

**West Park Hospital District Board of Trustees**

Regular Board Meeting

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

July 30, 2025

6:00 PM

**Trustees Present:**

Ty Nelson, Chairman  
Jen Talich, Treasurer  
Howard Thompson, Trustee  
Travis Graham, MD, Trustee  
Rich Petersen, Trustee  
Drew Hoene, MD, Ex Officier

**Absent:**

Angie Johnson, Vice-Chair  
Peter Sidor, MD, Secretary

**Also Present:**

Hannah McRae, CEO  
Stephanie Kearney, CAO  
Dr. Kathleen DiVincenzo, CMO  
Brad Hamilton, Ovation Health  
Jen Jones, IT Director  
Elizabeth Poeverlein, HH/Hospice Director  
Dick Smith, HR, (by Teams)  
Kara Wipf, Employee Health  
Penny Acton, HR  
JD Poeverlein, HR

Natalie Agudo, Med Staff  
Karen Lear, Payroll Specialist  
Russ Lundvall, Controller  
Phillip Franklin, EMS Director  
Laurie Torczon, Surgery Director  
Justin Marchant, Phys Clinic Nursing Director  
Connie Zierke, HR  
Meagan Cheney, HR  
Mindy McFadden, HR  
Mary Reed, Board attorney

- I. **Call to Order:** Ty Nelson, Chair called the meeting to order at 6:00 PM.
- II. **Mission, Vision, and Values:** Jen Talich read Mission, Vision, and Values.
- III. **Approval of Agenda** – The Agenda was amended to remove item VIII.A.1., Jill Aucoin, NP, from the Credentials Report.
  - *TRAVIS GRAHAM MOVED TO APPROVE THE AMENDED AGENDA AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- IV. **Conflict of Interest:** None disclosed
- V. **Consent Agenda**  
The following consent agenda items were presented for approval:
  - June 25, 2025, BOT Minutes
  - June 2025 Vouchers
  - *JEN TALICH MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. TRAVIS GRAHAM SECONDED. MOTION CARRIED.*

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

OBGYN: Julianna Papez D.O. signed Letter of Intent. Search continues for second MD  
Alyssa Whitlock NP, agreement is being presented at this meeting to start in Jan 2026. Search continues for second NP

Rad Onc: Dr Tran did not accept offer. Search continues with two upcoming interviews

Cardiology: Search continues.

Dr. Kathleen DiVincenzo , CMO presented the following:

Anesthesia MD/DO: Dr Cruz interviewing on 8/8; 2025; Dr Crusman is interviewing again in September and filling in as locums to trial our facility.

Anesthesia CRNA: no update.

**B. Other Old Business: None.****VII. New Business****A. Employee of the Month:** Dick Smith, HR, presented Connie Zierke as the Employee of the Month.**B. ACTION – Employment Agreement – Sean Beyer M.D.:** Hannah McRae, CEO presented and requested approval of an employment agreement for Sean Beyer, M.D.

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

**C. ACTION – Employment Agreement – Aaron Brown, M.D.:** Hannah McRae, CEO presented and requested approval of an employment agreement for Aaron Brown, M.D.

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

**D. ACTION – Employment Agreement – Ben Beasley, M.D.:** Hannah McRae, CEO presented and requested approval of an employment agreement for Ben Beasley, M.D.

- *RICH PETERSEN MOVED TO APPROVE THE AGREEMENT AS PRESENTED. TRAVIS GRAHAM SECONDED. MOTION CARRIED.*

**E. ACTION – Employment Agreement – Glen Clinton, M.D.:** Hannah McRae, CEO presented and requested approval of an employment agreement for Glen Clinton, M.D.

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

**F. ACTION – Employment Agreement – Ryan Winchell, M.D.:** Hannah McRae, CEO presented and requested approval of an employment agreement for Ryan Winchell, M.D.

