public authorities, public housing authorities, urban renewal agencies and industrial development agencies where the general State statutes governing such entities or whose specific enabling legislation authorize such investments.
- \* Certificates of Participation (COP's) issued pursuant to GML Sec. 109b.
- \* Obligations of this local government, but only with any moneys in a reserve fund established pursuant to GML Sec. 6-c, 6-d, 6-e, 6-g, 6-h, 6-j, 6-k, 6-l, 6-m, or 6-n.

All investment obligations shall be payable or redeemable at the option of the County of Wyoming within such times as the proceeds will be needed to meet expenditures for purposes for which the moneys were provided and, in the case of obligations purchased with the proceeds of bonds or notes, shall be payable or redeemable at the option of the County of Wyoming within two years of the date of purchase.

## **XI. AUTHORIZED FINANCIAL INSTITUTIONS AND DEALERS**

The County of Wyoming shall maintain a list of financial institutions and dealers approved for investment purposes and establish appropriate limits to the amount of investments, which can be made with each financial institution or dealer. All financial institutions with which the local government conducts business must be credit worthy. Banks shall provide their most recent Consolidated Report of Condition (Call Report) at the request of the County of Wyoming. Security dealers not affiliated with a bank shall be required to be classified as reporting dealers affiliated with the New York Federal Reserve Bank, as primary dealers. The Chief Fiscal Officer is responsible for evaluating the financial position and maintaining a listing of proposed depositaries, trading partners and custodians. Such listings shall be evaluated at least annually.

The County may, in its discretion, authorize a bank designated for the deposit of County funds to arrange for the redeposit of such funds in one or more banking institutions, for the account of the County, through a deposit placement that meets the conditions set forth in General Municipal Law Section 10(2)(a)(ii).

## **XII. PURCHASE OF INVESTMENTS**

The Chief Fiscal Officer is authorized to contract for the purchase of investments:

1. Directly, including through a repurchase agreement, from an authorized trading partner.
2. By participation in a cooperative investment program with another authorized governmental entity pursuant to Article 5G of the General Municipal Law where such program meets all the requirements set

forth in the Office of the State Comptroller Opinion No. 88-46, and the specific program has been authorized by the governing board.

3. By utilizing an ongoing investment program with an authorized trading partner pursuant to a contract authorized by the governing board.

All purchased obligations, unless registered or inscribed in the name of the local government, shall be purchased through, delivered to and held in the custody of a bank or trust company. Such obligations shall be purchased, sold or presented for redemption or payment by such bank or trust company only in accordance with prior written authorization from the officer authorized to make the investment. All such transactions shall be confirmed in writing to the County of Wyoming by the bank or trust company. Any obligation held in the custody of a bank or trust company shall be held pursuant to a written custodial agreement as described in General Municipal Law, Sec. 10.

The custodial agreement shall provide that securities held by the bank or trust company, as agent of and custodian for, the local government, will be kept separate and apart from the general assets of the custodial bank or trust company and will not, in any circumstances, be commingled with or become part of the backing for any other deposit or other liabilities. The agreement shall describe how the custodian shall confirm the receipt and release of the securities. Such agreement shall include all provisions necessary to provide the local government a perfected interest in the securities.

### **XIII. REPURCHASE AGREEMENTS**

Repurchase agreements are authorized subject to the following restrictions:

- All repurchase agreements must be entered into subject to a Master Repurchase Agreement.
- Trading partners are limited to banks or trust companies authorized to do business in New York State and primary reporting dealers.
- Obligations shall be limited to obligations of the United States of America and obligations guaranteed by agencies of the United States of America.
- No substitution of securities will be allowed.
- The custodian shall be a party other than the trading partner.

### **APPENDIX A**

#### **Schedule of Eligible Securities**

- (i) Obligations issued, or fully insured or guaranteed as to the payment of principal and interest, by the United States of America, an agency thereof or a United States government sponsored corporation.
- (ii) Obligations issued or fully guaranteed by the International Bank for Reconstruction and Development, the Inter-American Development Bank, and the Asian Development Bank, and the African Development Bank.
- (iii) Obligations partially insured or guaranteed by any agency of the United States of America, at a proportion of the market Value of the obligation that represents the amount of the insurance or guaranty.
- (iv) Obligations issued or fully insured or guaranteed by the State of New York, obligations issued by a municipal corporation, school district or district corporation of such State or obligations of any public benefit corporation, which under a specific State statute may be accepted as security for deposit of public moneys.
- (v) Obligations issued by states (other than the State of New York) of the United States rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.

