

Cascade Medical Center Board Minutes

January 19th, 2022

CMC Conference Room/Zoom

12:00 pm – 2:00 pm

Trustees present in person:

Trustees attending remotely via Zoom: Rachel Smith, Lesa Becker, Jacque Zemlicka, David Croshaw, George Greenfield, David Gough, and Michael Drury

Members absent and excused: None

Others present via Zoom: Tom Reinhardt, David Donnahoo, Teri Coombs and Sarah Hasbrouck

Community Members Present: Max Silverson

Call to Order: Meeting called to order by George Greenfield at 12:03PM.

Mission Moment: Lesa recently experienced being a patient at CMC this past month. She was very pleased at how open the staff was with feedback, and that we welcome any a “secret shopper” type moments of observations and feedback that any of our patients experience.

Approval of Agenda:

A motion to approve the agenda as posted was made by Jacque Zemlicka, seconded by Rachel Smith; all members were in favor, motion passes.

Consent Agenda:

- a) Approval of Minutes from the December 2021 BOT Meetings
- b) Medical Staff Minutes & Utilization Report
- c) Approval of Medical Staff Annual Elections
- d) COVID Infection & Vaccination Rates

The Consent Agenda items were reviewed by the members of the board. Hearing no requests to remove any items, Chairman George Greenfield moved to accept the Consent Agenda as presented.

Leadership Update:

CEO Update

Tom shared slides with summaries of accomplishment in 2021 as well as priorities for 2022. These focused on being grateful for the staff and volunteers, as well as continued COVID precautions, continued improvement of the Quality work as well as staffing retention and recruitment. Tom did speak about receiving a grant from the Blue Cross of Idaho Foundation to employ a Community Health Worker who is able to go into patient homes to provide a connection between the patients and their healthcare providers. Recruitment for this position will focus on people already established within the community, and do not necessarily have a medical background.

Tom also shared that he is participating with other local agencies in a project to establish long term, worker housing with the City, utilizing property owned by Valley County. He provided an update on the new BioFire Analyzer, speaking about the services CMC will be able to add to its laboratory capability which will include a PCR respiratory panel and a stool/GI panel. He also gave an update on the purchase of a ventilator, in addition to ongoing staff education provided by a Respiratory Therapist.

Tom provided an update on the progress of the new hospital, including the due diligence that is ongoing with the land acquisition, including both the survey and appraisal processes. He also reported that an RFP has gone out to 7 Architectural firms, and those proposals are expected by the end of January 2022. He updated the members of the board on the staff and community members involved with that committee, and spoke about the plans for Marketing and PR that will be necessary to prepare the public for the May election that will require a bond vote. He did provide education on rules regarding promotion of the bond referendum and what the hospital and its staff can and cannot do and pay for. The CMC Foundation, which is an independent 501c3 organization will be the primary funding source of the communications campaign.

Tom also provided his updates on the general marketing of the facility, including updated signage at Highway 55 and a new billboard design.

CFO Update

David provided updates on the new COVID grant funding we received, totaling around \$400k, which will need to be utilized or returned by the end of 2022. He also provided an updated income statement, showing both Net Income, as well as the Net Income Margin to be favorable to budget, in addition to the current Operating Margin.

David did notify the members of the Board that due to the Single Audit associated with receiving our CARES Grant funding, the yearly audit performed by Wipfli is delayed, but anticipated to be completed by the end of January.

David shared a slide with the best practices for Capital Purchasing established by the Finance Committee, which outlines when the committee and/or members of the board need to be involved with capital purchases.

New Business:

There was no new business brought forward to be addressed by the members of the Board.

Committee Reports:

Finance Committee:

Members:

Jacque Zemlicka, Chairperson

Michael Drury

David Donnahoo

Tom Reinhardt

The Finance Committee met in January 2022 to review the reports provided by David. Jacque thanked David for his reports. Jacque also notified the Board that Mary Tracey resigned from the Finance Committee.

Strategic Planning Committee:

Members:

David Gough
George Greenfield
David Croshaw
Tom Reinhardt
Jack Knoblock
Karolyn Plehal
Ann Young

The Strategic Planning Committee did not meet. It was noted that Mary Tracey also resigned from the Strategic Planning Committee.

Quality Assurance, Performance Improvement and Compliance Committee:

Members:

Lesia Becker, Chairperson
Rachel Smith
David Gough
Aline Lee
Tom Reinhardt
Teri Coombs
Sarah Hasbrouck
Dr. Camarata

The Quality Assurance, Performance Improvement and Compliance Committee did not meet.

Officer Elections:

Officer elections were discussed amongst the members of the board, including the duties of each of the offices. Per their Bylaws' plan of succession, George Greenfield nominated Vice Chairman David Gough to be the next Board Chairman, and Dr. Gough accepted this nomination. All members were in favor of David Gough being the new Chairman of the Board; motion passes.

Lesia Becker nominated Rachel Smith to assume the role of Vice Chairperson, Rachel Smith accepted this nomination. All members of the board were in favor of Rachel Smith being the new Vice Chairperson of the Board; motion passes.

Tom suggested that the members of the board consider maintaining Sarah Hasbrouck as the Secretary of the Board and David Donnahoo as the Treasurer of the Board. A motion was made to accept this suggestion by Jacque Zemlicka. All members were in favor of Sarah Hasbrouck remaining the Secretary of the Board and David Donnahoo remaining Treasurer of the Board; motion passes.

Executive Session:

An Executive Sessions was held during the January 19th, 2022 board meeting in accordance with IDAPA 74-206(i). George Greenfield requested that the members enter into Executive Session to discuss this topic. All members were individually polled and were in favor of entering into Executive Session at 1:21PM.

The members of the Board exited Executive Session at 1:46PM. No action was taken as a result from the Executive Session.

Other/Next Steps:

Agenda Topics for Next Meeting:

Meeting Evaluation:

Adjournment: A motion to adjourn the meeting was made by David Gough, seconded by Lesa Becker. All members were in favor, motion passes. Meeting adjourned at 1:48PM.