

West Park Hospital District Board of Trustees

Regular Board Meeting

Pitchfork Room – West Park Hospital, 707 Sheridan Avenue, Cody, Wyoming

February 28, 2024

6:00 PM

Trustees Present:

Ty Nelson, Chairman
Kelly Simone, Vice-Chair
Jen Talich, Secretary
Angie Johnson, Trustee
Howard Thompson, Trustee
Peter Sidor, MD, Trustee
Brad Low, MD, Ex Officio

Absent:

Glenn Nielson, Treasurer

Also Present:

Doug McMillan, CEO
Hannah McRae, CFO
Kim Jacobs, Executive Assistant
Keith Ungrund, CCO
Stephanie Kearney, CAO
Laurie Torczon, Surgical Services
Jennifer Roney, Quality/Compliance
Phillip Franklin, EMS

Mary Reed, Board attorney
Natalie Agudo, Med Staff Services
Steve Humphries Wadsworth, CMC
John Turner, Ovation Health
Carrie Steckler, Rev Cycle
Kathleen DiVincenzo, MD
Josh Howard, Facilities
Melinda "Leigh" Johnson

- I. **Call to Order:** Ty Nelson, Vice-Chair called the meeting to order at 6:00 PM.
- II. **Mission, Vision, and Values:** Jen Talich read the Mission, Vision, and Values.
- III. **Approval of Agenda**
 - *ANGIE JOHNSON MOVED TO APPROVE THE AGENDA WITH THE ADDITION OF PROVIDER RECRUITMENT UPDATE TO OLD BUSINESS. KELLY SIMONE SECONDED. MOTION CARRIED.*
- IV. **Conflict of Interest**

Peter Sidor declared a conflict of interest in reference to Item G and recused himself from related discussion.
- V. **Consent Agenda**

The following consent agenda items were presented for approval:

 - January 31, 2024, BOT Minutes
 - January 2024 Vouchers
 - *KELLY SIMONE MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*

VI. Old Business

- A. Ovation Healthcare Leadership Conference Update:** Doug McMillan discussed the conference held in Austin, Tx and shared that Doug, Hannah, Ty, Howard, and Angie attended. Approximately 300 attended and the Speakers were great.
- B. Provider Recruitment:** Stephanie Kearney, CAO presented the following report:
Psychiatry: 2 phone screenings in the past month. Onsite interview scheduled in April.
OBGYN: Onsite visit scheduled in March plus several phone screenings completed.
Orthopedic APP: Employment agreement has been accepted and is in the packet for board approval.
LTCC APP: Employment agreement has been accepted and is in the packet for board approval.
- C. Other Old Business:** None.

VII. New Business

- A. Employee and Director of the Year:** Laurie Torczon, Surgical Services was named Director of the Year and Melinda "Leigh" Johnson was named Employee of the Year.
- B. ACTION – Linear Accelerator Project Architecture and Engineering Proposal:** Doug McMillan presented and requested approval of the Linear Accelerator Project Management Proposal with JJCA in the amount of \$84,000 for architectural and engineering fees.
- *KELLY SIMONE MOVED TO APPROVE THE PROPOSAL AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- C. ACTION – Employment Agreement – Jeff Turner, PA-C:** Stephanie Kearney presented and requested approval of an employment agreement for Jeff Turner, PA-C.
- *KELLY SIMONE MOVED TO APPROVE THE AGREEMENT AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*
- D. ACTION – Employment Agreement – Molly Quaranto, PA-C:** Stephanie Kearney presented and requested approval of an employment agreement for Molly Quaranto, PA-C.
- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. ANGIE JOHNSON SECONDED. MOTION CARRIED.*
- E. ACTION – Physician Recruitment Policy:** Doug McMillan presented and requested approval of revisions to the Physician Recruitment Policy.
- *JEN TALICH MOVED TO APPROVE THE POLICY AS PRESENTED. PETER SIDOR SECONDED. ALL IN FAVOR.*
- F. ACTION – Radiologist Search Assistance/Physician Recruitment:** Doug McMillan presented and requested approval of developing an agreement to support Dr. Graham in his search. The agreement would come back to the board for approval .
- *HOWARD THOMPSON MOVED TO PROCEED TO DEVELOP AN AGREEMENT AS PRESENTED. JEN TALICH SECONDED. ALL IN FAVOR.*

PETER SIDOR LEFT THE ROOM.

- G. DISCUSSION – Pediatric Provider Search:** Discussion ensued regarding initiating a search for a Pediatric Provider to assist with the Pediatric Call Program.