- (vi) Obligations of Puerto Rico rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.
- (vii) Obligations of counties, cities and other governmental entities of a state other than the State of New York having the power to levy taxes that are backed by the full faith and credit of such governmental entity and rated in one of the three highest rating categories by at least one nationally recognized statistical rating organization.
- (viii) Obligations of domestic corporations rated in one of the two highest rating categories by at least one nationally recognized statistical rating organization.
- (ix) Any mortgage related securities, as defined in the Securities Exchange Act of 1934, as amended, which may be purchased by banks under the limitations established by bank regulatory agencies.
- (x) Commercial paper and banker's acceptances issued by a bank, other than the Bank, rated in the highest short term category by at least one nationally recognized statistical rating organization and having maturities of not longer than 60 days from the date they are pledged.
- (xi) Zero coupon obligations of the United States government marketed as "Treasury strips". and be it

**FURTHER RESOLVED,** That the Chairman of this Board and/or the County Treasurer, with the approval of the County Attorney, are hereby authorized and directed to sign Custodial Agreements with the different area banks or their agents to maintain pledged securities to cover deposits made by the County of Wyoming.

**2019 WYOMING COUNTY COMMUNITY HOSPITAL SALARY SCHEDULE "C"**

		FLSA \$43,264	2019										
Official Civil Service Titles	Position Code	Exempt	Res. #	Effective Date	Annual Hours	2018	% inc.	Market Adj.	Hourly Wage	Annual Salary Equivalent	Salary	Notes	
<b>ACUTE QUALITY</b>													
Quality and Risk Management Coordinator	02.160.545	✓	18-575	01/01/2019	2080	63,000	1,260				64,260		
Quality Assurance Specialist/Infection Prevention	02.166.557	✓	18-575	01/01/2019	2080	76,500	1,530				78,030		
<b>ADMINISTRATION</b>													
Administrative Assistant	12.167.476	✓	16-230		2080	51,000	0				51,000	Vacant	
Chief Operating Officer	01.150.300	✓	18-575	01/01/2019	2080	106,802	2,136				108,938		
Executive Assistant	12.177.571	✓	18-575	01/01/2019	2080	59,000	1,180				60,180		
<b>ADULT DAY CARE (SNF)</b>													
Program Director	02.152.513	✓	16-230		2080	65,000	0				65,000	Vacant	
Stipend for Director of SNF Education/Infection Preventionist	01.323.573		18-574	09/02/2018	2080	8,500	0				8,500	Annual	
Stipend for the Director of Nursing (Nursing Facility)	02.140.096		18-574	09/02/2018	2080	5,000	0		-		5,000	Abolished 09/02/2018	
Stipend for the Assistant Director of Nursing (Nursing Facility)	02.165.297		18-574	09/02/2018	2080	6,500	0		-		6,500	Abolished 09/02/2018	
<b>BIOMEDICAL ENGINEERING</b>													
Biomedical Supervisor	02.162.547	✓	18-575	01/01/2019	2080	70,227	1,405				71,632		
<b>CLINIC ADMINISTRATION</b>													
Clinic Officer Manager	02.206.525	✓	18-575	01/01/2019	2080	72,000	720				72,720		
<b>CLINIC BILLING</b>													
Clinic Billing Manager	02.207.581		18-575	01/01/2019	2080	45,000	0.2163		21.6347	45,000			
<b>EMERGENCY</b>													
Director of Emergency Services	01.320.505	✓	18-575	01/01/2019	2080	81,000	0	2,430			83,430		
<b>FISCAL SERVICES</b>													
Assistant Director of Finance	02.111.135	✓	18-575	01/01/2019	2080	65,106	1,302				66,408		
Director of Reimbursement/Quality and SNF Rehabilitation	02.204.531	✓	18-575	01/01/2019	2080	99,000	1,980				100,980		
Manager of Budget and Financial Analysis	01.132.555	✓	18-575	01/01/2019	2080	90,000	1,800				91,800		
<b>HOSPITAL INFORMATICS</b>													
Healthcare Information Specialist	01.616.344	✓	18-575	01/01/2019	2080	56,238	1,125				57,363		
Director of Utilization Review and Health Information Management	01.168.523	✓	18-575	01/01/2019	2080	83,232	1,665				84,897		
<b>IMAGING AND TESTING</b>													
Director of Outpatient Services	01.602.100	✓	18-575	01/01/2019	2080	79,070	0	2,930			82,000		
<b>INFORMATION SYSTEMS</b>													
Director of Healthcare Information Systems	01.613.307	✓	18-575	01/01/2019	2080	74,146	1,483				75,629		
Stipend for the Director of Healthcare Information Systems	01.613.307		17-490		2080	3,500	0				3,500	Annual	
On-call pay for Director of Healthcare Information Systems	01.613.307				2080							See below	
Network Administrator II	12.307.507	✓	18-575	01/01/2019	2080	68,500	1,370				69,870		
On-call pay for Network Administrator II	12.307.507				2080							See below	
Network Administrator I	12.310.588	✓	18-574	01/01/2019	2080	0						\$50,000 - 60,000 range	
<b>LABORATORY</b>													
Laboratory Services Director	01.171.562	✓	18-575	01/01/2018	2080	86,500	865				87,365		
<b>MEDICAL DIRECTOR</b>													
Administrative Secretary	12.161.013		18-575	01/01/2019	2080	18,3548	0.3671		18.7219	38,942		2018 salary was \$38,178 annual	
Stipend for the Administrative Secretary	12.161.013		18-280	12/16/2018	2080	500	0		-		500	Expired	