- *JEN TALICH MOVED TO APPROVE THE AGREEMENT CONTINGENT UPON CREDENTIALING AND INSURANCE. TRAVIS GRAHAM SECONDED. MOTION CARRIED.*

- G. ACTION – Employment Agreement – Alyssa Whitlock, NP:** Stephanie Kearney, CAO presented and requested approval of an employment agreement for Alyssa Whitlock, NP.
- *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- H. ACTION – Employment Agreement Amendment – Connor Deal M.D.:** Dr. DiVincenzo, CMO and Hannah McRae presented and requested approval of an employment agreement amendment for Connor Deal, M.D.
- *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. TRAVIS GRAHAM SECONDED. MOTION CARRIED.*
- I. ACTION – Employment Agreement Amendment – Ethan Slight, M.D.:** Dr. DiVincenzo, CMO and Hannah McRae, CEO presented and requested approval of an employment agreement amendment for Ethan Slight, M.D.
- *RICH PETERSEN MOVED TO APPROVE THE AGREEMENT AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- J. ACTION – Employment Agreement Amendment – Linsea Ford, D.O.:** Dr. DiVincenzo, CMO and Hannah McRae, CEO presented and requested approval of an employment agreement amendment for Linsea Ford, D.O.
- *TRAVIS GRAHAM MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- K. ACTION – Employment Agreement Amendment – James Johnson, M.D.:** Hannah McRae, CEO presented and requested approval of an employment agreement amendment for James Johnson, M.D.
- *RICH PETERSEN MOVED TO APPROVE THE AGREEMENT AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- L. ACTION – Employment Agreement Amendment – Elizabeth Matey, NP:** Stephanie Kearney, CAO presented and requested approval of an employment agreement amendment for Elizabeth Matey, NP.
- *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- M. ACTION – Employment Agreement Amendment– Laurie Hipwell, PNP:** Hannah McRae, CEO presented and requested approval of an employment agreement amendment for Laurie Hipwell, PNP.
- *RICH PETERSEN MOVED TO APPROVE THE AGREEMENT AS PRESENTED. TRAVIS GRAHAM SECONDED. MOTION CARRIED.*

- N. ACTION – Professional Services Agreement (Neuro Call) – Glen Poffenbarger, M.D.:** Hannah McRae, CEO presented and requested approval of PSA allowing Dr. Glen Poffenbarger to take neuro call.
- *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. TRAVIS GRAHAM SECONDED. MOTION CARRIED.*
- O. ACTION – Professional Services Agreement (Call) – Billings Clinic/Galen Mills, M.D.:** Hannah McRae, CEO presented and requested approval of PSA with Billings Clinic allowing Dr. Galen Mills to take orthopedic call.
- *RICH PETERSEN MOVED TO APPROVE THE AGREEMENT AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- P. ACTION – Professional Services Agreement Amendment – BTS Anesthesiologists, PLLC:** Hannah McRae, CEO presented and requested approval of an amendment to the PSA with BTS Anesthesiologists, PLLC.
- *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- Q. ACTION – Professional Services Agreement Amendment – Northern Colorado Professional Services, LLC:** Hannah McRae, CEO presented and requested approval of an amendment to the PSA with Northern Colorado Professional Services, LLC.
- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. RICH PETERSEN SECONDED. MOTION CARRIED.*
- R. ACTION – Emergency Contingency EMS Agreement – Hot Springs County Memorial Hospital:** Hannah McRae, CEO presented and requested approval of an agreement with Hot Springs County Memorial Hospital.
- *JEN TALICH MOVED TO APPROVE THE AGREEMENT CONTINGENT UPON APPROVAL BY HOT SPRINGS COUNTY MEMORIAL HOSPITAL. TRAVIS GRAHAM SECONDED. MOTION CARRIED.*
- S. ACTION – Professional Services Agreement EMS Services – Hot Springs County Memorial Hospital:** Hannah McRae, CEO presented and requested approval of an agreement of PSA with Hot Springs County Memorial Hospital.
- *JEN TALICH MOVED TO APPROVE THE AGREEMENT CONTINGENT UPON APPROVAL BY HOT SPRINGS COUNTY MEMORIAL HOSPITAL. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- T. ACTION – Primary Care Provider Search:** Stephanie Kearney, CAO presented and requested approval to open a new search for a primary care provider, internal medicine or Family Practitioner – Adults.
- *RICH PETERSEN MOVED TO APPROVE THE REQUEST AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*

