

West Park Hospital District Board of Trustees

Regular Board Meeting

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

January 29, 2025

6:00 PM

Trustees Present:

Ty Nelson, Chairman
Jen Talich, Secretary
Howard Thompson, Trustee
Peter Sidor, MD, Trustee
Angie Johnson, Trustee
Rich Petersen, Trustee
Travis Graham, MD, Trustee
Brad Low, MD, Ex Officio

Absent:

Also Present:

Hannah McRae, CFO (Interim CEO)
Kim Jacobs, Executive Assistant
Keith Ungrund, CCO
Stephanie Kearney, CAO
Dick Smith, HRO
Stephanie Knodel, MD
Laura Carpenter, LTCC
Chip Holmes, Ovation Health (TEAMS)
Kelly Jensen, CRH Foundation
Luke Sypherd, EMS
Jennifer Roney, Quality/Compliance

Mary Reed, Board attorney
Brad Hamilton, Ovation Health
Brad Tyer, Facilities Director
Phillip Franklin, EMS
Eric Lipe, Radiology
Natie Agudo, Med Staff
Elizabeth Poverlein, Home Health/Hospice
Josh Howard, Facilities
CMC Staff
Cindy Rohde, NWSC
Thomas Reid, MD

- I. **Call to Order:** Ty Nelson, Chair called the meeting to order at 6:01 PM.
- II. **Mission, Vision, and Values:** Howard Thompson read the Mission, Vision, and Values.
- III. **Approval of Agenda**
 - *RICH PETERSEN MOVED TO APPROVE THE AGENDA AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- IV. **Conflict of Interest:** None disclosed.
- V. **Consent Agenda**

The following consent agenda items were presented for approval:

 - December 11, 2024, BOT Minutes
 - December 11, 2024, Work Session Minutes
 - December 13, 2024, Special BOT Meeting Minutes

- December 23, 2024, Special BOT Meeting Minutes
- November/December 2024 Vouchers
- *ANGIE JOHNSON 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: Candidate was interviewed who graduates Residency in 2026. Search continues.

Pediatrics: Search continues.

Rad Onc: Physician interviewing onsite next week.

Walk In Clinic: Conducted 2 onsite visits, one is in discussions regarding employment. Another onsite visit scheduled for next week.

Wound Care: Interview scheduled for tomorrow. Search continues.

Keith Ungrund, CCO presented the following:

Pediatric APP: Search continues.

Hospitalist MD/DO: Dr. Linsea Ford accepted our offer.

Hospitalist APP: Scheduling one onsite and a second phone screen.

Anesthesia MD/DO: Search continues.

Anesthesia CRNA: Search continues.

B. Other Old Business: None.

VII. New Business

A. Employee of the Month: Stephanie Kearney, CCO, presented Cedar Mountain Staff as the Employees of the Month.

B. ACTION – CFO Consultant Services Agreement – Asja DiMuria: Hannah McRae presented and requested approval of an agreement with Asja DiMuria to provide CFO Consultant Services.

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

C. ACTION – LINAC/MRI Construction Manager Selection: Brad Tyer presented the bids for the LINAC/MRI Construction Manager with Groathouse Construction being the sole bidder.

- *TRAVIS GRAHAM MOVED TO APPROVE GROATHOUSE CONSTRUCTION AS THE CONSTRUCTION MANAGER FOR THE LINAC/MRI PROJECT. HOWARD THOMPSON SECONDED. MOTION CARRIED.*

D. ACTION – MDA Search Agreement (Anesthesia): Keith Ungrund, CCO presented and requested approval of an agreement with Pacific Companies to search for a second Anesthesiologist.

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

- E. ACTION – CRNA Search Agreement (Anesthesia):** Keith Ungrund, CCO presented and requested approval of an agreement with Pacific Companies to search for a fourth CRNA.
- *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- F. ACTION – Employment Agreement – Caitlyn Wainscott, MD:** Keith Ungrund, CCO presented and requested approval of an employment agreement for Caitlyn Wainscott, MD.
- *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. RICH PETERSEN SECONDED. MOTION CARRIED.*
- G. ACTION – Employment Agreement Amendment – Mary VanNuck, CRNA:** Keith Ungrund, CCO presented and requested approval of an employment agreement amendment for Mary VanNuck, CRNA.
- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*
- H. ACTION – Employment Agreement Amendment – Bart Jones, CRNA:** Keith Ungrund, CCO presented and requested approval of an employment agreement amendment for Bart Jones, CRNA.
- *RICH PETERSEN MOVED TO APPROVE THE AGREEMENT AS PRESENTED. ANGIE JOHNSON SECONDED. MOTION CARRIED.*
- I. ACTION – Employment Agreement Amendment – Karie Burns, FNP:** Stephanie Kearney, CAO presented and requested approval of an employment agreement amendment for Karie Burns, FNP.
- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- J. ACTION – Employment Agreement Amendment – Scott Pollard, M.D.:** Stephanie Kearney, CAO presented and requested approval of an employment agreement amendment for Scott Pollard, M.D.
- *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. TRAVIS GRAHAM SECONDED. MOTION CARRIED.*
- K. ACTION –Capital – CT UPS Capacitor Replacement:** Eric Lipe, Radiology Director, presented and requested approval to purchase a replacement CT UPS Capacitor. This is budgeted and is priced at \$14,444.83.
- *RICH PETERSEN MOVED TO APPROVE THE PURCHASE AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- L. ACTION –Capital – CT UPS Battery Replacement:** Eric Lipe, Radiology Director, presented and requested approval to purchase a replacement CT UPS Battery. This is budgeted and is priced at \$21,376.25.
- *JEN TALICH MOVED TO APPROVE THE PURCHASE AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*

