

## West Park Hospital District Board of Trustees

Regular Board Meeting

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

August 28, 2024

6:00 PM

### Trustees Present:

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

### Absent:

### Also Present:

Doug McMillan, CEO  
Hannah McRae, CFO  
Kim Jacobs, Executive Assistant  
Keith Ungrund, CCO  
Stephanie Kearney, CAO  
Travis Graham, MD  
Steve Humphries-Wadsworth, BH  
Kathleen DiVincenzo, MD

Mary Reed, Board attorney  
Natalie Agudo, Med Staff  
Brad Hamilton, Ovation Health  
Chip Holmes, Ovation Health  
Jen Roney, Quality/Compliance  
Jen Jones, IT  
Natalie Agudo, Med Staff  
Joani Graham

- I. **Call to Order:** Ty Nelson, Vice-Chair called the meeting to order at 6:03 PM.
- II. **Mission, Vision, and Values:** Jen Talich read the Mission, Vision, and Values.
- III. **Approval of Agenda**
  - *PETER SIDOR MOVED TO APPROVE THE AGENDA AS PRESENTED. KELLY SIMONE SECONDED. MOTION CARRIED.*
- IV. **Conflict of Interest:** Kelly Simone declared a conflict of interest for Section VII.I.
- V. **Consent Agenda**

The following consent agenda items were presented for approval:

  - July 31, 2024, BOT Minutes
  - July 31, 2024, Work Session Minutes
  - July 2024 Vouchers
  - *KELLY SIMONE MOVED TO APPROVE THE CONSENT AGENDA PENDING THE CORRECTION OF A TYPO IN SECTION 1. ANGIE JOHNSON SECONDED. MOTION CARRIED.*

**VI. Old Business**

- A. Provider Recruitment:** Stephanie Kearney, CAO presented the following report:  
Psychiatry: Offer has been made and accepted. Will be joining us on December 2<sup>ND</sup>.  
OBGYN: Two candidates scheduled for onsite interviews.  
Pediatrics: No candidates.  
Doug McMillan, CEO presented the following report:  
Hospitalist: Ethan Slight, MD started last week. Two site visits scheduled. Searching for an APP as well.  
Anesthesia: Search continues for 2 MDA's. Site visit scheduled for September.  
Walk In Clinic: Rodney Palmer, PA-C will be moving from Ortho to fill WIC position.
- B. Other Old Business:** None.

**VII. New Business**

- A. ACTION – Employment Agreement Amendment – Courtney Spence, DO:** Stephanie Kearney, CAO presented and requested approval of an employment agreement amendment for Courtney Spence, DO.
- *KELLY SIMONE MOVED TO APPROVE THE AGREEMENT AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- B. ACTION – Employment Agreement Amendment – Sarah Whitlock, ARNP:** Stephanie Kearney, CAO presented and requested approval of an employment agreement amendment for Sarah Whitlock, ARNP.
- *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. GLENN NIELSON SECONDED. MOTION CARRIED.*
- C. ACTION – Employment Agreement – Nancy Winkler, FNP:** Stephanie Kearney, CAO presented and requested approval of an employment agreement for Nancy Winkler, FNP.
- *KELLY SIMONE MOVED TO APPROVE THE AGREEMENT AS PRESENTED. ANGIE JOHNSON SECONDED. MOTION CARRIED.*
- D. ACTION – Employment Agreement – Rodney Palmer, PA-C:** Stephanie Kearney, CAO presented and requested approval of an employment agreement for Rodney Palmer, PA-C.
- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- E. ACTION – PSA Amendment – Chris Severson, Electrophysiology RN:** Stephanie Kearney, CAO presented and requested approval of an amendment to a Professional Services Agreement with Chris Severson, Electrophysiology RN.
- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED PETER SIDOR SECONDED. MOTION CARRIED.*

