

West Park Hospital District Board of Trustees

Regular Board Meeting

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

October 30, 2024

6:00 PM

Trustees Present:

Ty Nelson, Chairman
Jen Talich, Secretary
Howard Thompson, Trustee
Peter Sidor, MD, Trustee
Angie Johnson, Trustee
Brac Low, MD, Ex Officio

Absent:

Kelly Simone, Vice-Chair
Glenn Nielson, Treasurer

Also Present:

Doug McMillan, CEO
Hannah McRae, CFO
Kim Jacobs, Executive Assistant
Keith Ungrund, CCO
Jen Roney, Quality/Compliance
Sarah Whitlock, NP
Thomas Reid, MD
Dick Smith, HRO
Stephanie Knodel, MD
Lisa Williams, MD
Alyssa Zantello, PA-C
Drew Hoene, MD
Laura Carpenter, LTCC

Mary Reed, Board attorney
Meagan Cheney, HR
Brad Hamilton, Ovation Health
Stephanie Kearney, CAO
Brandon Mickelson, CLA
Mark Will, CLA
Laura Pleban, NP
Jen Ball, Oncology
Lael Beachler, DPM
Kelly Jensen, Foundation
Danielle Mong, ED
Kirk Bollinger, MD

- I. **Call to Order:** Ty Nelson, Vice-Chair called the meeting to order at 6:00 PM.
- II. **Mission, Vision, and Values:** Howard Thompson read the Mission, Vision, and Values.
- III. **Approval of Agenda**
 - *HOWARD THOMPSON MOVED TO APPROVE THE AGENDA AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*
- IV. **Conflict of Interest:** None disclosed.

V. Consent Agenda

The following consent agenda items were presented for approval:

- September 25, 2024, BOT Minutes
- September 25, 2024, Work Session Minutes
- October 9, 2024, Special BOT Minutes
- September 2024 Vouchers
- *PETER SIDORMOVED 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: 2 onsite visits conducted within the last month. Neither was a good fit for the organization. Search continues.

Pediatrics: No candidates.

Keith Ungrund, CCO presented the following:

Pediatric APP: One virtual interview scheduled.

Doug McMillan, CEO presented the following:

Hospitalist MD/DO: Scheduling two site visits.

Hospitalist APP: Search continues.

Anesthesia MD/DO: One very good candidate who received an LOI today. Search continues for additional candidates.

B. Other Old Business: Reminder that there is no board meeting in November. The combined November/December meeting is scheduled for 12/11/2024.

VII. New Business

A. Employee of the Month: Stephanie Kearney, CAO, presented Laura Pleban, NP as the Employees of the Month.

B. ACTION – FY 2024 Audit: Brandon Mickelson and Mark Will of Clifton, Larsen & Allen presented the FY 2025 Audit which was a clean audit with no material findings.

- *ANGIE JOHNSON MOVED TO APPROVE THE FY 2025 AUDIT AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*

C. ACTION – Employee Health Insurance Benefits: Scott Armin of Gallagher appeared electronically for this Action Item. Scott presented the proposed changes to the employee health insurance plan. Meagan Cheney, HR and Dick Smith, HRO requested board of approval of the changes as presented.

- *ANGIE JOHNSON MOVED TO APPROVE THE EMPLOYEE HEALTH INSURANCE PLAN AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*

D. ACTION – Government Investigations Policy: Jennifer Roney, Quality/Compliance presented and requested approval of changes to the Government Investigations Policy.

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

- E. ACTION – Breach Notification Policy:** Jennifer Roney, Quality/Compliance presented and requested approval of changes to the Breach Notification Policy.
 - *HOWARD THOMPSON MOVED TO APPROVE THE BREACH NOTIFICATION POLICY AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*

- F. ACTION – Professional Services Agreement – Sawley Wilde, M.D.:** Doug McMillan, CEO presented and requested approval of a Professional Services Agreement with Dr. Sawley Wilde allowing CRH to pay for his services as a proctor for Dr. Rebecca Deal.
 - *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*

- G. ACTION – Per Diem Employment Agreement – Kristopher Black, CRNA:** Doug McMillan, CEO presented and requested approval of a per diem employment agreement with Kristopher Black, CRNA
 - *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*

- H. ACTION – Per Diem Employment Agreement – Anthony Belmont, CRNA:** Doug McMillan, CEO presented and requested approval of a per diem employment agreement with Anthony Belmont, CRNA
 - *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*

