



Bonner County Ambulance District

Board of Commissioners

Brian Domke Asia Williams Ron Korn

February 26, 2025

Memorandum

**CONSENT
AGENDA**

To: Bonner County Ambulance Service District Board

Adopting the Order of the Agenda As Presented

A suggested Motion would be: Based on the information before us, I move to Adopt the Order of the Agenda as presented.

Consent Agenda

The Consent Agenda Includes:

- 1) Bonner County Ambulance Service District Minutes February 19, 2025

A suggested Motion would be: Based on the information before us, I move to approve the Consent Agenda as presented.

Recommendation Acceptance: ☐ Yes ☐ No

Asia Williams, Chair

Date



Bonner County

Board of Ambulance Service District

Brian Domke

Asia Williams

Ron Korn

MINUTES FOR THE BONNER COUNTY AMBULANCE SERVICE DISTRICT

February 19, 2025 – 11:00 AM

Bonner County Administration Building

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

On Wednesday, February 19, 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 Domke made a motion to adopt the order of agenda as presented. Commissioner Korn seconded the motion. Brief discussion regarding agenda.

PUBLIC COMMENT:

- Dave Bowman – Discussed placing items onto the agenda by the board

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 5, 2025

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

CLERK – Sarah Nixon presented

Action Item: Discussion/Decision Regarding FY25 Claims Batch #19, **Totaling \$51,257.94**

There was a discussion regarding personnel line items in this batch as well as the separation of the BCASD from the County and how this may look moving forward. There was discussion regarding using County departments (HR, Auditing, Legal) and what BCASD owns and does not own. Commissioner Williams noted that this is off agenda and will be corrected.

PUBLIC COMMENT:

- Wayne Martin – Had a question regarding some of the invoices in this batch and the taxing districts
- Dave Bowman – Disagrees with the Ordinance referring to the BCASD as a department, it is a district per statute
- Jessica Stephany, Comptroller – Requested some workshops and maybe an action plan for moving forward

Commissioner Korn made a motion to approve payment of the FY25 BCASD Claims in Batch #19, totaling \$51,257.94. Commissioner Domke seconded the motion. Roll Call Vote: Commissioner Domke – Yes; Commissioner Williams – Yes; Commissioner Korn – Yes. The motion carries.

PUBLIC COMMENT*

- Merlin Glass – Weak link is between the commissioners, EMS, and the public, there is no common operating picture; how does EMS determine the level of staffing/minimum staffing, what publication do they use for this metric; commented on services as well as the number of paramedics and EMTs
- Wayne Martin – Commented on the packets he provided as public comment last week; would appreciate a workshop for the public; feels more comfortable after he spoke to Chief Lindsey
- Dave Bowman – Ambulance district is similar to the fire districts, the financials provided were lacking; at a fire district meeting you see a monthly financial update, the fire district admins may be happy to assist; commented on county code regrading the BCASD and EMSAC, needs to be accountability

There was a discussion regarding future meetings, how items will be agendized and how often meetings will be held. Suggestion to have a “task list” and map out future weekly meetings.

PUBLIC COMMENT:

- Dave Bowman – Commented on the positive a weekly meeting and not adding to the BOCC meeting
- Wayne Martin – Commented on the meetings as well and the proposed structure of future meetings; concerned with staffing and growth
- Merlin Glass – Commented on staffing and operations
- Dave Bowman – Financials with detail should be public in meetings
- Christian Jostlein, Risk Manager – Commented on the department specific meetings in the future
- Jessica Stephany, Comptroller – Provided an estimated cash balance for EMS at this time

The meeting was adjourned at 12:37 p.m.

Clerk: *Alisa Schoeffel*

ATTEST: Michael W. Rosedale

By _____
Commissioner Asia Williams, Chair

By _____
Deputy Clerk

Date



Alisa Schoeffel <alissar.schoeffel@bonnercountyid.gov>

Re: Weekly Agenda

1 message

Brian Domke <brian.domke@bonnercountyid.gov>

Thu, Feb 20, 2025 at 2:36 PM

To: Alisa Schoeffel <alissar.schoeffel@bonnercountyid.gov>

Cc: Jeffrey Lindsey <jeff.lindsey@bonnercountyid.gov>, Commissioners Office

<commissionersgroup@bonnercountyid.gov>, Alan Brinkmeier <alan.brinkmeier@bonnercountyid.gov>, Sarah Nixon

<sarah.nixon@bonnercountyid.gov>

Please add the following items to the agenda between the Clerk and Public Comment:

1. Budget Update
2. Decision on TAN Principal Payment
3. Staffing Plan Update & Review of Recent Staff Promotion
4. Insurance Update
5. Legal Update
6. Fee Schedule Change Update
7. Develop Task List (Define KPI, Schedule & % Complete)

Notes (Not to be included on the agenda, but to help those in this email understand the intent of the agenda items to come well prepared to the meeting):

1. The budget update should include the Balance Sheet, Income & Expense Breakdown, and the current FY'25 Budget Projection.
2. Confirm if payment amount is \$500,000
3. How does the staffing plan align with the current budget projections? Why was the staff promotion not brought before the board for a decision?
4. Current status of insurance options.
5. Current update on change of legal structure of BCASD and agreements (MOU, contracts, Etc.) for services to support the BCASD
6. How, What & When will the new fees be implemented?
7. Workshop style discussion to develop list of all tasks required to accomplish the work that needs to be done for bringing organizational, financial & functional stability to the BCASD.