

West Park Hospital District Board of Trustees

Regular Board Meeting

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

August 23, 2023

6:00 PM

Trustees Present:

Ty Nelson, Chairman
Kelly Simone, Vice-Chair
Glenn Nielson, Treasurer
Lenox Baker, MD, Trustee
Howard Thompson, Trustee
Peter Sidor, MD, Trustee
Brad Low, MD, Ex Officio

Absent:

Jen Talich, Secretary

Also Present:

Doug McMillan, CEO
Hannah McRae, CFO
Kim Jacobs, Executive Assistant
Stephen Dow, Cody Enterprise
Carrie Steckler, Rev Cycle
Keith Ungrund, CCO
Laura Carpenter, LTCC Administrator
Stephanie Knodel, MD

Dr. Kathleen DiVincenzo, CMO
Stephanie Kearney, CAO
Keith Ungrund, CCO
John Turner, Ovation Health
Thomas Etter, DO
Angie Johnson
Jennifer Ball, CTC
Dick Smith, HRO

Call to Order: Ty Nelson, Chair called the meeting to order at 6:00 PM.

Mission, Vision, and Values: Kelly Simone read the Mission, Vision, and Values.

Approval of Agenda

- *KELLY SIMONE MOVED TO APPROVE THE AGENDA STRIKING ITEM VII(E): FFW MEDICAL DIRECTOR AGREEMENT AND ITEM XII: PERSONNEL MATTER. LENOX BAKER SECONDED. MOTION CARRIED.*

Conflict of Interest

Peter Sidor declared a conflict of interest on Item VII(H): Employee Staffing Agreement and Item VII: Medical Staff Report.

Consent Agenda

The following consent agenda items were presented for approval:

- July 26, 2023 BOT Minutes
- July 26, 2023 Work Session Minutes
- July 2023 Vouchers

- *HOWARD THOMPSON MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. KELLY SIMONE SECONDED. MOTION CARRIED.*

Old Business

- **Physician Recruitment:** Stephanie Kearney presented.
Basin Clinic: Tiffany Tanner starts 9/5.
Cardiology: Colleen McClay, NP signed her agreement and should start the end of October or beginning of November.
Psychiatry APP: Megan Davis has signed her LOI for NP position.
Internal Medicine APP: Ashley Riser, NP signed her LOI.
- **Strategic Planning Update:** 9/13 Med Staff leaders' dinner at 6pm in Board Room at BBCOW. Retreat scheduled for Sept 14 in board room at BBCOW starting at 7:30am.
- **Other Old Business:** None Discussed.

New Business

- **Extraordinary Employee of the Month:** Steve Bischoff, PA-C was named Extraordinary Employee of the Month by the Board of Trustees.
- **Dr. Lenox Baker was honored for his service on the Board of Trustees.**
- **ACTION –Board of Trustees Vacancy:** Ty Nelson presented Lenox Baker's resignation from the board effective once his replacement completes orientation and takes oath of office. Angie Johnson from Meeteetse was presented as a possible replacement.
- *HOWARD THOMPSON MOVED TO APPROVE ANGIE JOHNSON AS TRUSTEE TO COMPLETE THE TERM BEING VACATED BY LENOX BAKER EFFECTIVE UPON COMPLETION OF ORIENTATION AND TAKING HER OATH OF OFFICE. LENOX BAKER WILL REMAIN A TRUSTEE UNTIL ANGIE JOHNSON HAS TAKEN HER OATH AT THE OCTOBER 2023 MEETING. KELLY SIMONE SECONDED. MOTION CARRIED.*
- **ACTION –Employment Agreement – Roy Peters, M.D.:** Dr. Kathleen DiVincenzo, CMO presented and requested approval of an Employment Agreement for Roy Peters, M.D as a hospitalist.
- *KELLY SIMONE MOVED TO APPROVE THE AGREEMENT AS PRESENTED. GLENN NIELSON SECONDED. MOTION CARRIED.*
- **ACTION – Medical Director Agreement – Hospitalist - Roy Peters, M.D.:** Kathleen DiVincenzo, MD presented and requested approval of a Hospitalist Medical Director Agreement for Roy Peters, M.D.
- *KELLY SIMONE MOVED TO APPROVE THE AGREEMENT AS PRESENTED. LENOX BAKER SECONDED. MOTION CARRIED.*
- **ACTION – Employment Agreement – Scott Pollard, M.D.:** Stephanie Kearney, CAO presented and requested approval of an Employment Agreement for Scott Pollard, M.D.
- *GLENN NIELSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- **ACTION – Employment Agreement – Colleen McClay, APRN:** Stephanie Kearney, CAO presented and requested approval of an Employment Agreement for Colleen McClay, APRN.
- *LENOX BAKER MOVED TO APPROVE THE AGREEMENT AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*

