

## West Park Hospital District Board of Trustees

Regular Board Meeting

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

October 25, 2023

6:00 PM

### Trustees Present:

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

### Absent:

### Also Present:

Doug McMillan, CEO  
Hannah McRae, CFO  
Kim Jacobs, Executive Assistant  
Dick Smith, HRO  
Keith Ungrund, CCO  
Laurie Torczon, Surgical Services  
Brandon Mickelson, CLA  
Meghan Cheney, Benefits Coordinator

Mary Reed, Attorney  
Natalie Agudo, Med Staff Services  
Steve Humphries Wadsworth, CMC  
John Turner, Ovation Health  
Carrie Steckler, Rev Cycle  
Tanya Schnell, DO  
Luke Sypherd, EMS

- I. **Call to Order:** Ty Nelson, 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**
  - *KELLY SIMONE MOVED TO APPROVE THE AGENDA WITH THE DELETION OF ITEM VII(A). JEN TALICH SECONDED. MOTION CARRIED.*
- IV. **Conflict of Interest**

None Disclosed
- V. **Consent Agenda**

The following consent agenda items were presented for approval:

  - September 27, 2023 BOT Minutes
  - September 27, 2023 Work Session Minutes
  - August 2023 Vouchers
  - *KELLY SIMONE MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*

**VI. Old Business**

- A. Physician Recruitment:** Doug McMillan, CEO presented the following report:  
Pulmonology: Dr. Tara Taylor has accepted her LOI with plans to start a pulmonology program.  
General Surgery: Conducted a site visit with a husband and wife team, hospitalist and general surgeon. Went very well. Have one more hospitalist interview scheduled.  
Hospitalist: Dr. Roy Peters starts as a Hospitalist in November  
Psychiatry: Search continues.  
Orthopedics APP: Working to schedule interviews with several candidates.  
Pediatric NP: Search continues.
- B. Strategic Planning:** Ginnie Berg, Ovation, appeared electronically and presented the 2024 - 2026 Strategic Plan for review and approval.  
○ *JEN TALICH MOVED TO APPROVE THE 2024-2026 STRATEGIC PLAN AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- C. Other Old Business:**

**VII. New Business**

- A. ITEM DELETED**
- B. ACTION – FY 2023 Audit Report** – Brandon Mickelson of Clifton, Larsen and Allen presented the findings from the FY 2023 audit.  
○ *PETER SIDOR MOVED TO APPROVE THE FY 2023 AUDIT REPORT AS PRESENTED. JEN TALICH SECONDED. ALL IN FAVOR.*
- C. ACTION – Health Insurance Plan Renewal** – Scott Arnim of Gallagher & Associates appeared electronically and presented the recommendations for the Employee Health Insurance plan renewal. Recommendation to keep rates static, add a mental health therapy benefit, maintain the current budget, add Transitions to assist employees with Medicare transition when appropriate.  
○ *KELLY SIMONE MOVED TO APPROVE THE EMPLOYEE HEALTH INSURANCE PLAN AS PRESENTED. ANGIE JOHNSON SECONDED. ALL IN FAVOR.*
- D. ACTION – Employment Agreement – Andrew Hoene, M.D.:** Doug McMillan, CEO presented and requested approval of an employment agreement for Andrew Hoene, M.D., Emergency Medicine.  
○ *KELLY SIMONE MOVED TO APPROVE THE AGREEMENT AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- E. ACTION – ED Medical Director Agreement –Andrew Hoene, M.D.:** Doug McMillan, CEO presented and requested approval of an Emergency Department medical director agreement for Andrew Hoene, M.D., Emergency Medicine.  
○ *JEN TALICH MOVED TO APPROVE THE AGREEMENT. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- F. ACTION – Employment Agreement Amendment – Stephanie Knodel, M.D.:** Doug McMillan, CEO presented and requested approval of an employment agreement amendment for Stephanie Knodel, M.D., Emergency Medicine.  
○ *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*