- I. ACTION – Personal Services Agreement – Brent McAllister, CRNA:** Doug McMillan, CEO presented and requested approval of a personal services agreement with Brent McAllister, CRNA
 - *PETER SIDOR MOVED TO APPROVE THE AGREEMENT PENDING LEGAL. JEN TALICH SECONDED. MOTION CARRIED.*

- J. ACTION – Employment Agreement – Cassidy Steward, APRN:** Stephanie Kearney, CAO presented and requested approval of an employment agreement with Cassidy Steward, APRN
 - *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. ANGIE JOHNSON SECONDED. MOTION CARRIED.*

- K. ACTION – Radiation Oncology Recruitment Request:** Stephanie Kearney, CAO presented and requested approval to initiate a search for a Radiation Oncologist and an amendment to the Joint Venture Agreement allowing CRH to recruit for the Joint Venture.
 - *PETER SIDOR MOVED TO APPROVE THE RECRUITMENT REQUEST AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
 - *JEN TALICH MOVED TO APPROVE THE AMENDMENT TO THE RADIATION ONCOLOGY JOINT VENTURE AS PRESENTED. ANGIE JOHNSON SECONDED. MOTION CARRIED.*

- L. **ACTION – Wound Care APP Recruitment Request:** Stephanie Kearney, CAO presented and requested approval to initiate a search for a Wound Care APP. Discussion ensued regarding the hyperbaric chambers and the history of this service.
 - *JEN TALICH MOVED TO APPROVE THE REQUEST AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*

- M. **ACTION – Walk-In Clinic APP Recruitment Request:** Stephanie Kearney, CAO presented and requested approval to initiate a search for an APP to work in both the walk-in clinic and the ED. Providers comments were received.
 - *JEN TALICH MOVED TO APPROVE THE REQUEST AS PRESENTED. ANGIE JOHNSON SECONDED. MOTION CARRIED.*

- N. **ACTION – LTCC Wheelchair Transport Bus:** Laura Carpenter, LTCC presented and requested approval to purchase a wheelchair transport bus for LTCC in the amount of \$154,264. Cody Regional Health Foundation has agreed to pay for 50% of the cost with the hospital’s portion being \$77,132. This is not a budgeted item.
 - *HOWARD THOMPSON MOVED TO APPROVE THE REQUEST AS PRESENTED. ANGIE JOHNSON SECONDED. MOTION CARRIED.*

- O. **ACTION – LTCC Flooring Replacement:** Laura Carpenter, LTCC presented and requested approval to replace flooring in the LTCC in the amount of \$25,542.17. This is a budgeted item.
 - *JEN TALICH MOVED TO APPROVE THE REQUEST AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*

- P. **ACTION – FY 2025 Management Action Plan Update:** Doug McMillan, CEO presented the Q1 update to the FY 2025 Management Action Plan.
 - *HOWARD THOMPSON MOVED TO APPROVE THE UPDATE AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*

- Q. **Other New Business:** None Discussed

- VIII. **Medical Staff Report**
 - A. **ACTION – Credentials Report:** Dr. Brad Low, Chief of Staff presented the credentials report to the board and requested approval.
 - *JEN TALICH MOVED TO APPROVE THE CREDENTIALS REPORT WITH STEVEN WOOD AND ERIK GOODWYN COI AND LICENSURE. ANGIE JOHNSON SECONDED. MOTION CARRIED.*

- IX. **Finance Report**

Hannah McRae, CFO presented a financial update.

- X. **Executive Session**

AT 7:48 PM JEN TALICH MOVED TO GO INTO EXECUTIVE SESSION TO CONSIDER ACCEPTING OR TENDERING OFFERS CONCERNING WAGES, SALARIES, BENEFITS AND TERMS OF EMPLOYMENT PURSUANT TO WYO. STAT. §16-4-405(a)(X). PETER SIDOR SECONDED. MOTION CARRIED.

XI. Adjournment

*AT 8:45 PM PETER SIDOR MOVED TO ADJOURN EXECUTIVE SESSION AND THE REGULAR SESSION.
JEN TALICH SECONDED. MOTION CARRIED.*

	<i>12/11/2024</i>		<i>12/10/2024</i>
Board Secretary or Designee	Date	Recording Secretary	Date