- F. ACTION – Employment Agreement Amendment – Connor Deal, MD:** Doug McMillan, CEO presented and requested approval of an employment agreement amendment for Connor Deal, MD.
- *KELLY SIMONE MOVED TO APPROVE THE AGREEMENT AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- G. ACTION – Employment Agreement – Fran Jones, CRNA:** Doug McMillan, CEO presented and requested approval of an employment agreement for Fran Jones, CRNA.
- *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- H. ACTION – Casper Medical Imaging Agreement:** Doug McMillan, CEO presented and requested approval of an agreement with Casper Medical Imaging to provide radiologist services.
- *JEN TALICH MOVED TO APPROVE THE REQUEST AS PRESENTED. KELLY SIMONE SECONDED. MOTION CARRIED.*

**KELLY SIMONE LEFT THE MEETING AT 6:27 PM.**

- I. ACTION – Powell, Wyoming Land Acquisition:** Doug McMillan, CEO presented and requested approval of an agreement allowing CRH to purchase 50% membership interest in Powell Health Ventures, LLC, a Wyoming Limited Liability Company which owns a parcel of land in Powell, Wyoming.
- *JEN TALICH MOVED TO APPROVE THE PURCHASE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*

**KELLY SIMONE JOINED THE MEETING AT 6:34 PM.**

- J. ACTION – Northern Colorado Anesthesia Professionals (NCAP) Management and Professional Services Agreement:** Doug McMillan, CEO presented and requested approval of an agreement with NCAP to provide anesthesia clinical management support services.
- *KELLY SIMONE MOVED TO APPROVE THE AGREEMENT PENDING FINAL LEGAL REVIEW WITH A 13.5% MANAGEMENT SERVICES FEE AND A 120 DAY OUT CLAUSE. THE START DATE IS TO COINCIDE WITH THE DATE OF THE CESSATION OF WYOMING PERIOPERATIVE ANESTHESIA CONSULTANTS' SERVICES. GLENN NIELSON SECONDED. MOTION CARRIED.*
- K. ACTION – Infoblox – Network Management Software:** Jennifer Jones, IT Director presented and requested approval of a purchase of Infoblox from High Point Networks which will update core network management software and appliances in the amount of \$41,353. This is a budgeted item.
- *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*

**GLENN NIELSON LEFT THE MEETING AT 7:00 PM.**

- L. ACTION – PACS Storage Upgrade:** Eric Lipe, Radiology Director presented and requested approval to upgrade the PACS system hardware at a cost of \$230,395.83 along with a 3yr service agreement in the amount of \$17,987.27/yr. This is a budgeted item.
- *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. ANGIE JOHNSON SECONDED. MOTION CARRIED.*

- M. INFORMATION – WPHD Election Update:** The filing period closed on August 26th. West Park Hospital District has three 3 positions open and those who filed are Ty Nelson, Angie Johnson and Rich Peterson. Kelly Simone won the primary for county commissioner so will move on to the general election in November.

- N. Other New Business:** None Discussed

**VIII. Medical Staff Report**

- A. ACTION – Credentials Report:** Dr. Brad Low presented the credentials report to the board and requested approval.
- *HOWARD THOMPSON MOVED TO APPROVE THE CREDENTIALS REPORT AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*

**IX. Finance Report**

Hannah McRae, CFO presented a financial update.

**X. Executive Session**

*AT 7:32 PM PETER SIDOR MOVED TO GO INTO EXECUTIVE SESSION TO CONSIDER ACCEPTING OR TENDERING OFFERS CONCERNING WAGES, SALARIES, BENEFITS AND TERM OF EMPLOYMENT PURSUANT TO WYO. STAT. §16-4-405(a)(X). JEN TALICH SECONDED. MOTION CARRIED.*

**XI. Adjournment**

*AT 10:06 PM JEN TALICH MOVED TO ADJOURN EXECUTIVE SESSION AND THE REGULAR SESSION. PETER SIDOR SECONDED. MOTION CARRIED.*

  
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Board Secretary or Designee

Date

  
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Recording Secretary

  
\_\_\_\_\_  
Date