PETER SIDOR RETURNED TO THE ROOM

- H. ACTION – Washakie Ambulance Service Agreement:** Keith Ungrund presented and requested approval of a new service agreement with Washakie County to provide ambulance services.
- *KELLY SIMONE MOVED TO APPROVE THE AGREEMENT. ANGIE JOHNSON SECONDED. MOTION CARRIED.*
- I. ACTION – South Big Horn Ambulance Service Agreement:** Keith Ungrund presented and requested approval of a new service agreement with Big Horn County Rural Health Care District #1 to provide ambulance services.
- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT PENDING LEGAL REVIEW. ANGIE JOHNSON SECONDED. MOTION CARRIED.*
- J. ACTION – Smoke Detector Replacement Project:** Brad Tyer presented and requested approval of the smoke detector replacement project at a cost of \$52,073. This request is budgeted for \$79,891.
- *JEN TALICH MOVED TO APPROVE THE PURCHASE AS PRESENTED. KELLY SIMONE SECONDED. MOTION CARRIED.*
- K. ACTION – Pneumoclear CO2 Conditioning Insufflator Kit:** Laurie Torczon presented and requested approval to purchase a Styker Pneumoclear CO2 Conditioning Insufflator Kit at a cost of \$12,900.12. This item is part of the da Vinci Robotics project and is not budgeted.
- *JEN TALICH MOVED TO APPROVE THE PURCHASE AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*
- L. ACTION – Policy on Providing Information about False Claims Act:** Jennifer Roney presented and requested approval of revisions to the Policy on Providing Information about False Claims Act.
- *JEN TALICH MOVED TO APPROVE THE POLICY AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- M. ACTION – Provider Payments Policy:** Jennifer Roney presented and requested approval of revisions to the Provider Payments Policy.
- *HOWARD THOMPSON MOVED TO APPROVE THE POLICY AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- N. ACTION – Internal Compliance Investigation Policy:** Jennifer Roney presented and requested approval of revisions to the Internal Compliance Investigation Policy.
- *KELLY SIMONE MOVED TO APPROVE THE POLICY AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- O. ACTION – Reporting of Compliance Incidents Policy:** Jennifer Roney presented and requested approval revisions to the Reporting of Compliance Incidents Policy.
- *HOWARD THOMPSON MOVED TO APPROVE THE POLICY AS PRESENTED. KELLY SIMONE SECONDED. MOTION CARRIED.*
- P. INFORMATION – BOT Committee Appointments:** Ty Nelson assigned committees to the trustees keeping the assignments the same as 2023, as follows: Finance: Ty Nelson, Kelly Simone, Glenn Nielson; Executive: Ty Nelson, Kelly Simone, Howard Thompson; Home Health/Hospice: Jen Talich; QI Counsel: Ty Nelson; Corporate Compliance: Jen Talich, Glenn Nielson; Pension Plan: Peter Sidor; Building & Grounds: Howard Thompson, Peter Sidor; Cody Medical Foundation: Kelly Simone; NWSC: Peter Sidor; CRH Foundation: Howard Thompson; Seedlings Center: Jen Talich; Benefits Committee: Glenn Nielson.
- Q. Other New Business:** None discussed.

VIII. Medical Staff Report

- **ACTION – Robotic Assisted Surgery Delineation:** Dr. Brad Lowe presented and requested approval of Robotic Assisted Surgery Delineation.
 - *HOWARD THOMPSON MOVED TO APPROVE THE MODERATE SEDATION DELINEATION AS PRESENTED. ANGIE JOHNSON SECONDED. MOTION CARRIED.*
- **ACTION – Credentials Report:** Dr. Brad Low presented the credentials report to the board and requested approval.
 - *KELLY SIMONE MOVED TO APPROVE THE CREDENTIALS REPORT AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*

IX. Finance Report

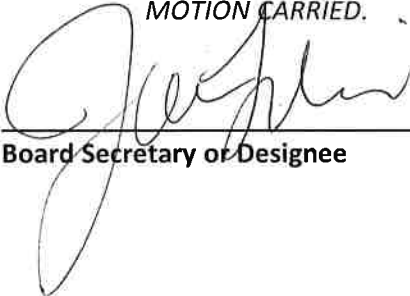
Hannah McRae, CFO presented a financial update.

X. Executive Session

AT 8:17 PM KELLY SIMONE MOVED TO GO INTO EXECUTIVE SESSION TO RECEIVE INFORMATION CLASSIFIED AS CONFIDENTIAL BY LAW – PERSONNEL PURSUANT TO WYO. STAT. §16-4-405(a)(ix). ANGIE JOHNSON SECONDED. MOTION CARRIED.

XI. Adjournment

AT 9:25 PM JEN TALICH MOVED TO ADJOURN THE MEETING. ANGIE JOHNSON SECONDED. MOTION CARRIED.



Board Secretary or Designee Date

 *4/3/2024*

Recording Secretary Date