

West Park Hospital District Board of Trustees

Regular Board Meeting

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

May 28, 2025

6:00 PM

Trustees Present:

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

Absent:

Angie Johnson, Vice-Chair

Also Present:

Hannah McRae, CEO
Kim Jacobs, Executive Assistant
Keith Ungrund, CCO
Stephanie Kearney, CAO
Dr. Kathleen DiVincenzo, CMO
Dick Smith, HRO

Mary Reed, Board attorney
Brad Hamilton, Ovation Health

- I. **Call to Order:** Ty Nelson, Chair called the meeting to order at 6:00 PM.
- II. **Mission, Vision, and Values:** Jen Talich read the Mission, Vision, and Values.
- III. **Approval of Agenda**
 - *RICH PETERSEN MOVED TO APPROVE THE AGENDA AS PRESENTED. JEN TALICH SECONDED. MOTION CARRIED.*
- IV. **Conflict of Interest:** None declared
- V. **Consent Agenda**

The following consent agenda items were presented for approval:

 - April 30, 2025, BOT Minutes
 - April 2025 Vouchers
 - *Rich MOVED TO APPROVE THE CONSENT AGENDA AS PRESENTED. Travis SECONDED. MOTION CARRIED.*

VI. Old Business

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

OBGYN: One NP Candidate will interview next week. One Nurse Midwife interview will be scheduled soon. One MD candidate will make decision soon. Second MD candidate reached out directly and is interested in an interview. Search is still open.

Rad Onc: Two candidates are in process of being scheduled for interviews.

Wound Care: Interviewed one NP this week, went well and hope to provide LOI. Second candidate site visit is scheduled for June.

Keith Ungrund, CCO presented the following:

Pediatric APP: Search continues.

Anesthesia MD/DO: Offer extended to a candidate.

Anesthesia CRNA: Search continues

Dr. DiVincenzo, CMO presented the following:

Hospitalist APP: Interviewed an internal candidate, LOI extended and accepted.

B. Other Old Business:

VII. New Business

A. Employee of the Month: Hannah McRae, CEO, presented Karen Lear, Payroll Specialist as the Employee of the Month.

B. ACTION – Employment Agreement – Gregory Behm, M.D. Stephanie Kearney presented and requested approval of an employment agreement for Gregory Behm, M.D.

- *RICH PETERSEN MOVED TO APPROVE THE AGREEMENT AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*

C. ACTION – Employment Agreement – Steve Bischoff, PA-C: Stephanie Kearney presented and requested approval of an employment agreement for Steve Bischoff, PA-C.

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

D. ACTION – Employment Agreement – Alyssa Zantello, PA-C: Stephanie Kearney presented and requested approval of an employment agreement Alyssa Zantello, PA-C.

- *HOWARD THOMPSON MOVED TO APPROVE THE AGREEMENT AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*

E. ACTION – Employment Agreement – Sarah Whitlock, NP: Stephanie Kearney presented and requested approval of an employment agreement Sarah Whitlock.

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

- F. ACTION – Employment Agreement – Rodney Palmer, PA-C:** Stephanie Kearney presented and requested approval of an employment agreement Rodney Palmer, PA-C.
- *JEN TALICH MOVED TO APPROVE THE AGREEMENT AS PRESENTED. PETER SIDOR SECONDED. MOTION CARRIED.*
- G. ACTION – Chagemaster Increase:** Hannah McRae, CEO presented and requested approval of a 4% chagemaster increase for the organization.
- *RICH PETERSEN MOVED TO APPROVE THE REQUEST AS PRESENTED. HOWARD THOMPSON SECONDED. MOTION CARRIED.*
- H. 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 ELIZABETH MATEY'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 6:25 PM HOWARD THOMPSON MOVED TO ADJOURN THE MEETING. RICH PETERSEN SECONDED. MOTION CARRIED.



Board Secretary or Designee



Date



Recording Secretary



Date