**West Park Hospital District Board of Trustees** Regular Board Meeting  
Pitchfork Room – West Park Hospital, 707 Sheridan Avenue, Cody, Wyoming

May 1, 2024

6:00 PM

**Trustees Present: Absent:**

Ty Nelson, Chairman Angie Johnson, Trustee

Kelly Simone, Vice-Chair

Glenn Nielson, Treasurer

Jen Talich, Secretary

Howard Thompson, Trustee

Peter Sidor, MD, Trustee

Brad Low, MD, Ex Officio

**Also Present:**

Doug McMillan, CEO Mary Reed, Board attorney

Hannah McRae, CFO Kara Wipf, Employee Health

Kim Jacobs, Executive Assistant Steve Humphries Wadsworth, CMC

Keith Ungrund, CCO John Turner, Ovation Health

Stephanie Kearney, CAO Brad Hamilton, Ovation Health

Dick Smith, HRO Laurie Torczon, Surgical Services

Laura Carpenter, LTCC Kristi Jensen, Surgical Services Bryan Scheer, MD, inReach Health

1. **Call to Order:** Ty Nelson, Vice-Chair called the meeting to order at 6:00 PM.
2. **Mission, Vision, and Values:** Jen Talich read the Mission, Vision, and Values.
3. **Approval of Agenda**

* *HOWARD THOMPSON MOVED TO APPROVE THE AGENDA AS PRESENTED CHANGING ITEM VII.D TO INFORMATION ONLY. KELLY SIMONE SECONDED. MOTION CARRIED.*

1. **Conflict of Interest**

None disclosed.

1. **Consent Agenda**

The following consent agenda items were presented for approval:

* April 3, 2024, BOT Minutes
* April 8, 2024 BOT Minutes
* March 2024 Vouchers
* *JEN TALICH MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. KELLY SIMONE SECONDED. MOTION CARRIED.*

1. **Old Business**
2. **Provider Recruitment:** Stephanie Kearney, CAO presented the following report:

Psychiatry: One site visit completed and opted to not move forward with this candidate. A second site visit will take place next week.

OBGYN: Site visit completed in April. Offer extended, waiting to hear back. Search continues.

Pediatrics: Search has been initiated.

Doug McMillan, CFO presented the following report:

Hospitalist NP Nocturnist: Search has been initiated. Several candidates will be completing screening calls next week.

Anesthesia: LOI’s have been presented to all 6 WPAC providers. 2 CRNA’s have signed at this point. Have 2 external CRNA’s expressing interest as well as 1 MDA and 2 residents. Search continues.

1. **Other Old Business:** None.
2. **New Business**
3. **Extraordinary Employee:** Postponed until next meeting.
4. **ACTION – Employment Agreement Amendment - Molly Quaranto, PA-C:** Stephanie Kearney presented and requested approval of an employment agreement amendment for Molly Quaranto, PA-C.
   * *HOWARD THOMPSON MOVED TO APPROVE THE AMENDMENT AS PRESENTED. GLENN NIELSON SECONDED. MOTION CARRIED.*
5. **ACTION – Employment Agreement Amendment – Rodney Palmer, PA-C:** Stephanie Kearney presented and requested approval of an employment agreement amendment for Rodney Palmer, PA-C.
   * *JEN TALICH MOVED TO APPROVE THE AMENDMENT AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*
6. **INFORMATION – Influenza Immunization Policy:** Kara Wipf, Employee Health presented revisions to the Influenza Immunization Policy, no longer requiring employees to wear a mask if they are not vaccinated for Influenza.
7. **ACTION – CDM Increase for FY 2025:** Hannah McRae presented and requested approval to increase the CDM for FY 2025 by an overall 4%.
   * *HOWARD THOMPSON MOVED TO APPROVE THE REQUEST AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
8. **ACTION – Miniview MAX C-Arm Service Agreement:** Laurie Torczon presented and requested approval of a 7-year service agreement for the Miniview MAX C-Arm. This agreement will go into effect when the warranty expires.
   * *JEN TALICH MOVED TO APPROVE THE 7-YEAR AGREEMENT AS PRESENTED. KELLY SIMONE SECONDED. MOTION CARRIED.*
9. **ACTION – Cost Based EMS Service Resolution:** Doug McMillan presented and requested approval of a resolution authorizing and directing Cody Regional Health Administration to request of Noridian, its Medicare intermediary, that reimbursement for CRH EMS be converted to a reasonable cost basis in accordance with 42 CFR § 413.70. WPHD Resolution No. 2024-01; see attached.
   * *PETER SIDOR TO APPROVE THE RESOLUTION AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
10. **Other New Business:** None Discussed
11. **Medical Staff Report**

* **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. GLENN NIELSON SECONDED. MOTION CARRIED.*
* **ACTION – Delineation of Privileges Colonoscopy with Proctoring Requirements:** Dr. Brad Low presented changes to the Delineation of Privileges Colonoscopy with Proctoring Requirements and requested approval.
  + *JEN TALICH MOVED TO APPROVE THE DELINEATION OF PRIVILEGES AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*
* **ACTION – APP Policy**: Dr. Brad Low presented changes to the APP Policy and requested approval. The trustees discussed the ATLS requirement and asked Dr. Low to take this back to Medical Executive Committee suggesting ATLS be required for all APP’s working in the Emergency Department giving them a grace period of 6 or 12 months to complete. Also discussed was the need to approve the policy as is to ensure ED coverage for the upcoming summer season.
  + *PETER SIDOR MOVED TO APPROVE THE POLICY AS PRESENTED. KELLY SIMONE SECONDED.*

**JEN TALICH LEFT THE MEETING AT 6:50 PM**

* **ACTION – ANP Delineation of Privileges:** Dr. Brad Low presented changes to the ANP Delineation of Privileges and requested approval.
  + *PETER SIDOR MOVED TO APPROVE THE DELINEATION OF PRIVILEGES AS PRESENTED. KELLY SIMONE SECONDED. MOTION CARRIED.*
* **ACTION – PA-C Delineation of Privileges:** Dr. Brad Low presented changes to the PA-C Delineation of Privileges and requested approval.
  + *PETER SIDOR MOVED TO APPROVE THE DELINEATION OF PRIVILEGES AS PRESENTED. KELLY SIMONE SECONDED. MOTION CARRIED.*

1. **Finance Report**

Hannah McRae, CFO presented a financial update.

1. **Executive Session**

*AT 7:12 PM PETER SIDOR MOVED TO GO INTO EXECUTIVE SESSION TO CONSIDER THE SELECTION OF A SITE OR THE PURCHASE OF REAL ESTATE WHEN PUBLICITY REGARDING THE CONSIDERATION WOULD CAUSE A LIKELIHOOD OF AN INCREASE IN PRICE PURSUANT TO WYO. STAT.* §16-4-405(a)(VII). GLENN NIELSON SECONDED. MOTION CARRIED.

1. **Adjournment**

*AT 8:25 PM HOWARD THOMPSON MOVED TO ADJOURN THE MEETING.PETER SIDOR SECONDED. MOTION CARRIED.*

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Board Secretary or Designee Date Recording Secretary Date**