

West Park Hospital District Board of Trustees

Regular Board Meeting

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

December 11, 2024

6:00 PM

Trustees Present:

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

Absent:

Also Present:

Hannah McRae, CFO (Interim CEO)
Kim Jacobs, Executive Assistant
Keith Ungrund, CCO
Stephanie Kearney, CAO
Jen Roney, Quality/Compliance
Dick Smith, HRO
Stephanie Knodel, MD
Laura Carpenter, LTCC
Sarah Whitlock, FNP
Joanna Settineri, Database Administrator

Mary Reed, Board attorney
Brad Hamilton, Ovation Health
Brad Tyer, Facilities Director
Laurie Torczon, Surgical Services
Holly Cross, Cardiopulmonary
Cindy Rohde, NWSC
Natie Agudo, Med Staff
Jen Jones, IS
Chip Holmes, Ovation Health (TEAMS)

- I. **Call to Order:** Ty Nelson, Chair called the meeting to order at 6:00 PM.
- II. **Mission, Vision, and Values:** Kelly Simone read the Mission, Vision, and Values.
- III. **Approval of Agenda**
 - o *JEN TALICH MOVED TO APPROVE THE AGENDA AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- IV. **Conflict of Interest:** Peter Sidor declared a conflict and recused himself from Items VII. H and I.

V. Consent Agenda

The following consent agenda items were presented for approval:

- October 30, 2024, BOT Minutes
- November 20, 2024, Special BOT Minutes
- October 2024 Vouchers
- *KELLY SIMONE MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*

VI. Old Business

A. Provider Recruitment: Stephanie Kearney, CAO presented the following:

OBGYN: 3 candidates under consideration. Search continues.

Pediatrics: 1 candidate has expressed an interest.

Rad Onc: 1 candidate under consideration.

Walk In Clinic: Numerous candidates under consideration.

Wound Care: 2 candidates under consideration.

Keith Ungrund, CCO presented the following:

Pediatric APP: Difficult search. Search continues.

Hospitalist MD/DO: One site visit scheduled for January.

Hospitalist APP: One site visit scheduled for December 20th.

Anesthesia MD/DO: Dr. Johnson signed his agreement, and it is included in the board packet.

Search continues for additional candidates. One candidate has expressed interest.

B. Other Old Business: None.

VII. New Business

A. Employee of the Month: Hannah McRae, CFO, presented Joanna Settineri, Database Administrator as the Employees of the Month.

B. ACTION – 340B Financial Assessment: Hannah McRae presented and requested approval of a statement of work with Ovation Healthcare to provide a 340B Financial Assessment at a cost of \$16,000.

- *JEN TALICH MOVED TO APPROVE THE STATEMENT OF WORK AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*

C. ACTION – JJCA Amendment: Hannah McRae presented and requested approval of an amendment to the JJCA Professional Services Agreement allowing them to provide design services for the MRI replacement project.

- *JEN TALICH MOVED TO APPROVE THE AMENDMENT AS PRESENTED. ANGIE JOHNSON SECONDED. MOTION CARRIED.*

D. ACTION – Employment Agreement Amendment – Cassidy Steward, FNPC: Stephanie Kearney, CAO presented and requested approval of an amendment to Cassidy Steward's employment agreement moving up her start date to December 16, 2024.

- *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*

- E. ACTION – Employment Agreement– Molly Quaranto, PA-C:** Stephanie Kearney, CAO presented and requested approval of a new employment agreement for Molly Quaranto, PA-C
- *KELLY SIMONE MOVED TO APPROVE THE AGREEMENT AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- F. ACTION – Employment Agreement– James Johnson, MD:** Keith Ungrund, CCO presented and requested approval of an employment agreement for James Johnson, MD.
- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. RICH PETERSEN SECONDED. MOTION CARRIED.*
- G. ACTION – Employment Agreement Amendment– James Johnson, MD:** Keith Ungrund, CCO presented and requested approval of an employment agreement amendment for James Johnson, MD providing compensation for medical director duties.
- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*

Peter Sidor recused himself and left the room at 6:25 PM.

