

West Park Hospital District Board of Trustees

Regular Board Meeting

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

September 27, 2023

6:00 PM

Trustees Present:

Kelly Simone, Vice-Chair
Glenn Nielson, Treasurer
Jen Talich, Secretary
Lenox Baker, MD, Trustee
Howard Thompson, Trustee
Peter Sidor, MD, Trustee
Brad Low, MD, Ex Officio

Absent:

Ty Nelson, Chairman

Also Present:

Doug McMillan, CEO
Hannah McRae, CFO
Kim Jacobs, Executive Assistant
Dick Smith, HRO
Keith Ungrund, CCO
Stephanie Kearney, CAO
Laurie Torczon, Surgical Services

Mary Reed, Attorney
Natalie Agudo, Med Staff Services
Steve Humphries Wadsworth, CMC
John Turner, Ovation Health
Ashley Trudo, Marketing
Jen McKibben, Marketing

- I. **Call to Order:** Kelly Simone, Vice-Chair called the meeting to order at 6:02 PM.
- II. **Mission, Vision, and Values:** Jen Talich read the Mission, Vision, and Values.
- III. **Approval of Agenda**
 - *HOWARD THOMPSON MOVED TO APPROVE THE AGENDA AS PRESENTED. LENOX BAKER SECONDED. MOTION CARRIED.*
- IV. **Conflict of Interest**

None Disclosed
- V. **Consent Agenda**

The following consent agenda items were presented for approval:

 - August 23, 2023 BOT Minutes
 - August 23, 2023 Work Session Minutes
 - August 30, 2023 Special BOT Minutes
 - August 2023 Vouchers
 - *HOWARD THOMPSON MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*

VI. Old Business

- A. Physician Recruitment:** Stephanie Kearney, CAO presented the following report:
Pulmonology: Dr. Tara Taylor has accepted her LOI with plans to start pulmonology program;
General Surgery: Many candidates have been interviewed, extended onsite interview invitations to two candidates.
Doug McMillan, CEO presented the following report:
Hospitalist: Candidate coming onsite end of October. A current locum is interested in permanent placement; and a resident is applying.
- B. DaVinci Robot Demonstration:** Doug McMillan, CEO invited the board members to the demonstration scheduled for October 16-17.
- C. Strategic Planning Update:** Doug McMillan, CEO reported that the Retreat was held on Sept. 13 and 14. Review of draft plan scheduled for October 1.
- D. Other Old Business:** Doug McMillan, CEO reported that the First Flight of Wyoming, goes live October 1; Opening Day celebration October 2, with an opportunity to view the aircraft and meet the staff.

VII. New Business

- A. Extraordinary Employee of the Month:** The board of trustees named Ashley Trudo and Jen McKibben of the Marketing Department as the extraordinary employees of the month.
- B. ACTION – Employment Agreement – Kirk Bollinger, M.D.:** Doug McMillan, CEO presented and requested approval of an employment agreement for Kirk Bollinger, M.D., Emergency Medicine.
- *LENOX BAKER MOVED TO APPROVE THE AGREEMENT AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- C. ACTION – FFW Medical Director Agreement – Kirk Bollinger, M.D.:** Keith Ungrund, CCO presented and requested approval of a First Flight of Wyoming medical director agreement for Kirk Bollinger, M.D., Emergency Medicine.
- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT PENDING LEGAL REVIEW AND APPROVAL. LENOX BAKER SECONDED. MOTION CARRIED.*
- D. ACTION – EMS Medical Director Agreement – Kirk Bollinger, M.D.:** Doug McMillan, CEO presented and requested approval of an EMS Medical Director agreement for Kirk Bollinger, M.D., Emergency Medicine.
- *LENOX BAKER MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- E. ACTION – Employment Agreement – John Murray, M.D.:** Doug McMillan, CEO presented and requested approval of an employment agreement for John Murray, M.D., Emergency Medicine.
- *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. LENOX BAKER SECONDED. MOTION CARRIED.*
- F. ACTION – Employment Agreement – Courtney Spence, D.O.:** Stephanie Kearney, CAO presented and requested approval of an employment agreement for Courtney Spence, D.O., Internal Medicine.
- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*

- G. ACTION – Employment Agreement – Megan Davis, N.P.:** Stephanie Kearney, CAO presented and requested approval of an employment agreement for Megan Davis, NP, Psychiatry.

