

Cascade Medical Center Board Minutes

March 25th, 2025

CMC Conference Room/Zoom

12:00 pm – 2:00 pm

Trustees present in person: Rachel Smith, David Gough, Jacque Zemlicka, David Croshaw and Tom Watson

Trustees attending remotely via Zoom: Mike Drury and Lesa Becker

Members absent and excused: None

Others present: Tom Reinhardt, Randy Kyrias, Teri Coombs, Warren Sedlacek

Call to Order: Meeting called to order by Rachel Smith at 12:02PM.

1. Mission Moment:

Jacque Zemlicka shared how important the Community Cares program is for VA patients. The Act allows VA patients to obtain care at CMC while using their VA benefits.

Approval of Agenda:

Rachel Smith stated that the posting of today's meeting complied with Idaho Open Meeting Laws and asked if there were any updates to the agenda. Hearing no changes to the posted agenda, David Gough made a motion to approve the agenda as posted, Tom Watson seconded this motion. All members were in favor, motion passed.

2. Public Comment:

There was no public comment at the March 2025 meeting.

3. Consent Agenda:

- Approval of the Minutes of the February 2025 BOT meeting
- March Medical Staff Minutes and February Utilization Report
- February Financial Report

The members of the board reviewed the Consent Agenda items for additional discussion. Hearing that no items needing to be withdrawn from the Consent Agenda for further discussion, Rachel Smith adopted the three items within the Consent Agenda.

4. New Business:

Provider Credentialing:

Tom shared that the Medical Staff approved recredentialing for Dave Hill, PA-C and credentialing for Chantell Williams, NP. Motion to approve recredentialing for Dave Hill by David Gough, seconded by Jacque Zemlicka. Motion to approve credentialing for Chantell Williams by Tom Watson, seconded by Jacque Zemlicka. All members were in favor, motion passed.

New Specialty Clinic - Urology:

Tom noted that The Urology Clinic in Boise would like to begin offering outpatient appointments to Valley County residents at CMC. CMC will provide “meet and greet” services and The Urology Clinic will rent space and provide support staff while utilizing CMC for OP laboratory and radiology as needed. Motion to approve renting space to The Urology Clinic by Lesa Becker, seconded by David Gough. All members in favor, motion passed.

Stibnite Mine Clinic:

Tom updated the Board on discussions with Perpetua regarding opening a clinic at the Stibnite Mine. The mine is currently waiting for permits to be approved and will then move forward with its plan for an onsite clinic. Tom has a staffing plan and is recruiting for Providers, nurses/paramedics to operate the clinic. Tom presented the proforma and billing procedures and reimbursement models were discussed. He noted that he is requesting approval from the Board to move forward with plans as the timeline allows. Motion for CMC to enter into a contract with Perpetua to establish an on-site clinic at the mine on a “Time and Materials plus Administration fee” basis that will make CMC whole for any resources expended plus an additional reasonable profit margin. Perpetua to pay in advance for expected expenses, with quarterly reconciliations to actual expenses. CMCHD funds are not to be used to support mine clinic operations. Motion by Mike Drury, seconded by Tom Watson. All members in favor, motion passed.

May Election – Candidates for Board Seats:

Tom noted that Rachel Smith, Tom Watson and Mike Drury are due to run for election. Warren Sedlacek has filed to run for a Board seat necessitating an election for the three open seats. Appropriate paperwork has been filed for all four intending to run for the three seats.

5. Old Business:

Rural Emergency Hospital Status:

Tom updated the Board that CMC’s REH status was approved as of January 11th, 2025. CMC will receive \$285,626 monthly to offset changes to reimbursement from payers. The reimbursement process was discussed with the Board. Tom will update the Board as claims are processed under the REH license.

EPIC Contract and Implementation Status:

Tom shared an update on the EPIC implementation schedule. The implementation is on track with OCHIN, and no delays have been noted. The go live date is November 9th, 2025.

6. Committee Reports:

Quality Assurance, Performance Improvement and Compliance Committee: The QAPI Committee’s next meeting is in April. There has not been a meeting since the last Board meeting.

Finance Committee: The Finance Committee did meet, Mike Drury noted that there was no further discussion other than business that has been discussed at today's meeting.

Strategic Planning Committee: The Strategic Planning Committee met this month. The Committee feels it is important to continue planning for long-term facility expansion and modernization. Tom will explore the process for vacating LeFever Street and what grants would be available for related road work.

Activity since the 2024 Strategic Planning Session:

- Opened the Donnelly Clinic (April 2024)
- Fenced and landscaped the new parking lot (October 2024)
- Began implementation of Epic EMR (November 2024)
- Purchased a second patient transport van and built a parking shed (December 2024)
- Began hosting an Orthopedic Clinic (December 2024)
- Converted to a Rural Emergency Hospital (January 2025)
- Proposed to provide medical Care for the Stibnite Clinic (July 2025)
- Proposed to host a Urology Clinic (July 2025)
- Planning to host a Neurology Clinic (December 2025)

7. Executive Session:

An Executive Session was held for the purpose of 74-206(a) to discuss the hiring of an employee or individual agent. At 1:13PM Chairperson Rachel Smith polled the Board members, each Board member agreed to go into Executive Session to discuss the resignation of Randy Kyrias and continuation of his services as a contractor on a part-time basis. At 1:56PM the Board exited Executive Session as requested by Rachel Smith. The Board was polled and each agreed to leave Executive Session.

8. Other/Next Steps:

Outcome of Executive Session:

After executive session, the CEO summarized that Randy Kyrias has accepted a new position but would like to remain as a part-time CFO and Treasurer by contract. Motion: CMC to establish a contract with Randy Kyrias for CFO and Treasurer Services; to be reevaluated regularly by the Finance Committee and the Board; and to participate in Monthly Finance Committee meetings; and to attend Board meetings quarterly to present financial results. Motion by Mike Drury, seconded by David Gough. All in favor, none opposed.

Agenda Topics for Next Meeting

- Executive Session to review insurance claims
- Epic Update

Adjournment: David Gough made a motion to adjourn the meeting, Tom Watson seconded this motion. All members are in favor, motion passes. Rachel Smith adjourned the meeting at 2:10PM.