- U. ACTION – Asset Purchase Agreement:** Hannah McRae, CEO presented and requested approval of an agreement to purchase the medical records of Lisa Williams, M.D.
- *TRAVIS GRAHAM MOVED TO APPROVE THE AGREEMENT AS PRESENTED. RICH PETERSEN SECONDED. MOTION CARRIED.*
- V. ACTION – Medical Records Custodian Agreement:** Hannah McRae, CEO presented and requested approval of an agreement to maintain and store the medical records of Lisa Williams, M.D.
- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- W. ACTION – Business Associate Agreement:** Hannah McRae, CEO presented and requested approval of a BAA with Lisa Williams, M.D.
- *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- X. ACTION – Immuware Subscription Agreement:** Kara Wipf, Employee Health, presented and requested approval of a subscription agreement with Immuware which will assist in the tracking of employees' immunization status.
- *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- Y. ACTION – Type 1 Ambulance:** Phillip Franklin, EMS, presented and requested approval to purchase a Type 1 ambulance in the amount of \$296,889. \$60,000 will be spent in FY26 with the balance due in FY27. This item is budgeted.
- *JEN TALICH MOVED TO APPROVE THE REQUEST AS PRESENTED. RICH PETERSEN SECONDED. MOTION CARRIED.*
- Z. ACTION – Home Health Vehicles (2):** Elizabeth Poeverlein, HH/Hospice Director, presented and requested approval to purchase 2 home health replacement vehicles in the amount of \$59,152. This item is budgeted.
- *HOWARD THOMPSON MOVED TO APPROVE THE REQUEST AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- AA. ACTION – Walk-In Clinic Furniture:** Stephanie Kearney, CAO presented and requested approval to purchase replacement furniture for the Walk-In Clinic in the amount of \$38,071.52. This item is budgeted.
- *JEN TALICH MOVED TO APPROVE THE REQUEST AS PRESENTED. Travis Graham SECONDED. MOTION CARRIED.*
- BB. ACTION – Hospital Lobby Furniture:** Justin Marchant, Phys Clinic Nursing Director, presented and requested approval to purchase replacement furniture for the hospital main lobby in the amount of \$171,690.71. This item is budgeted.
- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. RICH PETERSEN SECONDED. MOTION CARRIED.*



**CC. ACTION – Shukla Spinal Hardware Removal Set:** Laurie Torczon, Surgery Director, presented and requested approval to purchase a Shukla Universal Nail Removal Set in the amount of \$36,900. This item is budgeted.

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

**DD. ACTION – Shukla Universal Nail Removal Set:** Laurie Torczon, Surgery Director, presented and requested approval to purchase a Shukla Spinal Hardware Removal Set in the amount of \$34,000. This item is budgeted.

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

**EE. ACTION – High Point Networks Firewall Replacement:** Jen Jones, IT Director, presented and requested approval to purchase a firewall replacement in the amount of \$39,524. This item is budgeted.

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

**FF. Other New Business:** Board Assessment announced by Brad Hamilton, Ovation

**VIII. Medical Staff Report**

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


- *JEN TALICH MOVED TO APPROVE THE CREDENTIALS REPORT, EXCLUDING JILL AUCOIN. HOWARD THOMPSON SECONDED. MOTION CARRIED.*

**IX. Finance Report**

Russ Lundvall, Controller, presented a financial update.

**X. Adjournment**

*At 7:05 PM TRAVIS GRAHAM MOVED TO ADJOURN THE REGULAR JULY MEETING. HOWARD THOMPSON SECONDED THE MOTION, AND THE MOTION CARRIED.*

 8-27-25

Board Secretary or Designee

Date

Recording Secretary

Date