Official Civil Service Titles	Position Code	Exempt	Res. #	Effective Date	Annual Hours	2018	% inc.	Market Adj.	Hourly Wage	Annual Salary Equivalent	Salary	Notes
<b>MEDICAL SURGICAL UNIT/3RD FLOOR</b>												
Director of Medical/Surgical, Intensive Care	01.170.558	J	18-575	01/01/2019	2080	79,500		2,385			81,885	
<b>MENTAL HEALTH UNIT</b>												
Director of Behavioral Health	01.152.423	J	18-575	01/01/2019	2080	74,848		7,152			82,000	
Stipend for the Director of Behavioral Health	01.152.423		18-435	9/30/2018	2080	384.62	0				384.62	Plus corresponding fringes, payable each bi-weekly payroll period while providing social work services for the Skilled Nursing Facility
<b>NURSING FACILITY ADMINISTRATION</b>												
Administrative Secretary	12.550.013		18-575	01/01/2019	2080	19,2302	0.3846		19.6148	40,799		2018 salary was \$39,999 annual
Stipend for the Administrative Secretary	12.550.013		18-280	12/16/2018	2080	500	0		-		500	Expired
Assistant Administrator		J	16-230		2080	58,157	0				58,157	Reclassified to Asst Admin/DON 10/19/2012
Assistant Administrator/Director of Nursing	02.147.491	J	16-230		2080	74,984	0				74,984	Vacant
Assistant Director of Nursing (Nursing Facility)	02.165.297	J	18-280	06/12/2018	2080	78,550	0				78,550	Vacant
Director of Nursing (Nursing Facility)	02.140.096	J	18-574	09/02/2018	2080	89,000	0				89,000	
Director of Nursing (Nursing Facility)	02.140.096	J	18-575	01/01/2019	2080	89,000	890				89,890	
Director of SNF Education/Infection Preventionist	01.323.573	J		09/02/2018	2080	76,000	0				76,000	
Director of SNF Education/Infection Preventionist	01.323.573	J	18-575	01/01/2019	2080	76,000	760				76,760	
Nursing Facility Administrator	01.120.293	J	18-575	01/01/2019	2080	121,686	2,434				124,120	
RN Supervisor SNF (Per Diem)	02.155.567		18-240	4/25/2018	2080	\$150/4 hour shift					\$150/4 hour shift	2 positions added
RN Supervisor SNF (Per Diem)	02.156.567		18-240	4/25/2018	2080	\$150/4 hour shift					\$150/4 hour shift	2 positions added
RN Supervisor SNF (Per Diem)	02.157.567		18-240	4/25/2018	2080	\$150/4 hour shift					\$150/4 hour shift	2 positions added
RN Supervisor SNF (Per Diem)	02.158.567		18-240	4/25/2018	2080	\$150/4 hour shift					\$150/4 hour shift	2 positions added
RN Supervisor SNF (Per Diem)	02.159.567		18-240	4/25/2018	2080	\$150/4 hour shift					\$150/4 hour shift	2 positions added
RN Supervisor SNF (Per Diem)	02.163.567		18-240	4/25/2018	2080	\$150/4 hour shift					\$150/4 hour shift	2 positions added
RN Supervisor SNF (Per Diem)	02.164.567		18-240	4/25/2018	2080	\$150/4 hour shift					\$150/4 hour shift	2 positions added
RN Supervisor SNF (Per Diem)	02.167.567		18-240	4/25/2018	2080	\$150/4 hour shift					\$150/4 hour shift	2 positions added
RN Supervisor SNF (Per Diem)	02.168.567		18-240	4/25/2018	2080	\$150/4 hour shift					\$150/4 hour shift	2 positions added
<b>NURSING ADMINISTRATION (ACUTE)</b>												
Administrative Secretary	12.169.013		18-575	01/01/2019	2080	16,5552	0.3311		16.8863	35,124		2018 salary was \$34,435 annual
Stipend for the Administrative Secretary	12.169.013		18-280	12/16/2018	2080	500	0		-		500	Expired
Director of Nursing	01.130.095	J	18-575	01/01/2019	2080	101,500	2,030				103,530	
Nursing Supervisor Per Diem in the Nursing Service Office	02.148.502		17-490		2080	\$150/4 hour shift					\$150/4 hour shift	
Nursing Supervisor Per Diem in the Nursing Service Office	02.149.502		17-490		2080	\$150/4 hour shift					\$150/4 hour shift	
Nursing Supervisor Per Diem in the Nursing Service Office	02.151.502		17-490		2080	\$150/4 hour shift					\$150/4 hour shift	
Nursing Supervisor Per Diem in the Nursing Service Office	02.153.502		17-490		2080	\$150/4 hour shift					\$150/4 hour shift	
Nursing Supervisor Per Diem in the Nursing Service Office	02.154.502		17-490		2080	\$150/4 hour shift					\$150/4 hour shift	
<b>OB-CLINIC</b>												
OBGYN Clinic Office Manager	02.205.525			12/3/2018	2080	20,8081	0		20.8081	43,281		2018 salary was \$43,281 annual
<b>OPERATING ROOM</b>												
Director of Surgical Services & Maternity and Women's Health	01.322.537	J	18-575	01/01/2019	2080	85,508	1,710				87,218	
<b>PATIENT ACCOUNTS</b>												
Revenue Cycle/Business Office Manager	01.624.498	J	18-280	Effective first payroll on or after 1/1/2018	2080	72,621	0				72,621	Vacant
Interim Revenue Cycle/Business Office Manager	01.626.498	J		11/13/2018	2080	58,240	0				58,240	
<b>PATIENT AND FAMILY SERVICES</b>												
Clinical Documentation Improvement Coordinator	02.161.548	J	18-575	01/01/2019	2080	67,320	673				67,993	

