

West Park Hospital District Board of Trustees

Regular Board Meeting

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

April 30, 2025

6:00 PM

Trustees Present:

Angie Johnson, Vice-Chair
Jen Talich, Treasurer
Peter Sidor, MD, Secretary
Howard Thompson, Trustee
Rich Petersen, Trustee
Travis Graham, MD, Trustee
Brad Low, MD, Ex Officio

Absent:

Ty Nelson, Chairman

Also Present:

Hannah McRae, CEO
Kim Jacobs, Executive Assistant
Keith Ungrund, CCO
Stephanie Kearney, CAO
Dr. Kathleen DiVincenzo, CMO
Dick Smith, HRO
Laura Carpenter, LTCC
Steve Humphries-Wadsworth, BH
Heidi Mayton, Rehab
Vicki Sarver, Women's Health

Mary Reed, Board attorney
Brad Hamilton, Ovation Health
Natie Agudo, Med Staff
Sarah Whitlock, NP
Jennifer Roney, Quality/Compliance
Kelly Jensen, Foundation
Andrea Chisholm, MD
Victoria O'Brien, Cody Enterprise
Laurie Torczon, Surgical Services

- I. **Call to Order:** Angie Johnson, 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**
 - o *RICH PETERSEN MOVED TO APPROVE THE AGENDA AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*
- IV. **Conflict of Interest:** None declared

V. Consent Agenda

The following consent agenda items were presented for approval:

- April 3, 2025, BOT Minutes
- March 2025 Vouchers
- *TRAVIS GRAHAM MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*

VI. Old Business**A. Provider Recruitment:** Stephanie Kearney, CAO presented the following:

OBGYN: Search continues, offer made.

Rad Onc: Onsite visit being scheduled. Second virtual interview scheduled.

Wound Care: Search continues.

Keith Ungrund, CCO presented the following:

Pediatric APP: Candidate withdrew application. Search continues with one site visit scheduled.

Hospitalist APP: Interview scheduled for this week.

Anesthesia MD/DO: Completed one site visit, second onsite visit scheduled for tomorrow.

Anesthesia CRNA: Search continues

Dr. DiVincenzo, CMO presented the following:

Hospitalist: 3rd hospitalist starts mid-May

Hospitalist APP: Started this week

B. Other Old Business:**VII. New Business****A. Employee of the Month:** Keith Ungrund, CCO, presented Tina Curto, SPD Tech and Kimberly Bieske, SS EVS Tech as the Providers of the Month.**B. ACTION – Employment Agreement – Tarra Deiter-Enright, D.O.:** Stephanie Kearney presented and requested approval of an employment agreement for Tarra Deiter-Enright, D.O.

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

C. ACTION – Employment Agreement – Elizabeth Matey, N.P.: Stephanie Kearney presented and requested approval of an employment agreement for Elizabeth Matey, N.P.

- *RICH PETERSEN MOVED TO APPROVE THE AGREEMENT AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*

D. ACTION – Employment Agreement Amendment– John Vipperman, PA-C: Stephanie Kearney presented and requested approval of an employment agreement amendment for John Vipperman, PA-C.

- *TRAVIS GRAHAM MOVED TO APPROVE THE AGREEMENT AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*

- E. ACTION – Cardiology Search:** Stephanie Kearney presented and requested approval to initiate a search for a second cardiologist.
- *TRAVIS GRAHAM MOVED TO APPROVE THE REQUEST AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- F. ACTION – OBGYN APP Search:** Stephanie Kearney presented and requested approval to initiate a search for two part time OBGYN APPs.
- *JEN TALICH MOVED TO APPROVE THE REQUEST AS PRESENTED. RICH PETERSEN SECONDED. MOTION CARRIED.*
- G. ACTION – Capital – Nerve Integrity Monitor:** Laurie Torczon presented and requested approval of a nerve integrity monitor in the amount of \$51,771.30. This is a budgeted item.
- *JEN TALICH MOVED TO APPROVE THE REQUEST AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- H. ACTION – Capital – Fracture Table:** Laurie Torczon presented and requested approval of a nerve fracture table in the amount of \$92,546.79. This is a budgeted item.
- *TRAVIS GRAHAM MOVED TO APPROVE THE REQUEST AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- I. ACTION – Blue & Co. Outpatient Therapy Assessment SOW:** Heidi Mayton presented and requested approval of a statement of work with Blue & Co. for an outpatient therapy assessment.
- *JEN TALICH MOVED TO APPROVE THE REQUEST AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*
- J. ACTION – PCSD #6 Athletic Trainer Agreement:** Stephanie Kearne presented and requested approval of an athletic trainer agreement with Park County School District #6.
- *RICH PETERSEN MOVED TO APPROVE THE REQUEST AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- K. ACTION – Policy – Communications w/ Persons with Limited English Proficiency:** Jen Roney presented and requested approval of the Communications w/ Persons with Limited English Proficiency Policy.
- *HOWARD THOMPSON MOVED TO APPROVE THE POLICY AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- L. ACTION – Policy – Open Lines of Communication:** Jen Roney presented and requested approval of the Open Lines of Communication Policy.
- *JEN TALICH MOVED TO APPROVE THE POLICY AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*

M. Other New Business: None.

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 DR. FORD'S APPROVAL PENDING RECEIPT OF MEDICAL MALPRACTICE INSURANCE. TRAVIS GRAHAM SECONDED. MOTION CARRIED.

IX. Finance Report

Hannah McRae, CEO, presented a financial update.


X. Adjournment

AT 6:49 PM JEN TALICH MOVED TO ADJOURN THE MEETING. HOWARD THOMPSON SECONDED. MOTION CARRIED.



Board Secretary or Designee

Date



Recording Secretary



Date