

West Park Hospital District Board of Trustees

Regular Board Meeting

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

June 25, 2025

6:00 PM

Trustees Present:

Ty Nelson, Chairman
Angie Johnson, Vice-Chair
Peter Sidor, MD, Secretary
Howard Thompson, Trustee
Travis Graham, MD, Trustee
Brad Low, MD, Ex Officio

Absent:

Rich Petersen, Trustee
Jen Talich, Treasurer

Also Present:

Hannah McRae, CEO
Coby La Blue, CFO
Keith Ungrund, CCO
Stephanie Kearney, CAO
Dr. Kathleen DiVincenzo, CMO
Dick Smith, HRO
Laura Carpenter, LTCC
Natalie Agudo, Med Staff
Kelly Jensen, Foundation

Mary Reed, Board attorney
Kim Jacobs, Executive Assistant
Brad Hamilton, Ovation Health
Jennifer Roney, Compliance/Quality
Karen Lear, Payroll Specialist
Steve Humphries-Wadsworth, BH
Jess Poley, HIM
Heather Stambaugh, Foundation
Sarah Whitlock, NP

- I. **Call to Order:** Ty Nelson, 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**
 - *TRAVIS GRAHAM MOVED TO APPROVE THE AGENDA AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- IV. **Conflict of Interest:** Peter Sidor declared a conflict with Item VIII(J): Kathryn Carter, PNP Employment Agreement.
- V. **Consent Agenda**

The following consent agenda items were presented for approval:

 - May 28, 2025, BOT Minutes
 - May 28, 2025, Work Session Minutes
 - May 2025 Vouchers
 - *HOWARD THOMPSON MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*

- VI. **FY 2026 Budget Hearing:** Ty Nelson opened the budget hearing at 6:03pm. Coby La Blue presented the budget assumptions. Ty Nelson opened the discussion to public comment. Kelly Jensen asked what the property tax laws were that decreased our mil levy. Coby explained that we only had a \$300,000 decrease in income. Ty discussed that we have always donated mil levy dollars back to the community as charity care. ***No other comments were made, and public comment was closed.***

SUMMARY OF ESTIMATED BUDGET

- Estimated Net Revenue \$126,077,557
- Total Expenses \$125,704,074
- Non-Operating Revenue \$4,141,393
- Tax Request \$1,762,023
- Capital Expenditures \$15,944,819
- Principal Payments \$1,505,000
- Borrowings \$0
- Estimated Change in Cash \$1,000,000
- Mill Levy 3 mills

- *PETER SIDOR MOVED TO APPROVE THE FY2026 BUDGET AS PRESENTED. ANGIE JOHNSON SECONDED. MOTION CARRIED.*

VII. **Old Business**

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

OBGYN: Still waiting to hear back from one candidate. Conducted another interview with a candidate from Billings who would like to work part time. The interview went well and will be presenting a LOI. In addition, have a signed LOI from a NP. Multiple Nurse Midwives have expressed interest in the position.

Rad Onc: Candidate will be onsite on Friday. Multiple other candidates interested, most are new grads.

Cardiology: Search has been initiated.

Keith Ungrund, CCO presented the following:

Anesthesia MD/DO: Asking board to open a search for a 3rd MDA.

Anesthesia CRNA: If 3rd MDA is approved, this search will be closed.

B. **Other Old Business:**

VIII. **New Business**

B. **Employee of the Month:** Hannah McRae, CEO, presented Dr. Kathleen DiVincenzo as the Employee of the Month.

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

- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. TRAVIS GRAHAM SECONDED. MOTION CARRIED.*

- D. ACTION – Employment Agreement – Kevin Dougherty, D.O.:** Hannah McRae presented and requested approval of an employment agreement for Kevin Dougherty, D.O.
- *PETER SIDOR MOVED TO APPROVE THE AGREEMENT AS PRESENTED. ANGIE JOHNSON SECONDED. MOTION CARRIED.*
- E. ACTION – Employment Agreement – Andrew Hoene, M.D.:** Hannah McRae presented and requested approval of an employment agreement for Andrew Hoene, M.D.
- *TRAVIS GRAHAM MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- F. ACTION – Employment Agreement – Stephanie Knodel, M.D.:** Hannah McRae presented and requested approval of an employment agreement for Stephanie Knodel, M.D.
- *ANGIE JOHNSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*
- G. ACTION – Employment Agreement – John Murray, M.D.:** Hannah McRae presented and requested approval of an employment agreement for John Murray, M.D.
- *TRAVIS GRAHAM MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- H. ACTION – Chief of Staff Agreement – Andrew Hoene, M.D.:** Hannah McRae presented and requested approval of a Chief of Staff Agreement for Andrew Hoene, M.D.
- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*
- I. ACTION – ED Medical Director Agreement – Stephanie Knodel, M.D.:** Hannah McRae presented and requested approval of an ED Medical Director agreement for Stephanie Knodel, M.D.
- *TRAVIS GRAHAM MOVED TO APPROVE THE AGREEMENT AS PRESENTED. ANGIE JOHNSON SECONDED. MOTION CARRIED.*
- J. ACTION – Walk-In Clinic Medical Director Agreement – John Murray, M.D.:** Hannah McRae presented and requested approval of a Walk-In Clinic Medical Director agreement for John Murray, M.D.
- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. TRAVIS GRAHAM SECONDED. MOTION CARRIED.*

Peter Sidor recused himself and left the room at 6:32pm

- K. ACTION – Employment Agreement – Kathryn Carter, PNP:** Keith Ungrund presented and requested approval of an employment agreement for Kathryn Carter, PNP.
- *ANGIE JOHNSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*

