

Cascade Medical Center Board Minutes
September 23, 2025
CMC Conference Room/Microsoft Teams
12:00 pm – 2:00 pm

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

Trustees attending remotely via Microsoft Teams: Michael Drury.

Members absent and excused: David Gough and Lesa Becker

Others present in person or remotely: Tom Reinhardt, Sarah Hasbrouck, Teri Coombs, Randy Kyrias, Christopher Miller, Heidi Galyardt, and Andrea Lingle.

Call to Order: Meeting called to order by Rachel Smith at 12:03PM.

Rachel Smith stated that the posting of today's meeting agenda complied with Idaho Open Meeting Laws, noting that the agenda was posted at the Cascade Post Office, the two East entrances of Cascade Medical Center, as well as on CMC's website by September 18th, 2025. As there was a website glitch on the day of the meeting, the agenda was also posted to the CMC Facebook page with the link to attend the meeting remotely.

Mission Moment:

Tom Watston spoke about the mission of CMC and how it impacted him personally when he recently and unintentionally put the mission to the test as a patient in the emergency room. He shared that because of his experience with the providers and staff, he is confident that the mission is a central part of the care here at CMC not just by word, but by their actions. He is proud to be a board member at CMC.

Approval of Agenda:

Rachel Smith asked if there were any updates to the agenda. Hearing no need for adjustment, Tom Watson made a motion to approve the agenda as posted; David Croshaw seconded this motion. All members were in favor, motion passed.

2. Public Comment:

No public comment was provided during the meeting.

3. Consent Agenda:

- a) Approval of the Minutes of the August 2025 BOT meeting.
- b) September Medical Staff Minutes & August Utilization Report
- c) August Financial Results

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 Hearing that no items needed to be withdrawn from the Consent Agenda for further discussion, Rachel Smith adopted the items within the Consent Agenda.

4. Department Profile

Pharmacy Department: Heidi Galyardt, PharmD and Andera Lingle, PharmD

Tom shared a brief overview of the Pharmacy department at CMC, sharing the backgrounds for both Heidi and Andrea.

Heidi shared the results of the yearly Idaho Board of Pharmacy inspection, speaking of how well Kelly Roberts (pharmacy tech) navigated the inspection on a day when there was no pharmacist present, resulting in a passed inspection. Heidi also gave a brief update on the pharmacy component of the Epic build, as well as changes that have been made within the pharmacy to increase patient safety and reduce waste and decrease cost. She shared that everything in the pharmacy is now in bins and shows the drug names in Tallman lettering for additional safety. She spoke about the nursing skills fair taking place tomorrow, sharing that there will be a drug compounding element that will require nursing staff to get competency sign off for their records. Lastly, Heidi spoke about the need for an Omnicell dispensing device in the future to continue increasing patient safety and cost control at CMC.

Heidi introduced Andrea Lingel, who will be assuming responsibility for the pharmacy from Heidi by the end of this year. She has a pediatric inpatient background and is excited to come on board at CMC and see how she can continue the work that Heidi has started.

5. Compliance

Tom shared a brief overview of the Idaho Open Meeting Laws, including the steps that CMC has taken to continue to learn and remain compliant with the most current laws. He shared that both he and board members have attended sessions given by the Office of the Attorney General in addition to their office providing educational sessions to the CMC Board at past meetings during open session, the most recent on February 25, 2025. Tom did share some of the slides from that presentation, including situations relating to when the Open Meeting Laws apply or do not specific to this board. The presence of a quorum being a key factor for when these laws apply. For CMC's Board of Trustees, this is any meeting where more than 3 members are present. As the CMC Committees do not make decisions and there is never more than 3 board members on any of the committees, Tom is confident we are following these laws based on the education provided to the CMC board by the Idaho AG's office.

6. FY25 Financial Audit

Rick Alexander with Eide-Bailly gave a brief introduction of himself and his team who will be taking over the cost report and audit of CMC's financials. The decision to transition from DZA to Eide Bailly was based off the experience Eide Bailly has with other already transitioned or current Rural Emergency Hospitals. He did speak to some of the previously recognized risks including the PTO policy and pensions that have been discussed with CMC management. They will kick off most of the workload in November with plans to present the audit findings at the January 2026 meetings.