- G. ACTION – Employment Agreement Amendment – Kevin Dougherty, M.D.:** Doug McMillan, CEO presented and requested approval of an employment agreement amendment for Kevin Dougherty, M.D., Emergency Medicine.
- *KELLY SIMONE MOVED TO APPROVE THE AGREEMENT AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- H. ACTION – Employment Agreement Amendment – Lisa Flora, M.D.:** Doug McMillan, CEO presented and requested approval of an employment agreement amendment for Lisa Flora, M.D., Emergency Medicine.
- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*
- I. ACTION – Employment Agreement – Tara Leigh Taylor, M.D.:** Doug McMillan, CEO presented and requested approval of an employment agreement for Tara Taylor, M.D., Pulmonology.
- *KELLY SIMONE MOVED TO APPROVE THE AGREEMENT AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*
- J. ACTION – Employment Agreement – Jeffrey Campsen, M.D.:** Doug McMillan, CEO presented and requested approval of a per diem employment agreement for Jeffrey Campsen, M.D., General Surgery.
- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- K. ACTION – WPAC Anesthesia Agreement Amendment.:** Doug McMillan, CEO presented and requested approval of an amendment to the WPAC Anesthesia Agreement.
- *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. KELLY SIMONE SECONDED. MOTION CARRIED.*
- L. ACTION – Bronchoscopy Equipment:** Laurie Torczon, Surgical Services Director presented and requested approval to purchase Bronchoscopy Equipment in the amount of \$152,188.96. This item was not budgeted but is necessary for the new pulmonology service line.
- *JEN TALICH MOVED TO APPROVE THE PURCHASE AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- M. ACTION – EMS Supply & Equipment Dispensing System:** Luke Sypherd, EMS presented and requested approval to purchase a supply & equipment dispensing system for their remote stations in the amount of \$45,536.32. This item was not budgeted but will be reimbursed 100% by the CEMS grant.
- *JEN TALICH MOVED TO APPROVE THE PURCHASE AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*
- N. ACTION – EMS PA and Projector System:** Luke Sypherd, EMS presented and requested approval to purchase a PA and projector system in the amount of \$14,735.90. This item was not budgeted but will be reimbursed 100% by the CEMS grant.
- *JEN TALICH MOVED TO APPROVE THE PURCHASE AS PRESENTED. ANGIE JOHNSON SECONDED. MOTION CARRIED.*
- O. ACTION – Paid Time Off Policy Revisions:** Dick Smith, HRO presented and requested approval of revisions to the Paid Time Off Policy.
- *GLENN NIELSON MOVED TO APPROVE THE POLICY AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*

P. **Other New Business:** Doug McMillan, CEO, reported on the DaVinci demonstration. There is a lot of interest from the physicians and all general surgery candidates have been trained on the system. Currently collecting more information and working on a proforma.

VIII. **Medical Staff Report**

- **ACTION – Credentials Report:** Dr. Brad Low presented the credentials report to the board and requested approval.
  - *JEN TALICH MOVED TO APPROVE THE CREDENTIALS REPORT WITH THE EXCEPTION OF EMILY RISLEY, FNP WHO IS APPROVED PENDING RECEIPT OF CERTIFICATE OF INSURANCE AND ROY PETERS, MD WHO IS APPROVED PENDING RECEIPT OF CSR, DEA AND CERTIFICATE OF INSURANCE. KELLY SIMONE SECONDED. MOTION CARRIED.*

IX. **Finance Report**

Hannah McRae, CFO presented a financial update.

X. **Executive Session**

*AT 810 PM JEN TALICH MOVED TO GO INTO EXECUTIVE SESSION TO RECEIVE INFORMATION CLASSIFIED AS CONFIDENTIAL BY LAW – PERSONNEL PURSUANT TO WYO. STAT. §16-4-405(a)(x). KELLY SIMONE SECONDED. MOTION CARRIED*

XI. **Adjournment**

*AT 10:00 PM GLENN NIELSON MOVED TO ADJOURN THE MEETING. PETER SIDOR SECONDED. MOTION CARRIED.*

	12-13-23		12/13/2023
Board Secretary or Designee	Date	Recording Secretary	Date