- M. ACTION –Capital – Hoyer Lift:** Elizabeth Poverlein, Home Health/Hospice Interim Director presented and requested approval to purchase a Hoyer Lift. This is not a budgeted item and is priced at \$6992.11.
- *HOWARD THOMPSON MOVED TO APPROVE THE PURCHASE AS PRESENTED. ANGIE JOHNSON SECONDED. MOTION CARRIED.*
- N. ACTION –Capital – Security Camera System:** Josh Howard, Facilities, presented and requested approval to purchase and install a new security camera system. This is budgeted for \$49,000 and is priced at \$65,306.66.
- *TRAVIS GRAHAM MOVED TO APPROVE THE PROJECT AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- O. ACTION –Capital – Hamilton Ventilator (2) & Ventilator Upgrades:** Phillip Franklin, EMS, presented and requested approval to purchase 2 Hamilton Ventilators and Ventilator Upgrades. This is priced at \$67,466.98 and budgeted for \$30,000. 55% to be paid with a grant from USDA.
- *JEN TALICH MOVED TO APPROVE THE PURCHASE PENDING CONFIRMATION THAT THE FEDERAL GOVERNMENT WILL ALLOW USDA TO REIMBURSE THE EXPENSE. ANGIE JOHNSON SECONDED. MOTION CARRIED.*
- P. ACTION –Capital – Stryker Ambulance Cot:** Phillip Franklin, EMS, presented and requested approval to purchase a Stryker Ambulance Cot. This is priced at \$41,859.89 and budgeted for \$15,975. 55% to be paid with a grant from USDA.
- *RICH PETERSEN MOVED TO APPROVE THE PURCHASE PENDING CONFIRMATION THAT THE FEDERAL GOVERNMENT WILL ALLOW USDA TO REIMBURSE THE EXPENSE. PETER SIDOR SECONDED. MOTION CARRIED.*
- Q. ACTION – Capital – Unication G2 Pagers (25):** Phillip Franklin, EMS, presented and requested approval to purchase a 25 G2 Unication Pagers. This is priced at \$17,350 and budgeted for \$0. 100% to be paid with a grant from SHSP.
- *JEN TALICH MOVED TO APPROVE THE PURCHASE PENDING CONFIRMATION THAT THE FEDERAL GOVERNMENT WILL ALLOW SHSP TO REIMBURSE THE EXPENSE. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- R. ACTION – Capital – Unication G2 Pagers (50):** Phillip Franklin, EMS, presented and requested approval to purchase a 50 G2 Unication Pagers. This is priced at \$37,600 and budgeted for \$0. 100% to be paid with a grant from SHSP.
- *JEN TALICH MOVED TO APPROVE THE PURCHASE PENDING CONFIRMATION THAT THE FEDERAL GOVERNMENT WILL ALLOW SHSP TO REIMBURSE THE EXPENSE. PETER SIDOR SECONDED. MOTION CARRIED.*

S. ACTION – Board of Trustees Election of Officers: The nominating committee proposed the following slate of officers for 2025:

- Ty Nelson, Chair
- Angie Johnson, Vice Chair
- Jen Talich, Treasurer
- Peter Sidor, Secretary

- *TRAVIS GRAHAM MOVED TO APPROVE THE NOMINATING COMMITTEE'S RECOMMENDATIONS AS LISTED ABOVE. RICH PETERSEN SECONDED. MOTION CARRIED.*

T. New Board Member Orientation Dates: Hannah McRae, Ty Nelson, Travis Graham and Rich Petersen work with Kim to schedule a date prior to February 19th.

U. Strategic Planning Retreat Dates: Board and Dr. Low to work with Kim to schedule a date that works between April 4-12.

V. Other New Business:

VIII. Medical Staff Report

A. ACTION – Credentials Report: Dr. Brad Low, Chief of Staff, presented the credentials report to the board and requested approval.

- *TRAVIS GRAHAM MOVED TO APPROVE THE CREDENTIALS REPORT. JEN TALICH SECONDED. MOTION CARRIED.*

IX. Finance Report

Hannah McRae, CFO, presented a financial update.

X. Executive Session

AT 6:57 PM ANGIE JOHNSON MOVED TO GO INTO EXECUTIVE SESSION TO DISCUSS PERSONNEL ISSUES PURSUANT TO WYO. STAT. §16-4-405(a)(X). RICH PETERSEN SECONDED. MOTION CARRIED.

HOWARD THOMPSON MOVED TO ADJOURN THE EXECUTIVE SESSION AT 8:04 PM. JEN TALICH SECONDED. MOTION CARRIED.

The doors were opened.

At 8:05 PM Ty Nelson called the January regular board meeting back to order.


PETER SIDOR MOVED TO APPROVE THE COMPENSATION RECOMMENDATION MADE BY OVATION HEALTH CARE FOR HANNA MCRAE, CFO AND INTERIM CEO. RICH PETERSEN SECONDED THE MOTION. MOTION CARRIED

XI. **Adjournment**

AT 8:06 PM HOWARD THOMPSON MOVED TO ADJOURN THE MEETING. JEN TALICH SECONDED.
MOTION CARRIED.



Board Secretary or Designee 2/26/25
Date



Recording Secretary 2/26/25
Date