7. New Business

Hospital Lunch Service

Tom shared that with the transition to a REH hospital, having daily food service for inpatients is no longer a requirement. This decision was made in conjunction with the current cook's resignation, however CMC is no longer providing meals to employees. CMC still does have employees who are certified food handlers, and they will be able to prepare meals for longer staying observation patients, as well as maintaining the cleanliness and compliance of the kitchen for public food service.

Healthy Aging Planning Network

Tom shared an update on the Health Aging Planning Network, which is a group of community members and agencies that promote the health and well-being of senior citizens in our community. The meeting this past month brainstormed ways to use the Rural Health Transformation Program funding.

Measles Awareness and Education

Tom shared that Dr. Camarata provided Measles education to the staff last week and the facility has developed educational signage for entrances to both the Cascade and Donnelly clinics that instruct patients with suspected measles exposure what next steps are to protect both themselves and staff prior to receiving treatment at CMC. There have been verified cases of Measles in Northern Idaho.

Grants Update

Tom shared that we have received three grants, totaling just under \$100K to use towards an upgrade to the oxygen and suction system. Tom shared that with the recent update to the RHTP we may be able to use monies from there to fund the remaining amount needed for this project not covered by the grants, and therefore asks that he be allowed more time to research and prepare a presentation for this

Oxygen and Suction System Project

Jacque Zemlicka made a motion to postpone the decision on how to fund the Oxygen and Suction system project until more information is known about funding alternatives. Tom Watson seconded this motion. All members are in favor, motion passes.

Updated Website and Content

Tom shared that we are updating the website platform and content this week to have a more consumer friendly website. There have been some glitches this week with the transition, but we were able to post the link to the board meeting today, as well as the agenda to our Facebook.

8. Old Business

Stibnite Mine Clinic

Perpetua was given final approval by the Forest Service to begin construction at the mine site. Tom will continue to work with Perpetua and will present the Board the proposed contract to assist with staffing a clinic at the mine once it has been completed for review and a decision.

Epic Implementation Status

Tom shared that the Epic implementation is still on track.

Donnelly Physical Therapy

This item is still pending approval from the State of Idaho but has been approved by CMS/Noridian.

Specialty Clinics

Cardiology Continues. Dr. Writer retired and Dr. Hodgman is now seeing patient at CMC

Orthopedics Continues. Dr. Neuschwander is busy here

Urology has begun.

Neurology and Prosthetics in development.

9. Committee Reports:

Quality Assurance, Performance Improvement and Compliance Committee:

Members:

Aline Lee, Chairperson

Lesa Becker
David Gough
Tom Watson
Tom Reinhardt
Teri Coombs
Dr.Katie Camarata
Sylvia Kober
Brianna Haderlie

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

Finance Committee:

Members:

Michael Drury, Chairperson
David Croshaw
Jacque Zemlicka
Randy Kyrias
Tom Reinhardt

The Finance Committee did meet. Mike shared that they reviewed the monthly financial statements and KPI dashboards. He did not have anything to bring to the members of the Board.

Strategic Planning Committee:

Members:

David Gough
David Croshaw
Tom Reinhardt
Tom Watson
Karolyn Plehal
Mike Saunders
Charlie Gowing
Ann Young

The Strategic Planning Committee did not meet.

Strategic Opportunities Committee

Members:

Tom Watson
David Gough
Lesa Becker
Tom Reinhardt

The Strategic Opportunities Committee did meet and discussed the distribution of Rural Health Transformation Program funds. Tom gave an overview of the RHTP funding process and timing of these funds to be distributed to the States. He shared that the number of RHTP Opportunities have increased from 9 to 11, providing guidance on Capital Expenditures and Infrastructure. It is important for CMC to note that new construction is not allowed and construction work can not exceed 20% of the total funding CMS awards states. Tom shared the 15 proposed uses for RHTP funds after speaking with staff, the members of the Board and the Strategic Opportunities Committee. Tom Watson shared that the members of the Strategic Opportunities Committee also looked at other areas of funding opportunities to expand services here at CMC and within the community.

10. Executive Session:

An Executive Session was not held during the September 2025 meeting.

11. Other/Next Steps:

Agenda Topics for Next Meeting

-FY25 Financial Statements for Q4 and EOFY

Meeting Evaluation

- Short, efficient meetings are appreciated.
- Details are appreciated on the RHTP funds.
- Appreciate analysis of Open Meeting Laws

Adjournment: Tom Watson made a motion to adjourn the meeting; David Croshaw seconded this motion. All members are in favor, motion passes. Rachel Smith adjourned the meeting at 1:30 PM.