 - *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- H. ACTION – Employment Agreement – Emily Risley, N.P.:** Stephanie Kearney, CAO presented and requested approval of an employment agreement for Emily Risley, FNP-C, Internal Medicine.

 - *LENOX BAKER MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- I. ACTION – Employment Agreement Amendment – Sandra Nelson, M.D.:** Stephanie Kearney, CAO presented and requested approval of an employment agreement amendment for Sandra Nelson, M.D., Psychiatry.

 - *PETER SIDOR MOVED TO APPROVE THE AGREEMENT AS PRESENTED. GLENN NIELSON SECONDED. MOTION CARRIED.*
- J. ACTION – Employment Agreement Amendment – Elizabeth Gauer, M.D.:** Stephanie Kearney, CAO presented and requested approval of an employment agreement amendment for Elizabeth Gauer, M.D., Cardiology.

 - *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. LENOX BAKER SECONDED. MOTION CARRIED.*
- K. ACTION – Employment Agreement Amendment – Thomas Reid, M.D.:** Stephanie Kearney, CAO presented and requested approval of an employment agreement amendment for Thomas Reid, M.D., Medical Oncology.

 - *LENOX BAKER MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- L. ACTION – Psychiatry Physician Search:** Stephanie Kearney, CAO presented and requested approval to initiate a search for a Psychiatrist to replace Dr. Scott Pollard.

 - *HOWARD THOMPSON MOVED TO APPROVE THE SEARCH AS REQUESTED. LENOX BAKER SECONDED. MOTION CARRIED.*
- M. ACTION – Manometry/PH Study Equipment:** Laurie Torczon, Surgical Services Director presented and requested approval to purchase Manometry/PH Study Equipment in the amount of \$45,900.00. This item was budgeted for \$42,900.00.

 - *HOWARD THOMPSON MOVED TO APPROVE THE PURCHASE AS PRESENTED. GLENN NIELSON SECONDED. MOTION CARRIED.*
- N. ACTION – December 2023 Board Meeting Date:** Doug McMillan, CEO requested approval to schedule the combined November/December board meeting for December 13, 2023.

 - *JEN TALICH MOVED TO APPROVE CHANGE IN DATE FOR THE COMBINED NOVEMBER/DECEMBER MEETING TO DECEMBER 13, 2023, AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- O. Other New Business:** Mary Reed discussed the mandated board education, Wyo. Stat. 9-1-510, Public Officer Training. There is an all-day training scheduled for October 24. Working on other options. Training must be completed by July 1, 2024.

VIII. Medical Staff Report

- **ACTION – Credentials Report:** Dr. Brad Low presented the credentials report to the board and requested approval.

- *LENOX BAKER MOVED TO APPROVE THE CREDENTIALS REPORT AS PRESENTED. GLENN NIELSON SECONDED. MOTION CARRIED.*

IX. Finance Report


Hannah McRae, CFO presented a financial update.


X. Executive Session

AT 6:56 PM HOWARD THOMPSON MOVED TO GO INTO EXECUTIVE SESSION TO RECEIVE INFORMATION CLASSIFIED AS CONFIDENTIAL BY LAW – REAL ESTATE PURSUANT TO WYO. STAT. §16-4-405(a)(vii). KELLY SIMONE RECUSED HERSELF. LENOX BAKER SECONDED. MOTION CARRIED

XI. Adjournment

AT 7:30 PM HOWARD THOMPSON MOVED TO ADJOURN THE MEETING. PETER SIDOR SECONDED. MOTION CARRIED.

 10-25-23
Board Secretary or Designee Date

 10/25/23
Recording Secretary Date