

Cascade Medical Center Board Minutes

June 21, 2023

CMC Conference Room/Zoom

12:00 pm – 2:00 pm

Trustees present in person: David Gough, George Greenfield, and David Croshaw

Trustees attending remotely via Zoom: Jacque Zemlicka, Lesa Becker, and Michael Drury

Members absent and excused: Rachel Smith

Others present: Tom Reinhardt, David Donnahoo, Sarah Hasbrouck, Teri Coombs and Bryan Gibson

Call to Order: Meeting called to order by David Gough at 12:03PM.

Mission Moment:

Teri provided a Mission Moment sharing a story of a recent patient, who had a known Aortic Aneurysm and was experiencing chest pain. The staff worked in conjunction with the receiving facility and Air St Luke's so that the time from onset of chest pain to open heart surgery was 4 hours. This showed the care and effort of the staff that is given to each and every patient.

Approval of Agenda:

George Greenfield made a motion to accept the agenda as presented. David Croshaw seconded this motion. All members were in favor; motion passes.

2. Consent Agenda:

- a) Approval of Minutes from the May 2023 BOT meeting.
- b) Medical Staff Minutes & Utilization Report
- c) Financial YTD Results through May

The members of the board reviewed the Consent Agenda items; hearing no requests to remove items, David Gough adopted the consent agenda.

3. New Providers:

Sarah presented applications for Telemedicine/Consultation Privileges from Marjory Bravard, MD, Steven Carter, DO, Joseph Erbe, Do and Sam Wadhvania, MD at Intermountain Healthcare. Utilizing Delegated Credentialing, Sarah stated that this provider met the requirements to approve their applications. David Croshaw made the motion to approve the applications for Telemedicine/Consulting privileges for a term of two years, Michael Drury seconded this motion. All members were in favor; motion passes.

4. Leadership Updates:

Tom provided slides, provided member of the Board with general updates, including the use of the InstyMed machine, which is currently saving about 4 patients per day a round trip to McCall to receive medications.

Tom also shared an update of the Volunteer program, stating that there are several volunteers on board as well as 2 pet therapy dogs and handlers. Additionally, CMC will be supporting the administrative functions for the St. Luke's Foot clinic held monthly at the Community Center.

He also shared that the CMC Transportation van is ready to go, and that drivers will be starting next Monday. He spoke of the priority of which the van will be used, focusing on local transportation for medical appointments and potentially expanding to transportation for appointments in the Treasure Valley. This van is set up to specifically and safely transport patients in wheel chairs, and was funded by a HRSA grant to help CMC expand access to medical care for those living within our tax district.

Tom also shared the plans for improving CMC's lower lot which will include added parking spaces, as well as a space to shelter the transport van and potentially having space for future expansion of clinic/office space against the building, while providing parking spaces that would be lost. David shared the procurement process relating to the RFP process, stating that one RFP was returned from Granite Excavation. The Finance Committee recommends that this project proceed, so David presented the request to the Board to reallocate the funds within the Capital Budget to go toward this project.

Michael Drury made the motion to allow funds from the Capital Budget to be used to complete this project. George Greenfield seconded this motion, all members were in favor; motion passes.

5. CMC Culture:

George Greenfield provided a framework for the discussion relating to Dennis Sandow's report to CMC. Dennis is a specialist in Organizational Culture and Productivity, who has a special interest in CMC due to its unique culture. The question at hand is, given Dennis' report, what can the Board do to continue moving the culture of CMC along. More specifically, what can the Board do to help connect the community to CMC, as it was the community that started CMC initially? George reviewed the slides provided by Dennis' report. Lesa shared the importance of building trust through conversations, especially one on one conversations, with members of the community. Jacque shared her feelings that the members of the Board should become more involved within the community. David Gough shared the importance of building trust with the business leaders of the community, as well as engaging with local churches.

Discussion about how to engage with the community, including providing them an update of the CMC functions, including how are we doing, what do you need and what can we do to get there. Next steps will include suggestions from the Strategic Planning Committee, continued discussion with Dennis Sandow and perhaps using this discussion to create a Standing Agenda item going forward, so that the members of the Board position themselves to create an action plan.

6. Committee Reports:

Quality Assurance, Performance Improvement and Compliance Committee:

Members:

Lesla Becker, Chairperson
David Gough
George Greenfield
Aline Lee
Tom Reinhardt
Teri Coombs
Sarah Hasbrouck
Dr. Camarata

The Quality Assurance, Performance Improvement and Compliance Committee did meet in May. Lesa discussed recommended eLearning Courses for new members of the board, and then refreshers every 3 years. These topics were HIPAA, Compliance, EMTALA and Emergency Preparedness. The members of the Quality Committee did already take these courses, and propose that it be a requirement for all members of the Board going forward. Lesa Becker made a motion to require new board members and existing board members to complete these educational modules. George Greenfield seconded the motion. All members were in favor; motion passes. Teri shared a summary of the mock survey, which was conducted over three days. She shared improvements on expired equipment, as well as an implementation of “First Tuesday” which will assist all departments in remembering to check their department for out dates. Teri shared that many policies have been updated, and that we have also purchased an instrument washer to assist with the autoclave process. David shared the tracking system he created to track all licenses for all employees, which will be checked monthly for expiration. This tracking system will also include a tracking of competencies by job title. Lesa also shared an updated Quality Dashboard, which is formatted like a speedometer, creating a visual understanding of each metric. David Gough also provided feedback that the committee would like to see options for tracking trends over a timeline as well as the current snapshot. Lastly, Bryan Gibson provided an update on the Antimicrobial Stewardship program, sharing that Heidi, our pharmacist, has helped develop and implement this for all Inpatients, which is the requirement of CMS. It was the recommendation of the Quality Committee that the Medical Staff also develop some way to track this in the Clinic and ER as well.

Strategic Planning Committee:

Members:

David Gough
George Greenfield
David Croshaw
Tom Reinhardt
Jack Knoblock
Karolyn Plehal
Mike Lancaster
Charlie Gowing
Ann Young

The Strategic Planning Committee did not meet in May.

Finance Committee:

Members:

Michael Drury, Chairperson
David Croshaw
Jacque Zemlicka
David Donnahoo
Tom Reinhardt

The Finance Committee did not meet in May.

7. Executive Session:

An Executive Session was held during this meeting of the Board pursuant to IDAPA 74-206(b) to discuss personnel matters. Michael Drury made a motion that the members of the Board enter into Executive Session to consider personnel matters. David Croshaw seconded this motion. Members of the Board were polled, and all members were in favor. Executive session convened at 1:33pm.

The members of the Board adjourned the Executive Session at 2:19pm. No action was taken.

8. Other/Next Steps:

Agenda Topics for Next Meeting: Strategic Planning Committee report, Quarterly finance report, FY24 Budget presentation, Updated Quality dashboard, and a review of recent accomplishments.

Adjournment:

The meeting was adjourned at 2:25pm.