- **ACTION – Employee Staffing Agreement - Big Horn Basin Children’s Clinic:**

PETER SIDOR RECUSED HIMSELF FROM THIS ITEM.

Keith Ungrund, CCO presented and requested approval of an agreement to lease Laurie Hipwell, PNP to Big Horn Basin Children’s Clinic to provide outpatient pediatric services.

- HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT WITH A CHANGE OF THE START DATE TO 9/1/2023. KELLY SIMONE SECONDED. MOTION CARRIED.
- **ACTION – General Surgery Search:** Doug McMillan, CEO presented and requested approval to initiate a search for a General Surgeon to be employed by the hospital using Pacific Companies and Medical Staffing Options.
- LENOX BAKER MOVED TO APPROVE THE SEARCH AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.
- **ACTION – Pulmonology Search:** Dr. Kathleen DiVincenzo, CMO presented and requested approval to start a search for a Pulmonologist to be employed by the hospital. She stated that there is an interested physician, and she would like to move forward with making an offer upon the board’s approval of the search.
- HOWARD THOMPSON MOVED TO APPROVE THE SEARCH AS PRESENTED. LENOX BAKER SECONDED. MOTION CARRIED.
- **ACTION – Sun Nuclear ArcCheck Maintenance & Support Agreement:** Jennifer Ball, CTC, presented and requested approval of a maintenance and support agreement. Will receive a new piece of equipment as part of this contract.
- LENOX BAKER MOVED TO APPROVE THE AGREEMENT AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.
- **ACTION – Amplify Revenue Cycle Updated SOW:** Hannah McRae, CFO, presented and requested approval of an updated SOW with Amplify for revenue cycle services.
- LENOX BAKER MOVED TO APPROVE THE REQUEST AS PRESENTED WITH A 6 MONTH REVIEW AND BIDS FROM OTHER COMPANIES TO BE PRESENTED TO THE BOARD. HOWARD THOMPSON SECONDED. MOTION CARRIED.

Medical Staff Report

Glenn Nielson left the meeting.

PETER SIDOR RECUSED HIMSELF FROM THIS ITEM.

- **ACTION – Credentials Report:** Dr. Brad Low presented the credentials report to the board and requested approval.
- LENOX BAKER MOVED TO APPROVE THE CREDENTIALS REPORT AS PRESENTED. KELLY SIMONE SECONDED. MOTION CARRIED.

Finance Report

Hannah McRae, CFO presented a financial update.

Information

John Turner, Ovation Health Chief Operating Officer was presented as the new Ovation Health representative for the hospital. The Annual Leadership retreat will be held in February in Austin, Tx. Board Education will be held the first day of the conference.

Executive Session

AT 7:45 PM PETER SIDOR MOVED TO GO INTO EXECUTIVE SESSION TO RECEIVE INFORMATION CLASSIFIED AS CONFIDENTIAL BY LAW PURSUANT TO WYO. STAT. §16-4-405(a)(ix). LENOX BAKER SECONDED. MOTION CARRIED

Adjournment

AT 8:53 PM LENOX BAKER MOVED TO ADJOURN THE MEETING. PETER SIDOR SECONDED. MOTION CARRIED.

	
Board Secretary or Designee	Recording Secretary
9-27-23	9-27-2023
Date	Date