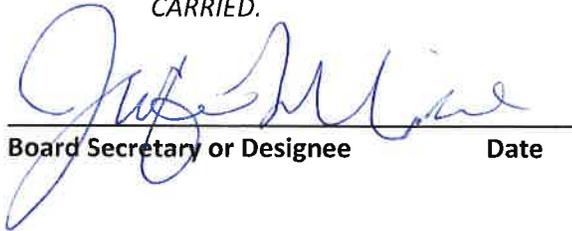
Peter Sidor returned to the room at 6:34pm

- L. ACTION – Employment Agreement – Julie Steward, APRN:** Dr. Kathleen DiVincenzo presented and requested approval of an employment agreement for Julie Steward, APRN.
- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. TRAVIS GRAHAM SECONDED. MOTION CARRIED.*
- M. ACTION – Employment Agreement – Jill Aucoin, FNP:** Stephanie Kearney presented and requested approval of an employment agreement for Jill Aucoin, FNP.
- *TRAVIS GRAHAM MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON. MOTION CARRIED.*
- N. ACTION – Employment Agreement Amendment – Stephen Mainini, M.D.:** Stephanie Kearney presented and requested approval of an employment agreement amendment for Stephen Mainini, M.D.
- *ANGIE JOHNSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*
- O. ACTION – FY 2026 Management Action Plan:** Hannah McRae presented and requested approval of the FY 2026 Management Action Plan.
- *ANGIE JOHNSON MOVED TO APPROVE THE FY 2026 MANAGEMENT ACTION PLAN AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- P. ACTION – Banking Resolution 2025-02:** Coby La Blue, CFO presented and requested approval of Banking Resolution 2025-02. Be it resolved that Mary Hannah McRae, CEO; Coby La Blue, CFO; Kenneth Russell Lundvall, Controller; and Ty Nelson, Chairman, are hereby designated as authorized signers on all West Park Hospital District Financial Instruments, investments and bank accounts. Ty Nelson, Chairman, and Coby La Blue, CFO, are designated the authorized signers on all checks.
- *TRAVIS GRAHAM MOVED TO APPROVE THE REQUEST AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- Q. ACTION – Search Initiation – 3rd Anesthesiologist:** Keith Ungrund presented and requested approval to initiate a search for a third anesthesiologist and cancel the search for a fourth CRNA.
- *TRAVIS GRAHAM MOVED TO APPROVE THE REQUEST AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*
- R. ACTION – Medical Physicist & Dosimetrist Services Agreement:** Stephanie Kearney presented and requested approval of an agreement with Stereotactic Specialists, LLC.
- *HOWARD THOMPSON MOVED TO APPROVE THE REQUEST AS PRESENTED. TRAVIS GRAHAM SECONDED. MOTION CARRIED.*
- S. ACTION – CAPITAL – Irradimed MRI Infuser:** Keith Ungrund presented and requested approval to purchase an Irradimed MRI Infuser in the amount of \$54,969.00. This item was budgeted for FY2025.
- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. ANGIE JOHNSON SECONDED. MOTION CARRIED.*

- T. ACTION – Quality Improvement Program & Plan:** Jennifer Roney presented and requested approval of the Quality Improvement Program & Plan to include:
- Risk & Patient Safety Plan
 - Infection Prevention & Control Plan
 - Utilization Management Plan
 - Environment of Care Plan.
- *PETER SIDOR MOVED TO APPROVE THE PLAN AS PRESENTED. ANGIE JOHNSON SECONDED. MOTION CARRIED.*
- U. ACTION – Code of Conduct:** Jennifer Roney presented and requested approval of the Code of Conduct.
- *HOWARD THOMPSON MOVED TO APPROVE THE CODE OF CONDUCT AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*
- V. ACTION – Compliance Annual Work Plan:** Jennifer Roney presented and requested approval of the Compliance Annual Work Plan.
- *TRAVIS GRAHAM MOVED TO APPROVE THE PLAN WITH CORRECTION OF SPELLING ERROR. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- W. Other New Business:** Heather Stambaugh, new Foundation Director, was introduced.
- IX. Medical Staff Report**
- A. ACTION – Credentials Report:** Dr. Kathleen DiVincenzo presented the credentials report to the board and requested approval.
- *TRAVIS GRAHAM MOVED TO APPROVE THE CREDENTIALS REPORT AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*
- X. Finance Report**
- Coby La Blue, CFO, presented a financial update.
- XI. Executive Session**
- At 7:11 PM ANGIE JOHNSON MOVED TO GO INTO EXECUTIVE SESSION TO CONSIDER OR RECEIVE INFORMATION CLASSIFIED AS CONFIDENTIAL BY LAW PURSUANT TO WYO. STAT. §16-4-405(a)(ix). TRAVIS GRAHAM SECONDED. MOTION CARRIED.*

XII. Adjournment

AT 8:20 PM ANGIE JOHNSON MOVED TO ADJOURN EXECUTIVE SESSION AND RETURN TO OPEN SESSION. TRAVIS GRAHAM SECONDED. MOTION CARRIED. ONCE IN OPEN SESSION THERE WERE NO OTHER ACTION ITEMS OR DISCUSSION. HOWARD THOMPSON MOVED TO ADJOURN THE REGULAR JUNE MEETING AT 8:20PM. PETER SIDOR SECONDED THE MOTION, AND THE MOTION CARRIED.



Board Secretary or Designee

Date



Recording Secretary

Date

7/23/2025

Date