Official Civil Service Titles	Position Code	Exempt	Res. #	Effective Date	Annual Hours	2018	% inc.	Market Adj.	Hourly Wage	Annual Salary Equivalent	Salary	Notes
<b>PHARMACY</b>												
Pharmacy Director	01.172.585	J	18-574	09/26/2018	2080	114,000	0				114,000	
<b>PHYSICAL THERAPY</b>												
Director of Therapy Services Acute and Outpatient	02.203.532	J	18-575	01/01/2019	2080	90,613	1,812				92,425	
<b>PLANT MAINTENANCE</b>												
Director of Plant Operations	01.625.574	J	18-575	01/01/2019	2080	88,000	880				88,880	
Maintenance Supervisor	02.109.444	J	18-575	01/01/2019	2080	62,424	1,248				63,672	
<b>WORKPLACE HEALTH SERVICES</b>												
Director of WPHS, Clinic Quality & Corporate Compliance	01.167.524	J	18-575	01/01/2019	2080	90,058	1,801				91,859	
<b>Information Systems On-Call Details</b>												
Weekends/Holidays:			18-309	7/10/2018								
\$100 per shift beginning Fri. 5pm - Sat. 11:59pm												
\$100 per shift beginning Sun. 12:01am - Mon. 7am												
Weekdays:												
\$50 per shift each weekday shift beginning:												
Mon. 5pm - Tues. 7am												
Tues. 5pm - Wed. 7am												
Wed. 5 p, - Thur. 7 am												
Thur. 5pm to Fri. 7am												