- H. ACTION –Employment Agreement Amendment– Laurie Hipwell, PNP:** Keith Ungrund, CCO presented and requested approval of an employment agreement amendment for Laurie Hipwell, PNP.
- *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. ANGIE JOHNSON SECONDED. MOTION CARRIED.*
- I. ACTION – Billings Clinic Pediatric Call Coverage Agreement Amendment:** Keith Ungrund, CCO presented and requested approval of an amendment to the Billings Clinic Pediatric Call Agreement.
- *KELLY SIMONE MOVED TO APPROVE THE AGREEMENT. HOWARD THOMPSON SECONDED. MOTION CARRIED.*

Peter Sidor returned to the room to 6:30 PM.

- J. ACTION –Capital – Floor Scrubber:** Brad Tyer, Facilities Director, presented and requested approval to purchase a new floor scrubber. This is not budgeted and is priced at \$24,484.20.
- *JEN TALICH MOVED TO APPROVE THE PURCHASE AS PRESENTED. ANGIE JOHNSON SECONDED. MOTION CARRIED.*
- K. ACTION –Capital – Knee Positioner:** Laurie Torczon, Surgical Services Director, presented and requested approval to purchase a knee positioner. This is not budgeted and is priced at \$8,950.00.
- *JEN TALICH MOVED TO APPROVE THE PURCHASE AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*

- L. ACTION –Capital – Inspektor Borescope:** Laurie Torczon, Surgical Services Director presented and requested approval to purchase an Inspektor Borescope. This is a budgeted item and is priced at \$32,008.46.
- *JEN TALICH MOVED TO APPROVE THE PURCHASE AS PRESENTED. RICH PETERSEN SECONDED. MOTION CARRIED.*
- M. ACTION –Capital – Reconfiguration of HL7 Interfaces for redirect to CUPID:** Jen Jones, Information Services Director, presented and requested approval to move forward with a project to reconfigure the HL7 Interfaces for redirect to CUPID. This is not budgeted and is priced at \$17,888.00
- *PETER SIDOR MOVED TO APPROVE THE PROJECT AS PRESENTED. RICH PETERSEN SECONDED. MOTION CARRIED.*
- N. ACTION – Nondiscrimination Policy:** Jennifer Roney, Compliance Officer, presented and requested approval of the Nondiscrimination Policy.
- *HOWARD THOMPSON MOVED TO APPROVE THE REQUEST AS PRESENTED. KELLY SIMONE SECONDED. MOTION CARRIED.*
- O. ACTION – Code of Conduct:** Jennifer Roney, Compliance Officer, presented and requested approval of the Code of Conduct.
- *RICH PETERSEN MOVED TO APPROVE THE CODE OF CONDUCT AS PRESENTED. KELLY SIMONE SECONDED. MOTION CARRIED.*
- P. ACTION – New Board Member:** Kelly Simone was elected to the Park County Commissioners which requires her to resign from the WPHD Board on January 6, 2025. David Hill and Travis Graham, MD both interviewed for the position on November 20, 2024. Both were excellent candidates.
- *JEN TALICH MOVED TO APPOINT TRAVIS GRAHAM, M.D. AS WEST PARK HOSPITAL DISTRICT TRUSTEE TO COMPLETE THE TERM BEING VACATED BY KELLY SIMONE EFFECTIVE JANUARY 7, 2025. RICH PETERSEN SECONDED. MOTION CARRIED.*
- Q. ACTION – Nominating Committee Appointments:** Ty Nelson nominated the following trustees to take part in the Nominating Committee. The committee will present recommendations of officers to the board at the January WPHD Board Meeting.
- **Ty Nelson**
 - **Howard Thompson**
 - **Jen Talich**

 - *ANGIE JOHNSON MOVED TO APPROVE THE NOMINATIONS AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*
- R. Other New Business:** Ovation Healthcare Conference is February 18-20, 2025, at Amelia Island, Florida.

VIII. Medical Staff Report

A. **ACTION – Credentials Report:** Dr. Brad Low, Chief of Staff, presented the credentials report to the board and requested approval. The reports presented were for November and December.

- *JEN TALICH MOVED TO APPROVE THE CREDENTIALS REPORT. PETER SIDOR SECONDED. MOTION CARRIED.*

IX. Finance Report

Hannah McRae, CFO, presented a financial update.

X. Adjournment

AT 6:59PM KELLY SIMONE MOVED TO ADJOURN THE MEETING. HOWARD THOMPSON SECONDED. MOTION CARRIED.

	<i>1-29-25</i>		<i>1/29/2025</i>
Board Secretary or Designee	Date	Recording Secretary	Date