



## **Bonner County**

### **Board of Ambulance Service District**

Brian Domke

Asia Williams

Ron Korn

#### **MINUTES FOR THE BONNER COUNTY AMBULANCE SERVICE DISTRICT**

March 5, 2025 – 11:00 AM

Bonner County Administration Building

1500 Highway 2, First Floor Conference Room, Sandpoint, ID

On Wednesday, March 5, 2025, the Bonner County Board of Ambulance Service District met for their regularly scheduled meeting. Commissioners Domke, Williams, and Korn were present. Commissioner Williams called the meeting to order at 11:00 a.m. and the Pledge of Allegiance followed.

#### **ADOPT THE ORDER OF AGENDA**

Commissioner Korn made a motion to adopt the order of agenda as presented. Commissioner Domke seconded the motion. Roll Call Vote: Commissioner Williams – Yes; Commissioner Korn – Yes; Commissioner Domke – Yes. The motion carries.

#### **CONSENT AGENDA – Action Item**

1) Bonner County Ambulance Service District Minutes February 26, 2025

Commissioner Domke made a motion to approve the Consent Agenda as presented. Commissioner Korn seconded the motion. Roll Call Vote: Commissioner Korn – Yes; Commissioner Domke – Yes; Commissioner Williams – Yes. The motion carries.

#### **CLERK/BCASD - Presented by Sarah Nixon**

Action Item: Discussion/Decision Regarding FY25 Claims Batch #21, **Totaling \$10,093.79**

Commissioner Korn made a motion to approve payment of the FY25 BCASD Claims in Batch #21, totaling \$10,093.79. Commissioner Domke seconded the motion. Roll Call Vote: Commissioner Domke – Yes; Commissioner Williams – Yes; Commissioner Korn – Yes. The motion carries.

#### **MISCELLANEOUS BUSINESS - Action Items / Discussion / Decision / Recommendation**

1) Fee Schedule Change Update

- Based on other counties, there was discussion of a non-resident fee - an additional \$200. Commissioners' comments were favorable of a non-resident fee.
- Discussion about fees for intercepts/transport and what those fees might be and how this would work with other agencies and insurance companies. Brief discussion on how often intercepts are done with Noxon and how this affects staffing levels.
- Will work on scheduling a hearing for the fee change schedule.
- Brief discussion on treat/no transport fees
- Standby rates – will this be implemented as well? Discussion followed regarding the flat rate and if it will cover a paramedic rate as well, and the purpose of a single rate

#### **PUBLIC COMMENT:**

- Dave Bowman – Has this proposed schedule been looked at to see how it will impact the current situation and moving forward

#### **BCASD – Jeff Lindsey**

1) Action Item: Discussion/Decision Regarding Producer of Record Letter for ICRMP Membership Application

Commissioner Korn made a motion to sign the Producer of Record Letter for the ICRMP Membership Application with John Naccarato. Commissioner Domke seconded the motion. Roll Call Vote: Commissioner Williams – Yes; Commissioner Korn – Yes; Commissioner Domke – Yes. The motion carries.

**MISCELLANEOUS BUSINESS - Action Items / Discussion / Decision / Recommendation**

2) Develop Task List (Define KPI, Schedule & Percent Complete)

- Commissioner Domke created a draft schedule to track tasks based on suggestions from last meeting.
- Commissioner Korn commented that we need to get a handle on this as it has been going on for three months now. He commented on a suggestion of a JPA between the County and BCASD. Discussion followed regarding this.
- There was discussion on what to add/assign on the task list and what priority to assign to items added
- More discussion on potential JPA. Need to have legal opinion/presence to address this item, this should be a high priority
- Discussion on the Idaho Statutes, everyone needs to be clear on these so they can be removed from the task list
- Commissioner Domke would like this to be a workshop to work on this task list. Jeff will make time to help with this list to work through it and help to update it prior to the next meeting. There was discussion on the process for the creation of this living document and when it can be updated.
- There was further discussion regarding the task list and what items should be high priority and who would handle them. This included: who owns property/buildings/vehicles, insurance, ICRMP, and what Chief Lindsey is working on already. Clorrissa commented on the relationship of the Treasurer/Auditing for banking issues. Discussion on whether or not they can use an external accountant and still use the Treasurer/Auditing.
- Discussion on training and if HR provided their training.
- Went over several other lines on the task list that were suggested at the last meeting
- Discussion on the structure of the Ambulance District and legalities. Discussion on legal representation depending on potential JPA and County attorneys or third-party attorneys
- JPA options should be discussed first. This was followed by continued discussion on legalities and which attorneys can be utilized

**PUBLIC COMMENT:**

- Dave Bowman – Thinks that future levels of service/budget need to be highest priority. A JPA is complicated/months of works and is not in favor of this, why not put an MOU in place
- Merlin Glass – Commented on management by objectives and how this relates to emergency services

**PUBLIC COMMENT\***

The meeting was adjourned at 12:36 p.m.

Clerk: *Alisa Schoeffel*

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By *Asia Williams*  
Commissioner Asia Williams, Chair

*3-12-2025*  
Date